

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

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

December 12, 2017  
Meeting No. 15  
Regular Meeting

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

**BOARD OF EDUCATION MEETING NO. 15**  
**Administration Center**

**December 12, 2017**

*"Preparing our students for their future."*

<b>Please Note Times</b>	
<b>5:00 P.M. -</b>	<b>Opening, Public Communications (on closed session items only)</b>
	<b>Closed Session</b>
<b>6:25 P.M. -</b>	<b>Holiday Music</b>
<b>6:45 P.M. -</b>	<b>Regular Meeting, Acknowledgements &amp; Recognitions, Student Board Member Report, Public Communications, Public Hearing, Information, Action, Consent Calendar, Reports</b>

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

**AGENDA**

**ITEM**

**PAGE**

**A. OPENING - 5:00 P.M.**

**1. Call to Order and Roll Call**

**B. COMMUNICATIONS FROM PUBLIC - (on Closed Session items only)**

**1. Public Communications**

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 by completing a request card. Speakers are requested to state their name and address prior to speaking to the Board. Not more than five minutes may be allotted to each speaker and no more than twenty minutes to each subject, except by unanimous consent of the Board of Education. 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.

**C. CLOSED SESSION**

1. **Instructing designated representative, Mr. Winfred B. Roberson, Jr., Superintendent of Schools, regarding collective bargaining matters pursuant to Government Code §54957.6.**
2. **Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957.**
3. **Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957.**
4. **Conference with Legal Counsel - Anticipated Litigation significant exposure to litigation pursuant to subdivision (d)(2) of section 54956.9: One potential case.**

**D. HOLIDAY MUSIC PROGRAM – 6:25 P.M.**

1. **Glendale High School Choir**

**E. RETURN TO REGULAR MEETING - 6:45 P.M.**

1. **Call to Order**
2. **Pledge of Allegiance led by Davion Holloway, a 5<sup>th</sup> grade student from Columbus Elementary School**
3. **Certification of Compliance**

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

4. **Approval of Agenda Order**

**F. ACKNOWLEDGEMENTS AND RECOGNITIONS**

**a. *Horace Mann Elementary School Awarded 2017 Golden Bell Award*** – The Board of Education would like to recognize Horace Mann Elementary School staff for receiving a 2017 California School Boards Association Golden Bell Award for the school's program titled "PLC Plus."

**b. *Glendale High School Girls Tennis Team Wins CIF*** – The Board of Education would like to recognize the girls' tennis team from Glendale High School on winning the CIF Championship.

**G. STUDENT BOARD MEMBER REPORT**

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

## **H. COMMUNICATIONS FROM PUBLIC**

### **1. Public Communications**

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 by completing a request card. Speakers are requested to state their name and address prior to speaking to the Board. Not more than five minutes may be allotted to each speaker and no more than twenty minutes to each subject, except by unanimous consent of the Board of Education. 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.

## **I. PUBLIC HEARING**

### **1. Public Hearing to Review a Report of Developer Fee Revenue and Expenditures Prepared Pursuant to the Requirements of SB 1693 and Government Code Sections 66001 and 66006 (Refer to Action Report No. 4)**

## **J. INFORMATION**

### **1. District Audit Report for 2016-17 (Refer to Action Report No. 2) 10**

Representatives from CliftonAllenLarson LLP will present a brief summary of the District's 2016-17 audit report and Proposition 39 audit report, and answer questions from members of the Board of Education.

### **2. First Interim Financial Report and Certification (Refer to Action Report No. 3) 11**

This agenda item will provide an opportunity to review a presentation regarding the First Interim Financial Report.

### **3. Update on the World Languages Advisory Committee Meeting and Proposed Recommendations for Secondary Language Programs 12**

This report will provide the Board of Education with preliminary recommendations for the future of secondary language programs based on the input from the World Languages Advisory Committee and the survey data collected from the current FLAG parents (all grades) and students (Grades 4-8).

### **4. Update on Measure S and Facility Programs 14**

There will be a presentation including an update on the Superintendent's Facility Advisory Committee meeting, a review of the action items on the agenda, as well as a discussion of future items that will be brought to the Board for consideration.

### **5. Local Control Accountability Plan (LCAP) Update #8 15**

This report is to provide an update on the 2017-2018 Local Control Accountability Plan (LCAP), Glendale Unified School District's (GUSD) "Roadmap to Success" focusing on Alternative Academic Programs available to GUSD students.

### **6. Proposed New or Revisions to Existing Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, and Instruction 17**

This report will provide the Board of Education with information on the need to create new or revise existing Board Policies (BP) 0460 (Local Control and Accountability Plan); BP 0500 (Accountability); BP 3515.4 (Recovery for Property Loss or Damage); BP 6153 (School Sponsored Trips); and BP 6178 (Career Technical Education) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.



**J. INFORMATION - continued**

- 7. Acknowledgements of Service 34**
- The resignations and retirements of the employees listed have been accepted by the Assistant Superintendent, Human Resources, as effective and final per Board Policy 4117.2, 4217.2, and 4317.2, and are being reported to the Board of Education for its information.
- 8. Proposed Attendance Calendars for 2018-2019 and 2019-2020 School Years 35**
- This report provides the Board of Education with the proposed student attendance calendars for elementary and secondary for the 2018-2019 and 2019-2020 school years.

**K. ACTION**

- 1. Approval of Student Attendance Calendars for 2018-2019 and 2019-2020 40**
- The Superintendent recommends that the Board of Education approve the student attendance calendars for elementary and secondary for the 2018-2019 and 2019-2020 school years.
- 2. District Audit Report for 2016-2017 45**
- The Superintendent recommends that the Board of Education accept the 2016-2017 District Audit and Proposition 39 Audit as prepared by the auditing firm of CliftonLarsonAllen LLP.
- 3. First Interim Financial Report and Certification – AB 1200 46**
- The Superintendent recommends that the Board of Education approve the certification indicating that, based on the budgetary information available on October 31, 2017, the District will be able to meet its financial obligations for the current and two subsequent fiscal years (positive certification). The approval of this report will authorize the 2017-18 budget adjustments identified within this report.
- 4. Developer Fee Report Prepared Pursuant to SB1693 and Government Code Sections 66001 and 66006 133**
- The Superintendent recommends that, following a Public Hearing, the Board of Education approve a Developer Fee Report prepared pursuant to SB1693 and Government Code Sections 66001 and 66006.
- 5. Resolution No. 15 – Resolution for Consolidation of Future Governing Board Member Elections with Statewide Primary Election Pursuant to Elections Code Section 1302(b) 144**
- The Superintendent recommends that the Board of Education adopt Resolution No. 15 – Consolidation of Future Governing Board Member Elections with the Statewide Primary Election Pursuant to Elections Code Section 1302(b).
- 6. Contract Approval - Assistant Superintendent, Educational Services 149**
- The Superintendent recommends that the Board of Education approve the employment contract for Dr. Kelly King, Assistant Superintendent, Educational Services.
- 7. California School Boards Association’s (CSBA) Delegate Assembly – Call for Nominations 153**
- The Superintendent recommends that the Board of Education nominate a candidate for the 2018 California School Boards Association’s Delegate Assembly representing Subregion 23-A.
- 8. Approval of New Budget Allocation for Clark Magnet STEM Building 162**
- The Superintendent recommends that the Board of Education approve a new budget allocation for Clark Magnet STEM Building in the amount of \$3,500,000.

**K. ACTION - continued**

- 9. Approval of Change Order No. 2 to Bid No. 114-15/16 with ACC Contractors, Inc. for the Overcrowding Relief Grant (ORG) 2-Story Building at La Crescenta Elementary School 163**
- The Superintendent recommends that the Board of Education approve Change Order No. 2 to Bid No. 114-15/16 with ACC Contractors, Inc. for the Overcrowding Relief Grant (ORG) 2- Story Building at La Crescenta Elementary School in the amount of \$361,312.24.
- 10. Approval of Change Order No. 1 Bid to No. 151-16/17 with Crosby Plumbing Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School 166**
- The Superintendent recommends that the Board of Education approve Change Order No. 1 to Bid No. 151-16/17 with Crosby Plumbing Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School in the amount of \$14,710.00.
- 11. Approval of Amendment No. 1 to Independent Consultant Agreement No. 404 with tBP Architecture for the Dunsmore Portables Project 168**
- The Superintendent recommends that the Board of Education approve Amendment No. 1 to Independent Consultant Agreement No. 404 with tBP Architecture for Dunsmore Portables in the amount of \$16,300.00.
- 12. Approval of Agreement for Professional Services and Lease with Enterprise Fleet Management 182**
- The Superintendent recommends that the Board of Education approve a professional services agreement and 60-month lease with Enterprise Fleet Management Inc. that includes a replacement and maintenance program of the District's Facility vehicles in the amount of \$578,829.60.
- 13. Approval of Secondary Mathematics Pathways for Grades 7-12 193**
- The Superintendent recommends that the Board of Education approve the secondary mathematics pathway for grades 7-12 to transition off a traditional pathway and into an integrated mathematics pathway.

**L. 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 198**
- The Superintendent recommends that the Board of Education approve the Minutes, as listed.
- a. Regular Meeting No. 13 November 28, 2017
  - b. Special Meeting No. 14 December 6, 2017
- 2. Certificated Personnel Report No. 10 208**
- The certificated report recommends approval of the following:
- Maternity leaves of absence, extension of maternity leaves of absence, health leaves of absence, extension of health leaves of absence, family & medical leaves of absence, extension of family & medical leaves of absence, a parental leave of absence, an additional assignment, elections, elections hourly/daily, an additional compensation, a transportation authorization and revisions to previous personnel reports.

**L. CONSENT CALENDAR - continued**

- 3. Classified Personnel Report No. 9 220**
- The classified report recommends approval of the following:
- Family & medical leave of absence; medical leave of absence; extension of medical leave of absence; maternity leave of absence; election from eligibility list; termination - abandonment; termination - disciplinary; additional assignment temporary - at established rate of pay; change of assignment; revision to previous personnel reports; election of classified/non-classified/hourly substitutes; and personal services agreements.
- 4. Warrants 228**
- The Superintendent recommends that the Board of Education approve Warrants totaling \$18,564,073.27 for November 1, 2017 through December 5, 2017.
- 5. Purchase Orders 233**
- The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$777,621.02 for the period of November 13, 2017 through November 24, 2017.
- 6. Appropriation Transfer and Budget Revision Report 247**
- Budget revisions and transfers reflect changes to existing budget appropriations necessitated by increases or decreases to previously established income and expenditure account. The Education Code requires Board of Education approval of all budget revisions and the transfer of fund between major expenditure accounts.
- 7. Transfer of Funds from the Unrestricted General Fund to the Routine and Restricted Maintenance Program 256**
- The Superintendent recommends that the Board of Education approve the transfer of \$8,541,602 from the Unrestricted General Fund to the Routine and Restricted Maintenance Program for 2017-18 school year.
- 8. Cash Transfer of Funds from the Capital Facilities Fund (25.0) to the Measure S Projects Fund (21.1) 257**
- The Superintendent recommends that the Board of Education approve the cash transfer of \$1,700,000 from the Capital facilities Fund (25.0) to the Measure S Project Fund (21.1).
- 9. Agreement with Grant Thornton to Provide GASB 75 Actuarial Valuation Services for 2017-18 258**
- The Superintendent recommends that the Board of Education approve an agreement with Grant Thornton to provide GASB 75 Actuarial Valuation Services for 2017-18 in the amount of \$9,500.
- 10. Extension of RFP Number P-18 16/17 for Security Guard Services at Various Sites 273**
- The Superintendent recommends that the Board of Education approve extension of RFP No. P-18 16/17 for security guard services at various sites with Absolute International Security (Covina) and American Guard Services, Inc. (Carson).
- 11. Approval of Notice of Completion with Harris Steel Fence Co., Inc. for Bid No. 142-16/17 for Balboa Elementary School Perimeter Fence Project 276**
- The Superintendent recommends that the Board of Education approve the Notice of Completion with Harris Steel Fence Co., Inc. for Bid No. 142-16/17 for Balboa Elementary School Perimeter Fence Project.

**L. CONSENT CALENDAR - continued**

- 12. Approval of Notice of Completion with Crosby Plumbing Inc., for Bid No. 151-16/17 for Fire Hydrant Line Connection at Dunsmore Elementary School 278**
- The Superintendent recommends that the Board of Education approve Notice of Completion with Crosby Plumbing Inc., for Bid No. 151-16/17 for Fire Hydrant Line Connection at Dunsmore Elementary School.
- 13. Approval of FASO Summer Projects (Deferred Maintenance) List – 2018 280**
- The Superintendent recommends that the Board of Education approve the FASO Summer Projects (Deferred Maintenance) List for summer 2018.
- 14. Authorization to Dispose of Surplus Property 282**
- The Superintendent recommends that the Board of Education declare student desks and various Physical Education equipment located at Wilson Middle School, as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.
- 15. Approval of New or Revised Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, Instruction, and Bylaws of the Board 283**
- The Superintendent recommends that the Board of Education approve new or revisions to existing Board Policies (BP)/Administrative Regulations (AR) BP/AR 0520.2 (Title I Improvement Schools); BP/AR 3513.9 (Use of Unmanned Aerial Systems (UAS)/Drones); BP 3513.4 (Drug and Alcohol Free Schools); BP 6141.2 (Recognition of Religious Beliefs and Customs); BP 6145.5 (Student Organizations and Equal Access); and BP 9323 (Meeting Conduct) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
- 16. Approval of Course of Study Outlines for Use in Middle and High Schools in the Area of Career Technical Education 308**
- The Superintendent recommends that the Board of Education approve the course of study outlines, Intro to Computers & Technology; Design 5-6; Computer Animation 5-6; Sports Medicine; and Advanced Sports Medicine for use in middle schools and high schools in the area of Career Technical Education.
- 17. Approval of Supplementary Textbook for Use in High Schools in the Area of English 356**
- The Superintendent recommends that the Board of Education approve the supplementary textbook, "The Hundred-Year Walk: An Armenian Odyssey," for use in high schools in the area of English.
- 18. Acceptance of the Mary Pinola/Crescenta Valley Chamber of Commerce Educational Endowment Fund 357**
- The Superintendent recommends that the Board of Education accept grant funding in the amount of \$2,100 from the Mary Pinola/Crescenta Valley Chamber of Commerce Educational Endowment Fund for Dunsmore Elementary School.
- 19. Acceptance of DonorsChoose Awards 358**
- The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support projects submitted by Marshall Elementary School.

**L. CONSENT CALENDAR - continued**

**20. Consideration of Damage Claim 360**

The Superintendent recommends that the Board of Education reject a claim submitted by Luis Hernandez and refer the claim to the District's claims administrator for processing in accordance with applicable laws.

**21. Acceptance of Gifts 361**

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

**M. REPORTS AND CORRESPONDENCE**

**1. Board**

**2. Superintendent**

**N. ADJOURNMENT**

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 1

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Karineh Savarani, Director, Financial Services

SUBJECT: **District Audit Reports for 2016-17 (Refer to Action Report No. 2)**

Representatives from CliftonAllenLarson LLP will present a brief summary of the District's 2016-17 audit report and Proposition 39 audit report, and answer questions from members of the Board of Education.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Karineh Savarani, Director, Financial Services  
Craig Larimer, Financial Analyst

SUBJECT: **First Interim Financial Report and Certification (Refer to Action Report No. 3)**

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This agenda item will provide an opportunity to review a presentation regarding the First Interim Financial Report.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 3

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED Dr. Nancy Hong, Coordinator, FLAG Programs

**SUBJECT: Update on the World Languages Advisory Committee Meeting and Proposed Recommendations for Secondary Language Programs**

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Glendale Unified School District's commitment to provide robust language programs both at the elementary and secondary levels and to continue refining programs to support the interests and needs of students has been the compass by which the World Languages Advisory Committee has focused its efforts. Data from the FLAG parent and student surveys and the input provided by committee discussion and feedback informed District staff to make the recommendations for the Board of Education to consider for future action.

At the December 12, 2017 Board meeting, detailed results from the FLAG parent survey, disaggregated by languages and school sites, will be presented. Out of 3,209 parents in the FLAG program, 952 participated in the survey or 30%. Industry guidelines state that for internal surveys, a "good response rate" typically is in the 30-40% range. In addition to the data presentation will be the recommendations and rationale for building some of the language programs in the secondary schools as stated below:

1. Extend the Italian Program into High School  
Currently, the leading-edge class is in 8th grade at Roosevelt Middle School with five students enrolled. While the number of students is arguably lower than an average class size of 30 or more, creating courses at the 5-6 and 7-8 levels would allow students studying Italian to meet their A-G foreign language requirement and would position them to take the Italian AP exam in language and culture at the end of their sophomore year. The Italian program would matriculate from Roosevelt to Hoover High School, and it would become one of five languages offered in their World Languages department (as Latin will be phased out). Italian has 63.4 million speakers across 13 different countries in the world. Globally, it is the 21<sup>st</sup> most spoken language.



2. Extend the Japanese Program into High School

Like Italian, the leading-edge class for the Japanese program is also in 8th grade. There are currently ten students in this class at Wilson Middle School. Both Japanese 5-6 and 7-8 level courses would need to be added to allow students in this program to fulfill their A-G foreign language requirement and to give them the opportunity to take the AP exam in Japanese language and culture at the end of their sophomore year. The Japanese program would matriculate from Wilson to Glendale High School, which already has a sister school in Japan that current GHS students and staff will have the chance to visit in the Spring of 2018 and onward. According to Ethnologue.com, there are 128 million Japanese speakers in the world, and it is the ninth most spoken language worldwide. Japanese would give students at Glendale High School another language option in addition to Armenian, French, and Spanish.

If student interest is high, adding introductory courses at the 1-2 and 3-4 levels in secondary schools are also recommended as future offerings to create an entry point for students who would like to learn Italian or Japanese but were not previously enrolled in FLAG as elementary school students. Currently, there are opportunities to enroll in high school introductory language classes for Armenian, French, German, Korean and Spanish.

The participants of the World Languages Advisory Committee would like to continue meeting to work on identified areas of need and provide ongoing input to inform staff as they direct and support the language programs in the District.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 4

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Update on Measure S and Facility Programs**

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Staff will make a presentation, which will include an update on the following items:

1. Superintendent's Facility Advisory Committee (SFAC)
2. Items on this Agenda
  - Approval of New Budget Allocation for the Clark Magnet High School STEM Building
  - Approval of Change Order No. 2 to Bid No. 114-15/16 with ACC Contractors, Inc. for the Overcrowding Relief Grant (ORG) 2-Story Building at La Crescenta Elementary School
  - Approval of Change Order No. 1 to Bid No. 151-16/17 with Crosby Plumbing, Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School
  - Approval of Amendment No. 1 to Independent Consultant Agreement No. 404 with tBP Architecture for the Dunsmore Portables Project
  - Approval of Notice of Completion with Harris Steel Fence Co., Inc. for Bid No. 142-16/17 for the Balboa Elementary School Perimeter Fence Project
  - Approval of Notice of Completion with Crosby Plumbing, Inc. for Bid No. 151-16/17 for Fire Hydrant Line Connection at Dunsmore Elementary School
  - Approval of Notice of Completion with Oceanstate Development, Inc. for Bid No. 144-16/17 for the Portable Expansion Project at Dunsmore Elementary School
  - Approval of FASO Summer Projects (Deferred Maintenance) List – 2018

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 5

TO: Board of Education

FROM: Winfred B. Roberson Jr., Superintendent

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

PREPARED BY: Felix Melendez, Executive Director, Secondary Education

**SUBJECT: Local Control Accountability Plan (LCAP) Update #8**

This report will provide and update the Board of Education on the 2017-2018 Local Control Accountability Plan (LCAP), Glendale Unified School District's (GUSD) Roadmap to Success," focusing on Alternative Academic Programs available to GUSD students.

**Alternative Academic Programs**

**Daily High School (DHS)**

The school is housed in a 14-classroom building, two additional bungalow-type classrooms that house computer labs for the students, and a culinary classroom on the third floor of the GUSD Administration Center building. DHS includes a traditional continuation school program in a 14-classroom building and has incorporated a computer-based program using Apex courses in two bungalows.

The instructional program is structured into three twelve-week trimesters. Students from the District's comprehensive high schools are accepted for the first three weeks of each term. A Placement Committee, composed of an administrator and a counselor from each of the presenting schools and Daily, determine the appropriateness of each student accepted to Daily. The Placement Committee reviews each student's transcript, grades, test scores, language proficiency, and anecdotal data to select them for admittance. Students begin with a three-day orientation designed to immerse them into Daily's culture of learning and expectations. Orientation also includes academic diagnostic testing and a parent session.

The staff has revised syllabi for each course to ensure alignment to the California State Standards, quality instruction, meaningful assessments, and the school's rigorous academic expectations. All teachers are credentialed in the area(s) they teach. To ensure student success, the school has strengthened its multiple intervention programs. Special education students receive Resource Specialist Program (RSP), speech services, therapy, and mainstreaming opportunities where appropriate. A part-time probation officer serves students on probation and offers voluntary probation to all students.

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English and Math intervention classes are offered to assist students who are not at grade level proficiency. Apex courses help students with a computer-based credit recovery opportunity and uses “a-g” approved on-line courses. Young Parent Education Program (YPEP) provides childcare and a child development course for the pregnant and parenting students at the campus to help them stay in school while providing better quality parenting to their child. An attendance intervention class is offered to help students with chronically poor attendance learn how to be more organized and utilize time management techniques, and improve motivation.

Texts and instructional materials at Daily are appropriate to high school level coursework, and are used at the District’s traditional high schools in standard or college-prep classes. Intervention activities include re-teaching and individual tutoring, both of which involve the teacher and student diagnosing the problem together, and spending time and effort to “correct” it. Other corrective activities used to help students achieve mastery of the standards include cooperative learning strategies, alternative materials such as audiotapes, manipulatives, web-based resources, and supplementary materials.

Daily restructured its schedule to add sixth period academies to their school. Daily created small academies, including Environmental Futures Academy, Business Academy, Performing Arts Academy, Computers Academy, Sports Academy and Road Trip Nation Academy. These academies have brought pride and a sense of accomplishment to the school and its students. A Second Chance to Grow Garden is a project students petitioned to build in an outside area on the District property. The Business Academy creates handmade scented soy candles and sells them as a fundraiser for the school. With that money, the academies have been able to go on many field trips and purchase necessary tools needed for the academies. In all, the Business Academy sold over 600 candles primarily due to their supportive staff. The students created Strive Candle’s motto, “Create, Strive, Learn, Give Back” which speaks to the school culture and the success of Daily Academies.

### **Verdugo Academy**

Verdugo Academy is GUSD’s Independent Study program. It is geared toward students who need a flexible alternative program to meet their individual social, emotional, academic, or professional needs. Current enrollment sits at approximately 120 students. Students from elementary and secondary aged students participate in the programs offered at Verdugo Academy. All high school courses provided by Verdugo Academy are “a-g” approved.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 6

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Proposed New or Revisions to Existing Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, and Instruction**

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This report will provide the Board of Education with information on the need to create new or revise existing Board Policies (BP) 0460 (Local Control and Accountability Plan); BP 0500 (Accountability); BP 3515.4 (Recovery for Property Loss or Damage); BP 6153 (School Sponsored Trips); and BP 6178 (Career Technical Education) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 0460 – LCAP**

CSBA Update: October 2017  
Last GUSD Update: September 2017

CSBA updated their model policy to delete references to 5 CCR 15497.5 (repealed), which formerly contained the LCAP template. The LCAP template continues to be approved by the State Board of Education and is available on the California Department of Education (CDE) web site. The revised policy also adds a definition of "numerically significant student subgroups" whose needs must be addressed in the LCAP. The accompanying Administrative Regulation also has suggested revisions that will be updated after the Board Policy is approved by the Board.

**BP 0500 - Accountability**

CSBA Update: October 2017  
Last GUSD Update: July 2016

CSBA updated its model policy to reflect the new state accountability system (the California School Dashboard), which consists of both state and local indicators to assist districts in identifying strengths and areas in need of improvement in each priority area addressed by the LCAP.

**BP 3515.4 – Recovery for Property Loss or Damage**

CSBA Update: July 2009  
Last GUSD Update: February 2003

Board Policy 3515.4 is updated to comply with Education Code and federal and state laws. Once approved, the accompanying Administrative Regulations will also be updated.

**BP 6153 - School Sponsored Trips**

CSBA Update October 2017  
Last GUSD Update February 2016

CSBA updated its model policy to reflect a new State law, AB 341, which eliminates the prohibition against the use of District funds to pay for the expenses of students participating in field trips or excursions to another state, to the District of Columbia, or to a foreign country.

**BP 6178 Career Technical Education**

CSBA Update: July 2012  
Last GUSD Update: N/A

BP 6178 is a mandated policy that asserts that District Career Technical Education (CTE) programs/pathways meet the Education Code 51220 requirement that all adopted course of study for grades 7-12 include courses in career technical education. BP 6178 requires that the District provide a comprehensive career and technical education program in the secondary grades integrating core academic instruction with technical and career instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment.

The proposed new/revised Board Policies are being presented for first reading. If the consensus of the Board is to move forward, the policies will be presented at the January 16, 2018 Board meeting for approval. Further, upon approval of the policies, updates to the accompanying Administrative Regulations will be made as needed following current District procedures.

Copies of the proposed policies are included with this report.

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan

The ~~Governing~~ Board of Education desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060 and any local priorities adopted by the Board. The LCAP ~~shall be effective for three years and~~ shall be updated on or before July 1 of each year and, like the District budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

~~In addition, the LCAP shall address any local priorities adopted by the Board.~~

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" ~~and other underperforming students~~ or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, ~~and are counted only once as defined in Education Code 42238.01~~ for purposes of the local control funding formula. (Education Code 42238.02)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students, or as otherwise defined by the Superintendent of Public Instruction (SPI). (Education Code 52052)

~~To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.~~

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

Any complaint that the district has not complied with legal requirements pertaining to the LCAP

## Philosophy, Goals, Objectives and Comprehensive Plans

### Local Control and Accountability Plan

may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

### Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

~~The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. The local control and accountability plan (LCAP) will include the solicitation of parent/guardian and community input on effective and appropriate instructional methods, including language acquisition programs. Policy also reflects the State Board of Education's (SBE) adoption of evaluation rubrics (the "California School Dashboard") that will assist districts in evaluating progress toward their LCAP goals. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)~~

### Public Review and Input

~~The Board shall establish the following committee(s) to review and comment on the LCAP: The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; 5 CCR 15495)~~

- ~~1. A parent advisory committee shall be composed of a majority of parents/guardians including at least one parent/guardian of unduplicated students as defined above.~~
- ~~2. An English learner parent advisory committee whenever district enrollment includes at least 15 percent English learners and at least 50 students who are English learners.~~

The Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit



## Philosophy, Goals, Objectives and Comprehensive Plans

### Local Control and Accountability Plan

written comments regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update to the LCAP~~. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP ~~or the annual update~~ shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update~~. The public hearing shall be held at the same meeting as the public budget hearing required prior to the adoption of the district budget in accordance with pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

### Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP ~~or the annual update~~. This meeting shall be held after the public hearing described above, but not on the same day as the hearing.

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

### Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP ~~or the annual update to the LCAP~~, the Board shall file the LCAP ~~or the annual update~~ with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP ~~or the annual update~~, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations.

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan

(Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals.
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups.
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074.

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP.
2. Revision of the district's budget in accordance with changes in the LCAP.
3. A determination to stay or rescind any district action that would prevent the district from

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan

improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement.

Legal Reference: Education Code Sections: 305-306; 17002; 33430-33436; 41020; 42127; 42238.01-42238.07; 44258.9; 48985; 51210; 51220; 52052; 52060-52077; 52302; 52372.5; 54692; 60119; 60605.8; 60811.3; 64001; 99300-99301  
Code of Regulations, Title 5, Sections 15494-15497  
United States Code, Title 20, Sections: 6312; 6826

Policy Adopted: 09/02/2014

Policy Revised: 09/20/2016; 09/05/2017; --/--/2018

Philosophy, Goals, Objectives and Comprehensive Plans

Accountability

The Board of Education recognizes its responsibility to ensure accountability to the public for the performance of the District and each District schools. The Board shall regularly review the effectiveness of ~~the District's~~ programs, personnel, and fiscal operations, with a focus on the District's ~~effectiveness in improving~~ capacity to improve student achievement. The Board shall establish appropriate processes and measures to monitor results and to evaluate progress toward accomplishing the District's vision and goals set forth in the local control and accountability plan (LCAP).

~~Indicators of district progress in improving student achievement shall include, but are not limited to, the state Academic Performance Index (API) and the measures of "adequate yearly progress" (AYP) required under the federal accountability system.~~

District and school performance shall be annually evaluated based on multiple measures specified in the California Accountability and Continuous Improvement System as reported on the California School Dashboard.

The District's Alternative schools serving high-risk student populations, including continuation high schools, opportunity schools, and community day schools, and nonpublic, nonsectarian schools pursuant to Education Code 56366, shall be subject to an alternative accountability system established by the Superintendent of Public Instruction. (Education Code 52052, 56366)

The District and each District school shall demonstrate comparable improvement in academic achievement, ~~as measured by the API,~~ for all numerically significant student subgroups. Numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth and homeless students, when the subgroup consists of at least 30 students with a valid test score or 15 foster youth, ~~and~~ or homeless students. (Education Code 52052)

The Superintendent shall provide regular reports to the Board and the public regarding District and school performance. Opportunities for feedback from students, parents/guardians, staff, and community members shall be made available as part of any review and evaluation of District programs and operations and as part of the development or annual update of the local control and accountability plan (LCAP).

Evaluation results may be used as a basis for revising District or school goals, updating the LCAP or other comprehensive plans, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support and assistance, awarding incentives or rewards, and establishing other performance-based consequences.

Philosophy, Goals, Objectives and Comprehensive Plans

Accountability

Legal Reference: Education Code Sections 33127-33129; 33400-33407; 44660-44665; 51041; 52052-52052.1; ~~52055.57-52055.59~~; 52060-52077; 56366; ~~60640-60649~~  
Code of Regulations, Title 5, Sections 1068-1074; 15440-~~15463~~ 15464  
United States Code, Title 20, Sections 6311; 6312  
Code of Federal Regulations, Title 34, Sections ~~200.13~~ 200.12-200.20  
200.24; ~~200.30-200.53~~ 200.48

Policy Adopted: 09/10/2002

Policy Amended: 09/02/2014; 07/26/2016; ~~--/--/2018~~

Business and Noninstructional Operations

Recovery for Property Loss or Damage

The ~~Governing~~ Board of Education desires to create a safe and secure learning environment and to minimize acts of vandalism and damage to school property. To discourage such acts, the district shall seek reimbursement of damages within the limitations specified in law, from any individual, or from the parent/guardian of any minor, who has committed theft or has willfully damaged district or employee property.

Rewards

When district or law enforcement officials have not been able to identify the person(s) responsible for the theft or vandalism of district property, the Board may authorize a reward for the identification and apprehension of the responsible person(s).

When district or law enforcement officials have not been able to identify the person(s) responsible for ~~When~~ vandalism, burglary, or arson results resulting in a loss of or damage to District property, or when an assault results in injury to an employee or volunteer, the Superintendent or the Chief Business and Financial Officer is authorized to offer a cash reward to any person other than a District employee, for providing information leading to ~~the arrest and conviction of the perpetrator(s) or acknowledgment of responsibility by the perpetrator(s)~~ identification and apprehension of the responsible person(s).

~~The amount of the reward to be offered shall be determined by the Superintendent or Chief Business and Financial Officer. If any announcement regarding the reward offer is publicized, it shall be in a manner determined by the Superintendent or Chief Business and Financial Officer.~~ The Board authorizes the Superintendent or designee to offer a reward in any amount he/she deems appropriate, not exceeding \$2,500. A reward in excess of \$2,500 shall be authorized in advance by the Board.

The cost of any reward paid and any advertising of such reward shall be added to the damage claim against the perpetrator(s).

The Superintendent or designee shall disburse the reward when the guilt of the person responsible for the act has been established by a criminal conviction or other appropriate judicial procedure.

Legal Reference:        Education Code Sections: 19910; 19911; 44810; 48904  
                                 Civil Code Section 1714.1  
                                 Government Code Sections 53069.5; 53069.6; 54951  
                                 Penal Code Sections 484; 594.1; 640.5; 640.6

**DRAFT**

Glendale Unified School District  
Board Policy

BP 3515.4  
Page 1 of 2

Business and Noninstructional Operations

Recovery for Property Loss or Damage

Policy Adopted: 10/07/1986

Policy Amended: 07/19/1994; 02/04/2003; --/--/2018

Formerly BP 3539

Instruction

Field School Sponsored Trips

- A. ~~The Board of Education recognizes that school-sponsored trips are an important component of a student's development and supplement and enrich the classroom learning experience. School-sponsored trips may~~ field trips supplement and enrich the classroom learning experience, lead to increased student achievement, and foster student engagement. The Board encourages field trips to reinforce and increase learning opportunities and to enhance district programs.

Field trips shall be conducted in connection with the District's course of study or school-related social, emotional, cultural, athletic, performing arts activities, or other extracurricular or co-curricular activities to and from places in the State, any other State, the District of Columbia, or a foreign country for students enrolled in elementary or secondary schools. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the District's course of study. (Education Code 35330)

- B. Requests for ~~school-sponsored~~ field trips involving out-of-state, out-of-country, or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved in advance by the principal.
- C. The Principal ~~or program administrator~~ shall establish a process for approving a staff member's request to conduct a ~~school-sponsored~~ field trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, District and student expense, and transportation and supervision requirements.
- D. ~~District funds shall not be used to pay for student expenses for out-of-state or out-of-country field trips or excursions. However, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of District equipment during the trip, may be paid from District funds. (Education Code 35330)~~ The Board may approve the use of district funds for student expenses for in-state, out-of-state, or out-of-country field trips or excursions when permitted by law. In addition, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of district equipment during the trip, may be paid from district funds. (Education Code 35330)
- E. Parents may be requested to donate towards the cost of the field trip.
- F. No field trip shall be authorized if any student would be excluded from participation



Instruction

Field School Sponsored Trips

because of a lack of sufficient funds.

- G. The Superintendent or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)
- H. Student safety shall be a primary consideration. Principals ~~or program administrators~~ may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.
- I. Students with unique needs shall participate in field trips and off-campus learning activities with typical peers. Where necessary and relevant, students with 504 Plans and IEPs will have access to their accommodations on field trips.

Legal Reference: Education Code, Sections 8760; 32040-32044; 35330; 35331; 35332; 35350; 44808; 48908  
Business and Professions Code Sections: 17550-1755.9; 17552-17556.5

Policy Adopted: 06/16/1959

Policy Amended: 01/16/1979; 07/02/1985; 10/15/2002; 02/02/2016; --/--/2018

(Formerly BP 6220)

Instruction

Career Technical Education

The Board of Education desires to provide a comprehensive career and technical education (CTE) program in the secondary grades, which integrates core academic instruction with technical and career instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment. The District's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. The program shall include a rigorous academic component and provide students with a strong experience and understanding of all aspects of an industry.

The District's CTE program shall focus on preparing students to enter current or emerging high-skill, high-wage, and/or high-demand occupations. CTE opportunities may be offered through linked learning programs, partnership academies, apprenticeship programs or orientation to apprenticeships, regional occupational centers or programs, tech prep programs, small learning communities, or other programs that expose students to career options while preparing them for future careers in a given industry or interest area.

The Board shall review and approve all district plans and applications for the use of state and/or federal funds supporting CTE.

The Board shall adopt District standards for CTE which meet or exceed the state's model content standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with District-adopted standards and the state's curriculum framework.

At least every three years, the Board shall compare the District's curriculum, course content, and course sequence of CTE with the model state curriculum standards. (Education Code 52376)

The Superintendent or designee shall systematically review the District's CTE classes to determine the degree to which each class may offer an alternative means for completing and receiving credit for specific portions of the course of study prescribed by the District for high school graduation. The Board shall ensure that these classes are equivalent in content and rigor to the courses prescribed for graduation. (Education Code 52376)

The Superintendent or designee shall develop partnerships with local businesses and industries to ensure that course sequences, career technical and integrated curriculum, classroom instruction and projects, and assessments have real-world relevance and reflect labor market needs and priorities. He/she also shall work to develop connections with businesses, postsecondary institutions, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities.

## Instruction

### Career Technical Education

The Superintendent or designee shall collaborate with postsecondary institutions to ensure that the District's program is articulated with postsecondary programs in order to provide a sequential course of study. Articulation opportunities may include dual or concurrent enrollment in community college courses.

The Superintendent or designee shall inform all secondary students and their parents/guardians about the CTE experiences available in the District, CTE courses that satisfy college admission criteria, and, if applicable, CTE courses that satisfy high school graduation requirements. In addition, secondary students shall receive individualized career guidance and academic counseling which provides information about academic and CTE opportunities related to the student's career goals.

The Superintendent or designee shall ensure that teachers of CTE courses possess the qualifications and credentials necessary to teach their assigned courses. He/she also shall provide teachers and administrators with professional development designed to enhance their knowledge of standards-aligned CTE and shall provide opportunities for CTE teachers to collaborate with teachers of academic courses in the development and implementation of integrated curriculum models.

The Superintendent or designee shall provide counselors and other guidance personnel with professional development that includes, but is not limited to, information about current workforce needs and trends, requirements of the District's CTE program, work-based learning opportunities, and postsecondary education and employment options following high school.

Upon written request from a nonprofit private school within the geographical area served by the District, the Superintendent or designee shall consult with private school representatives in a timely and meaningful manner and may provide for the participation of private school secondary students in the District's programs and activities funded under the federal Carl D. Perkins Career and Technical Education Act. To the extent practicable, the Superintendent or designee also shall, upon request, permit participation of CTE teachers, administrators, and other personnel from private schools in the District's in-service and pre-service professional development programs funded through the Perkins Act. (20 USC 2397)

The Superintendent or designee shall regularly assess District needs for facilities, technologies, and equipment to increase students' access to the District's CTE program.

## Nondiscrimination

The District's program shall provide equal access to and shall not unlawfully discriminate against

## Instruction

### Career Technical Education

students who are members of special populations. Special populations include, but are not limited to, students with disabilities; students from economically disadvantaged families, including foster youth; single parents and single pregnant females; displaced homemakers; students with limited English proficiency; and students preparing for nontraditional fields. Nontraditional fields include occupations or fields of work, including careers in computer science, technology, and other emerging high-skill occupations, for which individuals from one gender constitute less than 25 percent of the individuals employed in each such occupation or field of work. (20 USC 2302, 2354, 2373)

Prior to the beginning of each school year, the Superintendent or designee shall advise students, parents/guardians, employees, and the general public that all CTE opportunities are offered without regard to any actual or perceived characteristic protected from discrimination by law. (34 CFR 100.B, 104.8, 106.9)

The above notification shall be disseminated in languages other than English as needed and shall state that the District will take steps to ensure that the lack of English language skills will not be a barrier to admission and participation in the District's CTE program. (20 USC 2354; 34 CFR 100.B)

### School and Community Involvement

The Board shall appoint a CTE advisory committee to develop recommendations on the District's CTE program and to serve as a liaison between the District and potential employers. The committee shall consist of at least one student, teacher, business representative, industry representative, school administrator, member of the general public knowledgeable about the disadvantaged, and representative of the field office of the California Employment Development Department. (Education Code 8070)

The District also shall involve parents/guardians; students; academic and CTE teachers; administrators; career guidance and academic counselors; representatives of tech prep consortia if applicable, business and industry, labor organizations, and special populations; and other interested individuals in the development, implementation, and evaluation of CTE programs. (20 USC 2354)

### Program Evaluation

The Board shall monitor the achievement of students participating in the District's CTE program in order to determine the need for program improvements. The Superintendent or designee shall annually report to the Board and the California Department of Education on program enrollment

Instruction

Career Technical Education

and completion rates, including enrollment and completion of programs in nontraditional fields as defined in 20 USC 2302; student academic assessment results; attainment of career and technical skill proficiencies; attainment of a high school diploma or equivalent; graduation rates; and subsequent placement in postsecondary education or advanced training, military service, or employment. Data shall be disaggregated, in accordance with 20 USC 2323, by race, ethnicity, gender, disability status, migrant status, English proficiency, and economic disadvantage status and for each special population as defined in 20 USC 2302 and listed in the section "Nondiscrimination" above.

Legal Reference: Education Code Sections: 1205; 8006-8155; 17078.70-17078.72; 33430-33432; 35168; 41540-41544; 44257.3; 44260-44260.1; 44260.9; 48430; 48980; 51220-51229; 51760-51769.5; 52300-52499.66; 52519-52520; 53080-53084; 53086; 54690-54699.1; 54750-54760; 56363; 66205.5-66205.9; 88500-88551  
Government Code Sections: 54950-54963  
Labor Code Sections: 3070-3099.5  
Code of Regulations, Title 5 Sections: 1635; 3051.14; 10070-10075; 10080-10092; 10100-10111; 11500-11508; 11535-11538; 11610-11611  
Code of Regulations, Title 8 Sections: 200-240  
United States Code, Title 20 Sections: 2301-2414; 6301-6578  
Code of Regulations, Title 34 Sections: 100.B; 104.1-104.39; 106.1-106.61

Policy Adopted: --/--/2018

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 7

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources/Director of Classified Personnel

SUBJECT: ACKNOWLEDGEMENTS OF SERVICE

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The resignations and retirements of the employees listed have been accepted by the Assistant Superintendent, Human Resources, as effective and final per Board Policy 4040, and are being reported to the Board of Education as information only - no action required:

Resignations:

1. Beghouzian, Katharine Effective 12/21/17  
Behavior Intervention Assistant  
Special Education Department
2. Harutiunian, Areck Effective 12/15/17  
Behavior Intervention Assistant  
Special Education Department
3. Shelley, Morgan Effective 6/29/17  
Education Assistant Intensive Support  
Special Education Department
4. Vladys, Mariam Effective 12/21/17  
Behavior Intervention Assistant  
Special Education Department

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

INFORMATION REPORT NO. 8

TO: Board of Education

FROM: Mr. Winfred B. Roberson Jr., Superintendent

SUBMITTED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources

SUBJECT: **Proposed Attendance Calendars for 2018-2019 and 2019-2020 School Years**

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This report provides the Board of Education with information on the proposed student attendance calendars for elementary and secondary for the 2018-2019 and 2019-2020 school years.

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**ELEMENTARY ATTENDANCE CALENDAR 2018-2019 - DRAFT**

July 2018

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

August 2018

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

September 2018

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

October 2018

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

November 2018

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

December 2018

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

January 2019

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

February 2019

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

March 2019

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

April 2019

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

May 2019

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

June 2019

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

**TOTAL DAYS OF INSTRUCTION 180**

State Holiday	X Minimum Day	Student Holiday, All Teachers on Duty	District Staff Dev. Day	Students Not in Attendance
○	X	△	/	
District Staff Development Day - Aug. 20		End of First Trimester - Nov. 15		End of Second Trimester - March 1
Teacher Institute Day - Aug. 21		Student Holiday-Teachers on Duty - Nov. 16		Spring Recess - March 18-22
First Trimester Begins/School Opens - Aug. 22		Thanksgiving Recess - Nov. 19-23		District Staff Development Day - March 25
Labor Day - Sept. 3		Winter Recess - Dec. 24-Jan. 6		Armenian Genocide Remembrance Day - April 24
District Staff Development Day - Oct. 26		Dr. Martin Luther King, Jr. Day - Jan. 21		Memorial Day - May 27
Election Day - Nov. 6		Lincoln Day - Feb. 11		End of Third Trimester - June 11
Veteran's Day - Nov. 12		Washington Day - Feb. 18		Student Holiday, All Teachers on Duty - June 12



GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**SECONDARY ATTENDANCE CALENDAR 2018-2019 - DRAFT**

July 2018

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

August 2018

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

September 2018

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

October 2018

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

November 2018

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

December 2018

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

January 2019

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

February 2019

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

March 2019

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

April 2019

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

May 2019

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

June 2019

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

**TOTAL DAYS OF INSTRUCTION 180**

<ul style="list-style-type: none"> <li>State Holiday</li> <li>X Minimum Day</li> </ul>	<ul style="list-style-type: none"> <li>Student Holiday, All Teachers on Duty</li> <li>District Staff Dev. Day, Students Not in Attendance</li> <li>Students Not in Attendance</li> </ul>
--	--

District Staff Development Day - Aug. 20  
 Teacher Institute Day - Aug. 21  
 First Semester Begins/School Opens - Aug. 22  
 Labor Day - Sept. 3  
 First Quarter Ends - Oct. 19  
 District Staff Development Day - Oct. 26  
 Election Day - Nov. 6  
 Veteran's Day - Nov. 12  
 Thanksgiving Recess - Nov. 19-23  
 Student Holiday, Teachers on Duty, End 1st Sem. - Dec. 21  
 Winter Recess - Dec. 24 - Jan. 6  
 Dr. Martin Luther King, Jr. Day - Jan. 21  
 Lincoln Day - Feb. 11  
 Washington Day - Feb. 18  
 Third Quarter Ends - March 15  
 Spring Recess - March 18-22  
 District Staff Development Day - March 25  
 Armenian Genocide Remembrance Day - April 24  
 Memorial Day - May 27  
 Second Semester Ends - June 11  
 Student Holiday, All Teachers on Duty - June 12

**ELEMENTARY ATTENDANCE CALENDAR 2019-2020 - DRAFT**

**July 2019**

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

**August 2019**

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

**September 2019**

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

**October 2019**

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

**November 2019**

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

**December 2019**

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

**January 2020**

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

**February 2020**

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

**March 2020**

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

**April 2020**

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

**May 2020**

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

**June 2020**

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

**TOTAL DAYS OF INSTRUCTION 180**

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

District Staff Development Day - Aug. 19 Teacher Institute Day - Aug. 20 First Trimester Begins/School Opens - Aug. 21 Labor Day - Sept. 2 District Staff Development Day - Oct. 25 Election Day - Nov. 5 Veteran's Day - Nov. 11	End of First Trimester - Nov. 14 Student Holiday, Teachers on Duty - Nov. 15 Thanksgiving Recess - Nov. 25-29 Winter Recess - Dec. 23 - Jan. 6 Dr. Martin Luther King, Jr. Day - Jan. 20 Lincoln Day - Feb. 10 Washington Day - Feb. 17	End of Second Trimester - March 6 Spring Recess - March 16-20 District Staff Development Day - March 23 Armenian Genocide Remembrance Day - April 24 Memorial Day - May 25 End of Third Trimester - June 10 Student Holiday, Teachers on Duty - June 11
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GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**SECONDARY ATTENDANCE CALENDAR 2019-2020 - DRAFT**

**July 2019**

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

**August 2019**

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

**September 2019**

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

**October 2019**

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

**November 2019**

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

**December 2019**

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

**January 2020**

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

**February 2020**

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

**March 2020**

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

**April 2020**

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

**May 2020**

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

**June 2020**

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

**TOTAL DAYS OF INSTRUCTION 180**

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

District Staff Development Day - Aug. 19 Teacher Institute Day - Aug. 20 First Semester Begins/School Opens - Aug. 21 Labor Day - Sept. 2 First Quarter Ends - Oct. 18 District Staff Development Day - Oct. 25 Election Day - Nov. 5	Veteran's Day - Nov. 11 Thanksgiving Recess - Nov. 25-29 Student Holiday, Teachers on Duty, End 1st Sem.-Dec. 20 Winter Recess - Dec. 23 - Jan. 6 Dr. Martin Luther King, Jr. Day - Jan. 20 Lincoln Day - Feb. 10 Washington Day - Feb. 17
Third Quarter Ends - March 13 Spring Recess - March 16-20 District Staff Development Day - March 23 Armenian Genocide Remembrance Day - April 24 Memorial Day - May 25 Second Semester Ends - June 10 Student Holiday, Teachers on Duty - June 11	

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 1

TO: Board of Education

FROM: Mr. Winfred B. Roberson, Superintendent

SUBMITTED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources

SUBJECT: **Approval of Student Attendance Calendars for 2018-2019 and 2019-2020**

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The Superintendent recommends that the Board of Education approve the attached student attendance calendars for elementary and secondary for the 2018-2019 and 2019-2020 school years.

**ELEMENTARY ATTENDANCE CALENDAR 2018-2019 - DRAFT**

July 2018

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

August 2018

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

September 2018

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

October 2018

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

November 2018

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

December 2018

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

January 2019

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

February 2019

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

March 2019

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

April 2019

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

May 2019

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

June 2019

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

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

**TOTAL DAYS OF INSTRUCTION 180**

District Staff Development Day - Aug. 20	End of First Trimester - Nov. 15	End of Second Trimester - March 1
Teacher Institute Day - Aug. 21	Student Holiday-Teachers on Duty - Nov. 16	Spring Recess - March 18-22
First Trimester Begins/School Opens - Aug. 22	Thanksgiving Recess - Nov. 19-23	District Staff Development Day - March 25
Labor Day - Sept. 3	Winter Recess - Dec. 24-Jan. 6	Armenian Genocide Remembrance Day - April 24
District Staff Development Day - Oct. 26	Dr. Martin Luther King, Jr. Day - Jan. 21	Memorial Day - May 27
Election Day - Nov. 6	Lincoln Day - Feb. 11	End of Third Trimester - June 11
Veteran's Day - Nov. 12	Washington Day - Feb. 18	Student Holiday, All Teachers on Duty - June 12



GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**SECONDARY ATTENDANCE CALENDAR 2018-2019 - DRAFT**

July 2018

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

August 2018

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

September 2018

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

October 2018

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

November 2018

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

December 2018

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

January 2019

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

February 2019

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

March 2019

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

April 2019

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

May 2019

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

June 2019

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

**TOTAL DAYS OF INSTRUCTION 180**

○ State Holiday   
 X Minimum Day   
 △ District Staff Dev. Day.

/ Students Not in Attendance   
 / Students Not in Attendance

District Staff Development Day - Aug. 20	Third Quarter Ends - March 15
Teacher Institute Day - Aug. 21	Spring Recess - March 18-22
First Semester Begins/School Opens - Aug. 22	District Staff Development Day - March 25
Labor Day - Sept. 3	Armenian Genocide Remembrance Day - April 24
First Quarter Ends - Oct. 19	Memorial Day - May 27
District Staff Development Day - Oct. 26	Second Semester Ends - June 11
Election Day - Nov. 6	Student Holiday, All Teachers on Duty - June 12
	Veteran's Day - Nov. 12
	Thanksgiving Recess - Nov. 19-23
	Student Holiday, Teachers on Duty, End 1st Sem. - Dec. 21
	Winter Recess - Dec. 24 - Jan. 6
	Dr. Martin Luther King, Jr. Day - Jan. 21
	Lincoln Day - Feb. 11
	Washington Day - Feb. 18

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**ELEMENTARY ATTENDANCE CALENDAR 2019-2020 - DRAFT**

July 2019

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

August 2019

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

September 2019

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

October 2019

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

November 2019

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

December 2019

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

January 2020

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

February 2020

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

March 2020

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

April 2020

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

May 2020

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

June 2020

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

**TOTAL DAYS OF INSTRUCTION 180**

<ul style="list-style-type: none"> <li><input type="radio"/> State Holiday</li> <li><input checked="" type="radio"/> Minimum Day</li> <li><input type="radio"/> Student Holiday, All Teachers on Duty</li> <li><input type="radio"/> District Staff Dev. Day</li> <li><input type="radio"/> Students Not in Attendance</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> End of First Trimester - Nov. 14</li> <li><input type="radio"/> Student Holiday, Teachers on Duty - Nov. 15</li> <li><input type="radio"/> Thanksgiving Recess - Nov. 25-29</li> <li><input type="radio"/> Winter Recess - Dec. 23 - Jan. 6</li> <li><input type="radio"/> Dr. Martin Luther King, Jr. Day - Jan. 20</li> <li><input type="radio"/> Lincoln Day - Feb. 10</li> <li><input type="radio"/> Washington Day - Feb. 17</li> </ul>
<ul style="list-style-type: none"> <li><input type="radio"/> District Staff Development Day - Aug. 19</li> <li><input type="radio"/> Teacher Institute Day - Aug. 20</li> <li><input type="radio"/> First Trimester Begins/School Opens - Aug. 21</li> <li><input type="radio"/> Labor Day - Sept. 2</li> <li><input type="radio"/> District Staff Development Day - Oct. 25</li> <li><input type="radio"/> Election Day - Nov. 5</li> <li><input type="radio"/> Veteran's Day - Nov. 11</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> End of Second Trimester - March 6</li> <li><input type="radio"/> Spring Recess - March 16-20</li> <li><input type="radio"/> District Staff Development Day - March 23</li> <li><input type="radio"/> Armenian Genocide Remembrance Day - April 24</li> <li><input type="radio"/> Memorial Day - May 25</li> <li><input type="radio"/> End of Third Trimester - June 10</li> <li><input type="radio"/> Student Holiday, Teachers on Duty - June 11</li> </ul>



GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**SECONDARY ATTENDANCE CALENDAR 2019-2020 - DRAFT**

July 2019

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

August 2019

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

September 2019

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

October 2019

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

November 2019

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

December 2019

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

January 2020

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

February 2020

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

March 2020

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

April 2020

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

May 2020

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

June 2020

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

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

**TOTAL DAYS OF INSTRUCTION 180**

District Staff Development Day - Aug. 19  
 Teacher Institute Day - Aug. 20  
 First Semester Begins/School Opens - Aug. 21  
 Labor Day - Sept. 2  
 First Quarter Ends - Oct. 18  
 District Staff Development Day - Oct. 25  
 Election Day - Nov. 5  
 Veteran's Day - Nov. 11  
 Thanksgiving Recess - Nov. 25-29  
 Student Holiday, Teachers on Duty, End 1st Sem.-Dec. 20  
 Winter Recess - Dec. 23 - Jan. 6  
 Dr. Martin Luther King, Jr. Day - Jan. 20  
 Lincoln Day - Feb. 10  
 Washington Day - Feb. 17  
 Third Quarter Ends - March 13  
 Spring Recess - March 16-20  
 District Staff Development Day - March 23  
 Armenian Genocide Remembrance Day - April 24  
 Memorial Day - May 25  
 Second Semester Ends - June 10  
 Student Holiday, Teachers on Duty - June 11



GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 2

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Karineh Savarani, Director, Financial Services

SUBJECT: **District Audit Reports for 2016-2017**

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The Superintendent recommends that the Board of Education accept the 2016-2017 District Audit and Proposition 39 Audit as prepared by the auditing firm of CliftonLarsonAllen LLP.

The auditing firm of CliftonLarsonAllen LLP, (CLA), has completed the District's audit for the 2016-2017 fiscal year, as well as, the Proposition 39 audit. Subsequent to its review and acceptance by the Board of Education, the audit report will be submitted to the Office of the State Controller and other designated agencies. The Board has received the audit report under separate cover.

The annual audit report provides a number of positive recommendations in an effort to improve accountability and operational procedures. These are outlined in the "Summary of Findings and Recommendations" section of the audit.

Representatives from CliftonLarsonAllen LLP will attend the Board of Education meeting to present a brief summary of the audit and to answer questions.

The District audit report is available for public review and is posted on the District's website under the Financial Services Department.

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GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 3

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Karineh Savarani, Director, Financial Services  
Craig Larimer, Financial Analyst

SUBJECT: **First Interim Financial Report and Certification – AB 1200**

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The Superintendent recommends that the Board of Education approve the attached certification indicating that, based on the budgetary information available on October 31, 2017, the District will be able to meet its financial obligations for the current and two subsequent fiscal years (positive certification). The approval of this report will authorize the 2017-18 budget adjustments identified within this report.

The requirement for districts to prepare Interim Financial Reports is outlined in AB 1200 (Chapter 1213/1991) and AB 1708 (Chapter 924/1994). These statutes require county offices and the California Department of Education to closely monitor and review district budget and financial reports. Additionally, those agencies have been provided authority to intervene in district budget and financial matters and, as necessary, in other areas of school district operations.

During each fiscal year, two interim financial reports are required. In each of these reports, the Board of Education must determine if it will be able to meet its financial obligations for the current and two subsequent fiscal years. One of the following certifications must be made:

1. Positive – the district will be able to meet its financial obligations for the current and two subsequent fiscal years.
2. Qualified – the district may not be able to meet its financial obligations for the current and two subsequent fiscal years.
3. Negative – the district will be unable to meet its financial obligations for the current and two subsequent fiscal years.

Along with the Interim Financial Report, districts are required to furnish a narrative for each fund, a cash flow analysis, criteria and standards review, and a report of Average Daily Attendance (ADA). **The financial information and certification form included with this report indicates that the District will be able to meet its financial obligations through 2019-20.** Although Local Control Formula Funding (LCFF) State Funding is projected to increase in future years, it is prudent to remember that revenue assumptions may decrease if, the State faces another recession, legislative appropriation priorities shift, other unexpected state tax shortfalls occur, or the District student demographics change.

Given the positive balances in all three years, the District is recommending a “**positive**” certification for the First Interim Report.

However, due to the continuous increase in the CalSTRS and CalPERS rates, as well as, the growing structural deficit, the District is now projecting out 4 years and finds that in the fiscal year 2020-21 Unrestricted General Fund adjusted balance will be a negative \$18.0 million, even with the complete use of LCFF growth in 2017-18 and partial use of the LCFF growth in the out years, as well as, the use of solvency savings of \$7.5 million in 2017-18 and 2018-19 that still needs to be materialized. If the solvency savings are not materialized and continue in future years, the District will have either a qualified or negative certification. As a result, the District **will be unable** to meet its financial obligations in those future years if not rectified. (See Attachment B)

#### UNRESTRICTED GENERAL FUND NARRATIVE

The Interim Financial Report is submitted in the format prescribed by the State Office of Fiscal Management and Accountability, and approved by the California Department of Education. The Interim Financial Report is a result of a coordinated effort by the accounting staff, the Financial Analyst, and various departments and staff across the District.

The information in this report represents the actual and projected financial position of the General Fund as of October 31, 2017. Column A (Original Budget) represents summarized income or expenditure figures as approved in the adopted budget. Column B (Board-Approved Operating Budget) represents the revised budget as changed by budget revisions and appropriation transfers through October 31, 2017. Column C (Actuals to Date) shows the funds actually received or spent through October 31, 2017. Column D (Projected Year Totals) provides projections for the income or expenditure figures through June 30, 2018. Column E (Difference) reflects the difference between Column B and Column D, which represents positive or negative variances in projected balances. A positive difference in a revenue item indicates that actual income is projected to exceed budgeted income. A positive difference in an expenditure item indicates that actual expenditures will be less than budgeted expenditures.

***General and Other Fund Highlights***

Multi-Year Budget Assumptions

In 2013-14 the Governor and Legislature eliminated the old Revenue Limit and most categorical programs and replaced these with the new Local Control Funding Formula (LCFF). The LCFF establishes base grants for four grade spans with supplemental and concentration add-on for English Learners (EL), free and reduced-price meal eligible students and foster youth students, and provides additional funding for K-3 CSR, Grades 9-12, Home-to-School Transportation and the Targeted Instructional Improvement Grant (TIIG). Please see “Attachments A and B” for comparison of projection changes and assumptions.

The Base Grant rates for 2017-18 are:

<u>Grade Level</u>	<u>Base Grant Amount per ADA</u>	<u>COLA 0 Percent</u>	<u>Augmentation</u>	<u>Base Grant</u>
K-3	\$7,083	\$110	\$748	\$7,941
4-6	\$7,189	\$112	\$0	\$7,301
7-8	\$7,403	\$115	\$0	\$7,518
9-12	\$8,578	\$134	\$227	\$8,939

The First Interim budget adjustments in Attachment B include several important items to highlight. The following are adjustments to the 2017-18 Adopted Budget:

- Computer Laptop Purchases
- One-Time State Discretionary Funding
- Revised LCFF Funding Variables
- Budgeted Prior Year Carry-Over (2017-18 only)

The multi-year plan also reflects adjustments to the LCFF revenue projection. The COLA/GAP/ADA assumptions are listed in Attachment A. Given the future years of LCFF revenue increases are only estimates based on the State’s proposals, and the State will not have finalized the LCFF calculation until year end, the Los Angeles County Office of Education has advised school districts to hold back these revenue increases in a reserve and to refrain from spending them. GUSD has taken a modified approach and allocated future revenues to the budget to pay for the STRS and PERS contribution increase in 2017-18 through 2020-21, as well as, future year costs of hiring BIAs and EIAs special education staff. The remaining balance of the projected LCFF funding is “Reserved” in the End Balance. Attachment B summarizes the impact of the expenditure and revenue changes.

Enrollment Projections

The Adopted Budget assumed an increase of 88 students in 2017-18, an increase of 105 in 2018-19, and an increase of 78 in 2019-20. It has been modified based on CALPADS to an increase of 167 in 2017-18, 26 in 2018-19, and an increase of 78 in 2019-20. The revenue and staffing impacts are not included in this revision and will be reviewed at a future date.

#### Local Control Funding Formula Income (LCFF)

The 2017-18 LCFF calculation results in a 2.17% net funding increase which reflects a 1.56% COLA and 43.19% GAP funding. This is a net change of \$187 per ADA and a total grade span average of \$8,725 per ADA. Current year funded ADA is projected to be 25,462. In the State Budget Act it was anticipated that there would be a COLA increase of 2.15% in 2018-19 and 2.35% in 2019-20. Attachment B highlights the fiscal impact of the change in GAP funding.

#### Other State Revenue

The State Budget reflects categorical COLAs at 1.56% for 2017-18, 2.15% for 2018-19, and 2.35% for 2019-20.

#### Lottery

Lottery income for years 2017-18 through 2019-20 is based on estimates provided by the California Department of Education, the Los Angeles County Office of Education (LACOE), and School Services of California. The District's estimate of \$140.00 per ADA in the Unrestricted General Fund and \$41.00 in the Restricted General Fund is based on the recommendation from LACOE for the First Interim budget.

#### Analysis of Ending Fund Balance – Governmental Funds

To ensure compliance with the California Education Code, the financial resources of the District are divided into separate funds for which separate accounts are maintained for recording cash, other resources and all related liabilities, obligations and equities.

The chart below is a reconciliation of 2016-17 Ending Fund Balance per the Unaudited Actuals Report filed with the State and Ending Fund Balance in the District Auditor's audit report.

Glendale Unified School District Analysis of Ending Fund Balance - Governmental Funds June 30, 2017		
<b>Ending Fund Balance per Unaudited Actuals reported to the Board</b>		
General Fund	\$ 57,854,923	} \$62,981,688
Deferred Maintenance Fund #14	5,126,765	
Building Fund #21.1	70,636,709	
Clean Renewable Energy Bond Fund 21.2	10,222,749	
Special Reserve for Capital Outlay #40.1 and 40.2	22,711,564	} \$57,452,613
Child Development Fund #12	190,634	
Cafeteria Fund #13	4,350,555	
Capital Facilities Fund #25	10,185,256	
State School Building Fund #35	740	
Bond Interest and Redemption Fund #51	20,013,864	
Debt Service Fund #56	<u>12,683,057</u>	
Summary - Ending Fund Balance	<u>\$ 213,976,816</u>	
<b>Ending Fund Balance per Audit</b>		
General Fund	\$ 62,981,688	
Building Fund #21.1	70,636,709	
Clean Renewable Energy Bond Fund 21.2	10,222,749	
Debt Service Fund #56	97,056,137	
Other Governmental Fund	<u>57,452,613</u>	
Summary - Ending Fund Balance	<u>\$ 298,349,896</u>	
Note: The difference of \$84,373,080 is in the Debt Service Fund #56.0. This is the amount held in escrow for future General Obligation Bond refunding related to the 2016 GO Crossover Bonds, and is a component part of these financial statements that is not reported in the District's annual Financial and Budget Report.		

General Fund - the general operating fund of the District is used to account for all financial resources except those required to be accounted for in another fund. Due to the reporting requirements of GASB 54, the Deferred Maintenance Fund no longer meets the definition of a special revenue fund as it is no longer primarily composed of restricted or committed revenue

sources. Therefore, all activities of this fund are reported in the General Fund in the amount of \$62,981,688.

Debt Service Fund #56 – used for large expenditures that are “one-time” in nature. It is anticipated that these funds will be used to assist with textbook adoptions in 2017-18. The ending fund balance is \$12,683,057.

Building Fund #21.1 – used to account for Measure S Bond projects. The ending balance is \$70,636,709.

Clean Renewable Energy Bonds (CREBs) Fund #21.2 – used to account for solar projects. The ending balance is \$10,222,749.

Non-Major Governmental Funds Includes:

- Special Reserve Fund for Capital Outlay Projects #40.1 and #40.2 -- used to account for funds designated by the Board and/or restricted for capital outlay, major deferred maintenance, major equipment replacement needs and the modernization of cafeteria facilities.
- Special Revenue Funds – used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. Included are the Child Development Fund #12 and the Nutritional Services Fund #13.
- Capital Projects Funds – used to account for the financial resources that are restricted, committed or assigned for the acquisition and/or construction of major governmental general fixed assets. Included are the Capital Facilities Fund #25, State School Building Fund #35, and the Bond Interest and Redemption Fund #51.

The combined ending balance is \$57,452,613.

2016-17 Ending Fund Balance

The Unrestricted General Fund Balance at the end of 2016-17 was \$47.2 million. It is comprised of various Reserves and Assignments. When the year-end closing process takes place, a number of items are reviewed to determine if there are obligations that need to carry forward into the next fiscal year. If the items have not been received but there is an obligation/commitment that is still outstanding, then that commitment is listed in the section titled “Assigned Funds” as one of the components of the Ending Fund Balance.

The State requires that the District maintain a minimum of 3% of the total expenditures in the Unrestricted and Restricted General Fund in a designated reserve titled Economic Uncertainties for the current year and two subsequent years. At the close of 2016-17, that 3% requirement totaled \$8.4 million and the District had sufficient reserves.

The District has had a structural deficit spending pattern since 2008. This will continue into 2017-18, 2018-19, and 2019-20. Structural deficits occur when current year expenditures exceed current year revenues after short term strategies are removed.

The 2016-17 Unrestricted General Fund Ending Balance was comprised of the following reserves and designations:

2016-17 Unrestricted General Fund Balance		
Unrestricted General Fund	Projected June 6, 2017	Final
Designated for Economic Uncertainty	\$ 8,398,250	\$ 8,442,375
Revolving Cash, Warehouse & Prepaid Expense	1,020,286	1,036,129
Reserve for School Site & Program Carry Overs & Code to the Future	200,000	1,959,994
Reserve for Medical Administrative Activity (MAA)	1,389,566	1,730,911
Reserve for Unrestricted CTE Assigned	-	200,000
Reserve for Supplemental Program	680,000	1,158,973
Reserve for future LACOE System Charges	1,400,000	1,400,000
Unassigned Reserve	31,199,289	31,284,226
<b>Total Unrestricted General Fund Balance</b>	<b>\$ 44,287,391</b>	<b>\$ 47,212,608</b>

It is important to note that the change in the “Unassigned Reserve” was approximately \$0.085 million. This is the only change that will affect the multi-year projection. The balance of the other designations is assigned to specific purposes and is budgeted to 2017-18.

Interest

The current projection for General Fund interest income is \$636,000. In 2016-17 the General Fund received \$705,469 in interest income.

One-Time Discretionary Funds

The 2016-17 Enacted Budget provided \$1.28 billion for the One-Time Discretionary Funds. These funds are unrestricted and the use of the dollars is discretionary. Funds were apportioned at \$214 per ADA. Consistent with prior-year proposals, the funds provided will offset outstanding mandate reimbursement claims.

Employee Compensation Adjustments

Certificated and classified salaries have been adjusted to reflect step and column salary adjustments, as applicable, for certificated and classified employees and corresponding salary savings due to attrition and retirements. The 2017-18 and 2018-19 projections also reflect an annual increase in health and welfare costs of \$1.5 million and \$3.4 million, respectively. Both CalSTRS and CalPERS reflect multi-year rate increases as recommended by the State.



A portion of the projected 2018-19 LCFF revenue was utilized to fund STRS/PERS and Special Education increases. If the projected 2018-19 revenue does not materialize, the District's contingency plan is to reduce educational programs.

### BUDGET ADJUSTMENTS

In response to the State Budget Act and estimated actuals, the Board of Education is being asked to approve "Attachment B" budget adjustments. These adjustments are reflected in the attached interim report projections. Other adjustments will be considered in future months as details unfold from the State and through the budget development process.

#### Solvency Savings Plan

In the 2017-18 June Budget Adoption, there were expenditure reductions for solvency savings projected at \$7.6 million for 2017-18 and another \$6.1 million in 2018-19 to ensure that the District will be solvent in the next three years. Due to a higher than projected ending balance in 2016-17, revised LCFF funding variables, and revised one-time discretionary funding, there will be future budget adjustments in 2017-18 to the multiyear projected budget. A Board approved fiscal stabilization plan was submitted to Los Angeles County Office of Education (LACOE) with the 2017-18 Proposed Budget. In the fiscal stabilization plan, the Board of Education identified the specific areas to reduce, up to the \$7.6 million of ongoing expenditures and increased revenues.

A continuous analysis of the Solvency Savings Plan will be done to monitor the actual savings and to modify, change, or increase savings as needed.

#### Historical Budget Reductions

The following is a listing of programs and other reductions the District previously implemented as a result of the State fiscal crisis.

### HISTORICAL BUDGET REDUCTIONS

	<b>Total</b>
<b>2007-08 Reductions</b>	
Freeze Vacancies (one-time)	2,200,000
Freeze Supplies & Services (one-time)	500,000
Reallocate 20 positions to Categorical	763,000
Sub-total	3,463,000
<b>2008-09 Reductions</b>	
Savings from 5 FTE	358,282
Savings from Special Education	800,000
Workers Compensation Savings	2,891,400
Maintenance Workers 2 FTE	91,000
End-Of-Year Tier III Sweeps (one-time)	5,423,553
CPI Adjustment On Supplies and Services	383,000
Sub-total	9,947,235
<b>2009-10 Reductions</b>	
Admin. & Cont. HS Restructure (9.2 FTE)	670,000
Teacher Staffing Ratio Changes (one-time)	2,000,000
On-going Tier III Sweeps - Includes some staff reductions and Counseling reductions.	4,922,478
Sub-total	7,592,478
<b>2010-11 Reductions</b>	
Administration Reorganization 10 FTE	1,100,000
FASO Staff 7 FTE	450,000
Special Education 7.4 FTE	500,000
School Safety Grants Sweep (one-time)	1,200,000
Restricted Lottery Utilization	500,000
Charge Food Service Indirect Cost	350,000
MS reduce 1 FTE per 1,000 students (3 FTE)	300,000
HS reduce 1 FTE per 1,000 students (9 FTE)	900,000
Clark MHS adjust to 6 periods (4 FTE)	400,000
Daily HS reduce counseling 1 FTE	100,000
Summer School Cost Reduction	700,000
Class Size K-3 to 24.9:1 Ratio	3,400,000
Sub-total	9,900,000
<b>2011-12 Reductions/Savings</b>	
Measure S Savings	517,000
ReConnectEd Savings	80,000
Consolidated EEELP/Categoricals	150,000
Sub-total	747,000
<b>2012-13 Reductions/Savings</b>	
PIO Position (1 FTE)	112,000
Energy Manager Position (1 FTE)	120,000
ES and MS Assistant Principals (2 FTE)	255,000
Shift Dental to ASCIG / Blue Shield Plan Changes	240,000
Sub-total	727,000
<b>2013-14 Reductions/Savings</b>	
Elementary School Reduction of 1 FTE Assistant Principal	120,000
PARS savings comprised of 5 FTE Elementary School Teachers, 3 FTE Middle School Teachers, 14 FTE High School Teachers, 1 FTE FASO Assistant Director, 1 FTE Duplicating Center, and 16 FTE Classified Staff.	3,506,561
Sub-total	3,626,561
<b>Grand Total</b>	<b>\$36,003,274</b>

Note: PARS early retirement offered in 2009-10 and 2012-13.  
 Ret. Plans effective 7/1/10 & 7/1/13 respectively

Important discussions need to continue on the prioritization of the restoration of programs and/or alternate priorities to support student learning. The question to be answered is, "What is the most strategic way to improve learning as money becomes available?" Funding allocated through the LCFF is largely unrestricted, but they are subject to comprehensive accountability requirements called the Local Control and Accountability Plan (LCAP). Under these rules districts are required to disclose how funds will be spent to provide high-quality educational programs. Districts that do not meet the goals stated in their plans and fail to improve educational outcomes receive assistance through support and intervention.

#### Local Control and Accountability Plan (LCAP)

The LCFF moves school districts away from a system of rule/audit compliance to a system of accountability based on local needs and measured by progress towards annual goals. The LCAP is the system on how school districts will be measured in meeting their goals.

The State Board of Education (SBE) LCAP template categorized the state priorities into three groups for planning purposes: Conditions of Learning; Pupil Outcomes; Engagement. The template is also comprised of three sections: Stakeholder Engagement; Goals & Progress Indicators; Actions/Services/Expenditures. School districts must also demonstrate in their LCAP that they have **increased or improved services** for unduplicated pupils in proportion to the increase in the funds apportioned to the supplemental and concentration grants. The District's LCAP is located on the GUSD website.

### OTHER FUNDS NARRATIVE

#### Special Education Pass-Through Fund (10.0)

The California Department of Education has required a special revenue fund for use by the Administrative Unit (AU) of a Special Education Local Area Plan (SELPA) to account for Special Education inter-district pass-through revenues outside the General Fund. As of October 31, 2017, the cash balance in Fund 10.0 was \$0.

#### Child Development Fund (12.0)

General Child Care and Development Programs, and State Preschool Programs. This fund operates on an independent basis and does not encroach on the Unrestricted General Fund. The Child Development Fund began the fiscal year with a balance of \$190,634.

#### Nutrition Service Fund (13.0)

The source of revenue for this fund is based solely on meal sales. The revenue is received on a per meal basis from the State and Federal programs as well as student payments. The State funding for this program was reduced in 2007-08, 2008-09, 2009-10, and remains relatively flat for 2012-13 to 2017-18. This budget includes indirect cost charges of approximately \$290,000 that will be transferred to the Unrestricted General Fund for services performed by several

administrative staff. In 2017-18, to comply with the United States Department of Agriculture's (USDA) paid lunch equity requirement, the District will increase school lunch prices from \$2.60 to \$2.75, effective January 1, 2018. As of October 31, 2017, the fund had a cash balance of \$2,996,375.

#### Deferred Maintenance Fund (14.0)

The Deferred Maintenance Program is considered a part of the 2008-09 through 2013-14 flexibility options provided in the State Budget Act. The State revenue for this fund was reduced from \$1,291,090 to \$967,000 in 2008-09 ongoing. In 2013-14 this funding was eliminated and is now part of the LCFF.

All projects previously listed as Deferred Maintenance have been charged to the Capital Projects Fund 40.1, and the Measure S Bond Fund 21.1. As of October 31, 2017, the fund has a cash balance of \$5,121,203.

#### Building Fund (21.1)

This is the Measure S Bond Fund and is utilized to track expenditures related to the bond projects. The first issuance of the bond series in the amount of \$54 million occurred in August 2011. Another \$70 million was issued in August 2014, \$6.5 million of the proceeds from the sale of the bonds was utilized in 2014-15 to pay off the remaining balance of Certificates of Participation (COPs). Funds for capital projects are also transferred to the fund from the Developer Fee Fund 25.0, Capital Projects Fund 40.1, and the State Building Fund 35.0. Another series of GO Bonds, 2011 Election Series C, for \$70 million, was issued in August 2016. As of October 31, 2017, the cash balance in Fund 21.1 is \$61,787,442.

#### Clean Renewable Energy Bonds (CREBs) Fund (21.2)

Clean Renewable Energy Bonds (CREBs) are federal bonds used to finance photovoltaic and water heating installations at rates lower than most tax-exempt municipal bonds. The federal government subsidized the financing by lowering the borrowed interest rate (Net Effective Rate) in the form of federal tax credits.

CREBs Fund (21.2) was established to account for \$5.38 million in the second series of CREBs issued in October 2012. Due to the nature of tax-exempt bonds, the proceeds are held with a banking entity serving as the "Custodian" and the funds are disbursed to the "District" upon a reimbursement request. Deutsche Bank National Trust Company serves as the "Custodian" for Glendale Unified School District.

These bonds will mature in 17 years and are expected to be repaid using redevelopment agency proceeds. The annual payment is estimated at \$320,000 with a Net Effective Rate of 1.24%. This payment will be made from the Capital Projects Fund (40.1). Glendale High School, Roosevelt Middle School, Marshall Elementary, Fremont Elementary, Balboa Elementary, and Franklin Elementary solar projects were financed with this second series of CREBs. In October 2016 we received \$10.7 million for Clean Renewable Energy Bonds. As of October 31, 2017, the cash balance with the fiscal agent is \$10,043,870.

Developer Fee Fund (25.0)

Developer Fee income is designated for the rental or purchase of modular classrooms, the purchase of property, and for other classroom facility needs, as approved by the Board of Education. In December 2009, the District utilized this Fund to purchase three properties that are contiguous to the District Administration building. In 2012-13 \$4.3 million was transferred to the Measure S Fund for the Keppel Project, and in 2013-14 \$4.0 million was transferred to the Measure S Fund for general support. In 2016-17 \$1.2 million was transferred from Fund 25.0 to the Measure S Project Fund, (21.1) for RD White ORG support. In 2015-16 the District transferred \$1 million to Measure S Project Fund (21.1) for Muir ORG project and \$650,000 to Capital Projects Fund (40.1) for the installation of portable buildings at Cloud Preschool. The fund began the current year with a balance of \$10,185,256 and has received income of \$120,269 through October 31, 2017. It is projected that income for the fiscal year will be approximately \$1 million.

State Building Fund (35.0)

In 2009-10 and 2010-11, the State Allocation Board approved the disbursement of funds for Glendale High School project and Crescenta Valley High School appeal, Columbus Elementary School Project, Hoover High School Project, and Roosevelt Middle School Project. These funds were transferred to Fund 40.1. In 2012-13 \$4.3 million was received and transferred to the Measure S Fund for the Keppel ORG Project. This fund was established to account for revenue and expenditures associated with those renovations, modernization, and new construction projects partially funded from State bond funds. In 2016-17, \$145,179 from this fund was transferred to Fund 21.1. As of October 31, 2017, this fund had a cash balance of \$578.

Capital Projects Fund (40.1)

In 2009-10 and 2010-11, funds were received from the State Allocation Board and deposited into Fund 35 and then transferred to Fund 40.1. In 2009-10, 2010-11, and 2011-12 this fund was utilized to assist with the construction payments for the Roosevelt Middle School, Glendale High School, and other projects. This is the fund that was utilized for Measure S construction projects in 2011-12, as a bridge until G.O. bond funds became available. In 2012-13 \$4.4 million was transferred to the Measure S Fund for the Hoover Project, and in 2013-14 \$11.5 million was transferred to the Measure S Fund for general support. In 2015-16 \$0.65 million was transferred from the Developer Fees Fund (25) for Cloud Preschool Capital Projects and \$1.25 million from Unrestricted General Fund. In 2016-17 Proposition 39 funds was spent on energy efficiency projects in the District. As of October 31, 2017, the fund's cash balance is \$21,001,466.

Nutrition Service Capital Outlay Fund (40.2)

In prior years, the Nutrition Service Program has transferred monies into this fund for capital projects. As of October 31, 2017, the fund's cash balance is \$1,196,853.

Debt Service Fund (56.0)

The only revenue source in this fund is interest income. This fund was to be utilized to repay the Certificates of Participation (COPs), the annual payment was approximately \$1.3 million. Given Measure S paid off this loan, this reserve can now be utilized by the District for major "one-time" expenditures, i.e. new textbook adoptions. In 2015-16 and 2016-17 a solvency transfer of \$1.4 million and \$1.5 million, respectively, was utilized to continue funding the Common Core State Standards with curriculum development. As of October 31, 2017, this fund has a current cash balance of \$12,669,295.

Self Insured Health Insurance (67.0)

The only revenues are the premiums for the dental and vision insurance plans that are offered to employees and interest earnings. The payroll system allocates the expense for the coverage to the various programs in all the funds. Then an offsetting transfer is made to the revenue account in self-insured fund. In 2012-13, the District transferred from the ASCIP JPA to ASCIG JPA for dental insurance. Due to GUSD leaving the ASCIP JPA the District received an equity distribution from ASCIP of \$1.18 million. The cost of the claims and transfers to the third party administrator are the only expense in this fund. Additionally, for the 2017-18 school year, the District "carved-out" the pharmaceutical services from the incumbent healthcare provider and is now self-funded, based on the decision and recommendation of the District's Benefits Committee. Pharmaceutical services are administered by MedImpact. Expenses and revenues of this program are allocated the same way as the vision and dental insurance plans. The initial budget to fund this expense is \$5.3 million. As of October 31, 2017, this fund had a cash balance of \$4,204,708.

Workers Compensation Fund (67.1)

This fund was established solely for the purpose of accounting for expenditures related to the workers compensation program. The ASCIP rate for "dollar one" coverage in 2017-18 is 2.399% of salaries.

The expenditures will include the payment to ASCIP for 2017-18 coverage, expenditures related to claims that occurred prior to 2005-06, consultant expenses for claims management, and other related expenses. As of October 31, 2017, the fund had a cash balance of \$2,823,473.

Early Retirement Benefits Fund (67.2)

This fund was established to set aside funds for the GASB 45 liability. In 2014-15 the calculated rate was 1.684%. However, to effectively transfer reserves from Fund 67.2 to the Unrestricted General Fund the rate was lowered, resulting in a transfer of \$1.6 million in 2013-14 and \$2.4 million in 2014-15 of the fund reserves. The rates were decreased to 0.909% and 0.094%, respectively. In 2016-17 the rate is 1.298% with no decrease. As of October 31, 2017, this fund had a cash balance of \$446,497.

McLennan Trust and Other Scholarships (73.0)

This fund's primary source funding is interest earnings and an occasional donation for a scholarship. Typically, the scholarship donations are managed through the ASB accounts at the high schools. However, if there is a donation that is not directly linked to a school site, it may be deposited into this fund. The only expenditures out of this fund are for student scholarships. As of October 31, 2017, this fund had a cash balance of \$337,954.

**2017-18 First Interim  
Multi-Year Budget Assumptions**

Attachment A

Category	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>Local Control Funding Formula</b>						
- Projected Net District LCFF Revenue Increase	\$9,959,236					
Adopted Budget 2017-18 (June 2017)		\$6,779,517	\$8,816,639	\$7,077,877	\$9,294,995	\$0
State Budget Adoption		\$6,868,268	\$8,309,799	\$6,933,394	\$10,051,466	\$0
First Interim		\$7,410,833	\$7,719,429	\$6,750,439	\$10,282,226	\$0
- Revenue Net Percentage Increase	5.27%	2.17%	3.37%	2.63%	3.89%	0.00%
- Projected Increase In Funding Per ADA	\$427	\$187	\$294	\$237	\$360	\$0
- Total LCFF Funding Per ADA	\$8,538	\$8,725	\$9,019	\$9,256	\$9,616	\$9,616
<b>- Factors Utilized In Revenue Calculations</b>						
Unduplicated Percentage	54.69%					
Adopted Budget 2017-18 (June 2017)		54.78%	54.20%	54.14%	53.94%	53.94%
State Budget Adoption		54.78%	54.20%	54.14%	53.94%	53.94%
First Interim		54.26%	54.20%	54.14%	53.94%	53.94%
Cost of Living Adjustment (COLA)	0.00%					
Adopted Budget 2017-18 (June 2017)		1.56%	2.15%	2.35%	2.57%	0.00%
State Budget Adoption		1.56%	2.15%	2.35%	2.57%	0.00%
First Interim		1.56%	2.15%	2.35%	2.57%	0.00%
Gap Funding	56.08%					
Adopted Budget 2017-18 (June 2017)		43.97%	71.53%	73.51%	100.00%	100.00%
State Budget Adoption		43.19%	66.12%	64.92%	100.00%	100.00%
First Interim		43.19%	66.12%	64.92%	100.00%	100.00%
Revenue ADA (Funded)	25,152					
Adopted Budget 2017-18 (June 2017)		25,386	25,487	25,563	25,676	25,676
State Budget Adoption		25,386	25,487	25,563	25,676	25,676
First Interim		25,462	25,487	25,563	25,676	25,676
Enrollment	26,075					
Adopted Budget 2017-18 (June 2017)		26,163	26,268	26,346	26,462	26,462
State Budget Adoption		26,163	26,268	26,346	26,462	26,462
First Interim		26,242	26,268	26,346	26,462	26,462
Unduplicated Count - Enrollment	14,117					
Adopted Budget 2017-18 (June 2017)		14,217	14,217	14,217	14,217	14,217
State Budget Adoption		14,217	14,217	14,217	14,217	14,217
First Interim		14,217	14,217	14,217	14,217	14,217
<b>EMPLOYEE BENEFITS</b>						
- STRS Rates	12.580%	14.430%	16.280%	18.130%	19.100%	19.100%
- PERS Rates	13.888%	15.531%	18.100%	20.800%	23.800%	25.200%
- Workers Compensation	2.743%	2.399%	2.399%	2.399%	2.399%	2.399%
- Retiree Benefits	1.298%	1.298%	1.298%	1.298%	1.298%	1.298%
Utilizing Fund #67.1 Balance	---	---	---	---	---	---
- Health & Welfare Insurance Increase (District-wide)	\$1,788,668	\$1,548,460	\$3,376,068	\$3,376,068	\$3,376,068	\$3,376,068
<b>"SOLVENCY" TRANSFERS</b>						
- Early Retirement Benefit Fund #67.2	\$0	\$0	\$0	\$0	\$0	\$0
- Debt Service Fund #56.0 (for CCSS Program)	\$1,481,351	\$0	\$0	\$0	\$0	\$0



**Budget Adjustment Impact on Unrestricted General Fund Ending Balance  
2017-18 First Interim**

Major Changes	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>Adopted Budget 2017-18 Ending Balance</b>	\$ 44,287,391	\$ 37,427,333	\$ 31,163,960	\$ 23,414,341	\$ 16,604,943	\$ 3,355,110
<b>Adjustment For Actual 2016-17 Ending Balance</b>	\$ 2,925,219	\$ 2,925,219	\$ 2,925,219	\$ 2,925,219	\$ 2,925,219	\$ 2,925,219
<b>Revised 2017-18 Ending Balance Reflecting Actuals Adjustment</b>	\$ 47,212,610	\$ 40,352,552	\$ 34,089,179	\$ 26,339,560	\$ 19,530,162	\$ 6,280,329
<b>Initial July Adjustments (After Governor Signed State Budget)</b>						
Revised LCFF Funding Variables		\$ (105,148)	\$ (611,988)	\$ (756,471)	\$ -	\$ -
One-Time State Discretionary Funding At \$146 per ADA		\$ 3,668,688				
<b>First Interim Adjustments</b>						
Revised LCFF Funding Variables		\$ 542,565	\$ (47,805)	\$ (230,760)	\$ -	\$ -
Computer Laptop Purchases (Funded by State Discretionary Funding above)		\$ (1,222,896)	\$ (1,222,896)	\$ (1,222,896)		
Appropriate Carry-Over		\$ (3,152,967)				
Additional Mandated Block Grant Income		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Public Surplus Auctions Income		\$ 3,996				
Misc. Income		\$ 409				
<b>SCENARIO OF A TBD% SALARY INCREASE RETRO 2016-17 (Onetime)</b>						
Certificated Cost of a TBD% Salary Increase		\$ -				
Classified Cost of a TBD% Salary Increase		\$ -				
Management Cost of a TBD% Salary Increase		\$ -				
<b>SCENARIO OF A TBD% SALARY INCREASE For 2017-18 (Ongoing)</b>						
Certificated Cost of a TBD% Salary Increase		\$ -	\$ -	\$ -	\$ -	\$ -
Classified Cost of a TBD% Salary Increase		\$ -	\$ -	\$ -	\$ -	\$ -
Management Cost of a TBD% Salary Increase		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Current Year Impact</b>	\$ -	\$ (225,353)	\$ (1,842,689)	\$ (2,170,127)	\$ 40,000	\$ 40,000
<b>Cumulative Impact to Ending Balance</b>	\$ -	\$ (225,353)	\$ (2,068,042)	\$ (4,238,169)	\$ (4,198,169)	\$ (4,158,169)
<b>Adjusted Ending Balance Projection</b>	\$ 47,212,610	\$ 40,127,199	\$ 32,021,137	\$ 22,101,391	\$ 15,331,993	\$ 2,122,160
<b>Designated and Restricted Portion:</b>						
Revolving Cash	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Stores	\$ 77,474	\$ 77,474	\$ 77,474	\$ 77,474	\$ 77,474	\$ 77,474
Prepaid Expenditures	\$ 888,655	\$ 453,078	\$ -	\$ -	\$ -	\$ -
3% Mandated Reserve for Economic Uncertainties	\$ 8,442,375	\$ 8,588,800	\$ 8,559,060	\$ 8,818,014	\$ 9,034,682	\$ 9,228,383
Reserve For Future LACOE System Charges	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Reserve LCFF Net Income Growth less STRS/PERS/Special Education Increases	\$ -	\$ -	\$ 3,300,477	\$ 8,779,663	\$ 20,815,338	\$ 30,844,113
Reserve for Carry-Overs, MAA, Board Elections	\$ 5,049,878	\$ 1,896,911	\$ 1,896,911	\$ 1,896,911	\$ 1,896,911	\$ 1,896,911
Reserve for Planned Operational Draw-Down	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted Balance in Excess of Assigned And 3% Reserve</b>	\$ 31,284,228	\$ 27,640,936	\$ 16,717,215	\$ 1,059,329	\$ (17,962,412)	\$ (41,394,721)

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
District Superintendent or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 12, 2017 Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

**POSITIVE CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

**QUALIFIED CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

**NEGATIVE CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Craig Larimer Telephone: (818)241-3111 ext. 1349  
Title: Financial Analyst E-mail: CLarimer@gusd.net

**Criteria and Standards Review Summary**

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2016-17) annual payment?	X	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
		• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	222,146,499.00	3.47%	229,865,928.00	2.94%	236,616,367.00
2. Federal Revenues	8100-8299	200,000.00	0.00%	200,000.00	0.00%	200,000.00
3. Other State Revenues	8300-8599	8,323,696.00	-43.74%	4,682,992.00	0.31%	4,697,536.00
4. Other Local Revenues	8600-8799	4,711,025.00	-3.45%	4,548,427.00	0.00%	4,548,427.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	(39,023,663.00)	-0.18%	(38,951,659.00)	-0.14%	(38,898,170.00)
6. Total (Sum lines A1 thru A5c)		196,357,557.00	2.03%	200,345,688.00	3.40%	207,164,160.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				101,712,131.00		102,454,380.00
b. Step & Column Adjustment				1,400,000.00		1,400,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(657,751.00)		(396,689.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	101,712,131.00	0.73%	102,454,380.00	0.98%	103,457,691.00
2. Classified Salaries						
a. Base Salaries				24,295,015.00		25,329,654.00
b. Step & Column Adjustment				180,000.00		180,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				854,639.00		1,120,000.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	24,295,015.00	4.26%	25,329,654.00	5.13%	26,629,654.00
3. Employee Benefits	3000-3999	53,534,558.00	10.62%	59,217,579.00	10.94%	65,694,329.00
4. Books and Supplies	4000-4999	6,013,227.00	-21.52%	4,719,463.00	-8.64%	4,311,769.00
5. Services and Other Operating Expenditures	5000-5999	17,564,397.00	-7.13%	16,312,923.00	1.59%	16,572,704.00
6. Capital Outlay	6000-6999	138,489.00	-41.08%	81,592.00	0.00%	81,592.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	409,569.00	0.00%	409,569.00	0.00%	409,569.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(1,239,419.00)	-12.18%	(1,088,410.00)	0.00%	(1,088,402.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,015,000.00	0.00%	1,015,000.00	0.00%	1,015,000.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		203,442,967.00	2.46%	208,451,750.00	4.14%	217,083,906.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(7,085,410.00)		(8,106,062.00)		(9,919,746.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		47,212,608.73		40,127,198.73		32,021,136.73
2. Ending Fund Balance (Sum lines C and D1)		40,127,198.73		32,021,136.73		22,101,390.73
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	600,551.00		147,474.00		147,474.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	3,296,911.00		6,597,388.00		12,076,574.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	8,588,800.00		8,559,060.00		8,818,014.00
2. Unassigned/Unappropriated	9790	27,640,936.73		16,717,214.73		1,059,328.73
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		40,127,198.73		32,021,136.73		22,101,390.73

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	8,588,800.00		8,559,060.00		8,818,014.00
c. Unassigned/Unappropriated	9790	27,640,936.73		16,717,214.73		1,059,328.73
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>		<b>36,229,736.73</b>		<b>25,276,274.73</b>		<b>9,877,342.73</b>

**F. ASSUMPTIONS**

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

A1 is based on the State budget factors for LCFE. Income and expenditures reflect the Board of Education solvency plan at the account level. B1D reflects enrollment changes, retiree savings, attrition savings. Out years exclude carry-over. B2d reflects salary savings and B1A/EAIS staff increases STRS/PERS?HW increases reflected in all years.

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8259	16,813,970.00	-22.62%	13,011,101.00	0.10%	13,023,781.00
3. Other State Revenues	8300-8599	18,061,472.00	-2.69%	17,574,871.00	0.23%	17,615,680.00
4. Other Local Revenues	8600-8799	8,810,474.00	-17.01%	7,312,143.00	0.00%	7,312,143.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	39,023,663.00	-0.18%	38,951,659.00	-0.14%	38,898,170.00
6. Total (Sum lines A1 thru A5c)		82,709,579.00	-7.08%	76,849,774.00	0.00%	76,849,774.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				24,939,956.00		23,644,517.00
b. Step & Column Adjustment				250,000.00		250,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(1,545,439.00)		(250,121.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	24,939,956.00	-5.19%	23,644,517.00	0.00%	23,644,396.00
2. Classified Salaries						
a. Base Salaries				17,155,505.00		17,185,959.00
b. Step & Column Adjustment				150,000.00		150,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(119,546.00)		(150,055.00)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	17,155,505.00	0.18%	17,185,959.00	0.00%	17,185,904.00
3. Employee Benefits	3000-3999	17,384,961.00	-1.78%	17,075,907.00	0.00%	17,075,836.00
4. Books and Supplies	4000-4999	6,039,750.00	-42.63%	3,464,803.00	0.00%	3,464,764.00
5. Services and Other Operating Expenditures	5000-5999	14,920,401.00	-10.66%	13,329,807.00	0.00%	13,329,771.00
6. Capital Outlay	6000-6999	182,574.00	-59.54%	73,868.00	0.00%	73,868.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	530,000.00	0.00%	530,000.00	0.00%	530,000.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	838,419.00	-18.01%	687,410.00	0.00%	687,402.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	858,773.00	-0.09%	857,964.00	0.00%	857,950.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		82,850,339.00	-7.24%	76,850,235.00	0.00%	76,849,891.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(140,760.00)		(461.00)		(117.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		10,642,314.67		10,501,554.67		10,501,093.67
2. Ending Fund Balance (Sum lines C and D1)		10,501,554.67		10,501,093.67		10,500,976.67
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	308,404.00		0.00		0.00
b. Restricted	9740	10,193,150.67		10,501,093.67		10,500,976.67
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		10,501,554.67		10,501,093.67		10,500,976.67

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum Lines E1a thru E2c)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
B1D and B2D reflect attrition. Restricted MYP exclude carry-over amounts.						



Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	222,146,499.00	3.47%	229,865,928.00	2.94%	236,616,367.00
2. Federal Revenues	8100-8299	17,013,970.00	-22.35%	13,211,101.00	0.10%	13,223,781.00
3. Other State Revenues	8300-8399	26,385,168.00	-15.64%	22,257,863.00	0.25%	22,313,216.00
4. Other Local Revenues	8600-8799	13,521,499.00	-12.28%	11,860,570.00	0.00%	11,860,570.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		279,067,136.00	-0.67%	277,195,462.00	2.46%	284,013,934.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				126,652,087.00		126,098,897.00
b. Step & Column Adjustment				1,650,000.00		1,650,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(2,203,190.00)		(646,810.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	126,652,087.00	-0.44%	126,098,897.00	0.80%	127,102,087.00
2. Classified Salaries						
a. Base Salaries				41,450,520.00		42,515,613.00
b. Step & Column Adjustment				330,000.00		330,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				735,093.00		969,945.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	41,450,520.00	2.57%	42,515,613.00	3.06%	43,815,558.00
3. Employee Benefits	3000-3999	70,919,519.00	7.58%	76,293,486.00	8.49%	82,770,165.00
4. Books and Supplies	4000-4999	12,052,977.00	-32.10%	8,184,266.00	-4.98%	7,776,533.00
5. Services and Other Operating Expenditures	5000-5999	32,484,798.00	-8.75%	29,642,730.00	0.88%	29,902,475.00
6. Capital Outlay	6000-6999	321,063.00	-51.58%	155,460.00	0.00%	155,460.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	939,569.00	0.00%	939,569.00	0.00%	939,569.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(401,000.00)	0.00%	(401,000.00)	0.00%	(401,000.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,873,773.00	-0.04%	1,872,964.00	0.00%	1,872,950.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		286,293,306.00	-0.35%	285,301,985.00	3.03%	293,933,797.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(7,226,170.00)		(8,106,523.00)		(9,919,863.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		57,854,923.40		50,628,753.40		42,522,230.40
2. Ending Fund Balance (Sum lines C and D1)		50,628,753.40		42,522,230.40		32,602,367.40
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	908,955.00		147,474.00		147,474.00
b. Restricted	9740	10,193,150.67		10,501,093.67		10,500,976.67
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	3,296,911.00		6,597,388.00		12,076,574.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	8,588,800.00		8,559,060.00		8,818,014.00
2. Unassigned/Unappropriated	9790	27,640,936.73		16,717,214.73		1,059,328.73
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		50,628,753.40		42,522,230.40		32,602,367.40

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	8,588,800.00		8,559,060.00		8,818,014.00
c. Unassigned/Unappropriated	9790	27,640,936.73		16,717,214.73		1,059,328.73
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
<b>3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)</b>		<b>36,229,736.73</b>		<b>25,276,274.73</b>		<b>9,877,342.73</b>
<b>4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)</b>		<b>12.65%</b>		<b>8.86%</b>		<b>3.36%</b>
<b>F. RECOMMENDED RESERVES</b>						
<b>1. Special Education Pass-through Exclusions</b>						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	Yes					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
Foothill SELPA						
<b>2. Special education pass-through funds</b>						
(Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		5,310,882.00		5,310,882.00		5,310,882.00
<b>2. District ADA</b>						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		25,444.00		25,469.00		25,545.00
<b>3. Calculating the Reserves</b>						
a. Expenditures and Other Financing Uses (Line B11)		286,293,306.00		285,301,985.00		293,933,797.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		286,293,306.00		285,301,985.00		293,933,797.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		8,588,799.18		8,559,059.55		8,818,013.91
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		8,588,799.18		8,559,059.55		8,818,013.91
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

2017-18 First Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	221,709,082.00	221,603,934.00	44,479,815.87	222,146,499.00	542,565.00	0.2%
2) Federal Revenue		8100-8299	200,000.00	200,000.00	21,968.27	200,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	4,611,888.00	8,323,696.00	179,957.41	8,323,696.00	0.00	0.0%
4) Other Local Revenue		8600-8799	4,548,427.00	4,711,025.00	879,105.34	4,711,025.00	0.00	0.0%
5) TOTAL REVENUES			231,069,397.00	234,838,655.00	45,560,646.89	235,381,220.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	101,322,425.00	101,712,131.00	18,532,657.22	101,712,131.00	0.00	0.0%
2) Classified Salaries		2000-2999	24,029,654.00	24,295,015.00	5,440,527.03	24,295,015.00	0.00	0.0%
3) Employee Benefits		3000-3999	53,588,969.00	53,534,558.00	8,224,527.29	53,534,558.00	0.00	0.0%
4) Books and Supplies		4000-4999	3,482,590.00	6,013,227.00	2,961,792.95	6,013,227.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	16,065,512.00	17,414,497.00	4,818,836.00	17,564,397.00	(149,900.00)	-0.9%
6) Capital Outlay		6000-6999	81,592.00	138,489.00	13,457.52	138,489.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	409,569.00	409,569.00	199,837.68	409,569.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,089,519.00)	(1,089,519.00)	0.00	(1,239,419.00)	149,900.00	-13.8%
9) TOTAL EXPENDITURES			197,890,792.00	202,427,967.00	40,191,635.69	202,427,967.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			33,178,605.00	32,410,688.00	5,369,011.20	32,953,253.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	1,015,000.00	1,015,000.00	0.00	1,015,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(39,023,663.00)	(39,023,663.00)	(54,278.00)	(39,023,663.00)	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			(40,038,663.00)	(40,038,663.00)	(54,278.00)	(40,038,663.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(8,860,058.00)	(7,627,975.00)	5,314,733.20	(7,085,410.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	47,212,608.73	47,212,608.73		47,212,608.73	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			47,212,608.73	47,212,608.73		47,212,608.73		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			47,212,608.73	47,212,608.73		47,212,608.73		
2) Ending Balance, June 30 (E + F1e)			40,352,550.73	39,584,633.73		40,127,198.73		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	70,000.00	70,000.00		70,000.00		
Stores		9712	77,474.00	77,474.00		77,474.00		
Prepaid Expenditures		9713	453,077.00	453,077.00		453,077.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted								
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	6,449,878.00	3,296,911.00		3,296,911.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	8,272,667.00	8,588,800.00		8,588,800.00		
Unassigned/Unappropriated Amount		9790	25,029,454.73	27,098,371.73		27,640,936.73		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	12,994,032.00	16,813,970.00	2,517,056.99	16,813,970.00	0.00	0.0%
3) Other State Revenue		8300-8599	17,519,936.00	18,061,472.00	11,122,811.94	18,061,472.00	0.00	0.0%
4) Other Local Revenue		8600-8799	7,312,143.00	8,810,474.00	7,404,077.70	8,810,474.00	0.00	0.0%
5) TOTAL, REVENUES			37,826,111.00	43,685,916.00	21,043,946.63	43,685,916.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	23,640,798.00	24,939,956.00	4,751,149.42	24,939,956.00	0.00	0.0%
2) Classified Salaries		2000-2999	17,185,545.00	17,155,505.00	3,233,478.85	17,155,505.00	0.00	0.0%
3) Employee Benefits		3000-3999	17,076,482.00	17,384,961.00	2,589,554.84	17,384,961.00	0.00	0.0%
4) Books and Supplies		4000-4999	3,465,219.00	6,039,750.00	2,882,708.80	6,039,750.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	13,329,688.00	14,920,401.00	1,481,768.64	14,920,401.00	0.00	0.0%
6) Capital Outlay		6000-6999	74,750.00	182,574.00	180,657.18	182,574.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299	530,000.00	530,000.00	0.00	530,000.00	0.00	0.0%
		7400-7499	688,519.00	838,419.00	0.00	838,419.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	688,519.00	838,419.00	0.00	838,419.00	0.00	0.0%
9) TOTAL, EXPENDITURES			75,991,001.00	81,991,566.00	15,099,317.73	81,991,566.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(38,164,890.00)	(38,305,650.00)	5,944,628.90	(38,305,650.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	858,773.00	858,773.00	0.00	858,773.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	39,023,663.00	39,023,663.00	54,278.00	39,023,663.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			38,164,890.00	38,164,890.00	54,278.00	38,164,890.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	(140,760.00)	5,998,906.80	(140,760.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	10,642,314.67	10,642,314.67		10,642,314.67	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,642,314.67	10,642,314.67		10,642,314.67		
d) Other Restatements		9785	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,642,314.67	10,642,314.67		10,642,314.67		
2) Ending Balance, June 30 (E + F1e)			10,642,314.67	10,501,554.67		10,501,554.67		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	308,404.00	308,404.00		308,404.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			10,333,910.67	10,193,150.67		10,193,150.67		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9780	0.00	0.00		0.00		

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	221,709,082.00	221,603,934.00	44,479,615.87	222,146,499.00	542,565.00	0.2%
2) Federal Revenue		8100-8299	13,194,032.00	17,013,970.00	2,539,025.26	17,013,970.00	0.00	0.0%
3) Other State Revenue		8300-8599	22,131,824.00	26,385,168.00	11,302,769.35	26,385,168.00	0.00	0.0%
4) Other Local Revenue		8600-8799	11,860,570.00	13,521,499.00	8,283,183.04	13,521,499.00	0.00	0.0%
5) TOTAL, REVENUES			268,895,508.00	278,524,571.00	66,604,593.52	279,067,136.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	124,963,223.00	126,652,087.00	23,283,806.64	126,652,087.00	0.00	0.0%
2) Classified Salaries		2000-2999	41,215,199.00	41,450,520.00	8,674,005.88	41,450,520.00	0.00	0.0%
3) Employee Benefits		3000-3999	70,665,451.00	70,919,519.00	10,794,082.13	70,919,519.00	0.00	0.0%
4) Books and Supplies		4000-4999	6,947,809.00	12,052,977.00	5,844,501.75	12,052,977.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	29,395,200.00	32,334,898.00	6,300,604.64	32,484,798.00	(149,900.00)	-0.5%
6) Capital Outlay		6000-6999	156,342.00	321,063.00	194,114.70	321,063.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	939,569.00	939,569.00	199,837.68	939,569.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(401,000.00)	(251,100.00)	0.00	(401,000.00)	149,900.00	-59.7%
9) TOTAL, EXPENDITURES			273,881,793.00	284,419,533.00	55,290,953.42	284,419,533.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(4,986,285.00)	(5,894,962.00)	11,313,640.10	(5,352,397.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	1,873,773.00	1,873,773.00	0.00	1,873,773.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Usees		7830-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,873,773.00)	(1,873,773.00)	0.00	(1,873,773.00)		

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(6,860,058.00)	(7,768,735.00)	11,313,640.10	(7,226,170.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	57,854,923.40	57,854,923.40		57,854,923.40	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			57,854,923.40	57,854,923.40		57,854,923.40		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			57,854,923.40	57,854,923.40		57,854,923.40		
2) Ending Balance, June 30 (E + F1e)			50,994,865.40	50,086,188.40		50,628,753.40		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	70,000.00	70,000.00		70,000.00		
Stores		9712	77,474.00	77,474.00		77,474.00		
Prepaid Expenditures		9713	761,481.00	761,481.00		761,481.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			10,333,910.67	10,193,150.67		10,193,150.67		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	6,449,878.00	3,296,911.00		3,296,911.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	8,272,667.00	8,588,800.00		8,588,800.00		
Unassigned/Unappropriated Amount		9790	25,029,454.73	27,096,371.73		27,640,936.73		



<u>Resource</u>	<u>Description</u>	<u>2017-18 Projected Year Totals</u>
5640	Medi-Cal Billing Option	830,484.79
6264	Educator Effectiveness (15-16)	1,509,162.02
6300	Lottery: Instructional Materials	3,076,524.95
6500	Special Education	149,251.56
6512	Special Ed: Mental Health Services	7,584.50
7338	College Readiness Block Grant	540,590.90
8150	Ongoing & Major Maintenance Account (RM)	2,454,319.74
9010	Other Restricted Local	1,625,232.21
Total, Restricted Balance		<u>10,193,150.67</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,299,882.00	5,299,882.00	0.00	5,299,882.00	0.00	0.0%
3) Other State Revenue		8300-8599	11,000.00	11,000.00	0.00	11,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.00	0.00	0.00	0.0%
5) TOTAL REVENUES			5,310,882.00	5,310,882.00	0.00	5,310,882.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	5,310,882.00	5,310,882.00	0.00	5,310,882.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			5,310,882.00	5,310,882.00	0.00	5,310,882.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			0.00	0.00	0.00	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8830-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff. Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.00	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	0.00	0.00		0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00		0.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00		0.00		
2) Ending Balance, June 30 (E + F1e)			0.00	0.00		0.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (E)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	782,000.00	782,000.00	311,328.49	782,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	2,701,000.00	2,701,000.00	1,005,071.13	2,701,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	115,115.00	115,115.00	62,218.55	115,115.00	0.00	0.0%
5) TOTAL REVENUES			3,598,115.00	3,598,115.00	1,378,616.17	3,598,115.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,674,759.00	1,674,759.00	419,762.89	1,674,759.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,154,441.00	1,154,441.00	282,229.47	1,154,441.00	0.00	0.0%
3) Employee Benefits		3000-3999	1,224,900.00	1,224,900.00	205,512.15	1,224,900.00	0.00	0.0%
4) Books and Supplies		4000-4999	153,305.00	153,305.00	22,663.71	153,305.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	131,483.00	131,483.00	17,097.34	131,483.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	402.82	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	111,000.00	111,000.00	0.00	111,000.00	0.00	0.0%
9) TOTAL EXPENDITURES			4,449,888.00	4,449,888.00	947,668.38	4,449,888.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			(851,773.00)	(851,773.00)	430,947.79	(851,773.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	858,773.00	858,773.00	0.00	858,773.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8830-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7830-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			858,773.00	858,773.00	0.00	858,773.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			7,000.00	7,000.00	430,647.76	7,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	190,633.58	190,633.58		190,633.58	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			190,633.58	190,633.58		190,633.58		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	-0.0%
e) Adjusted Beginning Balance (F1c + F1d)			190,633.58	190,633.58		190,633.58		
2) Ending Balance, June 30 (E + F1e)			197,633.58	197,633.58		197,633.58		
Components of Ending Fund Balance								
e) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	158,623.76	158,623.76		158,623.76		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	39,009.82	39,009.82		39,009.82		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	6,500,000.00	6,500,000.00	612,790.70	6,500,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	520,000.00	520,000.00	30,090.30	520,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,016,800.00	2,016,074.00	373,986.46	2,016,074.00	0.00	0.0%
5) TOTAL, REVENUES			9,036,800.00	9,036,074.00	1,016,867.46	9,036,074.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	3,318,483.00	3,318,483.00	639,235.10	3,318,483.00	0.00	0.0%
3) Employee Benefits		3000-3999	1,654,829.00	1,654,829.00	251,101.48	1,654,829.00	0.00	0.0%
4) Books and Supplies		4000-4999	3,951,660.00	3,951,660.00	825,944.13	3,951,660.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	286,650.00	286,650.00	114,714.17	286,650.00	0.00	0.0%
6) Capital Outlay		6000-8999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	290,000.00	290,000.00	0.00	290,000.00	0.00	0.0%
9) TOTAL, EXPENDITURES			9,501,422.00	9,501,422.00	1,830,994.88	9,501,422.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(465,622.00)	(465,348.00)	(814,727.42)	(465,348.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8800-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8960-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(465,622.00)	(465,348.00)	(814,727.42)	(465,348.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	4,350,555.09	4,350,555.09		4,350,555.09	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,350,555.09	4,350,555.09		4,350,555.09		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,350,555.09	4,350,555.09		4,350,555.09		
2) Ending Balance, June 30 (E + F1e)			3,884,933.09	3,885,207.09		3,885,207.09		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	700.00	700.00		700.00		
Stores		9712	90,407.00	90,407.00		90,407.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	363,712.15	363,712.15		363,712.15		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	3,430,113.94	3,430,387.94		3,430,387.94		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9786	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2017-18 First Interim  
Deferred Maintenance Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	- 0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	53,000.00	53,000.00	9.44	53,000.00	0.00	0.0%
5) TOTAL REVENUES			53,000.00	53,000.00	9.44	53,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			53,000.00	53,000.00	9.44	53,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8880-8899	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			53,000.00	53,000.00	9.44	53,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	5,128,765.37	5,128,765.37		5,128,765.37	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,128,765.37	5,128,765.37		5,128,765.37		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,128,765.37	5,128,765.37		5,128,765.37		
2) Ending Balance, June 30 (E + F1e)			5,179,765.37	5,179,765.37		5,179,765.37		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	5,179,765.37	5,179,765.37		5,179,765.37		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,000,000.00	1,000,000.00	185.28	1,000,000.00	0.00	0.0%
5) TOTAL REVENUES			1,000,000.00	1,000,000.00	185.28	1,000,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,168,259.00	1,168,259.00	282,996.51	1,168,259.00	0.00	0.0%
3) Employee Benefits		3000-3999	535,425.00	535,425.00	88,262.67	535,425.00	0.00	0.0%
4) Books and Supplies		4000-4999	189,422.00	189,422.00	228,645.18	189,422.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	12,682.86	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	57,531,652.00	57,531,652.00	10,623,769.67	57,531,652.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			59,424,758.00	59,424,758.00	11,416,556.69	59,424,758.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(58,424,758.00)	(58,424,758.00)	(11,416,371.61)	(58,424,758.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(58,424,758.00)	(58,424,758.00)	(11,416,371.61)	(58,424,758.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	80,859,459.50	80,859,459.50		80,859,459.50	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			80,859,459.50	80,859,459.50		80,859,459.50		
d) Other Restatements		9785	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			80,859,459.50	80,859,459.50		80,859,459.50		
2) Ending Balance, June 30 (E + F1e)			22,434,701.50	22,434,701.50		22,434,701.50		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		16,651,061.02		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	30,783,640.48	30,783,640.48		5,783,640.48		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(8,348,938.98)	(8,348,938.98)		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,110,000.00	1,110,000.00	120,286.62	1,110,000.00	0.00	0.0%
5) TOTAL REVENUES			1,110,000.00	1,110,000.00	120,286.62	1,110,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	29,389.00	29,389.00	7,158.77	29,389.00	0.00	0.0%
3) Employee Benefits		3000-3999	17,455.00	17,455.00	3,230.19	17,455.00	0.00	0.0%
4) Books and Supplies		4000-4999	500.00	500.00	0.00	500.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	363,000.00	363,000.00	0.00	363,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	100,000.00	100,000.00	0.00	100,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			510,344.00	510,344.00	10,388.96	510,344.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			599,656.00	599,656.00	109,897.66	599,656.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7800-7829	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7830-7899	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			589,656.00	589,656.00	109,897.66	589,656.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	10,185,255.70	10,185,255.70		10,185,255.70	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,185,255.70	10,185,255.70		10,185,255.70		
d) Other Restatements		8785	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,185,255.70	10,185,255.70		10,185,255.70		
2) Ending Balance, June 30 (E + F1e)			10,784,911.70	10,784,911.70		10,784,911.70		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		8712	0.00	0.00		0.00		
Prepaid Expenditures		8713	0.00	0.00		0.00		
All Others		8718	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		8780	10,784,911.70	10,784,911.70		10,784,911.70		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		8789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		8790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,500.00	1,500.00	(4.87)	1,500.00	0.00	0.0%
<b>5) TOTAL REVENUES</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>(4.87)</b>	<b>1,500.00</b>		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
<b>9) TOTAL EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>(4.87)</b>	<b>1,500.00</b>		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
<b>4) TOTAL OTHER FINANCING SOURCES/USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			1,500.00	1,500.00	(4.87)	1,500.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	739.92	739.92		739.92	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			739.92	739.92		739.92		
d) Other Restatements		9785	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			739.92	739.92		739.92		
2) Ending Balance, June 30 (E + F1e)			2,239.92	2,239.92		2,239.92		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance								
c) Committed		9740	0.00	0.00		0.00		
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	2,239.92	2,239.92		2,239.92		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9788	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			0.00	0.00		0.00		

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2017-18 First Interim  
Special Reserve Fund for Capital Outlay Projects  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8298	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	2,443,465.00	2,443,465.00	0.00	2,443,465.00	0.00	0.0%
4) Other Local Revenue		8600-8799	318,000.00	1,000,452.00	751,955.13	1,000,452.00	0.00	0.0%
5) TOTAL REVENUES			2,761,465.00	3,443,917.00	751,955.13	3,443,917.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2998	85,170.00	85,170.00	21,205.47	85,170.00	0.00	0.0%
3) Employee Benefits		3000-3999	37,920.00	37,920.00	7,331.83	37,920.00	0.00	0.0%
4) Books and Supplies		4000-4999	1,071,045.00	1,071,045.00	0.00	1,071,045.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	807,287.00	807,287.00	44,360.27	807,287.00	0.00	0.0%
6) Capital Outlay		6000-6999	6,465,279.00	6,813,875.00	634,122.08	6,813,875.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7498	1,209,874.00	1,209,874.00	595,406.55	1,209,874.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7398	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			9,676,575.00	10,024,971.00	1,302,428.03	10,024,971.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(6,915,110.00)	(6,581,054.00)	(550,472.90)	(6,581,054.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	1,015,000.00	1,015,000.00	0.00	1,015,000.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8998	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			1,015,000.00	1,015,000.00	0.00	1,015,000.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(5,900,110.00)	(5,566,054.00)	(550,472.90)	(5,566,054.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	22,711,563.73	22,711,563.73		22,711,563.73	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			22,711,563.73	22,711,563.73		22,711,563.73		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			22,711,563.73	22,711,563.73		22,711,563.73		
2) Ending Balance, June 30 (E + F1e)			16,811,453.73	17,145,509.73		17,145,509.73		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	2,246,852.96	2,246,852.96		2,246,852.96		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	14,564,600.77	14,898,656.77		14,898,656.77		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	17,870,185.00	17,870,185.00	0.00	17,870,185.00	0.00	0.0%
5) TOTAL, REVENUES			17,870,185.00	17,870,185.00	0.00	17,870,185.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	21,183,557.00	21,183,557.00	0.00	21,183,557.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			21,183,557.00	21,183,557.00	0.00	21,183,557.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A6 - B9)</b>			(3,293,372.00)	(3,293,372.00)	0.00	(3,293,372.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8800-8829	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(3,293,372.00)	(3,293,372.00)	0.00	(3,293,372.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	20,013,864.00	20,013,864.00		20,013,864.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			20,013,864.00	20,013,864.00		20,013,864.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			20,013,864.00	20,013,864.00		20,013,864.00		
2) Ending Balance, June 30 (E + F1e)			16,720,492.00	16,720,492.00		16,720,492.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance								
c) Committed		9740	0.00	0.00		0.00		
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	16,720,492.00	16,720,492.00		16,720,492.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	135,000.00	135,000.00	23.35	135,000.00	0.00	0.0%
5) TOTAL REVENUES			135,000.00	135,000.00	23.35	135,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3699	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A8 - B9)</b>			135,000.00	135,000.00	23.35	135,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8600-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8830-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			135,000.00	135,000.00	23.35	135,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited			9791	12,683,056.39	12,683,056.39	12,683,056.39	0.00	0.0%
b) Audit Adjustments			9793	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)				12,683,056.39	12,683,056.39	12,683,056.39		
d) Other Restatements			9795	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)				12,683,056.39	12,683,056.39	12,683,056.39		
2) Ending Balance, June 30 (E + F1e)				12,818,056.39	12,818,056.39	12,818,056.39		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash			9711	0.00	0.00	0.00		
Stores			9712	0.00	0.00	0.00		
Prepaid Expenditures			9713	0.00	0.00	0.00		
All Others			9719	0.00	0.00	0.00		
b) Legally Restricted Balance			9740	0.00	0.00	0.00		
c) Committed								
Stabilization Arrangements			9750	0.00	0.00	0.00		
Other Commitments			9760	0.00	0.00	0.00		
d) Assigned								
Other Assignments			9780	12,818,056.39	12,818,056.39	12,818,056.39		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties			9789	0.00	0.00	0.00		
Unassigned/Unappropriated Amount			9790	0.00	0.00	0.00		

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8800-8799	10,425,904.00	15,727,904.00	1,962,187.89	15,727,904.00	0.00	0.0%
5) TOTAL REVENUES			10,425,904.00	15,727,904.00	1,962,187.89	15,727,904.00		
<b>B. EXPENSES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3699	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	10,000.00	10,000.00	966.86	10,000.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	10,340,904.00	15,642,904.00	3,552,438.48	15,642,904.00	0.00	0.0%
6) Depreciation		6000-8999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENSES			10,350,904.00	15,652,904.00	3,553,405.34	15,652,904.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A6 - B9)</b>			75,000.00	75,000.00	(1,591,217.65)	75,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7830-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8680-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			75,000.00	75,000.00	(1,581,217.65)	75,000.00		
<b>F. NET POSITION</b>								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	6,879,155.03	6,879,155.03		6,879,155.03	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			6,879,155.03	6,879,155.03		6,879,155.03		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			6,879,155.03	6,879,155.03		6,879,155.03		
2) Ending Net Position, June 30 (E + F1e)			6,954,155.03	6,954,155.03		6,954,155.03		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	0.00		0.00		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	6,954,155.03	6,954,155.03		6,954,155.03		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	4,100.00	4,100.00	0.62	4,100.00	0.00	0.0%
5) TOTAL REVENUES			4,100.00	4,100.00	0.62	4,100.00		
<b>B. EXPENSES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2899	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Depreciation		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENSES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			4,100.00	4,100.00	0.62	4,100.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Intergovernmental Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8830-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	4,100.00	4,100.00	300.00	4,100.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			(4,100.00)	(4,100.00)	(300.00)	(4,100.00)		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			0.00	0.00	(299.38)	0.00		
<b>F. NET POSITION</b>								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	336,611.47	336,611.47		336,611.47	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			336,611.47	336,611.47		336,611.47		
d) Other Restatements		9785	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			336,611.47	336,611.47		336,611.47		
2) Ending Net Position, June 30 (E + F1e)			336,611.47	336,611.47		336,611.47		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	333,541.19		0.00		
b) Restricted Net Position		9797	333,541.19	0.00		333,541.19		
c) Unrestricted Net Position		9790	3,070.28	3,070.28		3,070.28		

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (Includes Necessary Small School ADA)	25,368.00	25,444.00	25,444.00	25,444.00	0.00	0%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	25,368.00	25,444.00	25,444.00	25,444.00	0.00	0%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	18.00	18.00	18.00	18.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	18.00	18.00	18.00	18.00	0.00	0%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	25,386.00	25,462.00	25,462.00	25,462.00	0.00	0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C, Charter School ADA)</b>						

Object	July	August	September	October	November	December	January	February
<b>ACTUALS THROUGH THE MONTH OF</b> (Enter Month Name)								
<b>A. BEGINNING CASH</b>	87,790,299.65	72,214,877.95	75,703,967.71	81,522,086.63	69,538,896.35	57,213,844.08	89,663,517.86	86,482,545.15
<b>B. RECEIPTS</b>								
LCFF/Revenue Limit Sources								
Principal Apportionment	6,123,902.76	6,123,902.76	18,958,539.00	11,023,024.97	11,023,024.97	19,396,129.69	11,167,674.03	11,167,674.03
Property Taxes	1,213,104.04	1,037,141.83			845,315.77	29,614,317.61	3,546,796.00	5,345,368.00
Miscellaneous Funds								
Federal Revenue	156,925.02	540,731.17	1,719,431.66	121,937.41		2,724,312.00	2,356,345.00	1,939,345.00
Other State Revenue	650,151.00	7,204,521.09	2,212,905.68	1,235,191.64	82,916.00	1,909,345.00	1,954,367.00	2,100,165.00
Other Local Revenue	317,363.31	5,827,162.29	1,012,607.81	1,125,049.63	236,981.65	750,375.00	675,365.00	696,378.00
Interfund Transfers In								
All Other Financing Sources								
<b>TOTAL RECEIPTS</b>	8,481,446.13	20,733,459.08	23,903,484.15	13,506,203.65	12,190,238.39	54,394,479.30	19,700,477.03	21,238,930.03
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	284,769.46	1,561,008.07	10,548,957.25	10,889,071.86	11,485,364.48	11,485,364.48	11,485,364.48	11,485,364.48
Classified Salaries	555.01	2,017,158.90	3,100,358.66	3,555,933.31	3,641,834.90	3,641,834.90	3,641,834.90	3,641,834.90
Employee Benefits	862,602.45	794,312.68	2,681,959.65	6,455,207.15	6,680,604.10	6,680,604.10	6,680,604.10	6,680,604.10
Books and Supplies	158,865.48	877,770.51	2,299,414.72	2,508,451.04	689,830.58	689,830.58	689,830.58	689,830.58
Services	1,809,797.17	706,908.87	1,494,340.52	2,289,558.08	2,909,354.82	2,909,354.82	2,909,354.82	2,909,354.82
Capital Outlay	3,746.00		42,590.40	147,778.30		43,917.18	14,639.06	180,578.00
Other Outgo	196,000.00	(91,946.09)	95,483.77			210,582.00	(100,255.23)	
Interfund Transfers Out								
All Other Financing Uses								
<b>TOTAL DISBURSEMENTS</b>	3,316,335.57	5,865,512.94	20,263,105.17	25,845,999.74	25,406,986.88	25,661,488.06	25,325,277.50	25,602,205.94
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not in Treasury	470,487.06	919,982.16	2,047,515.04	678,717.32	(237,692.35)	563,784.58	351,384.64	637,638.58
Accounts Receivable								
Due From Other Funds								
Stores								
Prepaid Expenditures								
Other Current Assets								
Deferred Outflows of Resources								
<b>SUBTOTAL</b>	470,487.06	919,982.16	2,047,515.04	678,717.32	(237,692.35)	563,784.58	351,384.64	637,638.58
Liabilities and Deferred Inflows								
Accounts Payable	21,208,962.60	834,787.70	(116,296.56)	536,878.04	(1,037,205.44)	351,478.33	450,735.21	
Due To Other Funds								
Current Loans								
Unearned Revenues								
Deferred Inflows of Resources								
<b>SUBTOTAL</b>	21,208,962.60	834,787.70	(116,296.56)	536,878.04	(1,037,205.44)	351,478.33	450,735.21	0.00
Nonoperating								
Suspense Clearing	17,943.28	(11,464,050.84)	13,928.54	234,566.33	72,185.14	3,504,376.28	2,543,178.33	4,356,846.15
<b>TOTAL BALANCE SHEET ITEMS</b>	(20,720,522.26)	(11,378,858.38)	2,177,740.14	376,605.61	871,698.23	3,716,682.53	2,443,827.76	4,994,484.73
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	(15,575,421.70)	3,488,089.76	5,818,119.12	(11,963,190.48)	(12,345,082.26)	32,449,675.77	(3,180,972.71)	631,208.82
<b>F. ENDING CASH (A + E)</b>	72,214,877.95	75,703,967.71	81,522,086.83	69,558,896.35	57,213,844.09	89,663,517.86	86,482,545.15	87,113,753.97
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>								

Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
<b>ACTUALS THROUGH THE MONTH OF</b> (Enter Month Name):								
<b>A. BEGINNING CASH</b>	87,113,753.97	92,682,558.60	100,587,231.51	97,715,228.43				
<b>B. RECEIPTS</b>								
LCFF/Revenue Limit Sources								
Principal Appointments	19,396,129.69	11,167,874.03	11,167,874.03	19,990,798.04			156,706,148.00	156,706,148.00
Property Taxes	2,435,876.00	15,368,467.00	3,548,123.00	2,485,881.75			65,440,351.00	65,440,351.00
Miscellaneous Funds								
Federal Revenue	1,595,789.00	2,070,159.00	1,834,354.00	1,166,033.74	788,637.00		0.00	0.00
Other State Revenue	1,914,618.00	2,343,789.00	2,254,315.00	1,872,132.65	650,751.00		17,013,970.00	17,013,970.00
Other Local Revenue	536,189.00	723,460.00	745,362.00	608,662.31	273,543.00		26,385,168.00	26,385,168.00
Interfund Transfers In							13,521,499.00	13,521,499.00
All Other Financing Sources							0.00	0.00
<b>TOTAL RECEIPTS</b>	25,878,601.69	31,673,549.03	19,549,628.03	26,123,508.49	1,712,931.00	0.00	279,067,136.00	279,067,136.00
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	11,485,364.48	11,485,364.49	11,485,364.49	11,485,364.49	11,485,364.49		126,652,087.00	126,652,087.00
Classified Salaries	3,641,834.90	3,641,834.90	3,641,834.90	3,641,834.90	3,641,834.90		41,450,520.00	41,450,520.00
Employee Benefits	6,680,604.10	6,680,604.10	6,680,604.10	6,680,604.10	6,680,604.10		70,919,519.03	70,919,519.03
Books and Supplies	689,830.58	689,830.58	689,830.58	689,830.58	689,830.58		12,052,978.97	12,052,978.97
Services	2,909,354.82	2,909,354.82	2,909,354.82	2,909,354.82	2,909,354.82		32,484,798.02	32,484,798.02
Capital Outlay		32,543.84	7,468.53		9,836.84		321,063.00	321,063.00
Other Outgo	(95,735.00)	(108,938.45)	198,500.00	51,900.00			538,589.00	538,589.00
Interfund Transfers Out							1,873,773.00	1,873,773.00
All Other Financing Uses							0.00	0.00
<b>TOTAL DISBURSEMENTS</b>	25,311,253.88	25,332,694.28	25,612,957.42	27,332,661.89	25,416,824.73	0.00	286,293,306.00	286,293,306.00
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not in Treasury								
Accounts Receivable	0.00	350,437.33	450,347.31	0.00	250,345.33		6,482,947.00	6,482,947.00
Due From Other Funds								
Stores								
Prepaid Expenditures								
Other Current Assets								
Deferred Outflows of Resources								
<b>SUBTOTAL</b>	0.00	350,437.33	450,347.31	0.00	250,345.33	0.00	6,482,947.00	6,482,947.00
Liabilities and Deferred Inflows								
Accounts Payable								
Due To Other Funds	0.00	785,385.13	0.00	221,473.28	350,453.39		23,586,431.68	23,586,431.68
Current Loans								
Unearned Revenues								
Deferred Inflows of Resources								
<b>SUBTOTAL</b>	0.00	785,385.13	0.00	221,473.28	350,453.39	0.00	23,586,431.68	23,586,431.68
Nonoperating								
Suspense Clearing	5,001,456.82	1,988,745.96	2,740,774.00	4,596,789.36	3,546,745.33		17,103,484.68	17,103,484.68
<b>TOTAL BALANCE SHEET ITEMS</b>	5,001,456.82	1,563,818.16	3,191,121.31	4,315,318.08	3,446,637.27	0.00	(7,226,170.00)	(7,226,170.00)
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	5,569,804.63	7,904,672.91	(2,872,008.08)	3,106,162.68	(20,257,256.46)	0.00		
<b>F. ENDING CASH (A + E)</b>	92,682,558.60	100,587,231.51	97,715,228.43	100,821,386.11				
<b>G. ENDING CASH PLUS CASH ACCRUALS AND ADJUSTMENTS</b>							80,564,129.65	80,564,129.65

Object	July	August	September	October	November	December	January	February
<b>A. BEGINNING CASH</b>	100,821,366.11	92,372,919.26	101,092,014.16	104,887,430.69	100,852,936.24	99,612,138.66	115,290,135.46	111,860,117.56
<b>B. RECEIPTS</b>								
LCFF/Revenue Limit Sources								
Principal Apportionment	6,590,234.90	6,590,234.80	20,017,642.89	11,862,422.64	11,862,422.64	20,017,642.89	11,862,422.64	11,862,422.64
Property Taxes	2,543,718.32	2,200,157.76	3,949,343.33	2,753,789.28	3,154,369.78	21,457,371.51	3,857,168.22	3,345,135.42
Miscellaneous Funds								
Federal Revenue	815,188.09	850,461.33	1,025,184.33	1,100,465.78	950,989.36	1,011,451.78	1,022,185.65	948,675.36
Other State Revenue	1,712,143.39	1,834,678.33	1,945,375.33	2,018,226.31	1,854,364.33	1,601,451.33	1,543,784.33	1,945,744.33
Other Local Revenue	250,758.38	750,175.39	954,374.33	1,001,574.31	850,716.38	1,017,385.36	1,201,453.12	985,346.33
Interfund Transfers In								
All Other Financing Sources								
<b>TOTAL RECEIPTS</b>	11,912,043.08	12,225,707.61	27,887,920.21	18,736,476.32	18,672,871.49	45,105,302.87	19,487,013.96	19,087,324.08
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	540,026.10	1,637,162.69	11,265,609.84	11,265,609.84	11,265,609.84	11,265,609.84	11,265,609.84	11,265,609.84
Classified Salaries	5,856.39	2,234,413.62	3,661,394.82	3,661,394.82	3,661,394.82	3,661,394.82	3,661,394.82	3,661,394.82
Employee Benefits	1,023,331.48	925,085.04	6,758,642.68	6,758,642.68	6,758,642.68	6,758,642.68	6,758,642.68	6,758,642.68
Books and Supplies	249,164.73	760,729.45	652,215.62	652,215.62	652,215.62	652,215.62	652,215.62	652,215.62
Services	1,148,145.09	1,353,132.38	2,467,404.78	2,467,404.78	2,467,404.78	2,467,404.78	2,467,404.78	2,467,404.78
Capital Outlay								
Other Outgo	196,000.00	(91,646.09)	10,829.50	95,483.77	21,600.00	210,592.00	(100,255.23)	180,578.00
Interfund Transfers Out								
All Other Financing Uses								
<b>TOTAL DISBURSEMENTS</b>	3,162,523.79	6,818,877.04	24,911,581.01	24,805,267.74	24,826,867.74	25,015,849.74	24,751,574.51	24,985,845.74
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not in Treasury								
Accounts Receivable								
Due From Other Funds	671,346.38	2,134,375.33	1,454,378.33	594,467.31	643,713.33	(134,675.33)	(375,478.33)	585,463.33
Stores								
Prepaid Expenditures								
Other Current Assets								
Deferred Outflows of Resources								
<b>SUBTOTAL</b>	671,346.38	2,134,375.33	1,454,378.33	594,467.31	643,713.33	(134,675.33)	(375,478.33)	585,463.33
Liabilities and Deferred Inflows								
Accounts Payable								
Due To Other Funds	18,543,647.85	365,785.33	846,753.33	(1,254,364.33)	375,748.33	431,175.33	333,157.33	0.00
Current Loans								
Unearned Revenues								
Deferred Inflows of Resources								
<b>SUBTOTAL</b>	18,543,647.85	365,785.33	846,753.33	(1,254,364.33)	375,748.33	431,175.33	333,157.33	0.00
Nonoperating								
Suspense Clearing	674,315.33	1,543,674.33	211,452.33	185,463.33	(1,354,746.33)	2,154,374.33	2,543,178.33	4,356,846.15
<b>TOTAL BALANCE SHEET ITEMS</b>	0.00	(17,197,986.14)	3,312,264.33	819,077.33	2,034,294.97	(1,086,781.33)	1,834,542.67	4,942,309.48
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	(8,448,486.85)	8,719,094.90	3,795,416.53	(4,034,494.45)	(7,240,777.58)	21,677,976.80	(3,430,017.88)	(656,212.18)
<b>E. ENDING CASH (A + E)</b>	92,372,919.26	101,092,014.16	104,887,430.69	100,852,936.24	93,612,158.66	115,290,135.46	111,860,117.56	110,903,905.40
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>								

Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
<b>ACTUALS THROUGH THE MONTH OF</b> (Enter Month Name):								
<b>A. BEGINNING CASH</b>	110,903,905.40	119,015,796.19	115,904,881.34	111,815,999.24				
<b>B. RECEIPTS</b>								
LCFF/Revenue Limit Sources								
Principal Apportionment	20,017,642.89	11,862,422.84	11,862,422.84	20,017,642.79			164,425,577.00	164,425,577.00
Property Taxes	3,953,654.33	12,385,471.22	2,943,576.62	2,900,593.21			65,440,351.00	65,440,351.00
Miscellaneous Funds							0.00	0.00
Federal Revenue	1,008,164.38	1,264,846.33	854,613.28	1,378,678.33	980,187.00		13,211,101.00	13,211,101.00
Other State Revenue	1,700,145.33	1,645,375.33	1,754,465.33	1,888,487.33	813,642.00		22,257,863.00	22,257,863.00
Other Local Revenue	1,257,465.33	1,025,134.25	953,456.18	1,376,980.64	235,751.00		11,960,570.00	11,960,570.00
Intertund Transfers In							0.00	0.00
All Other Financing Sources							0.00	0.00
<b>TOTAL RECEIPTS</b>	27,937,072.26	28,183,249.77	19,368,536.05	27,562,362.30	2,029,580.00	0.00	277,195,462.00	277,195,462.00
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	11,265,609.84	11,265,609.84	11,265,609.84	11,265,609.84	11,265,609.84		126,098,897.00	126,098,897.00
Classified Salaries	3,661,394.82	3,661,394.82	3,661,394.82	3,661,394.79	3,661,394.79		42,515,613.00	42,515,613.00
Employee Benefits	6,758,642.68	6,758,642.68	6,758,642.68	6,758,642.68	6,758,642.68		76,293,486.00	76,293,486.00
Books and Supplies	652,215.62	652,215.62	652,215.62	652,215.62	652,215.62		8,184,266.00	8,184,266.00
Services	2,467,404.78	2,467,404.78	2,467,404.78	2,467,404.78	2,467,404.78		29,642,730.00	29,642,730.00
Capital Outlay		38,825.00			37,643.50		155,460.00	155,460.00
Other Outgo	(95,735.00)	(106,835.45)	198,500.00	51,900.00			538,569.00	538,569.00
Intertund Transfers Out				1,872,964.00			1,872,964.00	1,872,964.00
All Other Financing Uses							0.00	0.00
<b>TOTAL DISBURSEMENTS</b>	24,709,532.74	24,737,254.29	25,003,767.74	26,730,131.74	24,842,911.18	0.00	285,301,985.00	285,301,985.00
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not In Treasury							0.00	0.00
Accounts Receivable							7,451,384.37	7,451,384.37
Due From Other Funds	(123,457.33)	546,178.33	600,711.63		854,361.39		0.00	0.00
Stores							0.00	0.00
Prepaid Expenditures							0.00	0.00
Other Current Assets							0.00	0.00
Deferred Outflows of Resources							0.00	0.00
<b>SUBTOTAL</b>	(123,457.33)	546,178.33	600,711.63	0.00	854,361.39	0.00	7,451,384.37	7,451,384.37
Liabilities and Deferred Inflows								
Accounts Payable	(6,351.78)	651,743.33		891,375.33	257,164.33		21,435,894.38	21,435,894.38
Due To Other Funds							0.00	0.00
Current Loans							0.00	0.00
Unearned Revenues							0.00	0.00
Deferred Inflows of Resources							0.00	0.00
<b>SUBTOTAL</b>	(6,351.78)	651,743.33	0.00	891,375.33	257,164.33	0.00	21,435,894.38	21,435,894.38
Nonoperating							0.00	0.00
Suspense Clearing	5,001,456.82	(6,451,345.33)	1,945,637.98	2,059,461.33	1,114,681.43		13,984,450.01	13,984,450.01
<b>TOTAL BALANCE SHEET ITEMS</b>	4,884,351.27	(6,556,910.33)	2,546,349.59	1,168,086.00	1,711,876.49	0.00	(8,106,523.00)	(8,106,523.00)
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	8,111,890.79	(3,110,914.85)	(4,038,882.10)	2,000,316.56	(21,101,452.69)	0.00	0.00	0.00
<b>F. ENDING CASH (A + E)</b>	119,015,796.19	115,904,881.34	111,815,999.24	113,816,315.80				
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>							92,714,863.11	92,714,863.11

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

**CRITERIA AND STANDARDS**

**1. CRITERION: Average Daily Attendance**

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's ADA Standard Percentage Range: -2.0% to +2.0%

**1A. Calculating the District's ADA Variances**

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

Estimated Funded ADA

Fiscal Year	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2017-18)	District Regular	25,368.00	25,444.00	
	Charter School	0.00	0.00	
	<b>Total ADA</b>	<b>25,368.00</b>	<b>25,444.00</b>	<b>0.3%</b>
1st Subsequent Year (2018-19)	District Regular	25,469.00	25,469.00	
	Charter School	0.00	0.00	
	<b>Total ADA</b>	<b>25,469.00</b>	<b>25,469.00</b>	<b>0.0%</b>
2nd Subsequent Year (2019-20)	District Regular	25,545.00	25,545.00	
	Charter School	0.00	0.00	
	<b>Total ADA</b>	<b>25,545.00</b>	<b>25,545.00</b>	<b>0.0%</b>

**1B. Comparison of District ADA to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Funded ADA has not changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years.

Explanation:  
(required if NOT met)

**2. CRITERION: Enrollment**

**STANDARD:** Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

**2A. Calculating the District's Enrollment Variances**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Budget Adoption (Form 01CS, Item 3B)	Enrollment First Interim CBEDS/Projected	Percent Change	Status
Current Year (2017-18)	District Regular	26,163	26,242	
	Charter School	0	0	
	<b>Total Enrollment</b>	<b>26,163</b>	<b>26,242</b>	<b>0.3%</b>
1st Subsequent Year (2018-19)	District Regular	26,268	26,268	
	Charter School	0	0	
	<b>Total Enrollment</b>	<b>26,268</b>	<b>26,268</b>	<b>0.0%</b>
2nd Subsequent Year (2019-20)	District Regular	26,346	26,346	
	Charter School	0	0	
	<b>Total Enrollment</b>	<b>26,346</b>	<b>26,346</b>	<b>0.0%</b>

**2B. Comparison of District Enrollment to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. **STANDARD MET** - Enrollment projections have not changed since budget adoption by more than two percent for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

*[Handwritten mark]*

*[Handwritten mark]*



**3. CRITERION: ADA to Enrollment**

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

**3A. Calculating the District's ADA to Enrollment Standard**

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. Budget Adoption data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CS, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2014-15)			
District Regular	25,188	26,182	
Charter School		0	
<b>Total ADA/Enrollment</b>	<b>25,188</b>	<b>26,182</b>	<b>96.2%</b>
Second Prior Year (2015-16)			
District Regular	25,113	26,115	
Charter School		0	
<b>Total ADA/Enrollment</b>	<b>25,113</b>	<b>26,115</b>	<b>96.2%</b>
First Prior Year (2016-17)			
District Regular	25,128	26,075	
Charter School	0	0	
<b>Total ADA/Enrollment</b>	<b>25,128</b>	<b>26,075</b>	<b>96.4%</b>
		Historical Average Ratio:	96.3%
		District's ADA to Enrollment Standard (historical average ratio plus 0.5%):	96.8%

**3B. Calculating the District's Projected Ratio of ADA to Enrollment**

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form A1, Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2017-18)				
District Regular	25,444	26,242		
Charter School	0	0		
<b>Total ADA/Enrollment</b>	<b>25,444</b>	<b>26,242</b>	<b>97.0%</b>	<b>Not Met</b>
1st Subsequent Year (2018-19)				
District Regular	25,469	26,268		
Charter School	0	0		
<b>Total ADA/Enrollment</b>	<b>25,469</b>	<b>26,268</b>	<b>97.0%</b>	<b>Not Met</b>
2nd Subsequent Year (2019-20)				
District Regular	25,545	26,346		
Charter School	0	0		
<b>Total ADA/Enrollment</b>	<b>25,545</b>	<b>26,346</b>	<b>97.0%</b>	<b>Not Met</b>

**3C. Comparison of District ADA to Enrollment Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:  
(required if NOT met)

District has a goal to Improve enrollment to ADA ratio by 0.5% above the 2016-17 ration (.05% + 96.5% = 97%)

**4. CRITERION: LCFF Revenue**

**STANDARD:** Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's LCFF Revenue Standard Percentage Range: -2.0% to +2.0%

**4A. Calculating the District's Projected Change in LCFF Revenue**

**DATA ENTRY:** Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. In the First Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)		Percent Change	Status
	Budget Adoption (Form 01CS, Item 4B)	First Interim Projected Year Totals		
Current Year (2017-18)	221,709,062.00	222,146,499.00	0.2%	Met
1st Subsequent Year (2018-19)	230,525,721.00	229,865,928.00	-0.3%	Met
2nd Subsequent Year (2019-20)	237,603,590.00	236,616,367.00	-0.4%	Met

**4B. Comparison of District LCFF Revenue to the Standard**

**DATA ENTRY:** Enter an explanation if the standard is not met.

- 1a. STANDARD MET - LCFF revenue has not changed since budget adoption by more than two percent for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

**5. CRITERION: Salaries and Benefits**

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

**5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2014-15)	142,464,371.65	161,876,109.16	88.0%
Second Prior Year (2015-16)	161,584,789.48	181,171,546.45	89.2%
First Prior Year (2016-17)	169,743,299.83	189,185,692.12	89.7%
	Historical Average Ratio:		89.0%

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio; plus/minus the greater of 3% or the district's reserve standard percentage):	86.0% to 92.0%	86.0% to 92.0%	86.0% to 92.0%

**5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2017-18)	179,541,704.00	202,427,967.00	88.7%	Met
1st Subsequent Year (2018-19)	187,001,613.00	207,436,750.00	90.1%	Met
2nd Subsequent Year (2019-20)	195,781,674.00	216,068,906.00	90.6%	Met

**5C. Comparison of District Salaries and Benefits Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

**6. CRITERION: Other Revenues and Expenditures**

**STANDARD:** Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since budget adoption.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

**6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range**

**DATA ENTRY:** Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. First Interim data for the Current Year are extracted. If First Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2017-18)	13,709,082.00	17,013,970.00	24.1%	Yes
1st Subsequent Year (2018-19)	13,211,101.00	13,211,101.00	0.0%	No
2nd Subsequent Year (2019-20)	13,223,781.00	13,223,781.00	0.0%	No

Explanation:  
(required if Yes)

Projected 2017-18 reflects budgeted prior year carry-over.

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2017-18)	22,131,824.00	26,385,188.00	19.2%	Yes
1st Subsequent Year (2018-19)	22,217,863.00	22,257,863.00	0.2%	No
2nd Subsequent Year (2019-20)	22,273,216.00	22,313,216.00	0.2%	No

Explanation:  
(required if Yes)

Projected 2017-18 reflects budgeted prior year carry-over and additional one time discretionary fund (for computers).

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2017-18)	11,860,570.00	13,521,499.00	14.0%	Yes
1st Subsequent Year (2018-19)	11,860,570.00	11,860,570.00	0.0%	No
2nd Subsequent Year (2019-20)	11,860,570.00	11,860,570.00	0.0%	No

Explanation:  
(required if Yes)

Projected 2017-18 reflects budgeted prior year carry over.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2017-18)	6,947,809.00	12,052,977.00	73.5%	Yes
1st Subsequent Year (2018-19)	6,961,370.00	8,184,266.00	17.6%	Yes
2nd Subsequent Year (2019-20)	6,553,637.00	7,776,533.00	18.7%	Yes

Explanation:  
(required if Yes)

Projected 2017-18 reflects budgeted prior year carry-over. 2017-18, 2018-19 and 2019-20 reflect computer allocations.

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2017-18)	29,395,200.00	32,484,798.00	10.5%	Yes
1st Subsequent Year (2018-19)	29,642,730.00	29,642,730.00	0.0%	No
2nd Subsequent Year (2019-20)	29,902,475.00	29,902,475.00	0.0%	No

Explanation:  
(required if Yes)

Projected 2017-18 reflects budgeted prior year carry-overs.

**6B. Calculating the District's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2017-18)	47,701,476.00	56,920,637.00	19.3%	Not Met
1st Subsequent Year (2018-19)	47,289,534.00	47,329,534.00	0.1%	Met
2nd Subsequent Year (2019-20)	47,357,567.00	47,397,567.00	0.1%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2017-18)	36,343,009.00	44,537,775.00	22.5%	Not Met
1st Subsequent Year (2018-19)	36,604,100.00	37,826,996.00	3.3%	Met
2nd Subsequent Year (2019-20)	36,456,112.00	37,879,006.00	3.4%	Met

**6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range**

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD NOT MET - One or more projected operating revenue have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:  
Federal Revenue  
(linked from 6A  
if NOT met)

Projected 2017-18 reflects budgeted prior year carry-over.

Explanation:  
Other State Revenue  
(linked from 6A  
if NOT met)

Projected 2017-18 reflects budgeted prior year carry-over and additional one time discretionary fund (for computers).

Explanation:  
Other Local Revenue  
(linked from 6A  
if NOT met)

Projected 2017-18 reflects budgeted prior year carry over.

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:  
Books and Supplies  
(linked from 6A  
if NOT met)

Projected 2017-18 reflects budgeted prior year carry-over. 2017-18, 2018-19 and 2019-20 reflect computer allocations.

Explanation:  
Services and Other Exps  
(linked from 6A  
if NOT met)

Projected 2017-18 reflects budgeted prior year carry-overs.

**7. CRITERION: Facilities Maintenance**

**STANDARD:** Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

**Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75, as amended by AB 104 (Chapter 13, Statutes of 2015), effective 2017-18 to 2019-20 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

**NOTE:** AB 104 (Chapter 13, Statutes of 2015) requires the district to deposit into the account, for the 2017-18 to 2019-20 fiscal years, a minimum amount that is the greater of the following amounts:

- A. The lesser of three percent of the total general fund expenditures and other financing uses for that fiscal year or the amount that the district deposited into the account for the 2014-15 fiscal year; or
- B. Two percent of the total general fund expenditures and other financing uses for that fiscal year.

**DATA ENTRY:** Enter the Required Minimum Contribution if Budget data does not exist. If EC 17070.75(e)(1) and (e)(2) apply, input 3%. Budget data that exist will be extracted; otherwise, enter budget data into lines 1 and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	8,272,667.00	8,541,602.00	Met
2. Budget Adoption Contribution (Information only) (Form 01CS, Criterion 7, Line 2e)		8,541,602.00	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)

**8. CRITERION: Deficit Spending**

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

**8A. Calculating the District's Deficit Spending Standard Percentage Levels**

DATA ENTRY: All data are extracted or calculated.

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District's Available Reserve Percentages (Criterion 10C, Line 9)	12.7%	8.9%	3.4%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	4.2%	3.0%	1.1%

**8B. Calculating the District's Deficit Spending Percentages**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals		Deficit Spending Level (If Net Change In Unrestricted Fund Balance is negative, else N/A)	Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)		
Current Year (2017-18)	(7,085,410.00)	203,442,967.00	3.5%	Met
1st Subsequent Year (2018-19)	(8,106,062.00)	208,451,750.00	3.9%	Not Met
2nd Subsequent Year (2019-20)	(9,919,746.00)	217,083,906.00	4.6%	Not Met

**8C. Comparison of District Deficit Spending to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Unrestricted deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budget, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

Explanation:  
(required if NOT met)

The Board of Education is aware of the deficit spending pattern and will address the problem in a future solvency plan.

**9. CRITERION: Fund and Cash Balances**

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

**9A-1. Determining if the District's General Fund Ending Balance is Positive**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals		Status
	(Form 01, Line F2)	(Form MYPI, Line D2)	
Current Year (2017-18)		50,628,753.40	Met
1st Subsequent Year (2018-19)		42,522,230.40	Met
2nd Subsequent Year (2019-20)		32,602,367.40	Met

**9A-2. Comparison of the District's Ending Fund Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

**9B-1. Determining if the District's Ending Cash Balance is Positive**

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund		Status
	(Form CASH, Line F, June Column)		
Current Year (2017-18)		100,621,386.11	Met

**9B-2. Comparison of the District's Ending Cash Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:  
(required if NOT met)



**10. CRITERION: Reserves**

**STANDARD:** Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

**DATA ENTRY:** Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA	
5% or \$66,000 (greater of)	0	to 300
4% or \$66,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

<sup>1</sup> Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District Estimated P-2 ADA (Current Year, Form A1, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	25,444	25,469	25,545
District's Reserve Standard Percentage Level:	3%	3%	3%

**10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)**

**DATA ENTRY:** For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?  Yes
- If you are the SELPA AU and are excluding special education pass-through funds:
  - Enter the name(s) of the SELPA(s): Foothill SELPA

- Special Education Pass-through Funds  
(Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)

	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
	5,310,882.00	5,310,882.00	5,310,882.00

**10B. Calculating the District's Reserve Standard**

**DATA ENTRY:** If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	286,293,306.00	285,301,985.00	293,933,797.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	286,293,306.00	285,301,985.00	293,933,797.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	8,588,799.18	8,559,059.55	8,818,013.91
6. Reserve Standard - by Amount (\$66,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	8,588,799.18	8,559,059.55	8,818,013.91

**10C. Calculating the District's Available Reserve Amount**

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	8,588,800.00	8,559,060.00	8,818,014.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	27,640,936.73	16,717,214.73	1,059,328.73
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. District's Available Reserve Amount (Lines C1 thru C7)	36,229,736.73	25,276,274.73	9,877,342.73
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	12.65%	8.86%	3.36%
District's Reserve Standard (Section 10B, Line 7):	8,588,799.18	8,559,059.55	8,818,013.91
Status:	Met	Met	Met

**10D. Comparison of District Reserve Amount to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

**SUPPLEMENTAL INFORMATION**

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since budget adoption that may impact the budget?

No

1b. If Yes, identify the liabilities and how they may impact the budget:

**S2. Use of One-time Revenues for Ongoing Expenditures**

1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

**S3. Temporary Interfund Borrowings**

1a. Does your district have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

No

1b. If Yes, identify the interfund borrowings:

**S4. Contingent Revenues**

1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

**S5. Contributions**

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since budget adoption.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since budget adoption.

Identify capital project cost overruns that have occurred since budget adoption that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

**S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the First Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2017-18)	(39,023,663.00)	(39,023,663.00)	0.0%	0.00	Met
1st Subsequent Year (2018-19)	(38,951,659.00)	(38,951,659.00)	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	(38,898,170.00)	(38,898,170.00)	0.0%	0.00	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2017-18)	1,873,773.00	1,873,773.00	0.0%	0.00	Met
1st Subsequent Year (2018-19)	1,872,964.00	1,872,964.00	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	1,872,950.00	1,872,950.00	0.0%	0.00	Met

**1d. Capital Project Cost Overruns**

Have capital project cost overruns occurred since budget adoption that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

**S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects**

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. MET - Projected contributions have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1b. MET - Projected transfers in have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1c. MET - Projected transfers out have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

Project Information:  
(required if YES)

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01/01/17  
01/01/17

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01/01/17

**S6. Long-term Commitments**

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

**S6A. Identification of the District's Long-term Commitments**

DATA ENTRY: If Budget Adoption data exist (Form 01CS, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no Budget Adoption data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)  Yes

b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption?  No

2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2017
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases				
Certificates of Participation				
General Obligation Bonds	23	Property Taxes	Measure K and Measure S	225,213,690
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB):

Type of Commitment	# of Years Remaining	Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2017
City of Glendale Loan	6	Central RDA Funds	7439	1,302,035
CREBS (Old)	13	Fund 40.1 (RDA Funds)	7439	4,069,483
CREBS (New)	17	Fund 401. (RDA Funds)	7439	10,734,000
<b>TOTAL:</b>				<b>241,319,208</b>

Type of Commitment (continued)	Prior Year (2016-17) Annual Payment (P & I)	Current Year (2017-18) Annual Payment (P & I)	1st Subsequent Year (2018-19) Annual Payment (P & I)	2nd Subsequent Year (2019-20) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds	16,440,057	13,457,723	14,398,498	14,733,095
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

City of Glendale Loan	177,000	195,999	216,000	237,000
CREBS (Old)	483,520	474,478	465,310	456,039
CREBS (New)	0	735,396	864,878	867,524
<b>Total Annual Payments:</b>	<b>17,100,577</b>	<b>14,863,596</b>	<b>15,944,686</b>	<b>16,293,658</b>
<b>Has total annual payment increased over prior year (2016-17)?</b>		No	No	No

**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

Explanation:  
(Required if Yes  
to increase in total  
annual payments)

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

Explanation:  
(Required if Yes)

**S7. Unfunded Liabilities**

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

**S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)
- b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?
- c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

2. OPEB Liabilities

	Budget Adoption (Form 01CS, Item S7A)	First Interim
a. OPEB actuarial accrued liability (AAL)	52,679,613.00	52,679,613.00
b. OPEB unfunded actuarial accrued liability (UAAL)	52,679,613.00	52,679,613.00
c. Are AAL and UAAL based on the district's estimate or an actuarial valuation?	Actuarial	Actuarial
d. If based on an actuarial valuation, indicate the date of the OPEB valuation.	Jul 01, 2016	Jul 01, 2016

3. OPEB Contributions

	Budget Adoption (Form 01CS, Item S7A)	First Interim
a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method		
Current Year (2017-18)	6,324,338.00	6,324,338.00
1st Subsequent Year (2018-19)	6,324,338.00	6,324,338.00
2nd Subsequent Year (2019-20)	6,324,338.00	6,324,338.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2017-18)	2,276,887.00	2,296,935.00
1st Subsequent Year (2018-19)	2,280,000.00	2,280,000.00
2nd Subsequent Year (2019-20)	2,280,000.00	2,280,000.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2017-18)	2,500,000.00	2,500,000.00
1st Subsequent Year (2018-19)	2,500,000.00	2,500,000.00
2nd Subsequent Year (2019-20)	2,500,000.00	2,500,000.00
d. Number of retirees receiving OPEB benefits		
Current Year (2017-18)	168	168
1st Subsequent Year (2018-19)	168	168
2nd Subsequent Year (2019-20)	168	168

4. Comments:



**S7B. Identification of the District's Unfunded Liability for Self-insurance Programs**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

No
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b. If Yes to item 1a, have there been changes since budget adoption in self-insurance liabilities?

n/a
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c. If Yes to item 1a, have there been changes since budget adoption in self-insurance contributions?

n/a
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2. Self-Insurance Liabilities

Budget Adoption  
(Form 01CS, Item S7B)      First Interim

a. Accrued liability for self-insurance programs  
b. Unfunded liability for self-insurance programs



3. Self-Insurance Contributions

Budget Adoption  
(Form 01CS, Item S7B)      First Interim

a. Required contribution (funding) for self-insurance programs  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)



b. Amount contributed (funded) for self-insurance programs  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)



4. Comments:

Health and Welfare is fully insured. Workers comp is currently "dollar-one" coverage. Pre 2005 Workers comp are self insured. Vision and dental are self insured (minor programs). Property Liability is in a JPA.

**S8. Status of Labor Agreements**

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

**S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

**Certificated (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of certificated (non-management) full-time-equivalent (FTE) positions	1,290.0	1,295.0	1,299.0	1,302.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

**Negotiations Settled Since Budget Adoption**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**One Year Agreement**

Total cost of salary settlement

<input type="text"/>	<input type="text"/>	<input type="text"/>
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% change in salary schedule from prior year  
or

**Multiyear Agreement**

Total cost of salary settlement

<input type="text"/>	<input type="text"/>	<input type="text"/>
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% change in salary schedule from prior year  
(may enter text, such as "Reopener")

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

1,305,899

7. Amount Included for any tentative salary schedule increases

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
0	0	0

**Certificated (Non-management) Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the Interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
21,700,000	23,653,000	25,606,000
Varies	Varies	Varies
4.1%	9.0%	9.0%

**Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the Interim?

If Yes, amount of new costs included in the Interim and MYPs

If Yes, explain the nature of the new costs:

No		
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**Certificated (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the Interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
1,400,000	1,400,000	1,400,000
1.0%	1.0%	1.0%

**Certificated (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the Interim and MYPs?

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
No	No	No

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

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**S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Classified Labor Agreements as of the Previous Reporting Period**

Were all classified labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of classified (non-management) FTE positions	900.0	900.0	900.0	900.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

Yes

**Negotiations Settled Since Budget Adoption**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

[ ]

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

[ ]

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

If Yes, date of budget revision board adoption:

n/a

4. Period covered by the agreement:

Begin Date: [ ]

End Date: [ ]

5. Salary settlement:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

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**One Year Agreement**

Total cost of salary settlement

% change in salary schedule from prior year  
or

**Multiyear Agreement**

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")


Identify the source of funding that will be used to support multiyear salary commitments:

[ ]

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

507,816

7. Amount included for any tentative salary schedule increases

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
	0	0	0

**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the Interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
11,400,000	12,426,000	13,520,000
Varies	Varies	Varies
4.1%	9.0%	9.0%

**Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the Interim?

No		
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If Yes, amount of new costs included in the Interim and MYPs  
If Yes, explain the nature of the new costs:

**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the Interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
400,000	400,000	400,000
1.0%	1.0%	1.0%

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the Interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the Interim and MYPs?

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes
No	No	No

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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**S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period**

Were all managerial/confidential labor negotiations settled as of budget adoption?   
If Yes or n/a, complete number of FTEs, then skip to S9.  
If No, continue with section S8C.

**Management/Supervisor/Confidential Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of management, supervisor, and confidential FTE positions	190.0	195.0	195.0	195.0

1a. Have any salary and benefit negotiations been settled since budget adoption?  
If Yes, complete question 2.   
If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?  
If Yes, complete questions 3 and 4.

**Negotiations Settled Since Budget Adoption**

2. Salary settlement:

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
Total cost of salary settlement			
Change in salary schedule from prior year (may enter text, such as "Reopener")			

**Negotiations Not Settled**

3. Cost of a one percent increase in salary and statutory benefits

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
4. Amount included for any tentative salary schedule increases	0	0	0

**Management/Supervisor/Confidential Health and Welfare (H&W) Benefits**

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits	3,500,000	3,815,000	4,130,000
3. Percent of H&W cost paid by employer	Varies	Varies	Varies
4. Percent projected change in H&W cost over prior year	4.1%	9.0%	9.0%

**Management/Supervisor/Confidential Step and Column Adjustments**

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments	250,000	250,000	250,000
3. Percent change in step and column over prior year	1.0%	1.0%	1.0%

**Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)**

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Are costs of other benefits included in the interim and MYPs?	No	No	No
2. Total cost of other benefits	0	0	0
3. Percent change in cost of other benefits over prior year	0.0%	0.0%	0.0%

**S9. Status of Other Funds**

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

**S9A. Identification of Other Funds with Negative Ending Fund Balances**

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

- 1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No
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If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

- 2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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**ADDITIONAL FISCAL INDICATORS**

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)
- A2. Is the system of personnel position control independent from the payroll system?
- A3. Is enrollment decreasing in both the prior and current fiscal years?
- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?
- A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?
- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?
- A7. Is the district's financial system independent of the county office system?
- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)
- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

Line 9A - New CBO.

**End of School District First Interim Criteria and Standards Review**



GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 4

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Developer Fee Report Prepared Pursuant to SB1693 and Government Code Sections 66001 and 66006**

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The Superintendent recommends that, following a Public Hearing, the Board of Education approve a Developer Fee Report prepared pursuant to SB1693 and Government Code Sections 66001 and 66006.

Introduction

Effective January 1, 1997, Senate Bill 1693 amended Government Code Sections 66001 and 66006 to impose more detailed reporting requirements for developer fees. The local agency must account for funds collected, whether committed or uncommitted, and are required to review this information at a regularly scheduled public meeting not less than 15 days after the information is made available for public review.

The attached report provides information on developer fees and interest income collected and expended during 2016-17. Summarized information for fiscal years 2011-12 through 2016-17 is also included.

The fees and interest reported were used to purchase property, upgrade, reconstruct and modernize our school facilities. The fees have been justified, and a reasonable relationship established between the fees and the purpose for which they are charged, in the District's 2016 Developer Fee Study. Developer Fees, General Obligation Bond funds, and State School Construction Bond funds are the primary funding sources used to address various school facility needs of the District. During 2016-17, no refunds were made pursuant to subdivision (e) of Section 66001 and no allocations were made pursuant to subdivision (f) of Section 66001.

Outline of Reporting Requirement

Section 66006(b)(1) of the Government Code states that for each separate account established for Reportable Fees (Developer Fees), received for additional school facilities ("School Facilities") for students from new development, the local educational agency shall, within one hundred eighty (180) days after the last day of each fiscal year, make available to the public the following information:

GLENDALE UNIFIED SCHOOL DISTRICT

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- (1) A brief description of the type of fees collected in the account.
- (2) The amount of the fees collected and interest earned.
- (3) The beginning and ending balance of the account.
- (4) An identification of each project (“Project”) on which fees were expended and the amount of the expenditures on each project.
- (5) An identification of an approximate date by which the construction of a project will commence.
- (6) As applicable, a description of each interfund transfer or loan made from the account, including the Project on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account will receive on the loan.
- (7) As applicable, the amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001; and

Section 66001(d) of the Government Code also requires that the District make the following findings with respect to that portion of the account remaining unexpended, whether committed or uncommitted, at the time it makes the foregoing information available to the public:

- (1) Identification of the purpose to which the Reportable Fees are to be allocated.
- (2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged.
- (3) Identification of all sources and amounts of funding anticipated to complete financing of the Projects of the District.
- (4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account.

Attachment A to this report constitutes the District’s report of Developer Fees pursuant to SB 1693 and Government Code Sections 66001 and 66006. A notice of the opportunity for public comment on the information contained in this report was published in the Glendale News Press on November 25, 2017.

**GLENDALE UNIFIED SCHOOL DISTRICT**

**REPORT OF SCHOOL FACILITY FEES INCLUDING ALTERNATIVE SCHOOL FACILITY FEES (“REPORTABLE FEES”) REPORT FOR FISCAL YEAR 2016-17 IN COMPLIANCE WITH GOVERNMENT CODE SECTIONS 66006 AND 66001**

Government Code Sections 66006 and 66001 provide that the District shall make available to the public certain information and adopt described findings relative to statutory school facility fees adopted pursuant to Education Code Section 17620 and Government Code Sections 65995, 65995.5, 65995.6 and 65995.7 (“Level 1 Fees”, “Level 2 Fees” and “Level 3 Fees”, collectively, “Statutory School Facility Fees” and as to Level 2 and Level 3 Fees, “Alternative School Facility Fees”). The foregoing for this purpose is also referred to as reportable fees (“Reportable Fees”). The described information and findings relate to Reportable Fees received, expended or to be expended in connection with school facilities (“School facilities”) for the District to accommodate additional students from new development if funded or partially funded with Reportable Fees. The Reportable Fees do not include letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

The following is the information and proposed findings the District proposes to review and adopt in accordance with Government Code Sections 66006 and 66001.

**I. INFORMATION MADE AVAILABLE PURSUANT TO GOVERNMENT CODE SECTION 66006 FOR FISCAL YEAR 2016-17:**

In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2016-17:

**A. DESCRIPTION OF THE TYPE OF REPORTABLE FEES IN THE ACCOUNT OR SUB-ACCOUNT(S) OF THE DISTRICT:**

The Reportable Fees consist of Statutory School Facility Fees including Alternative School Facility Fees.

**B. AMOUNT OF THE REPORTABLE FEES:**

The Reportable Fee amounts for fiscal year 2016-17 are set forth in the Schedule “A”. These fee amounts were approved by the Board of Education on May 3, 2016. Developer Fee amounts only partially mitigate the impact to the District caused by residential development.

**C. BEGINNING AND ENDING BALANCE OF ACCOUNT AND SUB-ACCOUNT(S):**

	Reportable Fees
Beginning Balance (7-1-16)	\$11,547,125
Ending Balance (6-30-17)	\$10,185,256*

\* Currently designated for various Measure S and Capital Facility and Improvement Fund projects.

**D. AMOUNT OF THE REPORTABLE FEES COLLECTED AND INTEREST EARNED:**

Amount of Reportable Fees Collected Per Account or Sub-Account(s)	Amount of Interest Earned Per Account or Sub-Account(s)
Residential \$1,456,079	\$106,961
Commercial \$84,146	\$6,181
TOTAL \$1,540,225	\$113,142

**E. IDENTIFICATION OF EACH PROJECT DURING 2016-17 ON WHICH DEVELOPER FEES WERE EXPENDED**

This information is provided in Schedule “B”.

**F. IDENTIFICATION OF AN APPROXIMATE DATE BY WHICH VARIOUS CONSTRUCTION PROJECTS OF THE DISTRICT WILL COMMENCE**

The District has determined that for fiscal year 2016-17, Reportable Fees and other sources of funding were not sufficient to complete the financing of all currently identified school facility (renovation, modernization and new construction) projects.

**G. DESCRIPTION OF EACH INTERFUND TRANSFER OR LOAN MADE FROM THE ACCOUNT OR SUB-ACCOUNT(S), INCLUDING PROJECT(S) OF THE DISTRICT ON WHICH THE TRANSFERRED OR LOANED REPORTABLE FEES WILL BE EXPENDED, AND, IN THE CASE OF AN INTERFUND LOAN, THE DATE ON WHICH THE LOAN WILL BE REPAYED, AND THE RATE OF INTEREST THAT THE ACCOUNT OR SUB-ACCOUNT(S) WILL RECEIVE ON THE LOAN:**

Description of Interfund Transfer or Loan	Funds to Which Reportable Fees Are Loaned	Amount	Date Loan Repaid	Rate of Interest
N/A	N/A	N/A	N/A	N/A

**H. THE AMOUNT OF REFUNDS MADE OR REVENUES ALLOCATED FOR OTHER PURPOSES IF THE ADMINISTRATIVE COSTS OF REFUNDING UNEXPENDED REVENUES EXCEED THE AMOUNT TO BE REFUNDED:**

None.

**II. PROPOSED FIVE (5) YEAR FINDINGS WITH RESPECT TO THAT PORTION OF THE ACCOUNT OR SUB-ACCOUNT(S) REMAINING UNEXPENDED, WHETHER COMMITTED OR UNCOMMITTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 66001:**

**A. IDENTIFICATION OF THE PURPOSE TO WHICH THE REPORTABLE FEES ARE TO BE EXPENDED:**

The purpose of Developer Fees imposed and collected on new residential, commercial and industrial development within the District is to fund additional school facilities required to serve the students of the District generated by its new development within the District. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities to add additional classrooms and technology, as well as acquiring and installing additional modular classrooms.

**B. DEMONSTRATION OF A REASONABLE RELATIONSHIP BETWEEN THE REPORTABLE FEES AND THE PURPOSES FOR WHICH THEY ARE CHARGED:**

There is a proportional/reasonable relationship between the new development upon which the Developer Fees are charged and the need for additional school facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in the existing school facilities to accommodate these new students.

Special Note: The District's "School Facility Fee Handbook (Revised in July 5, 2016) provides the justification documentation for the assessment of fees (Developer Fees) on new residential and commercial/industrial construction.

**C. DEVELOPER FEE COLLECTIONS AND EXPENDITURES FOR FISCAL YEARS 2011-12 THROUGH 2016-17**

In accordance with Government Code Section 66006(b)(2), information, including the proposed five (5) year findings presented in Schedule C, were made available to the public at least fifteen (15) days prior to consideration of the Reportable Fees Report. The Board of Education is asked to formally consider (certify) such annual information and proposed five (5) year findings at its meeting on December 12, 2017.

**D. IDENTIFICATION OF ESTIMATED FUNDING SOURCES AND AMOUNTS ANTICIPATED TO COMPLETE VARIOUS PROJECTS IDENTIFIED IN THE DISTRICT'S MEASURE S AND OTHER FACILITY RELATED REPORTS:**

Source of Funding	Amount of Funding Received/Anticipated to be Received to Complete Financing of School Facilities
1. State School Building Program	\$80,408,051*
2. Community Facilities Districts	\$0
3. General Obligation Bond Proceeds	\$270,000,000**
4. Redevelopment Pass-Through Agreements	\$11,060,289***
5. Statutory School Facility Fees (Developer Fees)	\$23,027,640****
6. Mitigation Payments	N/A
7. Certificates of Participation	N/A
8. SB-201 Fees (Government Code Section 65970 <i>et seq.</i> )	N/A
9. Total Funding (Lines 1 - 8 above)	\$384,495,980
10. Total Costs of All Projects (est.)	\$553,931,795
11. Minus Total of All Funding Sources (Enter from Line 9 above).	\$384,495,980*****
12. Unfunded Balance (Line 10, minus Line 11)	\$169,435,815*****

\* Reflects State School Construction Bond funding available as of June 30, 2017 and the total amount of funding received (\$80,408,051).

\*\* Reflects Measure S Bonds.

\*\*\* Reflects San Fernando Corridor and Central Redevelopment tax increment funds available as of June 30, 2017.

\*\*\*\* Developer Fee Fund balance as of June 30, 2017, designated for various capital facility projects.

\*\*\*\*\* Includes Measure S \$270,000,000; received and projected State Bond funds, and funds from other sources.

\*\*\*\*\* The "Unfunded Balance" is only in relation to the funding sources listed on lines 1 to 8 and does not reflect Measure S interest earnings (to date/projected), previous and future funding from the District's Capital Project, and Deferred Maintenance.

**E. DESIGNATION OF THE APPROXIMATE DATE ON WHICH THE FUNDING REFERRED TO IN SECTION D ABOVE IS EXPECTED TO BE DEPOSITED IN THE APPROPRIATE ACCOUNT OR SUB-ACCOUNT(S).**

Sources	Approximate Date Expected to Be Deposited
State School Building Program	N/A
Community Facilities Districts	N/A
General Obligation Bond Proceeds	2016-17      \$70 million 2018-19      \$38 million 2020-21      \$38 million
Redevelopment Pass-Through Agreements	CURRENTLY ON DEPOSIT
Statutory School Facility Fees	CURRENTLY ON DEPOSIT
Mitigation Payments	N/A
Certificates of Participation	N/A
S.B. No. 201 Fees (Government Code Section 65970 <i>et seq.</i> )	N/A

## SCHEDULE A

GLENDALÉ UNIFIED SCHOOL DISTRICT  
STATUTORY SCHOOL FACILITY FEES  
INCLUDING ALTERNATIVE SCHOOL FACILITY FEE AMOUNTS  
2016-17

Residential	
Level 1	\$ <u>3.48</u> per square foot
Level 2	<u>N/A</u> per square foot
Level 3	<u>N/A</u> per square foot
Commercial/Industrial	\$ <u>0.56</u> per square foot

Note: On July 5, 2016, the Level 1 Residential Fee was increased to \$3.48 per square foot and the Commercial/Industrial Fee to \$.56 per square foot.



**SCHEDULE B**  
**FUND 25 - Income and Expenditure Report Details**  
**July 2016 - June 2017**

**INCOME**

Developer Fees collected	\$ 1,540,225.02	
Interest	113,142.18	
<b>TOTAL INCOME</b>		<b>\$ 1,653,367.20</b>

**EXPENDITURES - 100% from developer fee collections**

Salaries & Benefits	\$ 31,922.50	
Interfund Transfer To Fund 21.1	\$ 2,950,000.00	
Legal Settlements	33,314.04	
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,015,236.54</b>

<b>NET CHANGE IN FUND BALANCE</b>		<b>\$ (1,361,869.34)</b>
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**SCHEDULE B**  
**FUND 25 - Income and Expenditures**  
**as of 06/30/17**

<b>Fund Balance, July 1, 2016</b>	<b>\$</b>	<b>11,547,125.04</b>
Net Change During Fiscal Year	<b>\$</b>	<b><u>(1,361,869.34)</u></b>
<b>Fund Balance, June 30, 2017</b>	<b>\$</b>	<b><u>10,185,255.70</u></b>

**INCOME**

Developer Fee Collections	\$	1,540,225.02	
Interest Income		<u>113,142.18</u>	
<b>Total Actual Income</b>	<b>\$</b>		<b>1,653,367.20</b>

**EXPENDITURES**

Salaries & Benefits	\$	31,922.50	
Interfund Transfer To Fund 21.1	\$	2,950,000.00	
Legal Settlements		<u>33,314.04</u>	
<b>Total Expenditures</b>	<b>\$</b>		<b><u>3,015,236.54</u></b>

**NET CHANGE IN FUND BALANCE** **(\$1,361,869.34)**

<b>Cash Balance, July 1, 2016</b>	<b>\$</b>	<b>11,352,571.38</b>
Add: 16/17 net collections (exc. receivables)	\$	1,246,712.32
16/17 interest collected (exc. receivables)		65,901.41
15/16 collections receivable		167,303.76
15/16 deposits in transit		0.00
15/16 interest receivable		<u>34,954.27</u>
<b>Total cash available</b>	<b>\$</b>	<b>12,867,443.14</b>
Less: 16/17 expenditures (exc. payables)	\$	3,012,400.80
15/16 net due to other funds		0.00
15/16 accounts payable		<u>7,704.37</u>
<b>Cash Balance, June 30, 2017</b>	<b>\$</b>	<b><u>9,847,337.97</u></b>

## SCHEDULE C

### GLENDALE UNIFIED SCHOOL DISTRICT

Developer Fee Collections and Expenditures for  
Fiscal Years 2011-12 to 2016-17  
Fund 25 in SACS

Year	Fees Collected/ Interest/Other Income	Expenditures
2011-12	\$1,966,796.22	\$44,327.00
2012-13	\$3,168,735.07	\$4,356,871.42
2013-14	\$1,374,226.16	\$4,062,868.17
2014-15	\$4,527,198.02	\$55,955.58
2015-16	\$3,927,665.24	\$1,705,225.50
2016-17	\$1,653,367.20	\$3,015,236.54

**Note: The information in Schedule C above reflects only annual income and expenditures. It does not reflect the net beginning or ending balance of Fund 25 (SACS).**

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 5

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED IN: Superintendent's Office

SUBJECT: **Resolution No. 15 – Resolution for Consolidation of Future Governing Board Member Elections with the Statewide Primary Election Pursuant to Elections Code Section 1302(b).**

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The Superintendent recommends that the Board of Education adopt Resolution No. 15 – Consolidation of Future Governing Board Member Elections with the Statewide Primary Election pursuant to Election Code Section 1302(b).

Currently, the District holds its Board elections every two years on the first Tuesday after the first Monday in April on odd-numbered years. The District currently holds its elections with the City of Glendale pursuant to Article V of the City Charter.

On September 1, 2015, Governor Brown signed into law Senate Bill 415, requiring school districts that hold their elections on odd-numbered years to change to a statewide election date if the voter turnout in past local elections has resulted in a “significant decrease in voter turnout.” A “significant decrease in voter turnout” is defined as at least 25 percent less than the average voter turnout for the previous four statewide elections within the political subdivision.

The average voter turnout in Glendale based on the previous four primary, general, and municipal elections were as follows:

Average GUSD April election turnout (2011, 2013, 2015, 2017)	21.89%
Glendale average turnout for statewide (June) primary elections*	28.22%
Glendale average turnout for statewide (November) general elections*	53.11%

\*(Based on 2010, 2012, 2014, 2016 data)

Therefore, it is recommended that the District move governing board elections from odd to even years to avoid potential liability. GUSD must either consolidate to even-year elections by the date of its first election after January 1, 2018 or adopt a plan to consolidate by that date. When a school board consolidates its election, the term of office of all current board members shall be extended accordingly (Ed Code §10404.5g).

The attached resolution is being presented to the Board for adoption, based on the discussion held at its meeting on November 28, 2017. The resolution requests consolidating future board of education elections with the statewide primary election in 2020. Therefore, the terms for Board members elected in April 2015 (two seats) will be extended by 11 months to coincide with the statewide primary election date in March 2020, and the terms for those elected in 2017 (3 seats) will be extended by 11 months to coincide with the statewide primary election date in March 2022.

<u>BOARD MEMBER</u>	<u>CURRENT ELECTION YEAR</u>	<u>NEW ELECTION YEAR</u>
Trustee Area A (Freemon)	April 2015	March 2020
Trustee Area E (Nahabedian)	April 2015	March 2020
Trustee Area B (Krikorian)	April 2017	March 2022
Trustee Area C (Gharpetian)	April 2017	March 2022
Trustee Area D (Sahakian)	April 2017	March 2022

Additionally, the City Council adopted a resolution directing staff to prepare the necessary ballot and charter amendment language to be placed on the ballot for the statewide primary election in June 2018. The City Council further directed the city attorney to prepare any ancillary charter amendment language for council review that may be necessary to make the Charter internally consistent.

Moving the GUSD elections to a statewide election date will mean the GUSD board elections would be consolidated with Los Angeles County upon approval of the Los Angeles County Supervisors and would be administered by the Los Angeles County Registrar – Recorder/County Clerk’s Office. The County estimate of election costs for the City, GUSD, and GCCD consolidating in March is approximately \$250,000.

Once the resolution is adopted, the resolution and a cover letter will be send to the LA County Board of Supervisors and a copy will be sent to the Registrar-Recorder/County Clerk.

RESOLUTION NO. 15

RESOLUTION FOR CONSOLIDATION OF FUTURE GOVERNING  
BOARD MEMBER ELECTIONS WITH THE STATEWIDE  
PRIMARY ELECTION PURSUANT TO ELECTIONS CODE SECTION 1302(b).

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**WHEREAS**, the current date for election of Governing Board members of the Glendale Unified School District is every two (2) years on the first Tuesday after the first Monday in April of odd-numbered year; and

**WHEREAS**, Section 1001 of the California Elections Code (“Elections Code”) establishes that elections held in June and November of even-numbered years are statewide elections; and

**WHEREAS**, Statewide primary elections will be held in California only in March of even-numbered years, beginning in 2019 pursuant to Senate Bill 568, which was signed into law on September 27, 2017; and

**WHEREAS**, Section 14050 of the Elections Code (commonly known as the “California Voter Participation Rights Act”) prohibits any political subdivision of the State to hold elections on dates other than a statewide election date in even numbered years if those previous non-concurrent elections have resulted in a significant decrease in voter turnout; and

**WHEREAS**, the District has undertaken an analysis of the voter turnout rates and has determined that there exists a significant decrease in voter turnout in odd-numbered years (21.89%) as compared to statewide general election dates (53.11%) based on the previous four elections; and

**WHEREAS**, Section 14050 of the Elections Code requires political subdivisions of the state to adopt a plan not later than January 1, 2018, to consolidate a future election with a statewide general election in even numbered years not later than the November 8, 2022 statewide general election date; and

**WHEREAS**, Section 1302(b)(1) of the Elections Code authorizes a school board to voluntarily change the regular election cycle for its members to occur on the same day as the statewide primary election, the statewide general election or the general municipal election by adopting an appropriate resolution, subject to approval by the county board of supervisors (“Board of Supervisors”); and

**WHEREAS**, changing the election date for school Board elections to even-numbered years and consolidating Board elections with local municipal and statewide elections will promote increased voter participation in school board elections as voter turnout is ordinarily higher in statewide elections, and changing the election date will also minimize or avoid increased election costs to the District; and

**WHEREAS**, with the approval of the County Board of Supervisors, the election date for Board members will be moved from the first Tuesday after the first Monday in April of odd number years to the first Tuesday after the first Monday in March of even numbered years commencing in 2020,

extending the term of office for those elected in 2015 and 2017. The expiration date of Trustee Areas A and E shall change from 2019 to 2020; the expiration date of Trustee Areas B, C, and D shall change from 2021 to 2022. Thereafter, a new four-year term for each trustee shall be created to align the election cycle to the statewide primary election dates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Glendale Unified School District Governing Board adopts this Resolution to consolidate the election date for members of the Governing Board with the date of the California statewide primary election held in March of even-numbered years pursuant to Section 1302(b) of the Elections Code; and

**BE IT FURTHER RESOLVED**, that the Superintendent is directed to submit this Resolution to the Los Angeles County Board of Supervisors no later than 240 days before the date of the currently scheduled April 2019 Board election; and

**BE IT FURTHER RESOLVED**, that within 60 days from the date the District submits this Resolution to the Los Angeles County Board of Supervisors, the Board of Supervisors is requested, by this Resolution, to approve the Resolution; and

**BE IT FURTHER RESOLVED**, that the District requests the Board of Supervisors post the required public notices of the proceeding in which this Resolution is to be considered for adoption by the Board of Supervisors, as provided by Section 25151 of the Government Code, including providing notice of all affected voters; and

**BE IT FURTHER RESOLVED**, if the consolidation of election is approved by the Board of Supervisors, all incumbent Board member terms shall be extended by *11 months* and the term for each new Board member shall begin a new four-year cycle on the same dates as the statewide primary election dates, as described above in this Resolution; and

**BE IT FURTHER RESOLVED**, that the Superintendent is directed to prepare and present to this Board for consideration and adoption all necessary changes to the District Board Policies and/or Administrative Regulations as a result of the adoption of this Resolution; and

**BE IT FURTHER RESOLVED** that the Superintendent and/or his designee are hereby authorized to take such other action or steps necessary to carry out the intent of this Resolution.

**APPROVED and ADOPTED** by the Governing Board of the Glendale Unified School District of Los Angeles County, State of California, this 12th day of December 2017.

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Nayiri Nahabedian, President, Governing Board of  
the Glendale Unified School District

I, Jennifer Freemon, Clerk of the Governing Board of the Glendale Unified School District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 12<sup>th</sup> day of December 2017 and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Date: December 12, 2017

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Jennifer Freemon, Clerk of the Governing Board of  
the Glendale Unified School District



GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 6

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED IN: Office of the Superintendent

SUBJECT: **Contract Approval - Assistant Superintendent, Educational Services**

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The Superintendent recommends that the Board of Education approve the employment contract for Dr. Kelly King, Assistant Superintendent, Educational Services

Dr. Kelly King is currently the Assistant Superintendent, Educational Services. The attached employment contract for Dr. King is being presented for approval by the Board of Education. The term of this contract shall commence on July 1, 2018 and end on June 30, 2020.

GLENDALE UNIFIED SCHOOL DISTRICT  
Glendale, California

**AGREEMENT OF EMPLOYMENT WITH KELLY ANN KING, Ed.D.**

THIS AGREEMENT is entered into on the 1<sup>st</sup> day of July 2018, between the Board of Education of the Glendale Unified School District of Los Angeles County, hereinafter referred to as "District," and Dr. Kelly Ann King, Assistant Superintendent, Educational Services, hereinafter in places referred to as "Employee."

This Agreement shall replace and supplant the existing Agreement between the parties.

IT IS HEREBY MUTUALLY AGREED that the conditions of employment for Dr. Kelly Ann King, Assistant Superintendent, Educational Services shall be as follows:

1. The term of this contract agreement shall commence on July 1, 2018 and end on June 30, 2020. After the completion of the 2018-2019 school year, but prior to December 1, 2019, the Board shall consider whether to extend or renew the contract for an additional period.
2. The annual base salary shall be \$193,926 per fiscal year. This amount shall not be subject to decrease during the term of this Agreement. The Board may increase the salary at any time during any school year subject to the Employee meeting or exceeding the expectations for performance and goals established in the Employee's annual evaluation from the Superintendent.
3. The health and welfare and other fringe benefits shall be those accorded the other full-time senior management employees of the District.
4. The work year shall be 12 months of full and regular service per fiscal year (from July 1 through June 30).
5. Vacation benefits shall be accrued at the rate of 22 working days during each year of service under this agreement. The Employee is encouraged to take vacation days in the year earned. If circumstances dictate otherwise, the Employee may annually cash out up to ten earned and unused vacation days.
6. Sick leave days shall be as provided by law and Board policy to all certificated management employees.
7. The duties of the Employee shall be as those described in the then-current Board-approved position description applicable to Employee's position, and as reasonably directed by the Superintendent and/or Board of Education. Employee shall report directly to the Superintendent.
8. The Superintendent shall, at least once each year, meet with Employee to review Employee's performance. Employee shall perform the duties of her position in a

competent, honest and good faith manner, and shall devote full-time efforts to the performance of duties pursuant to this Agreement. The annual evaluation shall be confirmed in written summary form.

9. The District encourages Employee to participate in professional organizations for purposes of education and personal development, and therefore shall reimburse as business expense the cost of Employee's membership in the Association of California School Administrators (ACSA).
10. The District shall reimburse Employee for all actual and necessary expenses incurred in the performance of services for the District within the scope of employment as provided for in Board of Education Policy 4331.3 and/or authorized by the Board of Education.
11. Automobile travel, within the scope of the Assistant Superintendent, Educational Services, duties, will be reimbursed at the regular mileage rate according to District policy.
12. This Agreement may be terminated prior to its expiration:
  - 12.1 By Employee, in the event of Employee's qualified retirement under STRS based either on age or disability;
  - 12.2 By either Employee or the District, in the event of a physical or mental condition of Employee which has disabled, or is expected to disable Employee from effective performance of the essential duties of her position for an extended period, even with reasonable accommodation, after Employee has exhausted all available sick leave and vacation entitlements. Nothing herein shall preclude the District from appointing an interim replacement for Employee during the period of Employee's disability.
  - 12.3 By the death of Employee;
  - 12.4 By the District, due to good cause. Good cause includes a material breach by Employee of the obligations owed to the District, and also includes conduct by Employee which undermines her effectiveness as a trusted senior executive of the District; or
  - 12.5 By the District, without good cause as defined above. In that event only, the Employee shall continue to receive the balance of payments set forth herein for the remainder of the stated term of this Agreement, or a period of 12 months, whichever is the lesser.
13. If this Agreement is terminated for any of the above-mentioned causes, Employee shall continue to be eligible for all post-retirement medical and dental insurance benefits for the Employee and spouse as per Board Policy 4317.13. Any accrued

vacation, retirement calculation, and disability allowance shall be paid at the rate of 1/225 of the annual salary.

14. As required by Government Code Section 53243.2, if this Agreement is terminated because the employee is convicted of a crime involving abuse of office or position, the employee must reimburse the District for specified payments (paid leave pending an investigation, legal criminal defense, cash settlement related to termination, etc.) made by the District.
15. Any disputes or claims otherwise cognizable in court, arising out of or relating to enforcement of the parties' Agreement of Employment, or termination of employee's employment, including any contractual, statutory or common law claims, and claims against individual managers, agents and Board members of the District in their capacity of such, as well as against the District itself, shall be submitted to binding arbitration pursuant to the Employment Arbitration Rules of the American Arbitration Association. Statutes of limitations and scope of remedies shall be the same as if the case were brought in court, except that claims alleging violation of this Agreement of Employment must be brought, in writing, within one year of the alleged violation. The District shall pay for the cost of the arbitration itself, but the parties shall each bear the cost of their own case, unless otherwise provided by statute.
16. This Agreement shall be binding upon the District upon final adoption by the Board of Education.

IN WITNESS WHEREOF the parties hereto have duly approved and executed this agreement on the date first shown above.

\_\_\_\_\_/\_\_\_\_\_  
Winfred B. Roberson, Jr.      Date  
Superintendent

\_\_\_\_\_/\_\_\_\_\_  
Nayiri Nahabedian, President      Date  
Board of Education

\_\_\_\_\_/\_\_\_\_\_  
Kelly Ann King, Ed.D.      Date  
Assistant Superintendent, Educational Services

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 7

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED IN: Office of the Superintendent

SUBJECT: **California School Boards Association's (CSBA) Delegate Assembly – Call for Nominations**

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The Superintendent recommends that the Board of Education nominate a candidate for the 2018 California School Boards Association's Delegate Assembly representing Subregion 23-A.

The CSBA's Delegate Assembly is a vital link in the Association's governance structure. The CSBA's Delegate Assembly sets the general policy direction for the association. Working with local districts, county offices, the Board of Directors and Executive Committee, delegates ensure that the association reflects the interests of school districts and county offices of education throughout the State.

Glendale Unified School District is part of Subregion 23-A of the CSBA. Below are the names of delegates in Subregion 23-A whose term expires and are up for re-election, should they wish to run:

1. Bob Bruesch (Garvey ESD)
2. Gregory Krikorian (Glendale USD)
3. Gary Scott (San Gabriel USD)

The Board may nominate as many individuals as it chooses. The term of office for each delegate is two years beginning April 1, 2018 through March 31, 2020. Nomination and candidate biographical sketch forms must be postmarked no later than January 7, 2018.



October 27, 2017

**MEMORANDUM**

**DEADLINE: Sunday, January 7, 2018**  
**BOARD ACTION REQUIRED**  
Please deliver to all governing board members.

To: All Board Presidents, Superintendents of CSBA Member Boards of Education  
From: Susan Henry, President  
Copy: All Executive Assistants  
Re: Call for Nominations for CSBA Delegate Assembly – **Due Sunday, January 7, 2018**

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Each year, member boards elect representatives from 21 geographic regions to CSBA’s Delegate Assembly. The Delegate Assembly is a vital link in the association’s governance and sets the general policy direction for the association. Working with member boards, the Board of Directors, and Executive Committee, Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year. In 2018, the first meeting will be May 19-20 in Sacramento and the second one will be November 28-29 in San Francisco preceding CSBA’s Annual Education Conference and Trade show.

Nomination and candidate biographical sketch forms for CSBA’s Delegate Assembly are now being accepted until **Sunday, January 7, 2018**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion and may nominate as many individuals as it chooses by submitting a nomination form for each nominee.
- All nominees must serve on CSBA member boards and give their approval prior to being nominated.
- All nominees must submit a **one-page, single-sided**, candidate biographical sketch form. An optional one-page, one-sided résumé may also be submitted but cannot be substituted for the biographical sketch form.
- All nomination materials must be postmarked by the U.S.P.S., faxed or emailed no later than 11:59 p.m. on **Sunday, January 7**. It is the nominee’s responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by this due date. Late submissions will not be accepted.
- Ballots will be mailed by Thursday, February 1, 2018 and are due Thursday, March 15, 2018.
- Elected Delegates serve a two-year term beginning April 1, 2018 through March 31, 2020.

The enclosed nomination materials related to the nomination process are available to download at <https://www.csba.org/About/Leadership/ElectionToCsbaOffice/ElectiontotheDelegateAssembly.aspx>. For more information about the Delegate Assembly, please contact the Executive Office or Leanne Gosselin, [lgosselin@csba.org](mailto:lgosselin@csba.org) or (800) 266-3382, ext. 3302. Thank you.



## **IMPORTANT DELEGATE NOMINATION AND ELECTION DEADLINES**

*Note: Nominations Due on a Sunday*

### **Important 2018 Dates:**

- **Sunday, January 7:** U.S.P.S. postmarked, fax, or email deadline for *required* Nomination and Candidate Biographical Sketch Forms
- By Thursday, February 1: Ballots mailed to Member Boards
- February 1 – March 15: Boards vote for Delegates
- Thursday, March 15: Deadline for the ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)
- By Friday, March 30: Ballots to be tallied
- By Sunday, April 1: Election results, except for run-offs, posted on CSBA's Web site
- Monday, April 30: Deadline for run-off ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)

### **CSBA Delegate Assembly Meeting Dates in 2018**

- Saturday, May 19 – Sunday, May 20, Sacramento
- Wednesday, November 28 – Thursday, November 29, San Francisco

**2017 DELEGATE ASSEMBLY ROSTER (as of November 9, 2017)**  
**DELEGATES (Year=term expiration; ◇=appointed by district)**



**REGION 1 – 4 Delegates (4 elected)**

Director: Jennifer Owen (Fort Bragg USD)

**Subregion 1-A (Del Norte, Humboldt)**

Donald McArthur (Del Norte County USD), 2019

Lisa Ollivier (Eureka City SD), 2018

**Subregion 1-B (Lake, Mendocino)**

Taja Odom (Kelseyville USD), 2018

County: David Browning (Lake COE), 2019

**REGION 2 – 4 Delegates (4 elected)**

Director: Sherry Crawford (Siskiyou COE)

**Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2019

**Subregion 2-B (Shasta)**

Teri Vigil (Fall River Joint USD), 2019

**Subregion 2-C (Lassen, Plumas)**

Dwight Pierson (Plumas County & USD), 2018

County: Brenda Duchi (Siskiyou COE), 2018

**REGION 3 – 8 Delegates (8 elected)**

Director: A.C. (Tony) Ubalde (Vallejo City USD)

**Subregion 3-A (Sonoma)**

Ron Kristof (Santa Rosa City Schools), 2019

Casandra Maitlen-Jones (Bennett Valley Union SD), 2018

**Subregion 3-B (Napa)**

Indira Lopez (Calistoga Joint USD), 2019

**Subregion 3-C (Solano)**

Vacant, 2018

Diane Ferrucci (Benicia USD), 2019

David Isom (Fairfield-Suisun USD), 2019

**Subregion 3-D (Marin)**

Barbara Owens, (Tamalpais Union HSD) 2018

County: Herman Hernandez (Sonoma COE), 2019

**REGION 4 – 8 Delegates (8 elected)**

Director: Paige Stauss (Roseville Joint Union HSD)

**Subregion 4-A (Glenn, Tehama)**

Rod Thompson (Red Bluff Jt. Union HSD), 2018

**Subregion 4-B (Butte)**

Judith Peters (Paradise USD), 2019

**Subregion 4-C (Colusa, Sutter, Yuba)**

Paul Broughton (Yuba City USD), 2019

Jim Flurry (Marysville Joint USD), 2018

**Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), 2019

Linda Campbell (Nevada Joint Union HSD), 2019

Renee Nash (Eureka Union SD), 2018

County: Suzanne Jones (Placer COE), 2018

**REGION 5 – 10 Delegates (7 elected/3 appointed ◇)**

Director: Alisa MacAvoy (Redwood City ESD)

**Subregion 5-A (San Francisco)**

Emily Murase (San Francisco County USD)◇, 2019

Rachel Norton (San Francisco County USD)◇, 2019

Shamann Walton (San Francisco County USD)◇, 2018

**Subregion 5-B (San Mateo)**

Davina Drabkin (Burlingame ESD), 2019

Carrie Du Bois (Sequoia Union HSD), 2019

Marc Friedman (San Mateo Union HSD), 2018

Clayton Koo, (Jefferson ESD), 2018

Kevin Martinez (San Bruno Park ESD), 2019

Kalimah Salahuddin (Jefferson Union HSD), 2018

County: Beverly Gerard (San Mateo COE), 2019

**REGION 6 – 19 Delegates (12 elected/7 appointed ◇)**

Director: Darrel Woo (Sacramento City USD)

**Subregion 6-A (Yolo)**

Jackie Wong (Washington USD), 2018

**Subregion 6-B (Sacramento)**

Michael A. Baker (Twin Rivers USD)◇, 2019

Pam Costa (San Juan USD)◇, 2019

Craig DeLuz (Robla ESD), 2018

John Gordon (Galt Joint Union ESD), 2019

Jay Hansen (Sacramento City USD)◇, 2019

James Hendricks (Arcohe Union ESD), 2018

Susan Heredia (Natomas USD), 2019

Lisa Kaplan (Natomas USD), 2019

Crystal Martinez-Alire (Elk Grove USD)◇, 2019

Mike McKibbin (San Juan USD)◇, 2018

Christina Pritchett (Sacramento City USD)◇, 2020

JoAnne Reinking (Folsom-Cordova USD), 2018

Rebecca Sandoval (Twin Rivers USD), 2019

Edward (Ed) Short (Folsom-Cordova USD), 2019

Bobbie Singh-Allen (Elk Grove USD)◇, 2018

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty DiVittorio (Placerville Union ESD), 2018

Suzanna George (Rescue Union ESD), 2019

County: Shelton Yip (Yolo COE), 2018



**2017 DELEGATE ASSEMBLY ROSTER (as of November 9, 2017)**  
**DELEGATES (Year=term expiration; ♦=appointed by district)**



**REGION 7 – 20 Delegates (15 elected/5 appointed ♦)**  
Director: Anne White (Livermore Valley USD)

**Subregion 7-A (Contra Costa)**

Elizabeth (Liz) Bettis (Walnut Creek ESD), 2019  
Elizabeth Block (West Contra Costa USD) ♦, 2018  
Laura Canciamilla (Pittsburg USD), 2018  
Craig Cheslog (Acalanes Union HSD), 2019  
Linda K. Mayo (Mt. Diablo USD) ♦, 2019  
Kathi McLaughlin (Martinez USD), 2018  
Yolanda Pena Mendrek, (Liberty Union HSD), 2019  
Raymond Valverde (Liberty Union HSD), 2018

**Subregion 7-B (Alameda)**

Valerie Arkin (Pleasanton USD), 2018  
Desrie Campbell (Fremont USD), 2018  
Ann Crosbie (Fremont USD) ♦, 2019  
Beatriz Leyva-Cutler (Berkeley USD), 2019  
Jody London (Oakland USD) ♦, 2019  
William McGee (Hayward USD), 2019  
Amy Miller (Dublin USD), 2018  
Diana J. Prola (San Leandro USD), 2019  
Nancy Thomas (Newark USD), 2019  
Rosie Torres (Oakland USD) ♦, 2018  
Jamie Yee Hintzke (Pleasanton USD), 2018  
**County:** Fatima Alleyne (Contra Costa COE), 2019

**REGION 8 – 14 Delegates (12 elected/2 appointed ♦)**  
Director: Matthew Balzarini (Lammersville Joint USD)

**Subregion 8-A (San Joaquin)**

Kathleen Garcia (Stockton USD) ♦, 2019  
Kathy Howe (Manteca USD), 2018  
George Neely (Lodi USD), 2019  
Christopher (Kit) Oase (Ripon USD), 2019  
Angela Phillips (Stockton USD) ♦, 2018  
Jenny Van De Pol (Lincoln USD), 2018  
Vacant, 2018

**Subregion 8-B (Amador, Calaveras, Tuolumne)**

Zerrall McDaniel (Calaveras USD), 2019

**Subregion 8-C (Stanislaus)**

Faye Lane (Ceres USD), 2018  
Cynthia (Cindi) Lindsey (Sylvan Union ESD), 2019  
Paul Wallace (Neman-Crows Landing USD), 2019

**Subregion 8-D (Merced)**

Adam Cox (Merced City ESD), 2019  
Greg Opinski (Merced Union HSD), 2018  
**County:** Juliana Feriani (Tuolumne COE), 2018

**REGION 9 – 8 Delegates (8 elected)**  
Director: Tami Gunther (Atascadero USD)

**Subregion 9-A (San Benito, Santa Cruz)**

Phil Rodriguez (Soquel Union ESD), 2018  
Deborah Tracy-Proulx (Santa Cruz City Schools), 2018  
George Wylie (San Lorenzo Valley USD), 2019

**Subregion 9-B (Monterey)**

Lila Cann (Salinas Union HSD), 2019  
Rita Patel (Carmel USD), 2018

**Subregion 9-C (San Luis Obispo)**

Mark Buchman (San Luis Coastal USD), 2018  
Vicki Meagher (Lucia Mar USD), 2019  
**County:** Janet Wohlgemuth (Monterey COE), 2019

**REGION 10 – 15 Delegates (11 elected/4 appointed ♦)**  
Director: Susan Markarian (Pacific Union ESD)

**Subregion 10-A (Madera, Mariposa)**

Barbara Bigelow (Chawanakee USD), 2019

**Subregion 10-B (Fresno)**

Daniel Babshoff (Kerman USD), 2019  
Connie Brooks (Kings Canyon Joint USD), 2018  
Darrell Carter (Washington USD), 2018  
Gilbert Coelho (Firebaugh-Las Deltas USD), 2018  
Valerie Davis (Fresno USD) ♦, 2019  
Brian Heryford (Clovis USD) ♦, 2019  
William (Bill) Johnson (Clay ESD), 2019  
Marcy Masumoto (Sanger USD), 2019  
Carol Mills (Fresno USD) ♦, 2018  
Elizabeth (Betsy) Sandoval (Clovis USD) ♦, 2018  
Norman Saude (Sierra USD), 2018  
Kathy Spate (Caruthers USD), 2019

**Subregion 10-C (Kings)**

Karen Frey (Corcoran Joint USD), 2018  
**County:** Sara Wilkins (Madera COE), 2018

**REGION 11 – 9 Delegates (9 elected)**  
Director: Suzanne Kitchens (Pleasant Valley SD)

**Subregion 11-A (Santa Barbara)**

Jack C. Garvin (Santa Maria Joint Union HSD), 2018  
Luz Reyes-Martin (Goleta Union SD), 2019

**Subregion 11-B (Ventura County and Las Virgenes USD)**

John Andersen (Conejo Valley USD), 2018  
William Daniels (Simi Valley USD), 2018  
Vianey Lopez (Hueneme ESD), 2018  
Veronica Robles-Solis (Oxnard SD), 2018  
Christina (Tina) Urias (Santa Paul USD), 2019  
John Walker (Ventura USD), 2019  
**County:** Mark Lisagor (Ventura COE), 2019

**2017 DELEGATE ASSEMBLY ROSTER (as of November 9, 2017)**  
**DELEGATES (Year=term expiration; ♦=appointed by district)**



**REGION 12 – 13 Delegates (11 elected/2 appointed) ♦**  
Director: Bill Farris (Sierra Sands USD)

**Subregion 12-A (Tulare)**

Peter Lara, Jr. (Porterville USD), 2018  
Cathy Mederos (Tulare Joint Union HSD), 2019  
Dean Sutton (Exeter USD), 2019  
Lucia Vazquez (Visalia USD), 2018

**Subregion 12-B (Kern)**

Pamela (Pam) Baugher (Bakersfield City SD), 2019  
Jeff Flores (Kern Union HSD) ♦, 2019  
Tim Johnson (Sierra Sands USD), 2019  
Phillip Peters (Kern Union HSD) ♦, 2018  
Geri Rivera (Arvin Union SD), 2019  
Keith Wolaridge (Panama-Buena Vista Union SD), 2019  
Vacant, 2018  
Vacant, 2018

**County:** Donald P. Cowan (Kern COE), 2018

**REGION 15 – 27 Delegates (18 elected/9 appointed) ♦**  
Director: Meg Cutuli (Los Alamitos USD)

**County: Orange**

Alfonso Alvarez (Santa Ana USD) ♦, 2019  
Valerie Amezcua (Santa Ana USD) ♦, 2018  
Dana Black (Newport-Mesa USD), 2018  
Lauren Brooks (Irvine USD), 2018  
Carrie Buck (Placentia-Yorba Linda USD), 2019  
Bonnie Castrey (Huntington Beach Union HSD), 2019  
Jeff Cole (Anaheim ESD), 2019  
Ian Collins (Fountain Valley ESD), 2019  
Lynn Davis (Tustin USD), 2018  
Judy Franco (Newport-Mesa USD), 2018  
Karin Freeman (Placentia-Yorba Linda USD), 2019  
Al Jabbar (Anaheim Un. HSD), 2019  
Gila Jones (Capistrano USD) ♦, 2019  
Candice (Candi) Kern (Cypress ESD), 2018  
Martha McNicholas (Capistrano USD) ♦, 2018  
Lan Nguyen (Garden Grove USD) ♦, 2018  
Annemarie Randle-Trejo (Anaheim Union HSD) ♦, 2018  
Teri Rocco (Garden Grove USD) ♦, 2019  
Rosemary Saylor (Huntington Beach City ESD), 2018  
Francine Scinto (Tustin USD), 2018  
Michael Simons (Huntington Beach Union HSD), 2018  
Robert A. Singer (Fullerton Joint Union HSD), 2019  
Suzie R. Swartz (Saddleback Valley USD), 2019  
Sharon Wallin (Irvine USD) ♦, 2018  
Dolores Winchell (Saddleback Valley USD), 2019  
Vacant Appointment (Saddleback Valley USD) ♦, 2019  
**County:** John (Jack) Bedell (Orange COE), 2019

**REGION 16 – 20 Delegate (15 elected/5 appointed) ♦**  
Director: Karen Gray (Silver Valley USD)

**Subregion 16-A (Inyo)**

Susan Patton (Lone Pine USD), 2019

**Subregion 16-B (San Bernardino)**

Christina Cameron-Otero (Needles USD), 2018  
Niccole Childs (Hesperia USD), 2018  
Tom Courtney (Lucerne Valley USD), 2019  
Barbara J. Dew (Victor Valley Union HSD), 2018  
Gwen Dowdy-Rodgers (San Bernardino City USD) ♦, 2019  
Barbara Flores (San Bernardino City USD) ♦, 2018  
Peter Garcia (Fontana USD) ♦, 2019  
Margaret Hill (San Bernardino City USD), 2019  
Sylvia Orozco (Chino Valley USD) ♦, 2019  
Caryn Payzant (Alta Loma ESD), 2018  
Barbara Schneider (Helendale SD), 2018  
Matt Slowik (Fontana USD) ♦, 2018  
Jane Smith (Yucaipa-Calimesa Joint USD), 2018  
Wilson So (Apple Valley USD), 2019  
Eric Swanson (Hesperia USD), 2019  
Kathy A. Thompson (Central ESD), 2019  
Charles Uhalley (Chaffey Joint Union HSD), 2019  
Donna West (Redlands USD), 2018  
**County:** Mark Sumpter (San Bernardino COE), 2018

**REGION 17 – 24 Delegates (18 elected/6 appointed) ♦**  
Director: Katie Dexter (Lemon Grove SD)

**County: San Diego**

Elvia Aguilar (South Bay Union SD), 2018  
Barbara Avalos (National SD), 2018  
Richard Barrera, (San Diego USD) ♦, 2019  
Leslie Ray Bunker (Chula Vista ESD), 2019  
Brian Clapper (National SD), 2018  
Vacant, 2019  
Eleanor Evans (Oceanside USD), 2018  
Al Guerra, (Alpine Union SD), 2018  
Beth Hergesheimer (San Dieguito Union HSD), 2019  
Claudine Jones (Carlsbad USD), 2018  
Michael McQuary (San Diego USD) ♦, 2018  
Tamara Otero (Cajon Valley Union SD), 2019  
Dawn Perfect (Ramona USD), 2019  
Eduardo Reyes (Chula Vista ESD), 2018  
Barbara Ryan (Santee SD), 2019  
Debra Schade (Solana Beach ESD), 2018  
Nicholas Segura (Sweetwater Union HSD) ♦, 2018  
Charles Sellers (Poway USD) ♦, 2019  
Louis Smith (Coronado USD), 2019  
Arturo Solis (Sweetwater Union HSD) ♦, 2019  
Marla Strich (Encinitas Union ESD), 2018  
Cipriano Vargas, (Vista USD), 2018  
Sharon Whitehurst-Payne (San Diego USD) ♦, 2019  
**County:** Guadalupe Gonzalez (San Diego COE), 2019

**2017 DELEGATE ASSEMBLY ROSTER (as of November 9, 2017)**

**DELEGATES (Year=term expiration; ◇=appointed by district)**



**REGION 18 – 21 Delegates (16 elected/5 appointed ◇)**

Director: Wendy Jonathan (Desert Sands USD)

**Subregion 18-A (Riverside)**

Alfredo Andrade (Banning USD), 2019  
Bruce N. Dennis (Riverside COE), 2019  
Kenneth Dickson (Murrieta Valley USD), 2019  
Tom Elliott (Perris ESD), 2018  
Robert Garcia (Jurupa USD), 2019  
Tom Hunt (Riverside USD)◇, 2019  
Cleveland (CJ) Johnson (Moreno Valley USD)◇, 2019  
Marla Kirkland (Val Verde USD), 2018  
Susan Lara (Beaumont USD), 2018  
Patricia Lock-Dawson (Riverside USD)◇, 2018  
David Nelissen (Perris Union HSD), 2018  
Bill Newberry (Corona-Norco USD)◇, 2018  
John Norman (San Jacinto USD), 2019  
Kristi Rutz-Robbins (Temecula Valley USD), 2019  
Susan (Sue) Scott (Lake Elsinore USD), 2018  
Blanca Torres Hall (Coachella Valley USD), 2018  
Mary Helen Ybarra (Corona-Norco USD)◇, 2019

**Subregion 18-B (Imperial)**

Ralph Fernandez (Brawley Union HSD), 2019  
Diahna Garcia-Ruiz (Heber ESD), 2019  
Gloria Santillan (Brawley ESD), 2018  
**County:** Susan Manger (Imperial COE), 2018

**REGION 20 – 12 Delegates (11 elected/1 appointed ◇)**

Director: Albert Gonzalez (Santa Clara USD)

**County: Santa Clara**

Frank Biehl (East Side Union HSD), 2018  
Cynthia Chang (Los Gatos-Saratoga Jt. Union HSD), 2018  
Danielle Cohen (Campbell Union SD), 2019  
Pamela Foley (San Jose USD)◇, 2019  
Anjali Kausar (Cupertino Union SD), 2019  
Bonnie Mace (Evergreen ESD), 2019  
Joe Mitchner (Mountain View-Los Altos Un. HSD), 2018  
Jodi Muirhead, (Santa Clara USD), 2018  
Reid Myers (Sunnyvale SD), 2019  
Andres Quintero (Alum Rock Union ESD), 2019  
George Sanchez (Franklin-McKinley ESD), 2019  
**County:** Rosemary Kamei (Santa Clara COE), 2018

**REGION 21 – 7 Delegates (0 elected/ 7 appointed ◇)**

Director: Vacant

**County: Los Angeles**

Monica Garcia (Los Angeles USD)◇, 2021  
Kelly Gonez (Los Angeles USD)◇, 2022  
George McKenna (Los Angeles USD)◇, 2020  
Nick Melvoin (Los Angeles USD)◇, 2022  
Ref Rodriguez (Los Angeles USD)◇, 2020  
Scott Schmerelson (Los Angeles USD)◇, 2020  
Richard Vladovic (Los Angeles USD)◇, 2020  
**County:** Douglas Boyd (Los Angeles COE)◇, 2018

**REGION 22 – 6 Delegates (6 elected)**

Director: Keith Giles (Lancaster ESD)

**Los Angeles County: North Los Angeles**

Susan Christopher (Castaic Union SD), 2018  
John Curiel (Westside Union ESD), 2019  
Steven DeMarzio (Westside Union ESD), 2018  
R. Michael Dutton (Antelope Valley Union HSD), 2019  
Nancy Smith (Palmdale ESD), 2018  
Steven M. Sturgeon (William S. Hart Union HSD), 2019

**REGION 23 – 15 Delegates (13 elected/2 Appointed ◇)**

Director: Xilonin Cruz-Gonzalez (Azusa USD)

**Los Angeles County: San Gabriel Valley & East Los Angeles**

**Subregion 23-A**

Suzie Abajian (South Pasadena USD), 2019  
Adele Andrade-Stadler (Alhambra USD), 2019  
Bob Bruesch (Garvey ESD), 2018  
Gregory Krikorian (Glendale USD), 2018  
Gary Scott (San Gabriel USD), 2018

**Subregion 23-B**

Jessica Ancona (El Monte City SD), 2019  
Anthony Duarte (Hacienda La Puente USD), 2018  
Helen Hall (Walnut Valley USD), 2019  
Gino (J.D.) Kwok (Hacienda La Puente USD)◇, 2018

**Subregion 23-C**

Steven Llanusa (Claremont USD), 2018  
Christina Lucero (Baldwin Park USD), 2019  
Eileen Miranda Jimenez (West Covina USD), 2019  
Roberta Perlman (Pomona USD)◇, 2019  
Camie Poulos (West Covina USD), 2018  
Paul Solano (Bassett USD), 2018

**REGION 24 – 16 Delegates (14 elected/2 Appointed ◇)**

Director: Donald E. LaPlante (Downey USD)

**Los Angeles County: Southwest Crescent**

Darryl Adams (Norwalk-La Mirada USD), 2019  
Leighton Anderson (Whittier Union HSD), 2018  
Jan Baird (South Whittier ESD), 2019  
Paul Gardiner (East Whittier City ESD), 2018  
Margie Garrett (Compton USD), 2018  
Vivian Hansen (Paramount USD), 2019  
Megan Kerr (Long Beach USD)◇, 2019  
Eugene Krank (Hawthorne SD), 2018  
Jose Lara (El Rancho USD), 2019  
Sylvia V. Macias (South Whittier ESD), 2018  
John McGinnis (Long Beach USD)◇, 2018  
Karen Morrison (Norwalk-La Mirada USD), 2018  
Ann M. Phillips (Lawndale ESD), 2018  
Jesse Urquidi, (Norwalk-LaMirada USD), 2018  
Ana Valencia (Norwalk-La Mirada USD), 2019  
Satra Zurita, (Compton USD), 2019

**2017 DELEGATE ASSEMBLY ROSTER (as of November 9, 2017)**  
***DELEGATES (Year=term expiration; ♦=appointed by district)***



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***DELEGATES-AT-LARGE – PAST PRESIDENTS***

President Marilyn Buchi (Fullerton Joint Union HSD)  
President Del Cederquist (Fresno COE)  
President Kerry Clegg (Sulphur Springs Union SD)  
President Martha Fluor (Newport-Mesa USD) SD)  
President Jesús Holguín (Moreno Valley USD)  
President Cindy Marks (Modesto City Schools)  
CCBE Past President Joaquin Rivera (Alameda COE)

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***BOARD OF DIRECTORS***

President Susan Henry (Huntington Beach Union HSD)  
President-elect Mike Walsh (Butte COE)  
Immediate Past President Chris Ungar (San Luis Coastal USD)  
Region 1 Jennifer Owen (Fort Bragg USD)  
Region 2 Sherry Crawford (Siskiyou COE)  
Region 3 Tony Ubalde (Vallejo City USD)  
Region 4 Paige K. Stauss (Roseville Joint Union HSD)  
Region 5 Alisa MacAvoy (Redwood City City ESD)  
Region 6 Darrel Woo (Sacramento City USD)  
Region 7 Anne White (Livermore Valley Joint USD)  
Region 8 Matthew Balzarini (Lammersville Joint USD)  
Region 9 Tami Gunther (Atascadero USD)  
Region 10 Susan Markarian (Pacific Union ESD)  
Region 11 Suzanne Kitchens (Pleasant Valley SD)  
Region 12 Bill Farris (Sierra Sands USD)  
Region 15 Meg Cutuli (Los Alamitos USD)  
Region 16 Karen Gray (Silver Valley USD)  
Region 17 Katie Dexter (Lemon Grove SD)  
Region 18 Wendy Jonathan (Desert Sands USD)  
Region 20 Albert Gonzalez (Santa Clara USD)  
Region 21 Vacant  
Region 22 Keith Giles (Lancaster ESD)  
Region 23 Xilonin Cruz-Gonzalez (Azusa USD)  
Region 24 Donald E. LaPlante (Downey USD)  
Director-at-Large African American Bettye Lusk (Monterey Peninsula USD)  
Director-at-Large American Indian Shelly Yarbrough (Val Verde USD)  
Director-at-Large Asian Pacific Islander Bob Gin (Alhambra USD)  
Director-at-Large County Heidi Weiland (El Dorado COE)  
Director-at-Large Hispanic Kathryn Ramirez (Salinas Union HSD)  
NSBA President-elect Frank C. Pugh, (Santa Rosa City Schools)  
NSBA Director Micah Ali (Compton USD)  
NSBA Director Emma Turner (La Mesa-Spring Valley SD)  
CCBE President Amy Christianson (Butte COE)





## Frequently Asked Questions regarding Delegate Assembly Nominations and Elections

**Who is eligible to serve on Delegate Assembly?** To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- Be a trustee of a district or county office of education that is a current member of CSBA; and
- Be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

**What is the term of office to serve on Delegate Assembly?** The term of office for each Delegate is two years beginning April 1, 2018 through March 31, 2020. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

**How is a board member nominated to serve on the Delegate Assembly?** A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes, however, it is the responsibility of the nominating board to obtain permission from the nominee prior to submitting his or her name.

**What does a nomination consist of?** A nomination consists of a completed signed nomination and a one-page candidate biographical sketch form. In addition, an optional, one-page, single-sided, résumé may be submitted, (résumé cannot be substituted for the candidate biographical sketch form). The biographical sketch will be copied exactly as submitted and included with the ballots.

**When are the nomination and biographical sketch forms due?** The nomination and candidate biographical sketch forms must be delivered to CSBA either by fax (916) 371-3407, email [nominations@csba.org](mailto:nominations@csba.org), or mail, postmarked by the U.S.P.S., on or before **Sunday, January 7, 2018**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office.*

**How are nominees elected to serve on Delegate Assembly?** Ballots are mailed by Thursday, February 1 to each district or county board within the region or subregion. Ballots must be delivered to CSBA via U.S.P.S. postmarked by Thursday, March 15, in order to be accepted. **Ballots may not be faxed or emailed.**

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there are positions to be filled within the region or subregion. All districts and candidates are notified of the results no later than March 31. If there is a tie vote, a run-off election will be held.

**What are the required Delegate Assembly meeting dates?** There are two required Delegate Assembly meetings each year. In 2017, the first meeting will be May 19-20 in Sacramento and the second one will be November 28-29 in San Francisco preceding CSBA's Annual Education Conference and Trade show.

**Does CSBA cover expenses for Delegates to attend the Delegate Assembly meetings?** No, CSBA is not able to cover expenses.

For additional information, please contact Leanne Gosselin, (800) 266-3382, ext. 3302.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 8

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of New Budget Allocation for the Clark Magnet High School STEM Building**

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The Superintendent recommends that the Board of Education approve a new Budget Allocation for the Clark Magnet High School STEM Building in the amount of \$3,500,000.00.

On September 26, 2017, the Board of Education conducted a Study Session regarding Project Prioritization for future use of unallocated Measure S Funds. During the study session, the Board also requested staff to develop a list of priorities based health, safety, and critical timelines to consider funding of projects. In an effort to maximize the use of Measure S funds, staff is recommending Clark Magnet High School as one of the first projects to be allocated. The State does have a Career and Technical Education (CTE) grant program that is a competitive grant, which is different from other State grants based on need.

The CTE grant can contribute up to \$3 million matching funds towards the construction or modernization of a building used for CTE curriculum. The California Department of Education (CDE) dictates the grant requirements in conjunction with the Office of Public School Construction (OPSC). This process is unusual in that it requires several steps which include a CTE committee, plans, and information on the CTE Pathways that will benefit from the grant. This process will require the use of a consultant to help facilitate the process. However, it will prepare the district for future CTE Facilities grant applications. The next deadline for project submission is in October 2018, which gives staff minimal time to coordinate these efforts.

Staff is recommending the approval of \$3,500,000.00 for this project. This project is funded by Measure S – Clark Magnet High School STEM Building. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 9

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of Change Order No. 2 to Bid No. 114-15/16 with ACC Contractors, Inc. for the Overcrowding Relief Grant (ORG) 2-Story Building at La Crescenta Elementary School**

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The Superintendent recommends that the Board of Education approve Change Order No. 2 to Bid No. 114-15/16 with ACC Contractors, Inc. for the Overcrowding Relief Grant (ORG) 2-story building at La Crescenta Elementary School in the amount of \$361,312.24.

On December 1, 2015, the Board of Education approved the award of Bid No. 114-15/16 to ACC Contractors Inc. (Azusa), for the Overcrowding Relief Grant (ORG) 2-Story building at La Crescenta Elementary School in the amount of \$10,280,000.00. This ORG is partially funded by State Grant Funds totaling \$6,801,903.00.

On May 9, 2017, the Board of Education approved Change Order No. 1 in the amount of \$203,428.99.

Change Order No. 2 in the amount of \$361,312.24 is for various items. This change order represents a cumulative increase of 5.49% of the original contract. This will increase the original contract total to \$10,844,741.23.

Below is a list of the Proposed Change Orders (PCO) that are accounted for in Change Order No. 2:

PCO Number	Responsibility Code	Change Amount
39, 44, 48, 56, 64	1	\$119,813.69
41,42,57,59,67,68,69	2	\$30,247.60
32, 49, 62	3	\$18,128.16
7, 63, 74	4	\$26,327.99
27, 37, 43, 52, 55, 71	5	\$106,798.77
26, 29, 33, 58, 75	7	\$4,183.36
35, 47, 66	8	\$55,812.67
28 (120 days)	9	\$0.00
	<b>Total:</b>	<b>361,312.24</b>

Responsibility Codes are defined as follows:

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

This project is funded by Measure S and State ORG Funds. The Superintendent's Facility Advisory Committee voted to support this recommendation.





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

**Project Name:** *La Cresenta ORG*  
**DSA No:** *03-114335*

**District PO No:** 904913  
**District Contract No:** *114-15/16*

**CHANGE ORDER (CO)**

**To:** ACC Contractors, Inc  
 737 W. 9<sup>th</sup> Street, Azusa, CA

**CO No. 2**  
**Date:** *November 30, 2017*

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

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
PCO 39, 44, 48, 56, 64	01	0	\$119,813.69
PCO 41, 42, 57, 59, 67,68, 69	02	0	\$30,247.60
PCO 32, 49, 62	03	0	\$18,128.16
PCO 7, 63, 74	04	0	\$26,327.99
PCO 27, 37, 43, 52, 55, 71	05	0	\$106,798.77
PCO 26, 29, 33, 58, 75	07	0	\$4,183.36
PCO 35, 47, 66	08	0	\$55,812.67
PCO 28	09	120	\$0.00

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

The Original Contract Sum and Calendar Days .....	\$	10,280,000	481
Net Change by Previously Authorized Requests and Changes .....	\$	203,428.99	0
The Contract Sum and Days prior to this Change Order were.....	\$	10,483,428.99	481
The Contract Sum and Days will be increased/(decreased) by .....	\$	361,312.24	120
The New Contract Sum and Days including this Change Order.....	\$	10,844,741.23	601
The Date of Contract Completion as of this Change Order is therefore .....		1/29/2018	
Cumulative Percentage of Original Contract .....	%		5.49%

Authorized	Signature	Date
Owner		12-4-17
Contractor		12-1-17
Architect		12-1-17
Project Manager		12-1-17
Inspector of Record		12-1-17

**Responsibility Code**

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

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 10

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of Change Order No. 1 to Bid No. 151-16/17 with Crosby Plumbing, Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School**

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The Superintendent recommends that the Board of Education approve Change Order No. 1 to Bid No. 151-16/17 with Crosby Plumbing, Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School in the amount of \$14,710.00.

On June 6, 2017, the Board of Education approved the award of Bid No. 151-16/17 to Crosby Plumbing, Inc. (Altadena), for Fire Hydrant Line Connection at Dunsmore Elementary School in the amount of \$148,500.00.

Change Order No. 1 in the amount of \$14,710.00 accounts for the modification of a backflow assembly from 6" to 8" as required by DSA. This change order represents a cumulative increase of 9.90% of the original contract. This will increase the original contract total to \$163,210.00.

Below is a list of the Proposed Change Order (PCO) that is accounted for in Change Order No. 1:

PCO Number	Responsibility Code	Change Amount
1	7	\$14,710.00
	<b>Total:</b>	<b>\$14,710.00</b>

Responsibility Codes are defined as follows:

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

This project is funded by Developer Fees Fund. The Superintendent's Facility Advisory Committee voted to support this recommendation.



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

**Project Name:** *Dunsmore Fire Line*  
**DSA No:** *03-118062*

**District PO No:** *1008262*  
**District Contract No:** *151-16/17*

**CHANGE ORDER (CO)**

**To:** Crosby Plumbing  
 371 Crosby St., Altadena, CA 91001

**CO No. 1**  
**Date:** *November 17, 2017*

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

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
PCO #1	07	0	\$14,710.00

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

The Original Contract Sum and Calendar Days .....	\$	148,500.00	30
Net Change by Previously Authorized Requests and Changes .....	\$	0.00	0
The Contract Sum and Days prior to this Change Order were.....	\$	148,500.00	30
The Contract Sum and Days will be increased/(decreased) by .....	\$	14,710.00	0
The New Contract Sum and Days including this Change Order.....	\$	163,210.00	0
The Date of Contract Completion as of this Change Order is therefore .....		7/19/2017	30
Cumulative Percentage of Original Contract .....	%	9.90%	

Authorized	Signature	Date
Owner		
Contractor	<i>[Signature]</i>	11-29-17
Architect	<i>[Signature]</i>	11-29-17
Project Manager	<i>[Signature]</i>	11-29-17
Inspector of Record	<i>[Signature]</i>	11-29-17

**Responsibility Code**

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

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 11

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of Amendment No. 1 to Independent Consultant Agreement No. 404 with tBP Architecture for the Dunsmore Portables Project**

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The Superintendent recommends that the Board of Education approve Amendment No. 1 to Independent Consultant Agreement No. 404 with tBP Architecture for Dunsmore Portables \$16,300.00.

On April 11, 2017, the Board approved Independent Consultant Agreement (ICA) No. 404 with tBP Architecture for \$ 41,700.00, which was listed in the Purchase Orders report, to provide Architectural Services and Topographic Survey Services for the Dunsmore Elementary School Portables project.

Amendment No. 1 to ICA No. 404 in the amount of \$16,300 accounts for the re-design of the building foundations from concrete to wood due to underground obstructions, as well as adding one extra fire hydrant to the design. This will increase the original contract to \$58,000.00.

This project is funded by Developer Fees. The Superintendent's Facility Advisory Committee voted to support this recommendation.



**INDEPENDENT CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES  
Measure S – Architectural Services and Topographic Survey**

Professional Service Number: **404**  
**Amendment No. 1 – December 12, 2017**

This Independent Consultant Agreement for Professional Services ("Agreement") is made and entered into as of the **17th** day of **February, 2017** by and between the Glendale Unified School District, ("District") and **tBP/Architecture** ("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Services.** The Consultant shall provide **Architectural Services and Topographic Survey** Services as further described in **Exhibit "A,"** attached hereto and incorporated herein by this reference ("Services").
2. **Term.** Consultant shall commence providing services under this Agreement on **February 24, 2017** and will diligently perform as required and complete performance by **October 31, 2018.**
3. **Submittal of Documents.** The Consultant shall not commence the Services under this Agreement until the Consultant has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

<u>  X  </u>	Signed Agreement
<u>  X  </u>	Designation of Subconsultants List
<u>  X  </u>	Workers' Compensation Certification
<u>  X  </u>	Fingerprinting/Criminal Background/Tuberculosis Clearance Certifications
<u>  X  </u>	Insurance Certificates and Endorsements
<u>      </u>	W-9 Form
<u>      </u>	_____

4. **Compensation.** District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) **Fifty-Eight Thousand** ~~Forty-One Thousand, Seven Hundred~~ Dollars **(\$58,000.00)** ~~(\$41,700.00)~~ which includes reimbursable cost listed in item 5.1. District shall pay Consultant according to the following terms and conditions:

4.1. Payment for the Work shall be made for all undisputed amounts based upon time and materials for not-to-exceed (NTE) fees referenced in Exhibit "A".

5. **Expenses.** District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:

5.1. Not Applicable

6. **Independent Contractor.** Consultant, in the performance of this Agreement, shall be and act as an independent contractor. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions,

including unemployment insurance, social security and income taxes with respect to Consultant's employees. In the performance of the work herein contemplated, Consultant is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.

7. **Materials.** Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

7.1. Not applicable.

8. **Performance of Services.**

8.1. **Standard of Care.** Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school Districts.

Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

8.2. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services.

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

8.4. **New Project Approval.** Consultant and District recognize that Consultant's Services may include working on various projects for District. Consultant shall obtain the approval of District prior to the commencement of a new project.

9. **Originality of Services.** Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

10. **Copyright/Trademark/Patent.** Consultant understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Consultant consents to use of Consultant's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

11. **Audit.** Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit the District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

12. **Termination.**

12.1. **Without Cause By District.** District may, at any time, with or without reason, terminate this Agreement and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by the Consultant or no later than three days after the day of mailing, whichever is sooner.

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

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

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

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

12.3.3. Consultant is adjudged a bankrupt, Consultant makes a general assignment for the benefit of creditors or a receiver is appointed on account of Consultant's insolvency.

Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Consultant. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Consultant shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

13. **Indemnification.** To the furthest extent permitted by California law, Consultant shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents,

representatives, officers, consultants, 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 consultants’ 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 Consultant, its officials, officers, employees, subcontractors, consultants, 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 Consultant 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 Consultant proposes to defend the indemnified parties.

**14. Insurance.**

14.1. The Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	Minimum Requirement
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b> Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer’s Liability</b>	\$ 1,000,000

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

14.1.2. **Workers’ Compensation and Employers’ Liability Insurance.** Workers’ Compensation Insurance and Employers’ Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the Consultant shall be required to secure workers’ compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers’ Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.



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

14.2. **Proof of Carriage of Insurance.** The Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

14.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

14.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

14.2.3. An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

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

14.3. **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.

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

16. **Compliance with Laws.** Consultant shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Work as indicated or specified. If Consultant observes that any of the Work required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Work shall be made and this Contract shall be appropriately amended in writing, or this Contract shall be terminated effective upon Consultant's receipt of a written termination notice from the District. If Consultant performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying the District of the violation, Consultant shall bear all costs arising therefrom.

17. **Certificates/Permits/Licenses.** Consultant and all Consultant'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.

18. **Employment with Public Agency.** Consultant, if an employee of another public agency, agrees that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
19. **Anti-Discrimination.** It is the policy of the District that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, the Consultant agrees to require like compliance by all of its subcontractor(s).
20. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services.
21. **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.
22. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors.** The District may evaluate the Consultant in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
  - 22.1. Requesting that District employee(s) evaluate the Consultant and the Consultant's employees and subcontractors and each of their performance.
  - 22.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).
23. **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.
24. **Confidentiality.** The Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.
25. **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**  
349 West Magnolia Avenue  
Glendale, California 91204  
[FAX] (818) 507-4911  
ATTN: Tony Barrios

**Consultant:**

**tBP/Architecture**  
4611 Teller Ave  
Newport Beach, CA 92660-2104  
[FAX] (949) 732-3895  
ATTN: (949) 673-0300

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.

- 26. Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 27. California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District's administrative offices are located.
- 28. Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 29. Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 30. Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.
- 31. Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
- 32. Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
- 33. Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.
- 34. Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

**35. Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

**36. 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.

**37. Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

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

Dated: \_\_\_\_\_, 2017

Dated: \_\_\_\_\_, 2017

**Glendale Unified School District**

**tBP/Architecture**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: Stephen Dickinson

Print Name: \_\_\_\_\_

Print Title: Chief Business and Financial Officer

Print Title: \_\_\_\_\_

**Information regarding Consultant:**

License No.: \_\_\_\_\_

\_\_\_\_\_  
Employer Identification and/or  
Social Security Number

DIR No.: \_\_\_\_\_  
(Department of Industrial Relations Reg. #)

Address: \_\_\_\_\_  
\_\_\_\_\_

**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.**

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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

**DESIGNATED SUBCONSULTANTS LIST**

1. Contractor must list the name, location and Contractor License Number/Department of Industrial Relations (DIR) Registration Number of each subcontractor who will be employed, and the scope of Work that each will perform. Contractor must clearly identify the name and location of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the Work in an amount in excess of one-half of one percent (1/2 of 1%) of Contractor's Contract Price.
2. Contractor need not list entities that are only vendors or suppliers of materials. **If no Subcontractor**, please enter "None" in the first section below, then complete and sign the certification portion below.
3. If further space is required for the list of proposed subcontractors, additional sheets showing the required information, as indicated below, shall be attached hereto and made a part of this Contract.

**Subcontractor Name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Scope of Work: \_\_\_\_\_ License/DIR #s: \_\_\_\_\_

**Subcontractor Name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Scope of Work: \_\_\_\_\_ License/DIR #s: \_\_\_\_\_

**Subcontractor Name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Scope of Work: \_\_\_\_\_ License/DIR #s: \_\_\_\_\_

**Subcontractor Name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Scope of Work: \_\_\_\_\_ License/DIR #s: \_\_\_\_\_

**Subcontractor Name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Scope of Work: \_\_\_\_\_ License/DIR #s: \_\_\_\_\_

I certify and declare under penalty of perjury under the laws of the State of California that all the foregoing information is complete, true, and correct.

Date: \_\_\_\_\_

Proper Name of Bidder/Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: \_\_\_\_\_

Name of Consultant: \_\_\_\_\_

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.)

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

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

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

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

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

- Pursuant to Education Code section 45125.2, Consultant certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Consultant 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 Consultant's employees and its subcontractors' employees is

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

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

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

The undersigned does hereby certify that I am a representative of the Consultant 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 Consultant.

Date: \_\_\_\_\_

Name of Consultant/Company: \_\_\_\_\_

Representative’s Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**TUBERCULOSIS CLEARANCE CERTIFICATION**

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

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

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

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

- The Contractor has complied with the Tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor’s employees and all of its subcontractors’ employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active Tuberculosis, as that term is defined in Education Code Section 451221.1. A complete and accurate list of Contractor’s employees and of all of its subcontractor’ 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 Consultant/Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_



**EXHIBIT "A"**  
**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT**

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

Consultant may provide the following general Services:

**DUNSMORE ELEMENTARY SCHOOL – SIX (6) 24' X 40' PORTABLE CLASSROOM BUILDINGS AND ONE (1) ACCESSIBLE RESTROOM PORTABLE BUILDING.**

**SCOPE OF SERVICES:**

**FIXED FEE OF \$41,700.00**

1. Provide consulting Civil and Electrical engineers.
2. Provide two meetings during Design Phase.
3. Preparation of documents for Local Fire Department and DSA approval.
4. Provide a topographic survey.
5. Site visit to verify existing conditions.
6. Provide up to two meetings during Construction Phase.
7. Scope of services listed above is based on the assumption that the existing campus parking and path of travel are DSA compliant.
8. Interior modifications and wall additions of the relocatables are excluded.

**SCOPE OF SERVICES – NEW FIRE HYDRANT:**

**FIXED FEE OF \$7,500.00**

1. Provide consulting Civil engineer.
2. Provide one meeting during Design Phase.
3. Preparation of documents for Local Fire Department and GWP approval.
4. Provide one meeting during Construction Administration Phase.
5. Structural, Mechanical, Electrical and Plumbing engineering services are excluded.

**SCOPE OF SERVICES – PORTABLE FOUNDATION REVISION:**

**FIXED FEE OF \$8,800.00**

1. Provide consulting Civil engineer.
2. Prepare and issue CCD and DSA for review and approval.
3. Structural, Mechanical, Electrical and Plumbing engineering services are excluded.

**Total Not-To-Exceed Amount**

**~~\$ 41,700.00~~**

**\$58,000.00**

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 12

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Gioconda Padilla, Director, Procurement & Contract Services

SUBJECT: **Approval of Agreement for Professional Services and Lease with Enterprise Fleet Management**

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The Superintendent recommends that the Board of Education approve a professional services agreement and 60-month lease with Enterprise Fleet Management Inc. that includes a replacement and maintenance program of the District's Facility vehicles in the amount of \$578,829.60.

District staff evaluated 68 District vehicles of which the majority are 16 years or older that need updating for employee safety, efficiency, and savings. The program will reduce fuel costs by 30% as well as reduce maintenance costs at a fixed rate of \$26.95/vehicle/month versus the current \$186/vehicle/month.

Once the program is fully implemented, we can expect the following savings: approximately \$36,570 annually in fuel savings and approximately \$130,432 annually in maintenance savings. Full implementation is achieved by year 5 once all 68 vehicles are replaced and leased through Enterprise.

It is recommended that the Board of Education approve the professional services agreement between the Glendale Unified School District and Enterprise Fleet Management in the amount of \$578,829.60, consisting of a replacement and maintenance program through a 60-month open-ended lease. At the end of the lease, this program will generate a conservative estimate of \$173,138 of equity at the time of resale, providing additional savings since the District retains all rights of ownership. Local dealerships will receive credit for the sale and local auto repair shops will continue to receive District business.

The authority to issue this contract is pursuant to Public Contract Code 20118, which the Board of Education approved on August 15, 2017, authorizing District staff to use the E&I Cooperative Services. Enterprise Fleet Management was awarded a national fleet leasing contract #CNR01399, which expires on December 31, 2021.

The lease will be funded by FASO/General Fund.

Open-End (Equity) Lease Proposal								
Vehicle Pricing				Equity Recovered at Term				
Replacement		Delivered Price	Total Monthly Payment	Total Annual Payments	Reduced Book Value at Term	Estimated Future Value	Estimated Equity at Term	Effective Monthly Payment
1	2018 Transit 150 8 Passenger (4 seats to be removed)	26,594	621.29	7,455.48	2,816	12,846	10,030	454.12
2	2018 Ford F150 Reg Cab Short Bed with Shell	23,351	552.57	6,630.84	2,364	13,259	10,895	370.98
3	2018 Ford F150 Reg Cab Long Bed with Shell	23,636	558.45	6,701.40	2,392	13,459	11,067	374.00
4	2018 Ford F150 Reg Cab Long Bed with Shell	23,636	558.45	6,701.40	2,392	13,459	11,067	374.00
5	2018 Ford F250 Reg Cab Long Bed with Tow	25,655	604.24	7,250.88	2,594	13,235	10,641	426.89
6	2018 Ford F250 with 8' Utility Body, Ladder Rack and Tow	31,433	692.40	8,308.80	3,012	15,435	12,423	485.35
7	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78
8	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78
9	2018 Transit 250 Cargo with HVAC Bin Package and Rack	28,105	656.22	7,874.64	2,839	13,227	10,388	483.09
10	2018 Transit 250 Cargo with Electrician Bin Package and Rack	28,105	656.22	7,874.64	2,839	13,227	10,388	483.09
11	2018 Ford F250 with 8' Utility Body, Ladder Rack and Tow	31,433	692.40	8,308.80	3,012	15,435	12,423	485.35
12	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78
13	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78
14	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78
15	2018 Ford F250 with 8' Utility Body and Tow	30,394	675.82	8,109.84	2,933	15,235	12,302	470.78

**Total \$ 115,766**

Estimated Equity: \$ 173,138

## MASTER EQUITY LEASE AGREEMENT

This Master Equity Lease Agreement is entered into this fifteenth day of December, 2017, by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name and address is set forth on the signature page below ("Lessee").

**1. LEASE OF VEHICLES:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the vehicles (individually, a "Vehicle" and collectively, the "Vehicles") described in the schedules from time to time delivered by Lessor to Lessee as set forth below ("Schedule(s)") for the rentals and on the terms set forth in this Agreement and in the applicable Schedule. References to this "Agreement" shall include this Master Equity Lease Agreement and the various Schedules and addenda to this Master Equity Lease Agreement. Lessor will, on or about the date of delivery of each Vehicle to Lessee, send Lessee a Schedule covering the Vehicle, which will include, among other things, a description of the Vehicle, the lease term and the monthly rental and other payments due with respect to the Vehicle. The terms contained in each such Schedule will be binding on Lessee unless Lessee objects in writing to such Schedule within ten (10) days after the date of delivery of the Vehicle covered by such Schedule. Lessor is the sole legal owner of each Vehicle. This Agreement is a lease only and Lessee will have no right, title or interest in or to the Vehicles except for the use of the Vehicles as described in this Agreement. This Agreement shall be treated as a true lease for federal and applicable state income tax purposes with Lessor having all benefits of ownership of the Vehicles. It is understood and agreed that Enterprise Fleet Management, Inc. or an affiliate thereof (together with any servicer, agent, successor or assign as servicer on behalf of Lessor, "Servicer") may administer this Agreement on behalf of Lessor and may perform the service functions herein provided to be performed by Lessor.

**2. TERM:** The term of this Agreement ("Term") for each Vehicle begins on the date such Vehicle is delivered to Lessee (the "Delivery Date") and, unless terminated earlier in accordance with the terms of this Agreement, continues for the "Lease Term" as described in the applicable Schedule.

**3. RENT AND OTHER CHARGES:**

(a) Lessee agrees to pay Lessor monthly rental and other payments according to the Schedules and this Agreement. The monthly payments will be in the amount listed as the "Total Monthly Rental Including Additional Services" on the applicable Schedule (with any portion of such amount identified as a charge for maintenance services under Section 4 of the applicable Schedule being payable to Lessor as agent for Enterprise Fleet Management, Inc.) and will be due and payable in advance on the first day of each month. If a Vehicle is delivered to Lessee on any day other than the first day of a month, monthly rental payments will begin on the first day of the next month. In addition to the monthly rental payments, Lessee agrees to pay Lessor a pro-rated rental charge for the number of days that the Delivery Date precedes the first monthly rental payment date. A portion of each monthly rental payment, being the amount designated as "Depreciation Reserve" on the applicable Schedule, will be considered as a reserve for depreciation and will be credited against the Delivered Price of the Vehicle for purposes of computing the Book Value of the Vehicle under Section 3(c). Lessee agrees to pay Lessor the "Total Initial Charges" set forth in each Schedule on the due date of the first monthly rental payment under such Schedule. Lessee agrees to pay Lessor the "Service Charge Due at Lease Termination" set forth in each Schedule at the end of the applicable Term (whether by reason of expiration, early termination or otherwise).

(b) In the event the Term for any Vehicle ends prior to the last day of the scheduled Term, whether as a result of a default by Lessee, a Casualty Occurrence or any other reason, the rentals and management fees paid by Lessee will be recalculated in accordance with the rule of 78's and the adjusted amount will be payable by Lessee to Lessor on the termination date.

(c) Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

(d) Any security deposit of Lessee will be returned to Lessee at the end of the applicable Term, except that the deposit will first be applied to any losses and/or damages suffered by Lessor as a result of Lessee's breach of or default under this Agreement and/or to any other amounts then owed by Lessee to Lessor.

(e) Any rental payment or other amount owed by Lessee to Lessor which is not paid within twenty (20) days after its due date will accrue interest, payable on demand of Lessor, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate permitted by applicable law (the "Default Rate").

(f) If Lessee fails to pay any amount due under this Agreement or to comply with any of the covenants contained in this Agreement, Lessor, Servicer or any other agent of Lessor may, at its option, pay such amounts or perform such covenants and all sums paid or incurred by Lessor in connection therewith will be repayable by Lessee to Lessor upon demand together with interest thereon at the Default Rate.

(g) Lessee's obligations to make all payments of rent and other amounts under this Agreement are absolute and unconditional and such payments shall be made in immediately available funds without setoff, counterclaim or deduction of any kind. Lessee acknowledges and agrees that neither any Casualty Occurrence to any Vehicle nor any defect, unfitness or lack of governmental approval in, of, or with respect to, any Vehicle regardless of the cause or consequence nor any breach by Enterprise Fleet Management, Inc. of any maintenance agreement between Enterprise Fleet Management, Inc. and Lessee covering any Vehicle regardless of the cause or consequence will relieve Lessee from the performance of any of its obligations under this Agreement, including, without limitation, the payment of rent and other amounts under this Agreement.

**4. USE AND SURRENDER OF VEHICLES:** Lessee agrees to allow only duly authorized, licensed and insured drivers to use and operate the Vehicles. Lessee agrees to comply with, and cause its drivers to comply with, all laws, statutes, rules, regulations and ordinances and the provisions of all insurance policies affecting or covering the Vehicles or their use or operation. Lessee agrees to keep the Vehicles free of all liens, charges and encumbrances. Lessee agrees that in no event will any Vehicle be used or operated for transporting hazardous substances or persons for hire, for any illegal purpose or to pull trailers that exceed the manufacturer's trailer towing recommendations. Lessee agrees that no Vehicle is intended to be or will be utilized as a "school bus" as defined in the Code of Federal Regulations or any applicable state or municipal statute or regulation. Lessee agrees not to remove any Vehicle from the continental United States without first obtaining Lessor's written consent. At the expiration or earlier termination of this Agreement with respect to each Vehicle, or upon demand by Lessor made pursuant to Section 14, Lessee at its risk and expense agrees to return such Vehicle to Lessor at such place and by such reasonable means as may be designated by Lessor. If for any reason Lessee fails to return any Vehicle to Lessor as and when required in accordance with this Section, Lessee agrees to pay Lessor additional rent for such Vehicle at twice the normal pro-rated daily rent. Acceptance of such additional rent by Lessor will in no way limit Lessor's remedies with respect to Lessee's failure to return any Vehicle as required hereunder.

**5. COSTS, EXPENSES, FEES AND CHARGES:** Lessee agrees to pay all costs, expenses, fees, charges, fines, tickets, penalties and taxes (other than federal and state income taxes on the income of Lessor) incurred in connection with the titling, registration, delivery, purchase, sale, rental, use or operation of the Vehicles during the Term. If Lessor, Servicer or any other agent of Lessor incurs any such costs or expenses, Lessee agrees to promptly reimburse Lessor for the same.

**6. LICENSE AND CHARGES:** Each Vehicle will be titled and licensed in the name designated by Lessor at Lessee's expense. Certain other charges relating to the acquisition of each Vehicle and paid or satisfied by Lessor have been capitalized in determining the monthly rental, treated as an initial charge or otherwise charged to Lessee. Such charges have been determined without reduction for trade-in, exchange allowance or other credit attributable to any Lessor-owned vehicle.

**7. REGISTRATION PLATES, ETC.:** Lessee agrees, at its expense, to obtain in the name designated by Lessor all registration plates and other plates, permits, inspections and/or licenses required in connection with the Vehicles, except for the initial registration plates which Lessor will obtain at Lessee's expense. The parties agree to cooperate and to furnish any and all information or documentation, which may be reasonably necessary for compliance with the provisions of this Section or any federal, state or local law, rule, regulation or ordinance. Lessee agrees that it will not permit any Vehicle to be located in a state other than the state in which such Vehicle is then titled for any continuous period of time that would require such Vehicle to become subject to the titling and/or registration laws of such other state.

**8. MAINTENANCE OF AND IMPROVEMENTS TO VEHICLES:**

(a) Lessee agrees, at its expense, to (i) maintain the Vehicles in good condition, repair, maintenance and running order and in accordance with all manufacturer's instructions and warranty requirements and all legal requirements and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Vehicles. Any alterations, additions, replacement parts or improvements to a Vehicle will become and remain the property of Lessor and will be returned with such Vehicle upon such Vehicle's return pursuant to Section 4. Notwithstanding the foregoing, so long as no Event of Default has occurred and is continuing, Lessee shall have the right to remove any additional equipment installed by Lessee on a Vehicle prior to returning such Vehicle to Lessor under Section 4. The value of such alterations, additions, replacement parts and improvements will in no instance be regarded as rent. Without the prior written consent of Lessor, Lessee will not make any alterations, additions, replacement parts or improvements to any Vehicle which detract from its economic value or functional utility. Lessor will not be required to make any repairs or replacements of any nature or description with respect to any Vehicle, to maintain or repair any Vehicle or to make any expenditure whatsoever in connection with any Vehicle or this Agreement.

(b) Lessor and Lessee acknowledge and agree that if Section 4 of a Schedule includes a charge for maintenance, (i) the Vehicle(s) covered by such Schedule are subject to a separate maintenance agreement between Enterprise Fleet Management, Inc. and Lessee and (ii) Lessor shall have no liability or responsibility for any failure of Enterprise Fleet Management, Inc. to perform any of its obligations thereunder or to pay or reimburse Lessee for its payment of any costs and expenses incurred in connection with the maintenance or repair of any such Vehicle(s).

**9. SELECTION OF VEHICLES AND DISCLAIMER OF WARRANTIES:**

(a) LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

(b) LESSOR MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY VEHICLE, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, IT BEING AGREED THAT ALL SUCH RISKS ARE TO BE BORNE BY LESSEE. THE VEHICLES ARE LEASED "AS IS," "WITH ALL FAULTS." All warranties made by any supplier, vendor and/or manufacturer of a Vehicle are hereby assigned by Lessor to Lessee for the applicable Term and Lessee's only remedy, if any, is against the supplier, vendor or manufacturer of the Vehicle.

(c) None of Lessor, Servicer or any other agent of Lessor will be liable to Lessee for any liability, claim, loss, damage (direct, incidental or consequential) or expense of any kind or nature, caused directly or indirectly, by any Vehicle or any inadequacy of any Vehicle for any purpose or any defect (latent or patent) in any Vehicle or the use or maintenance of any Vehicle or any repair, servicing or adjustment of or to any Vehicle, or any delay in providing or failure to provide any Vehicle, or any interruption or loss of service or use of any Vehicle, or any loss of business or any damage whatsoever and however caused. In addition, none of Lessor, Servicer or any other agent of Lessor will have any liability to Lessee under this Agreement or under any order authorization form executed by Lessee if Lessor is unable to locate or purchase a Vehicle ordered by Lessee or for any delay in delivery of any Vehicle ordered by Lessee.

**10. RISK OF LOSS:** Lessee assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Vehicle from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to a Vehicle, Lessee shall give Lessor prompt notice of the Casualty Occurrence and thereafter will place the applicable Vehicle in good repair, condition and working order; provided, however, that if the applicable Vehicle is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair (a "Totaled Vehicle"), Lessee agrees to pay Lessor no later than the date thirty (30) days after the date of the Casualty Occurrence the amounts owed under Sections 3(b) and 3(c) with respect to such Totaled Vehicle. Upon such payment, this Agreement will terminate with respect to such Totaled Vehicle.

**11. INSURANCE:**

(a) Lessee agrees to purchase and maintain in force during the Term, insurance policies in at least the amounts listed below covering each Vehicle, to be written by an insurance company or companies satisfactory to Lessor, insuring Lessee, Lessor and any other person or entity designated by Lessor against any damage, claim, suit, action or liability:

(i) Commercial Automobile Liability Insurance (including Uninsured/Underinsured Motorist Coverage and No-Fault Protection where required by law) for the limits listed below (Note - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage with No Deductible is required for each Vehicle capable of transporting more than 8 passengers):

<u>State of Vehicle Registration</u>	<u>Coverage</u>
Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont	\$1,000,000 Combined Single Limit Bodily Injury and Property Damage - No Deductible
Florida	\$500,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible
All Other States	\$300,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible

(ii) Physical Damage Insurance (Collision & Comprehensive): Actual cash value of the applicable Vehicle. Maximum deductible of \$500 per occurrence - Collision and \$250 per occurrence - Comprehensive).

If the requirements of any governmental or regulatory agency exceed the minimums stated in this Agreement, Lessee must obtain and maintain the higher insurance requirements. Lessee agrees that each required policy of insurance will by appropriate endorsement or otherwise name Lessor and any other person or entity designated by Lessor as additional insureds and loss payees, as their respective interests may appear. Further, each such insurance policy must provide the following: (i) that the same may not be cancelled, changed or modified until after the insurer has given to Lessor, Servicer and any other person or entity designated by Lessor at least thirty (30) days prior written notice of such proposed cancellation, change or modification, (ii) that no act or default of Lessee or any other person or entity shall affect the right of Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns to recover under such policy or policies of insurance in the event of any loss of or damage to any Vehicle and (iii) that the coverage is "primary coverage" for the protection of Lessee, Lessor, Servicer, any other agent of Lessor and their respective successors and assigns notwithstanding any other coverage carried by Lessee, Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns protecting against similar risks. Original certificates evidencing such coverage and naming Lessor, Servicer, any other agent of Lessor and any other person or entity designated by Lessor as additional insureds and loss payees shall be furnished to Lessor prior to the Delivery Date, and annually thereafter and/or as reasonably requested by Lessor from time to time. In the event of default, Lessee hereby appoints Lessor, Servicer and any other agent of Lessor as Lessee's attorney-in-fact to receive payment of, to endorse all checks and other documents and to take any other actions necessary to pursue insurance claims and recover payments if Lessee fails to do so. Any expense of Lessor, Servicer or any other agent of Lessor in adjusting or collecting insurance shall be borne by Lessee.

Lessee, its drivers, servants and agents agree to cooperate fully with Lessor, Servicer, any other agent of Lessor and any insurance carriers in the investigation, defense and prosecution of all claims or suits arising from the use or operation of any Vehicle. If any claim is made or action commenced for death, personal injury or property damage resulting from the ownership, maintenance, use or operation of any Vehicle, Lessee will promptly notify Lessor of such action or claim and forward to Lessor a copy of every demand, notice, summons or other process received in connection with such claim or action.

(b) Notwithstanding the provisions of Section 11(a) above: (i) if Section 4 of a Schedule includes a charge for physical damage waiver, Lessor agrees that (A) Lessee will not be required to obtain or maintain the minimum physical damage insurance (collision and comprehensive) required under Section 11(a) for the Vehicle(s) covered by such Schedule and (B) Lessor will assume the risk of physical damage (collision and comprehensive) to the Vehicle(s) covered by such Schedule; provided, however, that such physical damage waiver shall not apply to, and Lessee shall be and remain liable and responsible for, damage to a covered Vehicle caused by wear and tear or mechanical breakdown or failure, damage to or loss of any parts, accessories or components added to a covered Vehicle by Lessee without the prior written consent of Lessor and/or damage to or loss of any property and/or personal effects contained in a covered Vehicle. In the event of a Casualty Occurrence to a covered Vehicle, Lessor may, at its option, replace, rather than repair, the damaged Vehicle with an equivalent vehicle, which replacement vehicle will then constitute the "Vehicle" for purposes of this Agreement; and (ii) if Section 4 of a Schedule includes a charge for commercial automobile liability enrollment, Lessor agrees that it will, at its expense, obtain for and on behalf of Lessee, by adding Lessee as an additional insured under a commercial automobile liability insurance policy issued by an insurance company selected by Lessor, commercial automobile liability insurance satisfying the minimum commercial automobile liability insurance required under Section 11(a) for the Vehicle(s) covered by such Schedule. Lessor may at any time during the applicable Term terminate said obligation to provide physical damage waiver and/or commercial automobile liability enrollment and cancel such physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least ten (10) days prior written notice. Upon such cancellation, insurance in the minimum amounts as set forth in 11(a) shall be obtained and maintained by Lessee at Lessee's expense. An adjustment will be made in monthly rental charges payable by Lessee to reflect any such change and Lessee agrees to furnish Lessor with satisfactory proof of insurance coverage within ten (10) days after mailing of the notice. In addition, Lessor may change the rates charged by Lessor under this Section 11(b) for physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least thirty (30) days prior written notice.

**12. INDEMNITY:** To the extent permitted by state law, Lessee agrees to defend and indemnify Lessor, Servicer, any other agent of Lessor and their respective successors and assigns from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns may incur by reason of Lessee's breach or violation of, or failure to observe or perform, any term, provision or covenant of this Agreement, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle. The provisions of this Section 12 shall survive any expiration or termination of this Agreement. Nothing herein shall be deemed to affect the rights, privileges, and immunities of Lessee and the foregoing indemnity provision is not intended to be a waiver of any sovereign immunity afforded to Lessee pursuant to the law.

**13. INSPECTION OF VEHICLES; ODOMETER DISCLOSURE; FINANCIAL STATEMENTS:** Lessee agrees to accomplish, at its expense, all inspections of the Vehicles required by any governmental authority during the Term. Lessor, Servicer, any other agent of Lessor and any of their respective successors or assigns will have the right to inspect any Vehicle at any reasonable time(s) during the Term and for this purpose to enter into or upon any building or place where any Vehicle is located. Lessee agrees to comply with all odometer disclosure laws, rules and regulations and to provide such written and signed disclosure information on such forms and in such manner as directed by Lessor. Providing false information or failure to complete the odometer disclosure form as required by law may result in fines and/or imprisonment. Lessee hereby agrees to promptly deliver to Lessor such financial statements and other financial information regarding Lessee as Lessor may from time to time reasonably request.

**14. DEFAULT; REMEDIES:** The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) if Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) if Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) if Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) if any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor; or (g) if Lessee or any guarantor is in default under or fails to comply with any other present or future agreement with or in favor of Lessor, The Crawford Group, Inc. or any direct or indirect subsidiary of The Crawford Group, Inc.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Upon the occurrence of any Event of Default, Lessor, without notice to Lessee, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights

under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be \$0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

**15. ASSIGNMENTS:** Lessor may from time to time assign, pledge or transfer this Agreement and/or any or all of its rights and obligations under this Agreement to any person or entity. Lessee agrees, upon notice of any such assignment, pledge or transfer of any amounts due or to become due to Lessor under this Agreement to pay all such amounts to such assignee, pledgee or transferee. Any such assignee, pledgee or transferee of any rights or obligations of Lessor under this Agreement will have all of the rights and obligations that have been assigned to it. Lessee's rights and interest in and to the Vehicles are and will continue at all times to be subject and subordinate in all respects to any assignment, pledge or transfer now or hereafter executed by Lessor with or in favor of any such assignee, pledgee or transferee, provided that Lessee shall have the right of quiet enjoyment of the Vehicles so long as no Event of Default under this Agreement has occurred and is continuing. Lessee acknowledges and agrees that the rights of any assignee, pledgee or transferee in and to any amounts payable by the Lessee under any provisions of this Agreement shall be absolute and unconditional and shall not be subject to any abatement whatsoever, or to any defense, setoff, counterclaim or recoupment whatsoever, whether by reason of any damage to or loss or destruction of any Vehicle or by reason of any defect in or failure of title of the Lessor or interruption from whatsoever cause in the use, operation or possession of any Vehicle, or by reason of any indebtedness or liability howsoever and whenever arising of the Lessor or any of its affiliates to the Lessee or to any other person or entity, or for any other reason.

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor.

**16. MISCELLANEOUS:** This Agreement contains the entire understanding of the parties. This Agreement may only be amended or modified by an instrument in writing executed by both parties. Lessor shall not by any act, delay, omission or otherwise be deemed to have waived any of its rights or remedies under this Agreement and no waiver whatsoever shall be valid unless in writing and signed by Lessor and then only to the extent therein set forth. A waiver by Lessor of any right or remedy under this Agreement on any one occasion shall not be construed as a bar to any right or remedy, which Lessor would otherwise have on any future occasion. If any term or provision of this Agreement or any application of any such term or provision is invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision will not be affected thereby. Giving of all notices under this Agreement will be sufficient if mailed by certified mail to a party at its address set forth below or at such other address as such party may provide in writing from time to time. Any such notice mailed to such address will be effective one (1) day after deposit in the United States mail, duly addressed, with certified mail, postage prepaid. Lessee will promptly notify Lessor of any change in Lessee's address. This Agreement may be executed in multiple counterparts (including facsimile and pdf counterparts), but the counterpart marked "ORIGINAL" by Lessor will be the original lease for purposes of applicable law. All of the representations, warranties, covenants, agreements and obligations of each Lessee under this Agreement (if more than one) are joint and several.

**17. SUCCESSORS AND ASSIGNS; GOVERNING LAW:** Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Servicer, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

**18. NON-PETITION:** Each party hereto hereby covenants and agrees that, prior to the date which is one year and one day after payment in full of all indebtedness of Lessor, it shall not institute against, or join any other person in instituting against, Lessor any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings or other similar proceeding under the laws of the United States or any state of the United States. The provisions of this Section 18 shall survive termination of this Master Equity Lease Agreement.

**19. NON-APPROPRIATION:** Lessee's funding of this Agreement shall be on a Fiscal Year basis and is subject to annual appropriations. Lessor acknowledges that Lessee is a municipal corporation, is precluded by the County or State Constitution and other laws from entering into obligations that financially bind future governing bodies, and that, therefore, nothing in this Agreement shall constitute an obligation of future legislative bodies of the County or State to appropriate funds for purposes of this Agreement. Accordingly, the parties agree that the lease terms within this Agreement or any Schedules relating hereto are contingent upon appropriation of funds. The parties further agree that should the County or State fail to appropriate such funds, the Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination. In addition, Lessor reserves the right to be paid for any reasonable damages. These reasonable damages will be limited to the losses incurred by the Lessor for having to sell the vehicles on the open used car market prior to the end of the scheduled term (as determined in Section 3 and Section 14 of this Agreement).

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this Master Equity Lease Agreement as of the day and year first above written.

LESSEE: Glendale Unified School District

LESSOR: Enterprise FM Trust  
By: Enterprise Fleet Management, Inc., its attorney in fact

By: Stephen Dickinson  
Title: Chief Business & Financial Officer

By: Scott LeBas  
Title: Regional Sales Manager

Address: 223 North Jackson Street  
Glendale, CA 91206

Address: 5805 Sepulveda Blvd Suite 710  
Sherman Oaks, CA 91411

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

**SELF -INSURANCE ADDENDUM TO MASTER EQUITY LEASE AGREEMENT  
(Physical Damage and Liability)**

This Addendum is made to the Master Equity Lease Agreement dated the fifteenth day of December, 2017, as amended (the "Agreement"), by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name is set forth on the signature line below ("Lessee").

This Addendum is attached to and made a part of the Agreement (including each Schedule to the Agreement). All capitalized terms used and not otherwise defined herein shall have the respective meanings ascribed to them in the Agreement.

Notwithstanding the provisions of Section 11 of the Agreement, Lessee shall be permitted to assume and self-insure the risks set forth in Section 11 of the Agreement and shall not be required to purchase or maintain any insurance policy of any kind with respect to any Vehicle; provided, however, that if any Federal, state, local or other law, statute, rule, regulation or ordinance requires Lessee to maintain any amount of insurance with respect to any Vehicle, Lessee shall purchase and maintain such amount of Insurance in the form of an insurance policy which complies in all respects, other than the amount of insurance required, with Section 11 of the Agreement.

Notwithstanding the foregoing, if (1) Lessor, at any time in its good faith judgment, is not satisfied with the condition, prospects or performances, financial or otherwise, of Lessee or (2) any default or event of default occurs under the Agreement, than Lessor may, at its option, revoke this Addendum and terminate Lessee's right to self-insure by providing Lessee with at least thirty (30) days prior written notice thereof. Upon the termination of Lessee's right to self-insure, Lessee shall comply in all respects with Section 11 of the Agreement.

Except as amended hereby, all the terms and provisions of the Agreement shall remain in full force and effect. In the event of any conflict between this Addendum and the Agreement or any of the Schedules, the terms and provisions of this Addendum will govern and control.

LESSEE: Glendale Unified School District

LESSOR: Enterprise FM Trust  
By: Enterprise Fleet Management, Inc., its attorney in fact

\_\_\_\_\_  
By: Stephen Dickinson  
Title: Chief Business & Financial Officer

\_\_\_\_\_  
By: Scott LeBas  
Title: Regional Sales Manager

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_



## MAINTENANCE MANAGEMENT AND FLEET RENTAL AGREEMENT

This Agreement is entered into as of the fifteenth day of December, 2017, by and between Enterprise Fleet Management, Inc., a Missouri corporation, doing business as "Enterprise Fleet Management" ("EFM"), and Glendale Unified School District (the "Company").

WITNESSETH:

- 1. ENTERPRISE CARDS:** Upon request from the Company, EFM will provide a driver information packet outlining its vehicle maintenance program (the "Program") and a card ("Card") for each Company vehicle included in the Company's request. All drivers of vehicles subject to this Agreement must be a representative of the Company, its subsidiaries or affiliates. All Cards issued by EFM upon request of the Company shall be subject to the terms of this Agreement and the responsibility of the Company. All Cards shall bear an expiration date.

Cards issued to the Company shall be used by the Company in accordance with this Agreement and limited solely to purchases of certain products and services for Company vehicles, which are included in the Program. The Program is subject to all other EFM instructions, rules and regulations which may be revised from time to time by EFM. Cards shall remain the property of EFM and returned to EFM upon expiration or cancellation.

- 2. VEHICLE REPAIRS AND SERVICE:** EFM will provide purchase order control by phone or in writing authorizing charges for repairs and service over \$75, or such other amount as may be established by EFM from time to time under the Program. All charges for repairs and services will be invoiced to EFM. Invoices will be reviewed by EFM for accuracy, proper application of potential manufacturer's warranties, application of potential discounts and unnecessary, unauthorized repairs.

Notwithstanding the above, in the event the repairs and service are the result of damage from an accident or other non-maintenance related cause (including glass claims), these matters will be referred to the Company's Fleet Manager. If the Company prefers that EFM handle the damage repair, the Company agrees to assign the administration of the matter to EFM. EFM will administer such claims in its discretion. The fees for this service will be up to \$125.00 per claim and the Company agrees to reimburse for repairs as outlined in this agreement. If the Company desires the assistance of EFM in recovering damage amounts from at fault third parties, a Vehicle Risk Management Agreement must be on file for the Company.

- 3. BILLING AND PAYMENT:** All audited invoices paid by EFM on behalf of the Company will be consolidated and submitted to the Company on a single monthly invoice for the entire Company fleet covered under this Agreement. The Company is liable for, and will pay EFM within ten (10) days after receipt of an invoice or statement for, all purchases invoiced to the Company by EFM, which were paid by EFM for or on behalf of the Company. EFM will be entitled to retain for its own account, and treat as being paid by EFM for purposes of this Agreement, any discounts it receives from a supplier with respect to such purchases which are based on the overall volume of business EFM provides to such supplier and not solely the Company's business. EFM will exercise due care to prevent additional charges from being incurred once the Company has notified EFM of its desire to cancel any outstanding Card under this Agreement. The Company will use its best efforts to obtain and return any such cancelled Card.

- 4. RENTAL VEHICLES:** The Card will authorize the Company's representative to arrange for rental vehicles with a subsidiary of Enterprise Rent-A-Car Company for a maximum of two (2) days without prior authorization. Extensions beyond two (2) days must be granted by an EFM representative. The Company assumes all responsibility for all rental agreements arranged by EFM with a subsidiary of Enterprise Rent-A-Car Company through an EFM representative or through the use of the Card. All drivers must be at least 21 years of age, hold a valid driver's license, be an employee of the Company or authorized by the Company through established reservation procedures and meet other applicable requirements of the applicable subsidiary of Enterprise Rent-A-Car Company.

- 5. NO WARRANTY:** EFM MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO PRODUCTS, REPAIRS OR SERVICES PROVIDED FOR UNDER THIS AGREEMENT BY THIRD PARTIES, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY, COMPLIANCE WITH SPECIFICATIONS, OPERATION, CONDITION, SUITABILITY, PERFORMANCE, QUALITY OR FITNESS FOR USE. Any defect in the performance of any product, repair or service will not relieve the Company from its obligations under this Agreement, including without limitation the payment to EFM of monthly invoices.

- 6. CANCELLATION:** Either party may cancel any Card under this Agreement or this Agreement in its entirety at any time by giving written notice to the other party. The cancellation of any Card or termination of this Agreement will not affect any rights or obligations under this Agreement, which shall have previously accrued or shall thereafter arise with respect to any occurrence prior to such cancellation or termination. A Card shall be immediately returned to EFM upon cancellation to: Enterprise Fleet

Management, 600 Corporate Park Drive, St. Louis, MO 63105, Attention: Enterprise Card Department. Notice to EFM regarding the cancellation of any Card shall specify the Card number and identify the Company's representative. In the case of a terminated representative, such notice shall include a brief description of the efforts made to reclaim the Card.

- 7. **NOTICES:** All notices of cancellation or termination under this Agreement shall be mailed postage prepaid by registered or certified mail, or sent by express overnight delivery service, to the other party at its address set forth on the signature page of this Agreement or at such other address as such party may provide in writing from time to time. Any such notice sent by mail will be effective three (3) days after deposit in the United States mail, duly addressed, with registered or certified mail postage prepaid. Any such notice sent by express overnight delivery service will be effective one (1) day after deposit with such delivery service, duly addressed, with delivery fees prepaid. The Company will promptly notify EFM of any change in the Company's address.
- 8. **FEES:** EFM will charge the Company for the service under this Agreement \$10.00 per month per Card, plus a one time set-up fee of \$0.00.
- 9. **MISCELLANEOUS:** This Agreement may be amended only by an agreement in writing signed by EFM and the Company. This Agreement is governed by the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

IN WITNESS WHEREOF, EFM and the Company have executed this Maintenance Management and Fleet Rental Agreement as of the day and year first above written.

Company: Glendale Unified School District

EFM: Enterprise Fleet Management, Inc.

\_\_\_\_\_

\_\_\_\_\_

By: Stephen Dickinson  
Title: Chief Business & Financial Officer

By: Scott LeBas  
Title: Regional Sales Manager

Address: 223 North Jackson Street  
Glendale. CA 91206

Address: 5805 Sepulveda Blvd Suite 710  
Sherman Oaks, CA 91411

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

## MAINTENANCE AGREEMENT

This Maintenance Agreement (this "Agreement") is made and entered into this fifteenth day of December, 2017, by Enterprise Fleet Management, Inc., a Missouri corporation ("EFM"), and Glendale Unified School District ("Lessee").

### WITNESSETH

**1. LEASE.** Reference is hereby made to that certain Master Equity Lease Agreement dated as of the fifteenth day of December, 2017, by and between Enterprise FM Trust, a Delaware statutory trust, as lessor ("Lessor"), and Lessee, as lessee (as the same may from time to time be amended, modified, extended, renewed, supplemented or restated, the "Lease"). All capitalized terms used and not otherwise defined in this Agreement shall have the respective meanings ascribed to them in the Lease.

**2. COVERED VEHICLES.** This Agreement shall only apply to those vehicles leased by Lessor to Lessee pursuant to the Lease to the extent Section 4 of the Schedule for such vehicle includes a charge for maintenance (the "Covered Vehicle(s)").

**3. TERM AND TERMINATION.** The term of this Agreement ("Term") for each Covered Vehicle shall begin on the Delivery Date of such Covered Vehicle and shall continue until the last day of the "Term" (as defined in the Lease) for such Covered Vehicle unless earlier terminated as set forth below. Each of EFM and Lessee shall each have the right to terminate this Agreement effective as of the last day of any calendar month with respect to any or all of the Covered Vehicles upon not less than sixty (60) days prior written notice to the other party. The termination of this Agreement with respect to any or all of the Covered Vehicles shall not affect any rights or obligations under this Agreement which shall have previously accrued or shall thereafter arise with respect to any occurrence prior to termination, and such rights and obligations shall continue to be governed by the terms of this Agreement.

**4. VEHICLE REPAIRS AND SERVICE.** EFM agrees that, during the Term for the applicable Covered Vehicle and subject to the terms and conditions of this Agreement, it will pay for, or reimburse Lessee for its payment of, all costs and expenses incurred in connection with the maintenance or repair of a Covered Vehicle. This Agreement does not cover, and Lessee will remain responsible for and pay for, (a) fuel, (b) oil and other fluids between changes, (c) tire repair and replacement, (d) washing, (e) repair of damage due to lack of maintenance by Lessee between scheduled services (including, without limitation, failure to maintain fluid levels), (f) maintenance or repair of any alterations to a Covered Vehicle or of any after-market components (this Agreement covers maintenance and repair only of the Covered Vehicles themselves and any factory-installed components and does not cover maintenance or repair of chassis alterations, add-on bodies (including, without limitation, step vans) or other equipment (including, without limitation, lift gates and PTO controls) which is installed or modified by a dealer, body shop, upfitter or anyone else other than the manufacturer of the Covered Vehicle, (g) any service and/or damage resulting from, related to or arising out of an accident, a collision, theft, fire, freezing, vandalism, riot, explosion, other Acts of God, an object striking the Covered Vehicle, improper use of the Covered Vehicle (including, without limitation, driving over curbs, overloading, racing or other competition) or Lessee's failure to maintain the Covered Vehicle as required by the Lease, (h) roadside assistance or towing for vehicle maintenance purposes, (i) mobile services, (j) the cost of loaner or rental vehicles or (k) if the Covered Vehicle is a truck, (l) manual transmission clutch adjustment or replacement, (m) brake adjustment or replacement or (n) front axle alignment. Whenever it is necessary to have a Covered Vehicle serviced, Lessee agrees to have the necessary work performed by an authorized dealer of such Covered Vehicle or by a service facility acceptable to EFM. In every case, if the cost of such service will exceed \$50.00, Lessee must notify EFM and obtain EFM's authorization for such service and EFM's instructions as to where such service shall be made and the extent of service to be obtained. Lessee agrees to furnish an invoice for all service to a Covered Vehicle, accompanied by a copy of the shop or service order (odometer mileage must be shown on each shop or service order). EFM will not be obligated to pay for any unauthorized charges or those exceeding \$50.00 for one service on any Covered Vehicle unless Lessee has complied with the above terms and conditions. EFM will not have any responsibility to pay for any services in excess of the services recommended by the manufacturer, unless otherwise agreed to by EFM. Notwithstanding any other provision of this Agreement to the contrary, (a) all service performed within one hundred twenty (120) days prior to the last day of the scheduled "Term" (as defined in the Lease) for the applicable Covered Vehicle must be authorized by and have the prior consent and approval of EFM and any service not so authorized will be the responsibility of and be paid for by Lessee and (b) EFM is not required to provide or pay for any service to any Covered Vehicle after 100,000 miles.

**5. ENTERPRISE CARDS:** EFM may, at its option, provide Lessee with an authorization card (the "EFM Card") for use in authorizing the payment of charges incurred in connection with the maintenance of the Covered Vehicles. Lessee agrees to be liable to EFM for, and upon receipt of a monthly or other statement from EFM, Lessee agrees to promptly pay to EFM, all charges made by or for the account of Lessee with the EFM Card (other than any charges which are the responsibility of EFM under the terms of this Agreement). EFM reserves the right to change the terms and conditions for the use of the EFM Card at any time. The EFM Card remains the property of EFM and EFM may revoke Lessee's right to possess or use the EFM Card at any time. Upon the termination of this Agreement or upon the demand of EFM, Lessee must return the EFM Card to EFM. The EFM Card is non-transferable.

**6. PAYMENT TERMS.** The amount of the monthly maintenance fee will be listed on the applicable Schedule and will be due and payable in advance on the first day of each month. If the first day of the Term for a Covered Vehicle is other than the first day of a calendar month, Lessee will pay EFM, on the first day of the Term for such Covered Vehicle, a pro-rated maintenance fee for the number of days that the Delivery Date precedes the first monthly maintenance fee payment date. Any monthly maintenance fee or other amount owed by Lessee to EFM under this Agreement which is not paid within twenty (20) days after its due date will accrue interest, payable upon demand of EFM, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate allowed by applicable law. The monthly maintenance fee set forth on each applicable Schedule allows the number of miles per month as set forth in such Schedule. Lessee agrees to pay EFM at the end of the applicable Term (whether by reason of termination of this Agreement or otherwise) an overmileage maintenance fee for any miles in excess of this average amount per month at the rate set forth in the applicable Schedule. EFM may, at its option, permit Lessor, as an agent for EFM, to bill and collect amounts due to EFM under this Agreement from Lessee on behalf of EFM.

**7. NO WARRANTIES.** Lessee acknowledges that EFM does not perform maintenance or repair services on the Covered Vehicles but rather EFM arranges for maintenance and/or repair services on the Covered Vehicles to be performed by third parties. EFM MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY PRODUCTS, REPAIRS OR SERVICES PROVIDED FOR UNDER THIS AGREEMENT BY THIRD PARTIES, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, COMPLIANCE WITH SPECIFICATIONS, OPERATION, CONDITION, SUITABILITY, PERFORMANCE OR QUALITY. ANY DEFECT IN THE PERFORMANCE OF ANY PRODUCT, REPAIR OR SERVICE WILL NOT RELIEVE LESSEE OF ITS OBLIGATIONS UNDER THIS AGREEMENT, INCLUDING THE PAYMENT TO EFM OF THE MONTHLY MAINTENANCE FEES AND OTHER CHARGES DUE UNDER THIS AGREEMENT.

**8. LESSOR NOT A PARTY.** Lessor is not a party to, and shall have no rights, obligations or duties under or in respect of, this Agreement.

**9. NOTICES.** Any notice or other communication under this Agreement shall be in writing and delivered in person or sent by facsimile, recognized overnight courier or registered or certified mail, return receipt requested and postage prepaid, to the applicable party at its address or facsimile number set forth on the signature page of this Agreement, or at such other address or facsimile number as any party hereto may designate as its address or facsimile number for communications under this Agreement by notice so given. Such notices shall be deemed effective on the day on which delivered or sent if delivered in person or sent by facsimile, on the first (1st) business day after the day on which sent, if sent by recognized overnight courier or on the third (3rd) business day after the day on which mailed, if sent by registered or certified mail.

**10. MISCELLANEOUS.** This Agreement embodies the entire Agreement between the parties relating to the subject matter hereof. This Agreement may be amended only by an agreement in writing signed by EFM and Lessee. Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement or affecting the validity or enforceability of such provisions in any other jurisdiction. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, except that Lessee may not assign, transfer or delegate any of its rights or obligations under this Agreement without the prior written consent of EFM. This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Missouri (without reference to conflict of law principles).

IN WITNESS WHEREOF, EFM and Lessee have executed this Maintenance Agreement as of the day and year first above written.

LESSEE: Glendale Unified School District

EFM: Enterprise Fleet Management, Inc.

\_\_\_\_\_

\_\_\_\_\_

By: Stephen Dickinson  
Title: Chief Business & Financial Officer

By: Scott LeBas  
Title: Regional Sales Manager

Address: 223 North Jackson Street  
Glendale, CA 91206

Address: 5805 Sepulveda Blvd Suite 710  
Sherman Oaks, CA 91411

Attention: Kent Smith, Director FASO

Attention: \_\_\_\_\_

Facsimile No.: 818-246-1054

Facsimile No.: \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Date Signed \_\_\_\_\_, \_\_\_\_\_

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

ACTION REPORT NO. 13

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED

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

PREPARED BY: Dr. Mary Mason, Executive Director, Elementary Education

Melanie Doody, Math Teacher Specialist, Teaching & Learning

**SUBJECT: Approval of Secondary Mathematics Pathways for Grades 7-12**

The Superintendent recommends that the Board of Education approve the secondary mathematics pathways for grades 7-12 to transition off a traditional pathway and into an integrated mathematics pathway.

The Secondary Math Curriculum Study Committee (CSC), along with administrators, counselors, and teacher specialists, have developed a sequence of courses that align with the “Mathematics Framework for California Public Schools: Kindergarten through Grade Twelve,” which includes multiple pathways to meet the needs of GUSD students.

The pathways ensure that content will not be skipped over and are designed to allow acceleration to the highest levels of mathematics courses, AP Calculus BC and Linear Algebra. These pathways ensure that Glendale students will continue to be competitive in college acceptance at top schools across the country. Staff in the Teaching & Learning Department is working with representatives from Glendale Community College to develop Summer Bridge courses to allow students, not initially placed in an accelerated pathway, the ability to access high-level math courses.

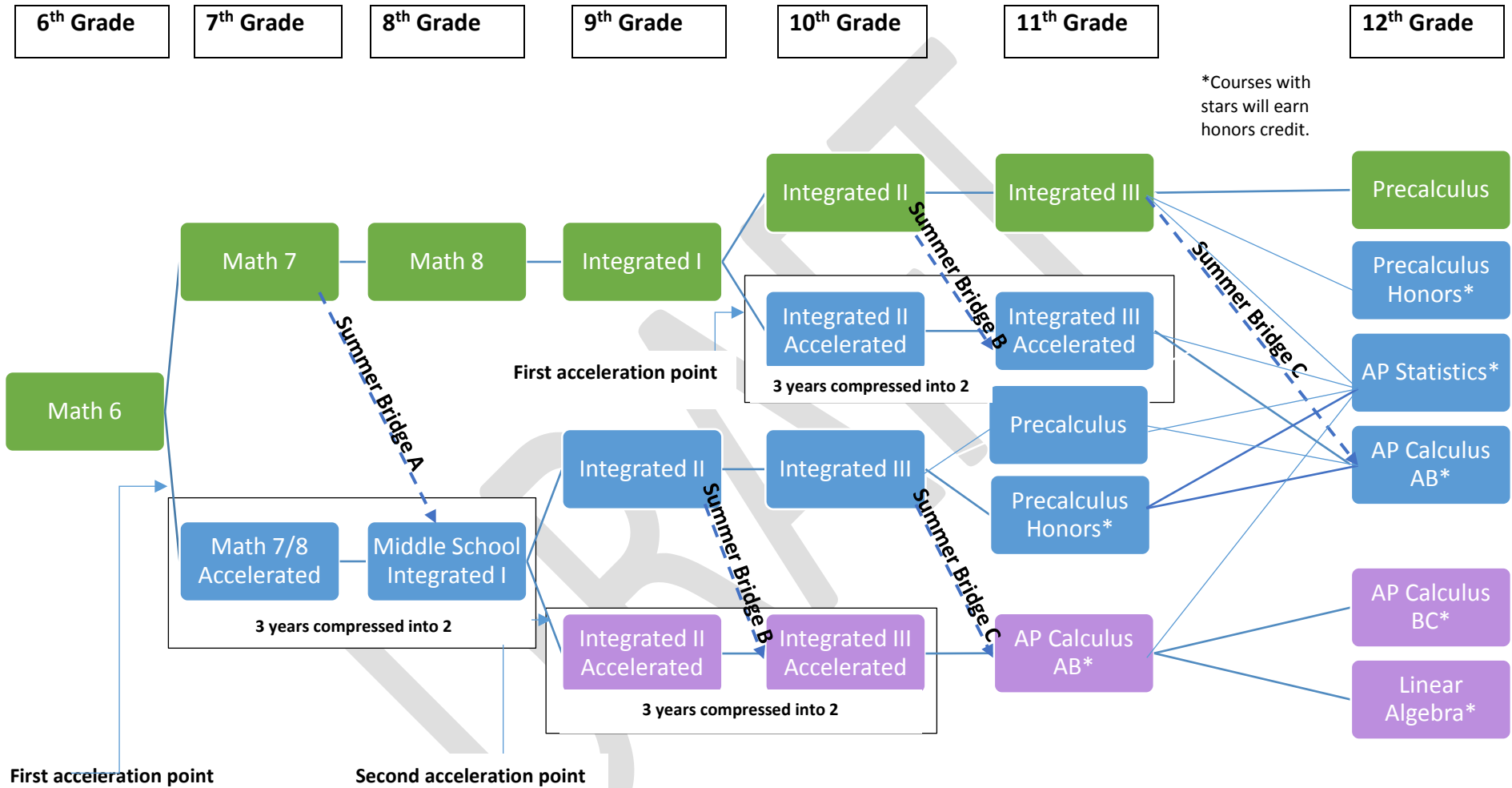
The Secondary Math CSC voted to approve the pathways after a presentation at its October 2017 meeting. This vote was taken over email after all math department chairs had the opportunity to present it to their departments, resulting in a vote of nine-to-one in favor of the pathways. The pathways were then presented to secondary counselors at their October 18, 2017 meeting and were further vetted at their November 8, 2017 meeting. The pathways were then brought to secondary principals on November 15, 2017. On November 28, 2017, the proposed pathways were presented to the Board of Education as an information item.

Glendale Unified School District  
Action Report No. 13  
December 12, 2017  
Page 2

The following attachment, titled *Secondary Math Course Progression*, shows all of the pathway options for students on the first page and the subsequent two pages that breaks down the pathways into: the traditional “a-g” pathway, two options for single acceleration, and an option for double acceleration to reach the highest mathematic courses in 12<sup>th</sup> grade.



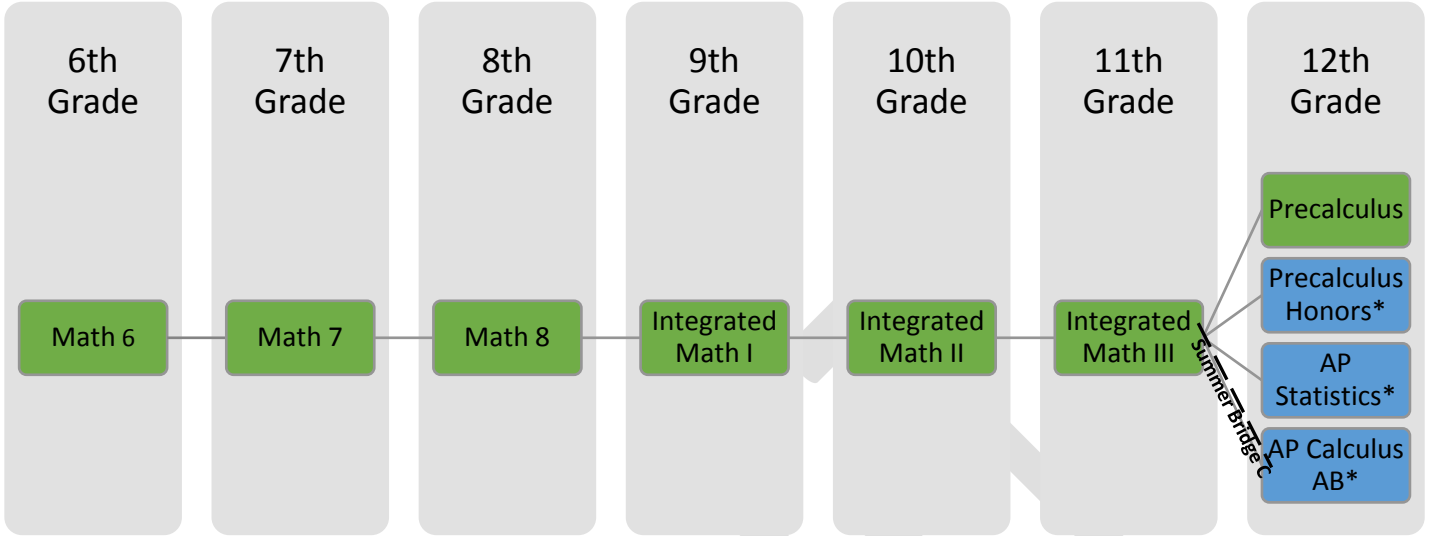
# Glendale Unified School District Secondary Math Course Progression





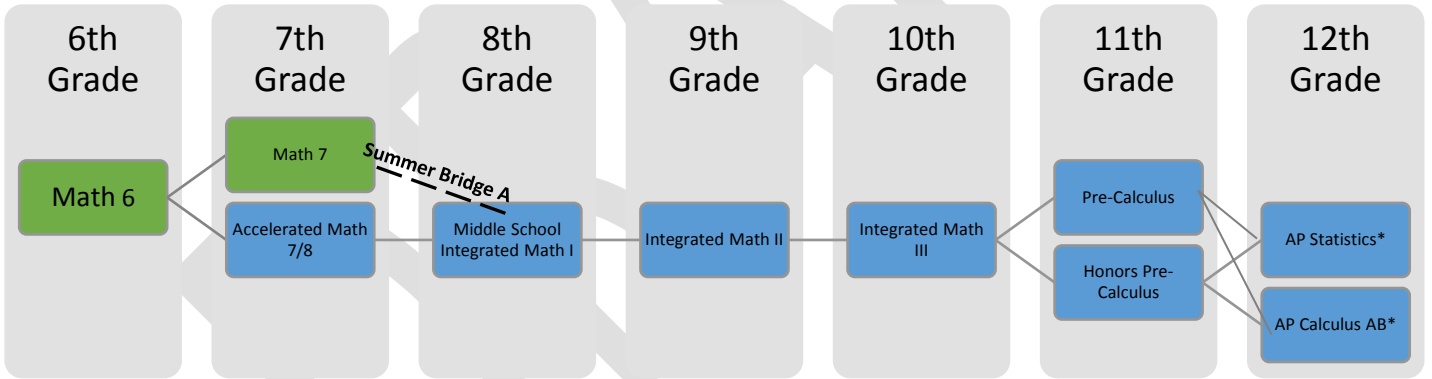
# Glendale Unified School District Secondary Math Course Progression

## UC "a-g" Mathematics Pathway

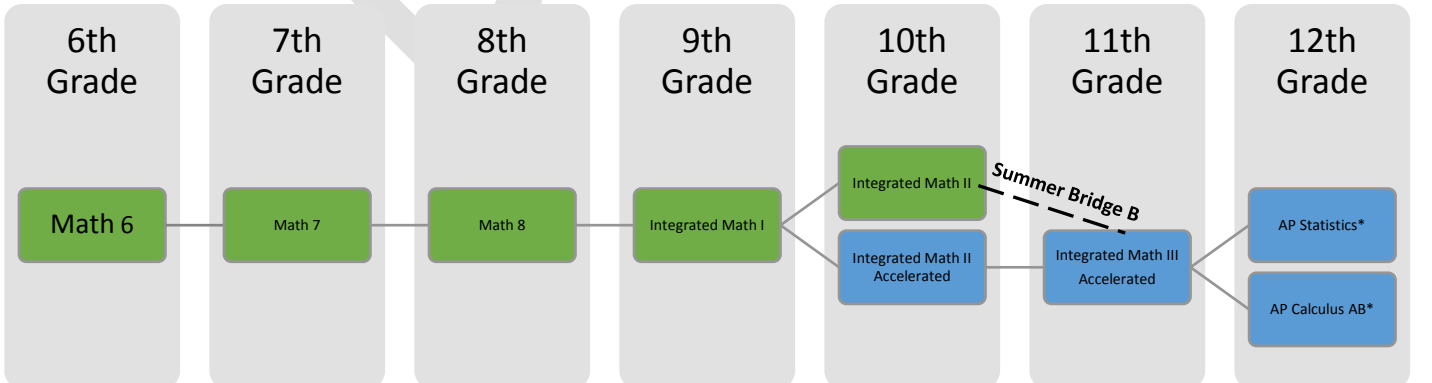


## Single Acceleration Mathematics Pathway

### Option 1: End of 6<sup>th</sup> Grade



### Option 2: End of 9<sup>th</sup> Grade Integrated Mathematics I

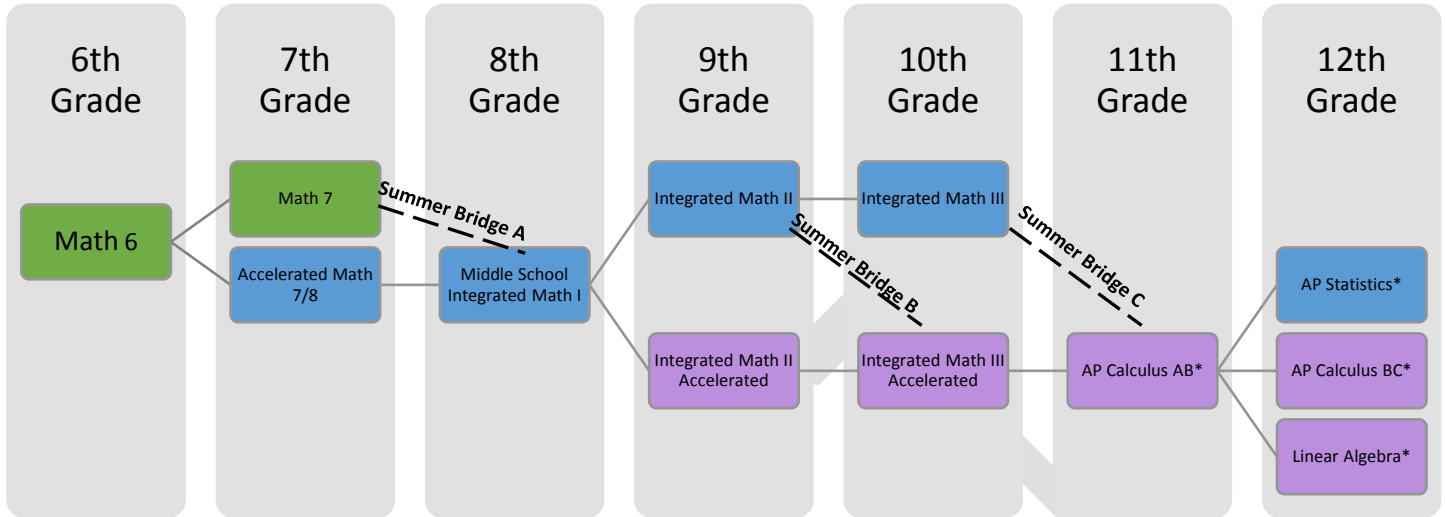






# Glendale Unified School District Secondary Math Course Progression

## Double Acceleration Mathematics Pathway



DRAFT

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 1

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
PREPARED IN: Office of the Superintendent  
SUBJECT: **Minutes**

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

- a) Regular Meeting No. 13, November 28, 2017
- b) Special Meeting No. 14, December 6, 2017

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

**BOARD OF EDUCATION MEETING NO. 13**  
**UNADOPTED MINUTES**  
**REGULAR MEETING, November 28, 2017**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Glendale Unified School District Board of Education was called to order by Nayiri Nahabedian, president of the Board of Education, at 4 p.m. on Tuesday, November 28, 2017, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Dr. Armina Gharpetian, Shant Sahakian, and Nayiri Nahabedian. Jennifer Freemon was not represent for roll call; she arrived at 4:02 p.m. Greg Krikorian was not present for roll call; he arrived at 4:25 p.m.

The following administrators were present: Mr. Winfred Roberson, Mr. Stephen Dickinson, Dr. Cynthia Foley, Dr. Kelly King, Dr. Mary Mason, Mr. Felix Melendez, and Dr. Deb Rinder.

**PUBLIC COMMUNICATIONS**

No one addressed the Board at this time.

**CLOSED SESSION**

The Board recessed to Closed Session at 4:01 p.m. to discuss the following:

1. Instructing designated representative, Mr. Winfred Roberson, Superintendent of Schools, regarding collective bargaining matters pursuant to Government Code §54957.6.
2. Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957.
3. Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957.
4. Conference with Legal Counsel - Anticipated Litigation significant exposure to litigation pursuant to subdivision (d)(2) of section 54956.9: One potential case.

**CALL TO ORDER/RETURN TO REGULAR MEETING**

The meeting reconvened at 5:33 p.m.

MINUTES: November 28, 2017 – Regular Board Meeting

### REPORTING OUT OF CLOSED SESSION

None.

### PLEDGE OF ALLEGIANCE

Arpa Shahbazian, a 12<sup>th</sup> grade student from Glendale High School, led the Pledge of Allegiance.

### CERTIFICATE OF COMPLIANCE

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

### APPROVAL OF AGENDA ORDER

A motion was made by Mrs. Freemon and seconded by Mr. Krikorian to amend the agenda by deleting Action Report No. 10 (contract approval). Motion approved unanimously as amended: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

### PUBLIC COMMUNICATIONS

1. Alex Stupakis presented a letter to the Board from the Crescenta Valley United Methodist Church in support of the CVHS permanent seating and lighting. This project is good for the students, school, community, and the district. The future of GUSD will be illuminated by the addition of permanent seating and lighting at CVHS.
2. Scott Schick and Kevin Loritsch, 7<sup>th</sup> graders at Rosemont Middle School, spoke about the benefits and activities of Boy Scout Troop 509. This troop provides them several ways to learn about the outdoors, participate in the community, and help them gain self-confidence. They are currently working on obtaining the Citizenship in the Community merit badge. This is one of 21 merit badges required to become an Eagle Scout. This badge requires them to attend a city council/board of education meeting and interview an elected official. They thanked Mr. Sahakian for his help in this project.

### STUDENT BOARD MEMBER REPORT

Student Board Member Amira Chowdhury provided an update on school site activities. Jefferson Elementary is hosting a family night at Chipotle this Friday. Roosevelt Middle School hosted its first Elementary Special Olympics games on November 16. The Glendale High girls' tennis team won the CIF title; it is a first for GHS. Hoover Tour of Homes is December 9, and they are hosting a blood drive on November 30. The Hoover Marching Band won its 3<sup>rd</sup> State divisional title. Princeton Review has collaborated with the District to provide all high school

STUDENT BOARD REPORT (Continued)

students access to SAT classes next year. Lastly, every student is looking forward to the winter holidays, which follows the finals.

INFORMATION

1. Proposed Adoption of Resolution - Consolidating Board of Education Elections with Statewide Election
2. Acknowledgements of Service
3. Local Control Accountability Plan (LCAP) Update #7
4. Proposed Attendance Calendars for 2018-2019 and 2019-2020 School Years
5. Update on Measure S and Facility Programs and Prioritization of Unallocated Funds
6. Update on 2017-18 and 2018-19 Solvency Plans
7. College Savings Plans and Financial Literacy
8. Proposed New and Revisions to Existing Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans, Community Relations, Business and Noninstructional Operations, Instruction, and Bylaws of the Board
9. Proposed Secondary Mathematics Pathways for Grades 6-12
10. Proposed Supplementary textbook for Use in High Schools in the Area of English
11. Proposed Course of Study Outlines for Use in Middle Schools and High Schools in the Area of Career Technical Education (CTE)
12. Agreement for Professional Services and Lease with Enterprise Fleet Management

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

Mr. Krikorian left the meeting at 7:21 p.m.; therefore, he was not present for voting.

ACTION REPORTS

1. Proposition 39 Amendments - California Energy Commission (CEC) 15% Deviation Amendment Requirements Between Allocated Funding or Quantities and Completion Values

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

ACTION REPORTS (Continued)

2. Approval of New Budget Allocation for Two (2) Additional Portables at Balboa Elementary School

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

3. Approval of Independent Contractor Agreement (ICA) No. 438 with NAC Architecture to Design Two (2) Permanent Relocatable Classrooms at Balboa Elementary School

It was moved by Mrs. Freemon and seconded by Dr. Gharpetian by to approve Action Report No. 3, as recommended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Sahakian, and Nahabedian. ABSENT—Krikorian.

4. Approval of Amendment No. 4 to Project Authorization No. 15 with Osborn/NAC Architects for Design of Overcrowding Relief Grant (ORG) for 2-Story Building at Balboa Elementary School

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

5. Approval of Independent Contractor Agreement Nos. 430 thru 435 with Covergint Technologies for the Installation of Security Surveillance Systems at Various Schools

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

6. Approval of Amendment No. 1 to Independent Consultant Agreement No. 271 with MTGL Inc., for Verdugo Woodlands Elementary ORG Specialty Inspection Services

It was moved by Mr. Sahakian and seconded by Dr. Gharpetian to approve Action Report No. 6, as recommended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Sahakian, and Nahabedian. ABSENT—Krikorian.

7. Award of Bid No. 159-17/18 for Site Improvements at Franklin Elementary School

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

MINUTES: November 28, 2017 – Regular Board Meeting

ACTION REPORTS (Continued)

8. Approval of Memorandum of Understanding with CTE TEACH Site

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

9. Approval of Extended Campus Agreement with Tufts University

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

~~10. Contract Approval—Assistant Superintendent, Educational Services~~

This item was deleted from the agenda and not voted on.

CONSENT CALENDAR

1. Minutes

a) Regular Meeting No. 12, November 7, 2017

2. Certificated Personnel Report No. 9

3. Classified Personnel Report No. 8

4. Warrants totaling \$18,236,861.38 for October 1, 2017 through November 21, 2017

5. Purchase Orders totaling \$1,012,126.05 for the period of October 23, 2017 through November 10, 2017

6. Appropriation Transfer and Budget Revision Report

7. Super Co-Op – USDA Foods Cooperative

8. Approval of Notice of Completion with Lundgren Management for the Overcrowding Relief Grant (ORG) Projects at Balboa and R.D. White Elementary Schools

9. Approval of Notice of Completion with Oceanstate Development Inc. for Bid No. 143-16/17 for the EEELP Bungalow Relocation at Franklin Elementary School

10. Approval of Notice of Completion with Chalmers Construction Services Inc. for Bid No. 115-15/16 for the Overcrowding Relief Grant (ORG) 1-Story Building at Lincoln Elementary School

MINUTES: November 28, 2017 – Regular Board Meeting

CONSENT CALENDAR (Continued)

11. Authorization to Dispose of Surplus Property
12. Approval of Agreement for Transportation Services with American Logistics Company, LLC
13. Approval of Contract with Peachjar
14. Approval of Revisions to Board Policies Relating to Business and Non-Instructional Operations, Community Relations, and Personnel
15. Acceptance of California Partnership Academy Grants
16. Revised Course Outline Titles for Use in High Schools in the Area of Career Technical Education
17. Acceptance of Gifts

It was moved by Mrs. Freemon and seconded by Dr. Gharpetian to approve the Consent Calendar, as presented. Motion approved unanimously, except on Consent Calendar No. 2, in which Mrs. Freemon abstained. AYES— Freemon, Gharpetian, Sahakian, and Nahabedian. ABSENT—Krikorian.

REPORTS FROM THE BOARD

Dr. Gharpetian reported the first Elementary Special Olympics was a great success at Roosevelt Middle School. She enjoyed attending the Wilson Middle School Veteran's Day Assembly and the Franklin Urban Greening Grant ribbon cutting. The City Council has decided to continue with the ban of marijuana dispensaries in Glendale for another year; she concurs with their decision.

Mr. Sahakian attended the Daily High Model Continuation High School site visit. He extended his appreciation to the teachers and staff at Daily. He hoped everyone had a great Thanksgiving, it's a great time to spend with family.

Mrs. Freemon spoke about her attendance at the Crescenta Valley legislative meeting. The Crescenta Valley tree lighting ceremony is Tuesday, Dec. 5, 2017, 6 p.m. at the Crescenta Valley Library on Foothill. This Friday, La Cañada Chamber is sponsoring a snow day from 4 – 6 p.m. at Memorial Park. She continues to hear concerns about traffic around our school. She reminded parents to be patient, leave early, slow down, and pay attention. She had the opportunity to be at Two Strikes Park for the Veteran's Day ceremony where some Rosemont students participated. She explained the reason she abstained on consent calendar #2 was that her husband was listed on the report as he is an employee of the district.



MINUTES: November 28, 2017 – Regular Board Meeting

REPORTS FROM THE BOARD (Continued)

Ms. Nahabedian attended the Five Star Education Coalition meeting, the World Language Advisory Committee meeting, and the YMCA annual awards gala. All of the board members will be at the California School Boards Association Annual Education Conference, and the Board will be participating in the Montrose Christmas Parade this Saturday. She welcomed again our new administrators to the dais.

REPORT FROM THE SUPERINTENDENT.

Mr. Roberson extended his congratulations to Mann Elementary for being a recipient of the CSBA Golden Bell Award for their work on PLCs. On December 5, the Glendale Educational Foundation is sponsoring Principal for a Day.

ADJOURNMENT

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

\_\_\_\_\_  
Nayiri Nahabedian  
President, Board of Education

\_\_\_\_\_  
Jennifer Freemon  
Clerk, Board of Education

Board of Education Minutes - Regular Meeting, November 28, 2017  
Recorded by: Ms. Phyllis F. Ishisaka, Executive Assistant to the Superintendent  
Approved by the Board of Education:

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

**BOARD OF EDUCATION MEETING NO. 14**  
**UNADOPTED MINUTES**  
**SPECIAL MEETING, December 6, 2017**

**CALL TO ORDER AND ROLL CALL**

The special meeting of the Glendale Unified School District Board of Education was called to order by President Nayiri Nahabedian at 4:05 p.m. on Wednesday, December 6, 2017, in room 402 at the Administration Center, 223 North Jackson Street, Glendale, California. The following members were present for roll call: Jennifer Freemon, Dr. Armina Gharpetian, Greg Krikorian, Shant Sahakian, and Nayiri Nahabedian.

The following administrator was present: Mr. Winfred Roberson.

**CERTIFICATE OF COMPLIANCE**

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

**APPROVAL OF THE AGENDA ORDER**

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

**PUBLIC COMMUNICATION**

No one addressed the Board at this time.

**PLEDGE OF ALLEGIANCE**

Ms. Nahabedian led the Pledge of Allegiance.

**CLOSED SESSION**

The Board recessed to Closed Session at 4:08 p.m. to discuss the following:

1. Conference with Legal Counsel – Anticipated Litigation - significant exposure to litigation pursuant to subdivision (d)(2) of Section 54956.9: One potential case.

MINUTES: December 6, 2017 – Special Board Meeting

RETURN TO REGULAR MEETING

The meeting reconvened at 5:25 p.m.

REPORTING OUT OF CLOSED SESSION

None.

ADJOURNMENT

There being no further business, Ms. Nahabedian adjourned the meeting at 5:25 p.m.

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Nayiri Nahabedian  
President, Board of Education

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Jennifer Freemon  
Clerk, Board of Education

Board of Education Minutes – Special Meeting, December 6, 2017

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

Approved by the Board of Education:

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CERTIFICATED PERSONNEL REPORT NO. 10

CONSENT CALENDAR NO. 2

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources/Director of Classified Personnel

SUBJECT: CERTIFICATED PERSONNEL REPORT NO. 10

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

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Maternity Leave of Absence</u>		
1.	Alaverdyan, Nune Teacher, Regular 1 <sup>st</sup> Grade Columbus Elementary	1/08/18 through 2/20/18
2.	Duir, Amy Teacher, Special Education RSP Wilson Middle School	2/19/18 through 4/02/18
<u>Extension of Maternity Leave of Absence</u>		
1.	Fujie, Chie Teacher, Regular FLAG – Japanese Verdugo Woodlands ES	10/02/17 through 12/20/17
2.	Hernandez, Pearl Teacher, Regular 5 <sup>th</sup> Grade Cerritos Elementary	11/27/17 through 1/26/18
<u>Health Leave of Absence</u>		
1.	Burkhart, Melinda Teacher, Regular 1 <sup>st</sup> Grade Lincoln Elementary	1/16/18 through 2/05/18

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Health Leave of Absence (Cont.)</u>			
2.	Chobanyan, Vera	Teacher, Early Education Columbus/Franklin Elementary EEELP	11/17/17 through 12/16/17
3.	Foster, Dennis	Teacher, Regular Construction Academy Glendale High School	10/31/17 through 12/31/17
4.	Savage, Suzanne	Teacher, Regular 5 <sup>th</sup> Grade La Crescenta Elementary	12/20/17 through 2/12/18
<u>Extension of Health Leave of Absence</u>			
1.	Dall, Mary	Teacher, Regular History Wilson Middle School	8/28/17 through 3/26/18
2.	Yu, Timothy J.	Teacher, Regular 6 <sup>th</sup> Grade Monte Vista Elementary	10/01/17 through 1/07/18
<u>Family &amp; Medical Leave of Absence</u>			
1.	Alaverdyan, Nune	Teacher, Regular 1 <sup>st</sup> Grade Columbus Elementary	1/08/18 through 3/16/18
2.	Burkhart, Melinda	Teacher, Regular 1 <sup>st</sup> Grade Lincoln Elementary	1/16/18 through 2/05/18
3.	Duir, Amy	Teacher, Special Education RSP Wilson Middle School	2/19/18 through 5/18/18
4.	Foster, Dennis	Teacher, Regular Construction Academy Glendale High School	10/31/17 through 12/31/17

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Family &amp; Medical Leave of Absence (Cont.)</u>		
5.	Savage, Suzanne Teacher, Regular 5 <sup>th</sup> Grade La Crescenta Elementary	12/20/17 through 2/12/18
<u>Extension of Family &amp; Medical Leave of Absence</u>		
1.	Fujie, Chie Teacher, Regular FLAG – Japanese Verdugo Woodlands ES	10/02/17 through 12/20/17
2.	Hernandez, Pearl Teacher, Regular 5 <sup>th</sup> Grade Cerritos Elementary	11/27/17 through 1/26/18
3.	Yu, Timothy J. Teacher, Regular 6 <sup>th</sup> Grade Monte Vista Elementary	10/01/17 through 1/07/18
<u>Parental Leave of Absence</u>		
1.	Valdez, Cynthia Teacher, Regular 2 <sup>nd</sup> Grade Edison Elementary	12/08/17 through 3/28/18
<u>Additional Assignment</u>		
1.	Stadel, Justin Counselor, as needed, to participate in training sessions and collaboration sessions. Hoover High School.	7/31/17 through 9/30/17 \$27.00 per hour Not to exceed 2 hours total Title I 01.0 30100.0 00000 31100 1232 0300000
<u>Election</u>		
1.	Gabai, Jessica Teacher, Temp Contract Franklin Elementary	12/01/17 through 6/07/18

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election (Cont.)</u>		
2.	Kazanjian, Nina Psychologist, Probationary 1 <sup>st</sup> year Special Education	Effective 12/11/17 205 days
<u>Election Hourly/Daily</u>		
1.	Abovian, Polet Aguilar, Alejandro Armbruster, Penny Arora, Surinder Austin, Annette Birtle, Kent Chaldaris, Tanya Echeverria, Diana Eleftheriadou, Mary Escobar, Marylou Flamenco, Maria Lorena Fong, Ann-Marie Garza, Nancy Gentile, Amy Hernandez Salazar, Lupe Huleis, Lana Ito, Shannon Kianian, Hilda Manalo, Michelle Martin Del Campo, Valentina Nushi, Rachelle Ortiz, Rafael Palmieri, Angela Peroomian, Caroline Petrossians, Arthur Petrossians, Taleen Reyes, Paola	Teachers, as needed, for after school academic intervention in the area of language arts or math. Muir Elementary.
		9/25/17 through 5/31/18 \$30.00 per hour for instruction \$27.00 per hour for preparation Not to exceed \$44,150.00 Title I – Alternative Support 01.0 30100.0 11100 10000 1130 4000865

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
2.	Asencio, Priya Baik, Alisa Baroutgian, Elizabeth Barrulas, Claudia M. Bender, Meghan Bilemjian, Lara H. Guerra, Tanya Johnstone, Mia Judd, Courtney Matalas, Amy Mortensen, Linda Muhamian, Malik Reinhardt, Shannon Schneider, Ute Simonyan, Angineh Torosyan, Liana Varuzhanyan, Lilit	Substitute teachers, as needed.  10/15/17 through 7/15/18 \$165.00 per day 01.0 00000.0 19004 10000 1160 0004615



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
3.	Extra-Curricular Assignments	Fall 2017-2018

CRESCENTA VALLEY HIGH SCHOOL

Allen, Megan	Pep Squad Coach
Clark, Grant	Golf (Head) – Girls
Dahlstrom, Ryan	Football (Frosh) – Boys
Dancer, Travis	Volleyball (Head) – Girls
Evans, Mark	Cross Country – Boys
Evans, Robert	Cross Country (Head) – Girls
Gossard, Dennis	Football – Boys
Gossard, Hudson	Football (JV/Asst.) – Boys
Harvey, Brett	Cross Country (Asst.) – Boys
Hughes, Dennis	Football – Boys
Hyun, Samuel	Tennis (Head) – Girls
Kim, Doil	Tennis (JV/Asst.) – Girls
Kim, Peter	Athletic Coordinator – Girls
Lowe, Alexander	Cross Country (JV/Asst.) – Girls
Mendoza, David	Athletic Coordinator – Boys
Mulcahey, Richard	Water Polo (Soph./Asst.) – Boys
Mulder, Kurt	Volleyball (JV/Asst.) – Girls
Nelson, John	Football – Boys
Sakonju, Jan	Water Polo – Boys
Samford, Mark	Football (Soph.) – Boys
Schilling, Paul	Football (Head) – Boys
Soto, Gianni	Pep Squad Coach

Position

Election Hourly/Daily (Cont.)

3.

GLENDALE HIGH SCHOOL

Bailey, Robert	Cross Country – Boys
Castro, Bernardo	Football (JV Asst.) – Boys
Eberhart, Alan	Athletic Coordinator – Boys
Maiale, George	Football (Head) – Boys
Maiale, Joseph	Football (JV/Asst.) – Boys
Martinez, Hector	Football (Soph.) – Boys
Pardo, Luigi	Football (Frosh.) – Boys
Reyes, Elliot	Football (Asst. Soph.) – Boys
Tinajero, Jonathan	Football (Frosh) – Boys
Vardanian, Narek	Water Polo – Boys
Vargas, Jonathan	Water Polo (Soph./Asst.) – Boys
Wells, Jaston	Football (Asst. Soph.) – Boys

HOOVER HIGH SCHOOL

Andrade, Claudio	Cross Country – Girls
Cohen, Debra	Tennis (JV/Asst.) – Girls
Connell, Brittany	Water Polo (Soph./Asst.) – Boys
Corley, Kinsley	Football (Asst.) – Boys
Dean, Aundre	Football (Asst.) – Boys
Holman, Jewel	Football (Frosh) – Boys
Jones, Terrance	Football (Head) – Boys
Klayman, Steve	Football (Asst. Soph.) – Boys
Lissebeck, Debra	Tennis (Head) – Girls
Mathlin, Joel	Football (JV/Asst.) – Boys
Miggins, Jimmy	Tennis (JV/Asst.) – Girls
Owens, Damion	Football (Soph.) – Boys
Sallakian, Jack	Cross Country – Boys
Seranian, Daniel	Volleyball (Head) – Girls
Toscano, Oscar	Volleyball (JV/Asst.) – Girls
Van Patten, John	Athletic Coordinator – Boys
	Athletic Coordinator – Girls
Walker, Austyn	Football (Asst.) – Boys
Witt, Kevin	Water Polo – Boys

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
4.	Garcia, Juan Carlos Longo, Stacy Ramos, Luz	Substitute teachers, as needed, to provide small group instructions 2-3 times a week for ELL in Foundational Literacy phonics, reading comprehension, decoding fluency, segmentation, blending and sight words to help increase student achievement. Edison Elementary.	11/27/17 through 5/31/18 \$30.00 per hour Not to exceed \$5,852.00 Title III – EL 01.0 42030.0 11100 10000 1130 2500673
5.	Bencze, Monica	Substitute Teacher, as needed, to assess language fluency of students applying for dual immersion in German. Franklin Elementary.	11/28/17 through 12/20/18 Daily substitute rate of pay Not to exceed 5 days FLAG Support Fund 01.0 00000.0 00000 21004 1130 0008682
6.	Chadwick, Janet	Retired Teacher, as needed, to provide Intervention to at-risk students. Valley View Elementary.	1/08/18 through 5/31/18 \$30.00 per hour to work with students. \$27.00 per hour for planning Not to exceed 130 hours/ \$3,900.00 total. Supplemental 01.0 01000.0 11100 10000 1130 4100000
7.	Molina, Gabrielle	Music Teacher, as needed, to plan and organize Elementary Honors Orchestra Program.	2/01/18 through 2/23/18 \$30.00 per hour Not to exceed 6 hours Instrumental Music 01.0 00000.0 17003 10000 1130 0005616

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
8.	Hartonian, Narineh Home/Hospital Teacher, as needed, for Special Education students.	10/26/17 through 6/06/18 \$30.00 per hour Home/Hospital Instruction 01.0 00000.0 19006 10000 1130 0000600
9.	Stroup, Matthew Teacher, Regular Audio visual programming/ production. Administrative Services/ Public Information.	8/14/17 through 12/21/17 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 00000 71004 1910 00000864
10.	Zobayan, Rita Substitute teacher, as needed, for intervention. Fremont Elementary.	12/12/17 through 6/06/18 \$30.00 per hour Not to exceed 120 hours/ \$3,600.00 Categorical – Title III EL 01.0 42030.0 11100 10000 1130 2800673

Additional Compensation

- The following teacher qualifies to receive the Doctoral Degree stipend of \$90.91 per month effective 1/01/18:

Sayer, Ian	FACTS Program
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Transportation Authorization

1.	Hartonian, Narineh Home/Hospital Teacher, as needed, for Special Education students.	10/26/17 through 6/06/18 53.50 cents per mile Mileage Reimbursement Special Education – Home Hospital Instruction 01.0 00000.0 19006 10000 5210 0000600
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	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report</u>		
1.	Revision to Board Report No. 4, September 5, 2017	
	<u>Page 11, Item 10</u>	
	Shammaa, Randa	7/01/17 through 6/29/18
	Sergile, Kara	\$33.00 per hour
	Substitute nurses, as needed.	Not to exceed \$30,000.00 total
	Health Services.	Health Services
		01.0 00000.0 00000 31401 1264
		0000681
	Change pay rate to read:	\$30.00 per hour
2.	Revision to Board Report No. 2, August 15, 2017	
	<u>Page 15, Item 5</u>	
	Various names	8/01/17 through 6/30/18
	Teachers, as needed, to provide extra supervision at lunchtime.	\$30.00 per hour
	Rosemont Middle School.	Not to exceed \$14,450.00
		School Law Enforcement Partnership
		01.0 07394.2 11100 10000 1130
		0600000
	Change account number to read:	01.0 00000.0 11309 10000 1130
		0600000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
3.	Revision to Board Report No. 4, September 5, 2017	
	<u>Page 9, Item 4</u>	
	Ames, Betsy	8/16/17 through 6/06/18
	Dube, Eileen	\$30.00 per hour
	Hakopian, Angel	Not to exceed \$10,000.00
	Hubanks, Darlene	01.0 30100.0 11100 10000 1130
	Kim, Karen	3100000
	Kim, Marianne	
	Mahoney, Bridget	
	Rosen, Susan	
	Add the following names:	
	Steiman, Amanda	
	Thomas, Carina	
4.	Revision to Board Report No. 6, October 3, 2017	
	<u>Page 5, Item 4</u>	
	<u>CVHS</u>	
	Hugo, Pia	9/01/17 through 6/30/18
	Markor, Kevin	\$30.00 per hour
	Peterson Babington,	Not to exceed 3 hours per week
	Janice	for ATS and 4 hours per week
	Sano, Dorothy	for Saturday School.
	Sheridan, Saul	Attendance and Welfare
		01.0 00000.0 19028 10000 1130
		0001682
	Add the following name:	
	Gregorian, Arin	

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

5. Revision to Board Report No. 18, May 9, 2017

Page 1, Item 1

Dziok, Nancy  
 Frakes, Kristin  
 Garrubba, Jennifer  
 Hall, Amber  
 Haydt, Christina  
 Hickman, Beverly  
 Leining, Carol  
 Schroeder, Kelly  
 Stephan, Melissa  
 Stout, Rachel

Teachers, as needed, for  
 science curriculum  
 planning.  
 Mountain Avenue ES.

6/03/17 through 8/11/17  
 Substitute rate of pay  
 Not to exceed \$2,200.00  
 Donation  
 01.0 95100.0 11100 100000 1160  
 3900000

Change dates to read:

6/03/17 through 12/21/17

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CLASSIFIED PERSONNEL REPORT NO. 9

CONSENT CALENDAR NO. 3

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources  
SUBJECT: CLASSIFIED PERSONNEL REPORT NO. 9

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

	<u>Location</u>	<u>Months/Hours, and Salary Rating</u>
<u>Family &amp; Medical Leave of Absence</u>		
1. <u>Director, Facility &amp; Support Operations</u> Smith, Christopher Kent	FASO	11/27/17 through 12/08/17
<u>Medical Leave of Absence</u>		
1. <u>Assistant Physically Handicapped</u> Gould, Breanna	Glenoaks	12/04/17 through 12/22/17
2. <u>Director, Facility &amp; Support Operations</u> Smith, Christopher Kent	FASO	11/27/17 through 12/08/17
3. <u>Physical Education Assistant</u> Geber-Todd, Monica	Verdugo Woodlands	12/14/17 through 03/14/18



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Extension of Medical Leave of Absence

1. Cafeteria Worker I  
 Aghakian, Armik                      Nutrition Services                      09/27/17 through 12/21/17
  
2. Education Assistant II  
 Zamanyan, Nvard                      La Crescenta                      09/20/17 through 01/03/18

Maternity Leave of Absence

1. Behavior Intervention Assistant  
 Issakhanian, Alina                      Special Education                      01/20/18 through 04/15/18

Election from Eligibility List

1. Account Clerk III  
 Davodian, Stella                      Financial Services                      12/04/17; 12/8; 21-5  
 01.0 00000.0 00000 72007 2410 0000669
  
2. Custodian I  
 Marquez, Roberto                      Administration                      11/01/17; 12/8; 11-1  
 01.0 00000.0 00000 81006 2211 0000640
  
3. Technology Support Technician  
 Montero, Margarito                      ETIS                      12/11/17; 12/8; 28-1  
 01.0 00000.0 00000 77001 2910 0000635

Termination - Abandonment

2017-cl-81589                      Effective 08/14/17  
 2017-cl-81577                      Effective 08/14/17

Termination - Disciplinary

2017-cl-81589                      Effective 11/27/17

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay</u>		
1. <u>Education Assistant I</u>		
Panosian, Maryam	EELP	08/16/17 through 06/30/18
Vargas, Edwin		Child Development Activities 12.0 61051.0 85000 10000 2160 0000671 Child Development Activities 12.0 61051.0 85000 10000 2130 0000671 Self Supporting Combined 01.0 91500.0 85000 10000 2130 0000671
2. <u>Multimedia Technology Assistant</u>		
Dow, Debbie	Keppel	10/27/17 Not to exceed 8 hours Professional Development Program 01.0-00000.0-11405-10000-2130-0008616

Change of Assignment

1. <u>Increase in Months/Hours</u>		
a. <u>Education Assistant I</u>		
Nersisyan, Norvard	Columbus From 9.25/3	12/01/17; 12/3.5 12.0 61051.0 85000 10000 2110 0000671
2. <u>Provisional Assignment</u>		
a. <u>Cook/Baker</u>		
Khechoomian, Frida	Crescenta Valley From Cafeteria Worker I 1-4	11/27/17 through 11/30/17 12/01/17 8 hours a day 9-2 13.0 53100.0 00000 37000 2212 0100000

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports

1. Revision to Personnel Report # 5, October 3, 2017,

Page 5, Item 4

Additional Assignment Temporary - At Established Rate of Pay

Education Assistant Intensive Support

Alvarez, Ashley	Special Education	09/05/17 through 06/07/18
Cuano, Mildred		Not to exceed 1.5 hours per week, each
Jimenez, Stephanie		Special Education-S&C-EAIS-General Fund
Ramos, Monica		01.0 05000.0 11100 10000 2130 0000600
Shahverdy, Narineh		

Change account to read:

01.0 05000.0 57707 11200 2130 0000600

2. Revision to Personnel Report #4, September 19, 2017

Page 2, Item 2

Additional Assignment Temporary - At Established Rate of Pay

Education Assistant Intensive Support

Rodriguez, Carmen	Roosevelt	08/21/17 through 06/06/18
		Not to exceed 35 minutes per day,
		4 days per week
		Special Education-S&C-EAIS-General Fund
		01.0 05000.0 11100 10000 2130 0000600

Change account to read:

01.0 05000.0 57707 11200 2130 0000600

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports - Continued

3. Revision to Personnel Report # 3, August 15, 2017

Page 22, Item 9

Additional Assignment Temporary - At an Established Rate of Pay

Education Assistant-Intensive Support

Agbayani, Ana	Special Education	08/14/17 through 06/07/18
Akter, Rashida		Not to exceed 1 hour a day,
Alvarez, Ashley		5 days a week, each
Anjelian, Satik		Special Education-S&C-EAIS-General Fund
Apelian, Valentina		01.0 05000.0 11100 10000 2130 0000600
Avedisian, Adrineh		
Avila, Maria Cruz		
Cuano, Mildred Lavarez		
Dagbashyan, Armineh		
Emirzyan, Virginia Gina		
Estrada, Jacqueline Padilla		
Estrada, Leticia		
Finer, David		
Garcia, Emilio Steven		
Garcia Cruz, Ramon		
Gardner, Stacey Leann		
Giacoletti, Wendy		
Godoy, Leonora		
Grigoryan, Areknaz		
Guirguis, Mari William		
Hagopian, Seta		
Henin, Enas Alfy		
Herrarte Geodana, Emily		
Jimenez, Stephanie		
Juarez, Isabel		
Kaloghlian, Lara		
Karakhanyan, Narine		
Keshishian, Arineh		
Khatun, Mahmuda		
Khodjasarian, Karmen		
Kirkman, Stephen Craig		
Lemus, Stephanie		
Lemus, Tania Lizbeth		

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports - Continued

3. Revision to Personnel Report # 3, August 15, 2017 - Continued

Education Assistant-Intensive Support - Continued

Leon Legendre, Roxana  
Mahan-Soto, James William  
Maldonado, Kathleen  
Martirosyan, Ashkhen  
Mazmanyanyan, Lilit  
Nazarian, Anahid  
Nunez, Roberto Carlos  
Pogosyan, Vardush  
Powdrill, James R.  
Puranan, Sara Siri  
Ramos, Monica  
Richardson, Richard  
Rivera, Lemuel Modesto  
Rodriguez, Carmen  
Rusenko, Michele Marie  
Sagar, Hina Deepak  
Sagar, Kosha  
Schroeder, Richard Adolf  
Shahverdy, Narineh  
Shelley, Morgan  
Snkhchyan, Angine  
Sosa, Esmeralda  
Tellez, Pedro Antonio  
Theoharides, Suzanna  
Valerio, Joseph Manuel  
Valerio, Judith Louise Neal  
Vartazarian Argetin, Adrineh  
Weisenberg, Patricia Lynn  
Wolf, Corina Kiara  
Yahya, Hera  
Yun, Sandra

Change account to read:

01.0 05000.0 57707 11200 2130 0000600

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports - Continued

4. Revision to Personnel Report # 1, July 18, 2017

Page 23, Item 1

Election of Classified/Non-Classified/Hourly Substitutes through 6/30/18

Noon Duty Aide

Boyajyan, Zarik

Brock, Maria

Chammas, Rehab

Diradourian, Searvart

Vahramian, Elma

Verdugo Woodlands

08/16/17 through 06/05/18

\$10.75 per hour

Not to exceed \$2,100.00 total

Supplemental

01.0 01000.0 11100 10000 2930 4200000

Add name to read:

Monico, Jorge

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election of Classified/Non-Classified/Hourly Substitutes through 6/30/18

1. Noon Duty Aides

Conner, Anne

Fremont

11/29/17 through 06/06/18

\$10.75 per hour

Educational Services

01.0 00000.0 19021 10000 2930 2700000

Personal Services Agreement

1. Gilbertson, David

Consultant,  
 as needed  
 to provide  
 Independent  
 Pshycho-  
 educational  
 assessments  
 to Special  
 Education  
 students

11/27/17 through 06/30/18

Not to exceed \$6,000.00 total

Special Education

01.0 65120.0 50011 21000 5811 0000600

2. Junker, Karen

Consultant,  
 as needed  
 to conduct  
 Restorative  
 Practices for  
 Small Group  
 Support Team  
 for the  
 Glendale  
 Unified School  
 District for the  
 2017-2018  
 school year

07/01/17 through 06/30/18

Not to exceed \$11,000.00 total

Title II - Part A

01.0 40352.0 11100 10000 5811 0000673

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 4

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

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The Superintendent recommends that “A” Form (Payroll Warrants) issued November 28, 2017 – December 5, 2017 as shown below totaling \$7,242,559.60, and “B” Form (Other than Payroll Warrants) issued November 1 - 30, 2017, totaling \$11,321,513.67 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
325-N	5454548 - 5454550	Classified	\$ 1,936.54
C1E-C	5458413 - 5458484	Certificated	6,739,410.88
333-C	5459689 5459689	Certificated	20.10
334-C	5459984 5459984	Certificated	4,387.41
C5E-C	5462469 5462545	Certificated	489,071.30
C5E-N	5462546 5462553	Classified	5,206.73
335-C	5465074 5465074	Certificated	1,687.23
335-N	5465075 5465076	Classified	839.41
<b>TOTAL</b>			<b>\$ <u>7,242,559.60</u></b>



GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
 NOVEMBER 1 THRU NOVEMBER 30, 2017

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
<b>1.0 GENERAL FUND</b>			
3932	OTHER DISTRICT PAID BENEFITS	2	\$ 2,830.07
4110	TEXTBOOKS	39	404,627.02
4210	BOOKS & OTHER REFERENCE MATERIAL	23	5,000.56
4220	LIBRARY BOOKS	8	1,048.45
4310	INST. MATERIALS & SUPPLIES	773	188,880.13
4312	INST. PERIODICALS & MAGAZINES	12	7,092.24
4350	OFFICE & OTHER SUPPLIES	268	127,258.62
4351	PRINTING & REPRODUCTION	20	53,816.35
4353	EDIBLE SUPPLIES	137	20,205.33
4360	TIRES, FUEL AND OIL	10	5,783.46
4370	CUSTODIAL/OPERATION SUPPLIES	120	16,278.29
4371	GROUND SUPPLIES	15	6,877.14
4380	MAINTENANCE SUPPLIES	11	4,172.11
4381	REPAIR SUPPLY & MATERIALS	159	90,298.90
4420	NON-CAP EQUIP -UNTAGGED	244	163,026.98
4430	NON-CAP EQUIP - TAGGED	24	86,616.63
5100	SUBAGREEMENT FOR SERVICES	2	11,042.25
5210	MILEAGE & CAR ALLOWANCES	52	4,763.53
5220	TRAVEL AND CONFERENCES	157	80,637.71
5310	DUES AND MEMEBERSHIPS	6	3,678.20
5311	CERTIFICATES AND LICENSES	2	105.00
5510	NATURAL GAS SERVICES	7	15,487.92
5520	ELECTRICITY SERVICES	47	406,507.04
5530	WATER	40	46,084.41
5561	TRASH DISPOSAL	4	1,739.35
5562	SEWER CHARGES	44	12,335.41
5610	RENTALS, LEASES AND REPAIRS	43	13,621.72
5630	REPAIRS	63	60,860.93
5804	NON-PUBLIC SCHOOL	20	98,276.96
5811	PERSONAL SERVICES	72	111,982.57
5812	NON-PSA SERVICE AGREEMENT	17	287,098.68
5813	UNIFORM SERVICES	1	2,752.20
5814	TRANSPORTATION	1	901.10
5815	OPERATING SERVICES	132	375,957.86
5816	NON-PUBLIC SCHOOL SERVICES	89	363,068.72
5821	LEGAL FEES	16	50,916.28
5823	SPEC ED LEGAL SETTLEMENTS	3	5,674.45
5825	AUDIT FEES	1	20,000.00
5852	NON-INSTRUCTIONAL, CONSULTANTS	6	15,433.33
5853	CONTRACTUAL SERVICES	1	2,237.80
5862	PHYSICALS FOR EMPLOYEES	11	5,877.71
5911	POSTAGE/UPS/FEDEX	6	640.70
5912	TELEPHONE	5	17,160.04

GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
 NOVEMBER 1 THRU NOVEMBER 30, 2017

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
5914	DATA LINE	1	32.59
6250	BUILDING CONSTRUCTION/IMPROV	1	6,801.98
7141	TUITION, EXS CST, SCH DIST	7	62,020.06
9320	STORES	2	16,821.27
9530	FRINGE BENEFITS SUBS - H&W	4	2,740,670.20
9551	SALES TAX PAYABLE	1	78.08
9552	USE TAX PAYABLE	65	5,542.50
9601	EMPLOYEE FINAL PAY LIABILITY	1	13.24
		-----	-----
		2,795	6,030,634.07
 <b>12.0 CHILD DEVELOPMENT FUND</b>			
4310	INST. MATERIALS & SUPPLIES	8	2,418.66
4350	OFFICE & OTHER SUPPLIES	9	623.92
4353	EDIBLE SUPPLIES	18	2,864.63
4370	CUSTODIAL/OPERATION SUPPLIES	2	134.76
4420	NON-CAP EQUIP -UNTAGGED	10	1,990.16
5210	MILEAGE & CAR ALLOWANCES	2	188.43
5220	TRAVEL AND CONFERENCES	20	726.88
5911	POSTAGE/UPS/FEDEX	3	48.93
8673	CHILD DEVELOPMENT PARENT FEES	11	1,789.00
9552	USE TAX PAYABLE	1	0.37
		-----	-----
		84	10,785.74
 <b>13.0 CAFETERIA FUND</b>			
4350	OFFICE & OTHER SUPPLIES	38	8,213.45
4360	TIRES, FUEL AND OIL	9	2,722.05
4380	MAINTENANCE SUPPLIES	7	1,148.04
4381	REPAIR SUPPLY & MATERIALS	4	882.00
4395	NON-FOOD SUPPLIES	14	40,136.94
4420	NON-CAP EQUIP -UNTAGGED	3	193.43
4430	NON-CAP EQUIP - TAGGED	1	745.55
4710	FOOD	84	311,760.20
5210	MILEAGE & CAR ALLOWANCES	3	503.58
5563	PEST CONTROL	1	968.10
5610	RENTALS, LEASES AND REPAIRS	6	9,769.35
5815	OPERATING SERVICES	20	10,793.85
5817	MONEY PICK-UPS	1	2,070.00
8634	FOOD SERVICE SALES	5	343.14

GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
 NOVEMBER 1 THRU NOVEMBER 30, 2017

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
9551	SALES TAX PAYABLE	2	221.01
9552	USE TAX PAYABLE	2	15.18
		----- 200	----- 390,485.87
 <b>21.1 MEASURE S PROJECTS FUND</b>			
4350	OFFICE & OTHER SUPPLIES	3	187.94
4420	NON-CAP EQUIP -UNTAGGED	9	441.76
4430	NON-CAP EQUIP - TAGGED	1	655.91
5210	MILEAGE & CAR ALLOWANCES	1	397.61
5590	OPERATIONS & OTH HOUSEKEEPING	1	58.65
5610	RENTALS, LEASES AND REPAIRS	1	224.28
5821	LEGAL FEES	1	6,850.25
6210	ARCHITECT FEES ON BUILDINGS	11	11,942.32
6250	BUILDING CONSTRUCTION/IMPROV	13	2,625,426.28
6252	OTHER CONSTRUCTION	17	20,358.40
6256	PORTABLE CLASSROOMS-INSTALL	3	139,645.89
6258	CONSULTANT COSTS	1	2,810.00
6275	CONST TSTNG ON BLDNGS & IMPROV	7	17,650.19
6280	BUILDING INSPECTIONS	5	49,750.00
6282	MOVING-STORAGE	1	4,403.75
6283	OTHER COST-FURNITURE & FIXTURE	5	40,795.44
6450	CMPTRS & OTHER CMPTR HARDWARE	2	8,719.35
9552	USE TAX PAYABLE	4	38.73
		----- 86	----- 2,930,356.75
 <b>21.2 CLEAN RENEWABLE ENERGY BONDS</b>			
5821	LEGAL FEES	1	344.50
6275	CONST TSTNG ON BLDNGS & IMPROV	1	1,010.00
		----- 2	----- 1,354.50
 <b>40.1 SPEC RESERVE - CAPITAL PROJECTS</b>			
5520	ELECTRICITY SERVICES	2	546.18
5530	WATER	1	862.44
5562	SEWER CHARGES	2	319.31
5610	RENTALS, LEASES AND REPAIRS	3	5,903.69
5630	REPAIRS	2	220.80
5815	OPERATING SERVICES	1	132.02
6210	ARCHITECT FEES ON BUILDINGS	2	30,357.50

GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
 NOVEMBER 1 THRU NOVEMBER 30, 2017

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
6250	BUILDING CONSTRUCTION/IMPROV	6	50,986.25
6293	PRINTING & DISTRIBUTION	3	265.16
9552	USE TAX PAYABLE	1	338.33
		-----	-----
		23	89,931.68
	<b>67.0 SELF-INSURANCE FUND</b>		
5872	DELTA ADMINISTRATIVE FEES	2	10,694.04
5873	VSP CLAIMS	13	31,795.70
5875	DELTA PAYMENTS	1	158,188.77
5877	MEDIMPACT CLAIMS	2	129.00
5878	MEDIMPACT PAYMENTS	2	450,802.77
		-----	-----
		20	651,610.28
	<b>67.1 WORKERS' COMPENSATION FUND</b>		
5852	NON-INSTRUCTIONAL, CONSULTANTS	1	11,814.92
		-----	-----
		1	11,814.92
	<b>67.2 EARLY RETIREMENT BENEFITS FUND</b>		
5815	OPERATING SERVICES	2	295,258.46
		-----	-----
		2	295,258.46
	<b>76.0 WARRANT PASS-THROUGH FUND</b>		
9517	VOLUNTARY DEDUCTIONS	17	564,640.40
9518	TAX SHELTER ANNUITY	1	342,785.00
9588	ROTH IRA-LACOE USED ONLY	1	1,856.00
		-----	-----
		19	909,281.40
	<b>TOTALS</b>	<b>3,232</b>	<b>\$ 11,321,513.67</b>
		=====	=====

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 5

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
PREPARED BY: Gioconda Padilla, Director, Procurement & Contract Services  
SUBJECT: **PURCHASE ORDER LISTING**

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The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$777,621.02 for the period of November 13, 2017 through November 24, 2017 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM NOVEMBER 13, 2017 THROUGH NOVEMBER 24, 2017.

<b>Funding Source</b>	<b>Number of Purchase Orders</b>	<b>Amount</b>
UNRESTRICTED RESOURCES	113	271,288.75
FEDERAL RESTRICTED RESOURCES	19	19,563.45
STATE RESTRICTED RESOURCES	41	357,166.31
LOCAL RESTRICTED RESOURCES	56	68,833.99
CHILD DEVELOPMENT FUND	4	651.98
FOOD SERVICES FUND	4	1,577.29
MEASURE S PROJECTS FUND	9	52,889.11
CLEAN RENEWABLE ENERGY BONDS	1	866.50
CAPITAL PROJECTS & IMPROVEMENT FUND	1	4,783.64
<b>TOTAL</b>	<b>248</b>	<b>\$777,621.02</b>

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PO NUMBER	UNRESTRICTED RESOURCES VENDOR	AMOUNT
0001010056	CITY OF GLENDALE BLANKET PURCHASE ORDER FOR DUPLICATING SERVICES - EDUCATIONAL SERVICES	1,558.88
0001010057	AMAZON CAPITAL SERVICES, INC.	317.54
0001010058	AMAZON CAPITAL SERVICES, INC.	56.94
0001010059	OFFICE DEPOT	25.01
0001010061	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	1,588.70
0001010210	FAGEN FRIEDMAN & FULFROST LLP BLANKET PURCHASE ORDER FOR PROFESSIONAL SERVICES - BUSINESS SERVICES	30,000.00
0001013860	OFFICE DEPOT	492.74
0001013862	CLEAN SWEEP SUPPLY CO INC	905.53
0001013863	MAINTEX	185.64
0001013864	APPLE COMPUTER	63.51
0001013865	AMAZON CAPITAL SERVICES, INC.	527.72
0001013868	LACOE- DIVISION OF STUDENT SUPPORT SERVICES SERVICE CONTRACT TO PROVIDE TRAINING TO 25 GUSD SCHOOLS - EDUCATIONAL SERVICES	97,500.00
0001013872	O.H. LYNN PRINTING	155.49
0001013873	MIRACLE PLAYGROUND SALES PLAYGROUND STRUCTURE REPLACEMENT PARTS - FACILITY & SUPPORT OPERATIONS	7,267.71
0001013875	HALO BRANDED SOLUTIONS OFFICE SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	1,120.82
0001013876	SHARP BUSINESS SYSTEMS	555.71
0001013880	LOS ANGELES TIMES	765.00
0001013882	CHARLES MUSIC	463.28
0001013883	LOS ANGELES TIMES	65.82
0001013888	CITY OF GLENDALE PUBLIC POOL FACILITY RENTAL - EDISON ELEMENTARY SCHOOL	3,400.00
0001013890	O.H. LYNN PRINTING	533.27
0001013897	STUDIO SPECTRUM, INC FOOTAGE AND POST VIDEO EDITING FOR BROADCAST - PUBLIC INFORMATION	6,145.00
0001013898	U.S. BANK ESCROW FUND - FINANCIAL SERVICES	1,000.00
0001013899	TEK TIME SYSTEMS, LLC	200.52

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001013902	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA COSTCO - FOOD PRODUCTS - VERDUGO WOODLANDS ELEMENTARY SCHOOL	87.43
0001013907	AMERICAN EXPRESS CPS NEWEGG.COM - COMPUTER SUPPLIES - HOOVER HIGH SCHOOL	27.36
0001013910	CERTIFIED CONTRACTING SERVICES SERVICE CONTRACT TO REMOVE DRYWALLS FROM RESTROOMS AT COLLEGE VIEW POOL AREA - FACILITY & SUPPORT OPERATIONS	4,190.00
0001013914	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA IFIXIT.COM - TOOLS - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	138.58
0001013917	AMERICAN EXPRESS CPS FRANK'S FAMOUS KITCHEN & CATERING - EDIBLES FOR MEETING - EDUCATIONAL SERVICES	382.00
0001013920	AMAZON CAPITAL SERVICES, INC.	10.91
0001013922	AMERICAN EXPRESS CPS SUPPLIES OUTLET.COM - BLANKET PURCHASE ORDER FOR DUPLICATING SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	1,200.00
0001013923	AMAZON CAPITAL SERVICES, INC.	31.27
0001013924	AMAZON CAPITAL SERVICES, INC.	948.54
0001013926	PEST OPTIONS INC PEST CONTROL SERVICES - FACILITY & SUPPORT OPERATIONS	10,561.51
0001013927	LESLIE'S POOL SUPPLIES	138.24
0001013928	MAINTEX CUSTODIAL SUPPLIES - FACILITY & SUPPORT OPERATIONS	2,078.60
0001013930	AIRGAS USA, LLC	154.00
0001013933	GLENDALE BUILDER'S SUPPLIES	176.31
0001013935	HOME DEPOT CREDIT SERVICES LANDSCAPING SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,609.30
0001013937	HTS	204.67
0001013938	IVS COMPUTER TECHNOLOGY AUDIOVISUAL EQUIPMENT AND INSTALLATION AT ROSEMONT MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	5,882.84
0001013941	WAXIE SANITARY SUPPLY OPERATIONS SUPPLIES - FACILITY & SUPPORT OPERATIONS	3,950.51

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001013942	AA1 GRAPHICS & SIGNS	542.03
0001013948	BIRD-B-GONE INC	548.59
0001013949	COUNTY SANITATION DISTRICT	323.83
0001013952	CAL BLEND SOILS, INC LANDSCAPING SUPPLIES - FACILITY & SUPPORT OPERATIONS	2,295.12
0001013959	STAINLESSDRAINS.COM	25.84
0001013968	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - SECONDARY SERVICES	1,679.56
0001013969	TIME-TEC, INC ATHLETIC EQUIPMENT REPAIRS - CLARK MAGNET HIGH SCHOOL	2,629.07
0001013970	CliftonLarsonAllen LLP PROFESSIONAL SERVICES - FINANCIAL SERVICES	20,000.00
0001013971	CliftonLarsonAllen LLP PROFESSIONAL SERVICES - FINANCIAL SERVICES	2,000.00
0001013973	SHARP BUSINESS SYSTEMS	213.95
0001013974	SHARP BUSINESS SYSTEMS	492.75
0001013975	TEEMS, EMILY CONSULTANT TO PROVIDE SOCIAL AND EMOTIONAL PLAYGROUND ENVIRONMENT - BALBOA ELEMENTARY SCHOOL, BOARD APPROVED 11/7/2017	6,300.00
0001013977	ALL AMERICAN SPORTS CORP. RECONDITIONING OF FOOTBALL HELMETS - SECONDARY SERVICES	10,426.20
0001013980	IBOOKPARK INC	213.45
0001013981	METAL CRAFT, INC. OFFICE SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,412.51
0001013983	REALLY GOOD STUFF	493.98
0001013986	MCGRAW-HILL EDUCATION BOOKS - EDUCATIONAL SERVICES	2,646.06
0001013992	LAGUNA CLAY CO	402.63
0001013993	LAKESHORE PLAYGROUND SUPPLIES - RD WHITE ELEMENTARY SCHOOL	1,036.09
0001013996	SCHOOL SPECIALTY	67.40
0001013997	SCHOOL SPECIALTY	242.60
0001014001	SCHOOL SPECIALTY	157.64
0001014002	TEXTBOOK WAREHOUSE BOOKS - HOOVER HIGH SCHOOL	2,230.52



PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001014005	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA HOME DEPOT - SMALL APPLIANCES - SECONDARY SERVICES	140.12
0001014008	ACSA FOUNDATION FOR EDUCATIONAL ADMIN CONFERENCE EXPENSES - HUMAN RESOURCES	1,275.00
0001014012	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ELDRIDGE PUBLISHING CO - INSTRUCTIONAL SUPPLIES - WILSON MIDDLE SCHOOL	455.81
0001014018	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA MONOPRICE.COM - COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	142.08
0001014019	AMERICAN EXPRESS CPS IKEA - INSTRUCTIONAL MATERIALS - LINCOLN ELEMENTARY SCHOOL	123.62
0001014020	CLEAN SWEEP SUPPLY CO INC	121.68
0001014021	MAINTEX	236.66
0001014022	PLS DIRECT	310.10
0001014024	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - GLENDALE HIGH SCHOOL	3,272.30
0001014029	OFFICE DEPOT	143.43
0001014031	JOURNEYED.COM INC	160.00
0001014032	GALE SUPPLY COMPANY	78.45
0001014033	GRAINGER	7.36
0001014034	OFFICE DEPOT	261.19
0001014035	AMAZON CAPITAL SERVICES, INC.	667.37
0001014036	AMAZON CAPITAL SERVICES, INC.	315.81
0001014037	OFFICE DEPOT	68.97
0001014040	SUPPLYWORKS CUSTODIAL SUPPLIES - WILSON MIDDLE SCHOOL	1,626.99
0001014041	GRAINGER	99.34
0001014042	OFFICE DEPOT	844.24
0001014045	WILLIAM V. MACGILL & CO.	95.36
0001014046	SCHOOL HEALTH CORP.	172.28
0001014049	O.H. LYNN PRINTING	60.23
0001014052	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA WALMART - CLASSROOM EQUIPMENT - ROSEMONT MIDDLE SCHOOL	65.37
0001014054	MAINTEX CLEANING SUPPLIES - WILSON MIDDLE SCHOOL	1,492.36
0001014057	OFFICE DEPOT	200.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001014058	SOUTHWEST SCHOOL & OFFICE BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - BALBOA ELEMENTARY SCHOOL	1,000.00
0001014059	O.H. LYNN PRINTING	111.69
0001014062	OFFICE DEPOT	481.96
0001014063	LACOE-CI&A DIVISION	600.00
0001014064	GAMETIME C/O GREAT WESTERN SERVICE CONTRACT TO MODIFY PLAYGROUND EQUIPMENT AT MOUNTAIN AVENUE ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	2,591.35
0001014070	SCHOOL HEALTH CORP.	102.93
0001014071	OFFICE DEPOT	267.38
0001014072	AMAZON CAPITAL SERVICES, INC.	427.07
0001014073	BUCKEYE CLEANING CENTERS	280.28
0001014074	BUCKEYE CLEANING CENTERS	467.13
0001014075	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - RD WHITE ELEMENTARY SCHOOL	1,202.21
0001014078	CULVER-NEWLIN, INC OFFICE FURNITURE - PROCUREMENT & CONTRACT SERVICES	1,379.70
0001014079	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - COLUMBUS ELEMENTARY SCHOOL	1,615.56
0001014080	CHAMPION CHEMICAL COMPANY	75.46
0001014082	CDW GOVERNMENT	384.35
0001014083	FRANK'S FAMOUS KITCHEN	243.63
0001014085	AMAZON CAPITAL SERVICES, INC.	228.17
0001014086	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA EBAY - INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	68.99
0001014087	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ECAMPUS.COM - BOOKS - CRESCENTA VALLEY HIGH SCHOOL	510.36
0001014088	AMERICAN EXPRESS CPS LIGHTPARTS - AUDITORIUM SUPPLIES - GLENDALE HIGH SCHOOL	213.67
0001014089	HOME DEPOT CREDIT SERVICES	214.02
1011654	VENDOR REGISTRY INC. ONLINE SERVICES - PROCUREMENT & CONTRACT SERVICES	3,340.00
	TOTAL	271,288.75

PO NUMBER	FEDERAL RESTRICTED RESOURCES VENDOR	AMOUNT
0001013866	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA CALIFORNIA DEPARTMENT OF EDUCATION - CONFERENCE EXPENSES - CATEGORICAL PROGRAMS	1,350.00
0001013867	NEWSELA, INC ANNUAL SUBSCRIPTION - CLARK MAGNET HIGH SCHOOL	8,000.00
0001013870	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA TWO-WAY BILINGUAL IMMERSION CONFERENCE - CONFERENCE EXPENSES - CATEGORICAL PROGRAMS	2,340.00
0001013871	BUREAU OF EDUCATION & RESEARCH	249.00
0001013912	SOLUTION TREE CONFERENCE EXPENSES - WILSON MIDDLE SCHOOL	1,378.00
0001013915	AMAZON CAPITAL SERVICES, INC.	71.16
0001013982	NCS PEARSON	99.80
0001013984	NCS PEARSON	59.28
0001013985	FUN AND FUNCTION	30.65
0001013995	OFFICE DEPOT	68.97
0001014004	MHS, INC INSTRUCTIONAL SUPPLIES - SPECIAL EDUCATION	2,777.78
0001014006	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA LEARNING WITHOUT TEARS - INSTRUCTIONAL SUPPLIES - FOOTHILL SELPA	645.49
0001014010	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ORIENTAL TRADING - INSTRUCTIONAL SUPPLIES - KEPPEL ELEMENTARY SCHOOL	571.07
0001014026	AMAZON CAPITAL SERVICES, INC.	15.45
0001014039	OFFICE DEPOT	397.50
0001014043	ATTAINMENT COMPANY	819.82
0001014051	REALLY GOOD STUFF	248.14
0001014061	ROSETTA STONE	412.50
0001014084	OFFICE DEPOT	28.84
	TOTAL	19,563.45
	STATE RESTRICTED RESOURCES	
0001013858	CERTIPORT SOFTWARE - SECONDARY SERVICES	2,087.30
0001013859	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - SECONDARY SERVICES	2,281.65
0001013869	VENTURA COUNTY-SELPA	750.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001013861	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA LOGAN ACTUATOR COMPANY - INSTRUCTIONAL SUPPLIES - SECONDARY SERVICES	89.70
0001013877	GLENDALE COMMUNITY COLLEGE REIMBURSEMENT OF FEES TO GLENDALE COMMUNITY COLLEGE - SECONDARY SERVICES	33,631.59
0001013878	CITY OF GLENDALE, VERDUGO CONSORTIUM REIMBURSEMENT OF FEES TO VERDUGO WORKFORCE DEVELOPMENT BOARD - SECONDARY SERVICES	5,065.15
0001013881	LOS ANGELES TIMES	252.00
0001013884	BURBANK UNIFIED SCHOOL DIST LOCAL EDUCATIONAL INTERAGENCY SERVICES - SPECIAL EDUCATION	21,157.06
0001013885	LA CANADA UNIFIED SCHOOL DISTRICT 2016-17 AB602 NET ADJUSTMENT - SPECIAL EDUCATION	20,896.00
0001013886	LA CANADA UNIFIED SCHOOL DISTRICT 2016-17 APPORTIONMENT ADJUSTMENT FOR MENTAL HEALTH - SPECIAL EDUCATION	7,644.00
0001013887	O.H. LYNN PRINTING	352.59
0001013889	KAREN JUNKER CONSULTANT TO CONDUCT RESTORATIVE PRACTICES CONSULTATION TO GUSD STAFF - EDUCATIONAL SERVICES, BOARD APPROVED 11/7/2017	9,000.00
0001013891	BURBANK UNIFIED SCHOOL DIST	462.00
0001013894	LA OPINION	302.50
0001013895	THE KOREA TIMES L.A., INC.	364.00
0001013896	ARMENIAN MEDIA NETWORK	219.00
0001013900	BURBANK UNIFIED SCHOOL DIST 2016-17 APPORTIONMENT ADJUSTMENT FOR MENTAL HEALTH - SPECIAL EDUCATION	11,861.00
0001013903	AMERICAN EXPRESS CPS JOHNNIE'S NY PIZZERIA - EDIBLES FOR PARENT FORUM - EEELP	71.68
0001013904	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ADAFRUIT.COM - INSTRUCTIONAL SUPPLIES - SECONDARY SERVICES	83.82
0001013906	HOME DEPOT CREDIT SERVICES	187.04

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001013913	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA LATHE INSERTS.COM - CLASSROOM EQUIPMENT - SECONDARY SERVICES	374.29
0001013964	AMAZON CAPITAL SERVICES, INC.	56.11
0001013972	TRANSCRIBING MARINERS BOOKS - FOOTHILL SELPA	1,992.35
0001013987	S & S WORLDWIDE	123.11
0001013990	S & S WORLDWIDE	178.69
0001013991	S & S WORLDWIDE	92.37
0001014007	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA UT AUSTIN - SUBSCRIPTIONS - CRESCENTA VALLEY HIGH SCHOOL	300.00
0001014011	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA TOWNSEND PRESS - BOOKS - SPECIAL EDUCATION	81.67
0001014013	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA HARBOR FREIGHT - INSTRUCTIONAL SUPPLIES AND EQUIPMENT - SECONDARY SERVICES	264.79
0001014016	SUNBELT STAFFING SERVICE AGREEMENT TO PROVIDE SPEECH, OT, PT, AND PSYCHOLOGICAL SERVICES - SPECIAL EDUCATION	100,000.00
0001014017	3CHORDS INC, DBA THERAPY TRAVELERS SERVICE AGREEMENT TO PROVIDE OT, PT AND PSYCHOLOGICAL SERVICES - SPECIAL EDUCATION	100,000.00
0001014030	N2Y STORE	177.54
0001014038	OFFICE DEPOT	393.37
0001014044	FREY	96.66
0001014047	PHONAK, LLC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	2,754.21
0001014048	PHONAK, LLC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	2,758.59
0001014050	CURRICULUM ASSOCIATES INC	428.02
0001014053	FREEDOM CONCEPTS USA, LLC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	3,613.29
0001014055	TRANSCRIBING MARINERS BOOKS - FOOTHILL SELPA	1,302.50

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001014060	YEN, WENDY SHEM CONSULTANT TO PROVIDE VISION THERAPY AND DEVELOPMENTAL VISION EVALUATION SERVICES - SPECIAL EDUCATION, BOARD APPROVED 11/7/2017	25,000.00
0001014081	GRAINGER	420.67
	TOTAL	----- 357,166.31
0001013856	LOCAL RESTRICTED RESOURCES DISCOVERY EDUCATION LICENSE FEES - MARSHALL ELEMENTARY SCHOOL	1,520.00
0001013874	CAMPBELL, SARA CONSULTANT TO PROVIDE MUSIC INSTRUCTION - MUIR ELEMENTARY SCHOOL	10,120.00
0001013892	4D, INC ONLINE SERVICES - CATEGORICAL PROGRAMS	1,206.50
0001013893	MC MASTER-CARR SUPPLY COMPANY INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,500.00
0001013901	DISCOVERY CUBE LA	908.00
0001013905	AMAZON CAPITAL SERVICES, INC.	40.08
0001013909	CALIFORNIA PAVING & GRADING CO., INC. SERVICE CONTRACT FOR ASPHALT REMOVAL AND DISPOSAL - FACILITY & SUPPORT OPERATIONS	19,000.00
0001013916	AMERICAN EXPRESS CPS WALMART - OFFICE SUPPLIES - EEELP	10.95
0001013918	AMERICAN EXPRESS CPS RALPH'S - FOOD PRODUCTS - SECONDARY SERVICES	2,000.00
0001013919	AMERICAN EXPRESS CPS USPS - POSTAGE STAMPS - CATEGORICAL PROGRAMS	296.00
0001013925	AMAZON CAPITAL SERVICES, INC.	158.63
0001013926	PEST OPTIONS INC	765.00
0001013929	ADI REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	2,044.57
0001013930	AIRGAS USA, LLC	324.71
0001013931	AUL PIPE & TUBING INC MAINTENANCE SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,509.51

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001013932	CERTIFIED WHOLESALE ELECTRIC	293.78
0001013933	GLENDALE BUILDER'S SUPPLIES	106.38
0001013934	GRAINGER	356.79
0001013936	H & H WHOLESALE PARTS	875.50
0001013939	KING'S CUSTOM SHEET METAL REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	1,392.94
0001013940	KAROL'S GENERAL GARAGE & BODY SHOP AUTOMOTIVE PARTS - FACILITY & SUPPORT OPERATIONS	2,615.37
0001013943	10,000 RPM, INC	197.10
0001013944	TOOL SHACK	90.78
0001013945	AMERICAN REFRIGERATION SUPPLIES	50.76
0001013946	EWING IRRIGATION PRODUCTS REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	1,166.02
0001013947	BEAUTY-KISS FLOOR & WINDOW	320.00
0001013950	CALIFORNIA QUALITY PLASTICS REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	1,341.59
0001013951	GYM FLOOR RESOURCE LLC	72.55
0001013953	HARTER SURFACES REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	1,543.09
0001013954	MOUSER ELECTRONICS INC	228.39
0001013955	MC MASTER-CARR SUPPLY COMPANY	608.07
0001013957	SCOTTY'S INDUSTRIAL PRODUCTS	58.69
0001013958	SPARTAN TOOL LLC	551.48
0001013960	TREMCO, INC.	534.62
0001013961	HUB CONSTRUCTION SPECIALTIES	37.78
0001013962	ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)	17.87
0001013963	LOS ANGELES COUNTY DEPARTMENT	324.00
0001013965	AMAZON CAPITAL SERVICES, INC.	31.00
0001013966	AMAZON CAPITAL SERVICES, INC.	170.32
0001013967	AMAZON CAPITAL SERVICES, INC.	140.00
0001013976	DEPARTMENT OF SOCIAL SERVICES	484.00
0001013978	EMBROIDME	734.16
0001013979	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	2,000.00
0001013989	S & S WORLDWIDE	364.87
0001013994	OFFICE DEPOT	69.95
0001013998	SCHOOL SPECIALTY	81.42
0001013999	SCHOOL SPECIALTY	121.76
0001014000	SCHOOL SPECIALTY	83.83
0001014003	O.H. LYNN PRINTING	31.76

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0001014009	M & R BOILER SERVICE SERVICE CONTRACT FOR BOILER TEST AND TUNE-UP AT GLENDALÉ HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	4,970.00
0001014023	PLS DIRECT	161.98
0001014025	OFFICE DEPOT	303.85
0001014069	COMPLETE BUSINESS SYSTEMS DUPLICATING SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	3,781.52
0001014076	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - EEELP	1,029.30
0001014077	US GAMES	49.20
0001014090	AMAZON CAPITAL SERVICES, INC.	37.57
	TOTAL	68,833.99
	CHILD DEVELOPMENT FUND	
0001013903	AMERICAN EXPRESS CPS JOHNNIE'S NY PIZZERIA - EDIBLES FOR PARENT FORUM - EEELP	143.32
0001013988	S & S WORLDWIDE	48.07
0001014014	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA DISCOUNT SCHOOL SUPPLY - INSTRUCTIONAL SUPPLIES - EEELP	290.00
0001014015	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA DISCOUNT SCHOOL SUPPLY - INSTRUCTIONAL SUPPLIES - EEELP	170.59
	TOTAL	651.98
	FOOD SERVICES FUND	
0001010060	AMAZON CAPITAL SERVICES, INC.	97.43
0001013857	AMAZON CAPITAL SERVICES, INC.	40.38
0001013956	REFRIGERATION HARDWARE SUPPLY CORP.	882.73
0001014056	HARRIS SCHOOL SOLUTIONS	556.75
	TOTAL	1,577.29



PO NUMBER	MEASURE S PROJECTS FUND VENDOR	AMOUNT
0001013879	MAINTEX CUSTODIAL SUPPLIES - LINCOLN ELEMENTARY SCHOOL	1,189.91
0001013911	CONTRACTORS CRANE SERVICE SERVICE CONTRACT TO RELOCATE EMERGENCY STORAGE CONTAINERS FROM FREMONT TO VALLEY VIEW ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	1,650.00
0001013921	AMAZON CAPITAL SERVICES, INC.	54.20
0001014027	PARAGON SYSTEMS INC	300.00
0001014028	PARAGON SYSTEMS INC SERVICE CONTRACT FOR DATA CABLING AND INSTALLATION OF A PROJECTOR AT VALLEY VIEW ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	4,995.00
0001014065	ORTCO INC SERVICE CONTRACT TO RESTORE PLAYGROUND EQUIPMENT AT VALLEY VIEW ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	16,000.00
0001014066	PARADISE CONSTRUCTION & CONTRACT MNGMT POST-CONSTRUCTION SERVICES TO HAUL AWAY BUNGALOWS AT RD WHITE ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	23,900.00
0001014067	NJP SPORTS, INC INSTALLATION OF WINDSCREENS AND FENCING AT EDISON ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	1,980.00
0001014068	GARCIA'S FENCE CORP. SERVICE CONTRACT FOR FENCING SERVICES - BALBOA ELEMENTARY SCHOOL	2,820.00
	TOTAL	----- 52,889.11
1003455	CLEAN RENEWABLE ENERGY BONDS ORBACH, HUFF SUAREZ & HENDERSON LLP	866.50
	TOTAL	----- 866.50
906157	CAPITAL PROJECTS & IMPROVEMENT FUND ARC (AMERICAN REPROGRAPHICS COMPANY,LLC) BLUEPRINT SERVICES - PLANNING, DEVELOPMENT & FACILITIES	4,783.64
	TOTAL	----- 4,783.64

**LIST OF PO CHANGE ORDERS  
DURING THE PERIOD OF 11/14/2017 THROUGH 11/24/2017  
CONSENT CALENDAR NO. 5 - DECEMBER 12, 2017**

<b>Date of Change</b>	<b>PO#</b>	<b>Vendor</b>	<b>Reason for Change</b>	<b>Original Amount</b>	<b>Net Increase / Decrease</b>	<b>New Total</b>
11/13/2017	0001013088	Stella Petros	Increase of \$6,000.00 to cover additional expenses, BOE: 11/7/2017	\$24,000.00	\$6,000.00	\$30,000.00
11/13/2017	0001011444	Paragon	Increase of \$5,000.00 to cover costs through 6/30/2018	\$5,000.00	\$5,000.00	\$10,000.00
11/13/2017	0001011806	Smart & Final	Increase of \$1,080.00 due to increase in number of authorized users	\$594.00	\$1,080.00	\$1,674.00
11/15/2017	0000901755	Swinerton	Increase of \$87,782.95 per Amendment #3, BOE 8/15/2017	\$10,214,130.50	\$87,782.95	\$10,301,913.45
11/20/2017	0001010700	Smart & Final	Increase of \$1,000.00 due to increase of authorized users	\$1,000.00	\$1,000.00	\$2,000.00
11/13/2017	0001008122	Porter Corp.	Increase of \$235.56 due to tax rate increase	\$38,096.20	\$235.56	\$38,331.76
11/13/2017	0001008124	Porter Corp.	Increase of \$235.56 due to tax rate increase	\$38,096.20	\$235.56	\$38,331.76
11/13/2017	0001010215	Toshiba Financial Services	Increase of \$300.00 to cover cost through 6/30/2018	\$3,600.00	\$300.00	\$3,900.00
11/14/2017	0001008247	Chalmers Construction Services	Increase of \$39,292.00 BOE:11/7/2017	\$222,900.00	\$39,292.00	\$262,192.00
11/20/2017	0001001427	Banner Bank	Increase of \$9,077.78 due to 5% bid amount retention, BOE:11/7/17	\$295,332.59	\$9,077.78	\$304,410.37
11/21/2017	0000906458	Chalmers Construction Services	Increase of \$172,477.88 per Change Order #3, BOE: 11/7/2017	\$5,611,319.16	\$172,477.88	\$5,783,797.04

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 6

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., 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, Restricted, Fund 21.1 and Fund 40.1.

GLENDALE UNIFIED SCHOOL DISTRICT  
 December 12, 2017  
 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	\$9,179
8910-8999 Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$9,179</b>

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$0
2000 Classified Salaries	\$0	\$7,465
3000 Employee Benefits	\$0	\$2,010
4000 Instructional Supplies	\$11,796	\$0
5000 Contract Services	(\$11,796)	\$0
6000 Capital Outlay	\$0	\$0
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$9,475</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>(\$296)</b>
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December 12, 2017  
 BUDGET TRANSFER AND ADJUSTMENT REPORT  
 CONSENT CALENDAR NO. 6  
 BUDGET TRANSFER AND ADJUSTMENT DETAIL REPORT  
 GENERAL FUND, UNRESTRICTED (01.0) Resource Codes 00000.0 thru 19999.0

BUDGET TRANSFERS

Dept./School	Program Description	1,000	2,000	3,000	4,000	5,000	6,000	7,000	9,000	Total	Transfer provides funds for:
CVHS	Instructional	0	0	0	8,796	(8,796)	0	0	0	\$0	Equipment
Toll	Instructional	0	0	0	3,000	(3,000)	0	0	0	\$0	Equipment
		0	0	0	0	0	0	0	0	\$0	
		\$0	\$0	\$0	\$11,796	(\$11,796)	\$0	\$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	0	7,465	2,010	0	0	0	0	0	\$9,475	Pep Squad Coaching Stipends
Rosemont	Instructional	0	0	0	0	0	0	0	(296)	(\$296)	To reverse entry (Board Report 11/28/17)
		0	0	0	0	0	0	0	0	\$0	
		\$0	\$7,465	\$2,010	\$0	\$0	\$0	\$0	(\$296)	\$9,179	

- Object Codes
- 1000 Certificated Salaries
  - 2000 Classified Salaries
  - 3000 Employee Benefits
  - 4000 Books & Supplies
  - 5000 Services & Other Operating Supplies
  - 6000 Capital Outlay
  - 7000 Other Outgo
  - 9000 Reserves

GLENDALE UNIFIED SCHOOL DISTRICT  
 December 12, 2017  
 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	\$135,963
8300-8599 Other State	\$0	\$0
8600-8799 Local	\$0	\$14,116
8910-8999 Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$150,079</b>

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$0
2000 Classified Salaries	\$0	\$0
3000 Employee Benefits	\$0	\$0
4000 Instructional Supplies	\$0	\$120,445
5000 Contract Services	\$0	\$31,683
6000 Capital Outlay	\$0	\$0
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$152,128</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>(\$2,049)</b>
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GLENDALE UNIFIED SCHOOL DISTRICT  
 December 12, 2017  
 CONSENT CALENDAR NO. 6  
 BUDGET TRANSFER AND ADJUSTMENT REPORT

Measure S Project Fund (21.1)

REVENUES	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099 Revenue Limit	\$0	\$0
8100-8299 Federal	\$0	\$0
8300-8599 Other State	\$0	\$0
8600-8799 Local	\$0	\$39,524
8910-8999 Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$39,524</b>

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$0
2000 Classified Salaries	\$0	\$0
3000 Employee Benefits	\$0	\$0
4000 Instructional Supplies	\$0	\$0
5000 Contract Services	\$0	\$0
6000 Capital Outlay	\$0	\$39,524
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$39,524</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>\$0</b>
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**GLENDALE UNIFIED SCHOOL DISTRICT**  
 December 12, 2017  
**CONSENT CALENDAR NO. 6**  
**BUDGET TRANSFER AND ADJUSTMENT DETAIL REPORT**  
**MEASURE S PROJECT FUND (21.1)**

**BUDGET TRANSFERS**

Dept.	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
		0	0	0	0	0	0	0	0	\$0	
<b>Total Budget Transfers</b>											

**BUDGET ADJUSTMENTS**

Dept./Site	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Adjustment appropriates funds for:
District	District-FASO	0	0	0	0	0	39,524	0	0	\$39,524	Clark Magnet HS (repairs)
<b>Total Budget Adjustments</b>											

- Object Codes
- |                          |  |                  |
|--------------------------|--|------------------|
| 1000 Certified Salaries  | 4000 Books & Supplies                    | 7000 Other Outgo |
| 2000 Classified Salaries | 5000 Services & Other Operating Supplies | 8000 Income      |
| 3000 Employee Benefits   | 6000 Capital Outlay                      | 9000 Reserves    |

GLENDALE UNIFIED SCHOOL DISTRICT  
 December 12, 2017  
 CONSENT CALENDAR NO. 6  
 BUDGET TRANSFER AND ADJUSTMENT REPORT

Capital Projects Fund (40.1)

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

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$0
2000 Classified Salaries	\$0	\$0
3000 Employee Benefits	\$0	\$0
4000 Instructional Supplies	\$0	\$0
5000 Contract Services	\$0	\$0
6000 Capital Outlay	\$0	\$9,500,000
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$9,500,000</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>(\$9,500,000)</b>
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**GLENDALE UNIFIED SCHOOL DISTRICT**  
 December 12, 2017  
**CONSENT CALENDAR NO. 6**  
 Capital Projects Fund (40.1) Unrestricted

**BUDGET TRANSFERS**

Dept.	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		0	0	0	0	0	0	0	0	0	
<b>Total Budget Transfers</b>											
<b>BUDGET ADJUSTMENTS</b>											
Dept./Site	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Revision appropriates funds for:
		\$0	\$0	\$0	\$0	\$0	\$9,500,000	\$0	\$0	\$0	
District	Colorado Street Property	0	0	0	0	0	9,500,000	0	(9,500,000)	0	Colorado Street Property
<b>Total Budget Adjustments</b>											

- Object Codes**
- 1000 Certificated Salaries
  - 2000 Classified Salaries
  - 3000 Employee Benefits
  - 4000 Books & Supplies
  - 5000 Services & Other Operating Supplies
  - 6000 Capital Outlay
  - 7000 Other Outgo
  - 9000 Reserves

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 7

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Craig Larimer, Financial Analyst

SUBJECT: **Transfer of Funds from the Unrestricted General Fund to the Routine and Restricted Maintenance Program**

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The Superintendent recommends that the Board of Education approve the transfer of \$8,541,602 from the Unrestricted General Fund to the Routine and Restricted Maintenance Program for 2017-18 school year.

To ensure that all school districts participating in the State School Facility program make necessary repairs, renewals and replacements, Education Code Section 17070.75 requires the establishment of a restricted account within the district's general fund for the exclusive purpose of providing moneys for ongoing and major maintenance of school buildings. Under this code section (and beginning with the 2000-01 fiscal year), a minimum deposit of at least three percent of a district's total general fund budget was to be placed into a separate account. This is a routine annual transfer and was reflected in the District's adopted budget.

The Routine and Restricted Maintenance transfer for 2017-18 is \$8,541,602 which represents the annual expenditure budget for the Facility and Support Operations Program.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 8

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Craig Larimer, Financial Analyst

SUBJECT: **Cash Transfer of Funds from the Capital Facilities Fund (25.0)  
to the Measure S Projects Fund (21.1)**

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The Superintendent recommends that the Board of Education approve the cash transfer of \$1,700,000 from the Capital Facilities Fund (25.0) to the Measure S Projects Fund (21.1).

On June 6, 2017, the Board of Education approved the budget allocation of Developer Fee funds for the Dunsmore Elementary School Portables Project for \$1,700,000.

This cash transfer from the Capital Facilities Fund (25.0) to the Measure S Projects Fund (21.1) represents approval of the accounting transaction of the \$1,700,000.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 9

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Agreement with Grant Thornton to Provide GASB 75 Actuarial Valuation Services for 2017-18**

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The Superintendent recommends that the Board of Education approve an agreement with Grant Thornton to provide GASB 75 Actuarial Valuation Services for 2017-18.

The importance of the identification and planning for the costs associated with retiree medical benefits has been addressed by the Governmental Accounting Standards Board (GASB 75).

Additionally, current state law (Chapter 650, Statutes of 1994) requires governing boards, on an annual basis, to certify to the county superintendent the estimated accrued but unfunded cost of health and welfare benefits provided to employees upon their retirement. The actuarial impact will be re-calculated utilizing current staffing and insurance rates.

Attached is the agreement for Board of Education approval to engage the services of Grant Thornton to perform the actuarial valuation. The fee in total will not exceed \$9,500 and will be charged to the Early Retirement Health Benefits Fund (67.2).



# Grant Thornton

November 29, 2017

Mr. Stephen Dickinson  
Chief Business and Financial Officer  
Glendale Unified School District  
223 North Jackson Street  
Glendale, CA 91206

Grant Thornton LLP  
Grant Thornton Tower  
171 North Clark Street, Suite 200  
Chicago, IL 60601-3370  
T 312.856.0200  
F 312.565.4719  
[www.GrantThornton.com](http://www.GrantThornton.com)

Dear Mr. Dickinson:

Grant Thornton LLP (“Grant Thornton,” “Firm,” or “we”) is pleased to provide tax services (the “Services”) to Glendale Unified School District (the “Company,” “Client,” or “you”). The purpose of this letter, Attachment A, and any related Statement(s) of Work (collectively, the “Agreement”), as defined below, is to confirm the scope and terms of our engagements.

The Agreement is intended to remain in effect indefinitely from November 29, 2017 (the “Effective Date”), unless terminated or modified in accordance with Attachment A. It is structured to facilitate serving both your current and future tax services needs by allowing multiple tax services to be provided under this Agreement through the execution of additional Statements of Work.

#### Providing our services

The Services we provide to you under this Agreement typically will be set forth in distinct Statements of Work signed by you or your authorized representatives and ours, specifying matters including scope, deliverables, timing, fees and payment terms. From time to time in the course of our relationship we may perform Services you request without a Statement of Work. We will not provide any Services unless you request us to do so. This Agreement will cover all Services rendered whether or not the parties execute a Statement of Work. Such Services will be billed at our standard hourly rates as appropriate or as otherwise agreed.

Attachment A is an important part of this Agreement. You should read it carefully.

If the Company fails to meet any undisputed payment obligation under this Agreement, Grant Thornton may immediately suspend performance of the Services. If we elect to suspend our performance due to non-payment, the Services will not be resumed until your account is paid as agreed, including the payment of any retainer that we may require for continuing services.

Our professional responsibilities

Our Services will be performed in accordance with the American Institute of Certified Public Accountants' Statements on Standards for Tax Services and other applicable professional standards, and applicable federal and state laws and regulations.

Professional and regulatory standards require us to secure your consent prior to providing any of your information to third-parties, including your request to allow workpaper access to third-parties. We will secure your written consent before sharing your information with any third-party.

Upon your request we will return documents you provided to us as well as provide copies of other information in our files to the extent required by applicable professional standards. You are solely responsible for maintaining your books and records, including retaining copies of filed tax returns, and should not rely on Grant Thornton as a record-keeper.

Generally, our Services will be based upon information furnished by the Company, and Grant Thornton will not evaluate or have any responsibility to verify independently the accuracy, completeness or sufficiency of any such information. However circumstances may arise where we, in our professional judgment, determine that additional fact gathering and due diligence on our part is required.

Unless expressly stated otherwise in a Statement of Work, any written advice we provide is limited to the matters and potential tax consequences specifically addressed therein, and not intended or written as advice on the application or potential application of any penalties that may be imposed under any federal, state, or foreign statute or regulation in any manner.

Term

This Agreement shall remain in full force and effect in accordance with its terms and conditions and shall constitute legal, valid, binding, and enforceable obligations of both Grant Thornton and the Company until terminated by either party in accordance with the termination provision set forth in Attachment A. Because applicable professional standards, law, and regulations may change in the future Grant Thornton reserves the right to amend this Agreement upon appropriate notice and your consent.



Other matters

Please confirm your acceptance of this Agreement by signing below and also signing the enclosed Statement(s) of Work, and returning the Agreement to me in the enclosed self-addressed envelope. We look forward to the opportunity to serve you.

Very truly yours,

**GRANT THORNTON LLP**



Carl R. Mowery  
Managing Director

Enc Attachment A  
Statement of Work

Agreed and accepted

The foregoing letter and Attachment A fully describes our understanding and is accepted by us.

**GLENDALE UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Cc: Craig Larimer, Financial Analyst

## ATTACHMENT A - STANDARD GRANT THORNTON LLP ENGAGEMENT TERMS

It is understood and agreed that the terms and conditions in this Attachment A refer to the Grant Thornton letter to which it is attached. The addressee of the letter, by signing the letter, has agreed to all of the terms and conditions in this Attachment A. In the event that there is a conflict between this Attachment A and the letter, including any Statements of Work, attachments, or amendments to the Agreement, the terms of Attachment A shall control. Any capitalized terms in this Attachment A that are not defined shall have the meanings in the letter.

1. Management Participation and Responsibilities. You will designate at least one management level individual who possesses the suitable skill, knowledge, experience, judgment, and willingness to be responsible for overseeing the Services on your behalf. You will be solely responsible for applying independent business judgment with respect to the Services, including without limitation, establishing and monitoring the performance of the Services to ensure the objectives have been met, evaluating the adequacy of the engagement and any recommendations made, exclusively rendering decisions that involve management functions related to the engagement, accepting full responsibility for decisions on implementation or other further course(s) of action, and establishing and maintaining internal controls. Moreover, you will in all events remain responsible for the care and control of your premises, for all internal books and recordkeeping, for establishing and maintaining effective internal control systems and for all management functions, responsibilities and decisions.

2. Business Risk Allocations. The terms of this Section 2 shall apply regardless of the nature of any claim asserted (including but not limited to contract, statute, tort, strict liability, or any form of negligence, whether by you, Grant Thornton, or others) but such terms shall not apply to the extent finally determined to be contrary to any applicable law.

(a) Limitation of Liability. With respect to the Services and this Agreement generally, the liability of Grant Thornton and its present and former partners, principals, directors, employees, agents and contractors (collectively referred to as the "Grant Thornton Firm") for all claims, including but not limited to the Grant Thornton Firm's own negligence, shall not exceed the fees payable for the portion of the work giving rise to such liability. This limitation shall not apply to the extent that it is finally determined that any claims, losses, or damages are the result of the Grant Thornton Firm's willful misconduct or fraud.

**(b) IN NO EVENT SHALL THE GRANT THORNTON FIRM BE LIABLE FOR, AND YOU HEREBY WAIVE, ANY INDIRECT, SPECIAL, CONSEQUENTIAL, INCIDENTAL, OR EXEMPLARY DAMAGES OR LOSS, INCLUDING WITHOUT LIMITATION, ANY LOST PROFITS, TAXES, INTEREST, PENALTIES, LOSS OF SAVINGS, OR LOST BUSINESS OPPORTUNITY.**

In responding to any claim asserted, the Grant Thornton Firm shall avail itself of any defense available to it under applicable law, but in no event shall the aggregate liability of the Grant Thornton Firm for any claims, losses or damages related to this Agreement exceed an amount that is proportional to the relative fault of the Grant Thornton Firm that is finally determined to have caused your losses.

(c) Indemnity. You shall, upon the receipt of written notice, indemnify, defend and hold harmless the Grant Thornton Firm from and against any liability, damages, fees, expenses, losses, demands and costs (including reasonable defense costs) associated with any claim arising from or relating to: (i) your misrepresentations; (ii) any third party claims related to Services provided under this Agreement; or (iii) false or incomplete information provided to us by you or your agents. You agree to reimburse the Grant Thornton Firm for all reasonable expenses including reasonable attorney's fees and expenses, as they are incurred in connection with the investigation of, preparation for, or defense of, any pending or threatened claim or action or proceeding arising from this Agreement, whether or not the Grant Thornton Firm is a party.

(d) Limitation on Period to File Claims. It is expressly agreed that any claim by or on behalf of either party arising out of the Services, whether it be in contract, tort, or otherwise, shall be deemed waived if a claim is asserted more than two years from the date that the Deliverable is issued.

3. Use of Documentation and Reliance. Our professional standards require us to maintain sufficient documentation to support our work. This documentation may include copies of your information. However to the extent that we have copies of your information, we will protect and safeguard your information from unauthorized disclosure.

You agree to protect all data, materials, deliverables and reports, and opinions delivered to you (the “Deliverables”) from unauthorized use and prevent disclosure of the Deliverables to unauthorized third parties who may rely on them. Moreover, you agree that we have not and shall not be deemed to assume any duties or obligations to any third party, including without limitation an affiliate, subsidiary, parent company or shareholders, partners, members, creditors or any third party beneficiaries. Taxing jurisdictions are not considered third parties with respect to tax filings contemplated in a Statement of Work.

Our Deliverables will be based on our interpretation of the federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities, in effect when we provide our deliverables. All of these authorities are subject to change, and such change may be retroactive or prospective in effect. We assume no responsibility to either advise you of, or to update our conclusions, for changes in respect to federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities. As a result, evaluation of our Deliverables shall be based solely on its substantial conformance with any standards or specifications expressly set forth in this Agreement and applicable law and any claim of nonconformance must be clearly and convincingly shown.

4. Third Party Proceedings. Unless expressly provided for in a Statement of Work, our Services do not include giving testimony or appearing or participating in discovery proceedings, in administrative hearings, in court, or in other legal or regulatory inquiries or proceedings. Moreover, our costs, expenses and time spent in legal and regulatory matters or proceedings arising from this Agreement to which we are not a party and the Services are not at issue, such as subpoenas, testimony, bankruptcy filings or proceedings, consultation involving private litigation, arbitration, government or industry regulation inquiries, whether made at your request or the request of a third party or by subpoena or equivalent, will be billed to you separately at our then current rates.

5. Access to Resources and Information. Unless specified in a Statement of Work as the responsibility of Grant Thornton to provide, you shall have obtained for us on a timely basis any internal and third party permissions, licenses or approvals that are required for us to perform the Services contemplated hereunder (including use of any necessary software or data). You shall also provide us, on a timely basis, with such information, approvals and assistance as may be necessary to our work or as we may reasonably request, and our personnel assigned to any work hereunder shall not be assumed or deemed to have knowledge of information provided to others, whether external to or within the Grant Thornton Firm.

6. Term and Termination. This Agreement will commence on the Effective Date and it will not expire, unless earlier terminated as provided in this Attachment A. We shall each have the right to terminate this Agreement, in whole or in part, at any time without further obligation to the other by giving not less than thirty (30) days written notice to the other party; provided that in-process Statements of Work shall be completed, except in the event of an uncured, material breach. Further, Grant Thornton shall have the right to terminate this Agreement if it discovers practices by you that we deem dishonest, fraudulent, or illegal; or we determine that the American Institute of Certified Public Accountants, Public Company Accounting Oversight Board, Securities and Exchange Commission, or other applicable rules or professional standards result in the Grant Thornton Firm’s inability to complete the work, the Grant Thornton Firm may terminate the applicable Statement of Work or this Agreement. In the event that either party terminates this Agreement or any or all Statements of Work as set forth in this section, you agree to pay us for the Services, including out-of-pocket expenses and costs, rendered up to the date of such termination.

7. Grant Thornton International Limited – A Global Organization of Independent Firms. Grant Thornton LLP is the U.S. member of Grant Thornton International Ltd (“GTIL”), a global organization of member firms in more than 100 countries. Member firms are not part of one international partnership or otherwise legal partners with each other. There is no common ownership, control, governance, or agency relationship between member firms. However, from time to time, Grant Thornton affiliates or GTIL member firms may provide services in support of this Agreement. If GTIL member firms or Grant Thornton affiliates participate in providing Services under this Agreement, the terms of this Attachment A shall apply for the benefit of such GTIL member firms or Grant Thornton affiliates with respect to any work performed by them under this Agreement.

8. Electronic communications. During the course of our engagement, we may need to electronically transmit confidential information to each other and to third-party service providers or other entities engaged by either Grant Thornton or you. Electronic methods include telephones, cell phones, e-mail, and fax. These technologies provide a fast and convenient way to communicate. However, all forms of electronic communication have inherent security weaknesses, and the risk of compromised confidentiality cannot be eliminated. You agree to the use of electronic methods to transmit and receive information, including confidential information.

9. Privacy. Grant Thornton is committed to protecting personal information. We will maintain such information in confidence in accordance with professional standards and governing laws. Therefore, any personal information provided to us by the Company will be kept confidential and not disclosed to any third party unless expressly permitted by the Company or required by law, regulation, legal process, or professional standards. The Company is responsible for obtaining, pursuant to law or regulation, consents from parties that provided the Company with their personal information, which will be obtained, used, and disclosed by Grant Thornton for its required purposes.

Notwithstanding anything to the contrary herein, Grant Thornton imposes no conditions of confidentiality on any information it provides to you to the extent that it concerns the tax structure or tax treatment of any transaction.

10. Basis for Our Conclusions. Our conclusions are limited solely to the matters for which we were engaged. No conclusions should be inferred as to any matters not specifically covered in the Agreement. Further, the conclusions are based upon the facts and information presented by you and may be inapplicable if the actual facts differ from those presented in any respect.

You represent that we may rely on the following, to the extent applicable, without verification.

- (a) All original documents, signatures and copies of documents provided by you are authentic.
- (b) When only drafts of pertinent documents are available, the executed versions of the draft documents will not vary materially from the ones provided by you for examination.
- (c) There are no inconsistent or adverse facts that are not otherwise provided by you and not apparent from the face of the documents that we have relied upon.
- (d) All legal documents necessary to perform the services have been duly and validly authorized, approved and executed by the appropriate persons.

With respect to (a) – (d) above, you hereby agree not to sue the Grant Thornton Firm and release the Grant Thornton Firm from all claims, whether known or unknown, liability, damages, fees, expenses and costs (including defense costs) relating to the Services that arise or relate to any information provided by you, your personnel or agents, that is misleading, incomplete, or not current.

11. Dispute resolution. In the unlikely event that differences arise in connection with the validity, enforceability, performance or breach of this Agreement or our fees, either of us may request mediation in writing. Any mediation shall be assisted by a neutral mediator acceptable to you and Grant Thornton and each of us will use our best efforts to discuss our respective positions and resolve any dispute.

The parties may disclose facts during the mediation in an attempt to resolve the dispute. Any facts disclosed will be in furtherance of settlement and maintained as confidential by all parties. The parties agree to conclude mediation within sixty (60) days from receipt of the written notice unless the parties jointly agree to extend, terminate or waive mediation. Each party will each pay its own costs of mediation but will share equally the fees and expenses of the mediator.

In the event that mediation is not successful, we both recognize that the matter will probably involve complex business or accounting issues that would be decided most equitably to us both by a judge hearing evidence without a jury. Accordingly, to the extent now or hereafter permitted by applicable law, the parties agree to waive any right to trial by jury in any action, proceeding or counterclaim arising out of or relating to the Services or this Agreement.

If the above jury trial waiver is determined to be prohibited by applicable law, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Grant Thornton office providing the relevant Services is located unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act ("FAA") and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the American Arbitration Association ("AAA"), except that no pre-hearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from AAA, JAMS, the Center for Public Resources or any other internationally or nationally-recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within 15 days of the parties' agreement to terminate or waive mediation, and arbitration will thereafter proceed expeditiously. The arbitration will be conducted before a single arbitrator, experienced in accounting and tax matters. The arbitrator shall have no authority to award non-monetary, equitable relief and will not have the right to award punitive damages. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential mediation or arbitration.

12. General.

- (a) Neither party shall assign any rights, obligations or claims relating to this Agreement.
- (b) Neither party shall be liable for any delay or failure in performance due to circumstances beyond its reasonable control.
- (c) Except for GTIL member firms and Grant Thornton affiliates, no third-party beneficiaries are intended under this Agreement.
- (d) Neither party shall use the other's name, service marks, or trademarks without prior written consent.
- (e) This Agreement, including its formation and the parties' respective rights and duties and all disputes that might arise from or in connection with this Agreement or its subject matter, shall be governed by and construed in accordance with the laws of Illinois, without giving effect to conflicts of laws rules. The parties consent to the personal jurisdiction of the courts of the state where the Grant Thornton office performing the Services is located and the United States District Court for the District of such state, and the parties waive objection to venue in any of these courts.

- (f) Each party is an independent contractor with respect to the other and shall not be construed as having a trustee, joint venture, agency or fiduciary relationship.
- (g) If any portion of this Agreement is held invalid, it is agreed that such invalidity shall not affect any of the remaining portions. Furthermore, if the Services are subject to the independence rules of the U.S. Securities and Exchange Commission (“SEC”) with respect to you, such that any provision in this Agreement would impair our independence under the SEC’s rules, such provision shall, to that extent, be of no further force and effect and the Agreement shall consist of the remaining provisions.
- (h) This Agreement, including any other incorporated attachments, sets forth the entire understanding between and among the parties regarding the Services and supersedes all prior and contemporaneous agreements, arrangements and communications and may not be modified or amended, except by the mutual written agreement of both parties.
- (i) The clauses regarding liability limitations, third party proceedings, indemnification and resolution of differences shall survive any termination of this Agreement.

13. Personnel. During the term of this Agreement and for a period of one (1) year after the Services are completed, we both agree not to solicit, directly or indirectly, or hire, the other’s personnel participating on an engagement without express written consent. If this provision is violated, the violating party will pay the other party a fee equal to the hired person’s annual salary in effect at the time of the violation to reimburse the estimated costs of hiring and training replacement personnel, unless the individual is hired in response to a general advertisement made available to the public.

14. Successors and Affiliates. Recognizing that at times Grant Thornton’s work may pertain not only to you but also to various subsidiaries, affiliates, advisors and contractors, partnerships, companies, trusts or foundations, you agree, as may be requested by Grant Thornton from time to time (including subsequent to completion of the Services), to obtain written acceptance of the terms of this Agreement. Furthermore, you represent and warrant that this Agreement shall be binding on each party hereto and on each of your respective subsidiaries, successors, assigns and legal representatives.

15. Reportable Transactions. Taxpayers are required to disclose their participation in certain types of transactions (“Reportable Transactions”) on forms filed with their federal income tax returns and/or with the IRS Office of Tax Shelter Analysis, and with agencies of certain states that impose similar requirements. Failure to adhere to Reportable Transaction disclosure and filing requirements may result in the imposition of significant penalties under applicable federal and/or state law. We may be a “Material Advisor” with regard to Services provided to you and we may be subject to our own federal and/or state reporting, registration and list maintenance obligations, which are separate and independent of any taxpayer disclosure obligation. We may be required to maintain and disclose to applicable federal and/or state regulatory agencies certain information regarding your participation in a Reportable Transaction, including your name and federal identification number, and other information as required.

Except as specifically stated in this Agreement, Grant Thornton does not assume any obligation to express any opinion on, provide any advice related to, or identify from any information provided by you or obtained by us during the course of providing Services to you under this Agreement, whether any particular transaction is a Reportable Transaction or the potential consequences of non-compliance with disclosure and filing requirements pertaining to a Reportable Transaction. Reliance on any opinion or advice we may provide regarding whether a transaction is or is not a Reportable Transaction and /or any disclosure and filing requirements may not avoid the imposition of any penalty imposed on you under federal or state law for the failure to comply with such disclosure and filing obligations.

16. Privileges Relating to Taxpayer Communications. Any advice given by Grant Thornton with respect to a matter that is within the scope of our authority to practice before the IRS may be privileged under federal and state laws. This privilege may be asserted in any non-criminal tax matter before the IRS and in any non-criminal tax

proceeding in Federal court and may be asserted to the extent such communication would be considered privileged communication if it were between a taxpayer and an attorney. At your sole cost and expense, we will cooperate with your efforts to assert taxpayer privileges when we receive a demand or inquiry for your information to the extent required by law.

**Glendale Unified School District**  
**Statement of Work for GASB 75 Actuarial Services**  
**(For Tax Compliance Engagements Not Subject to the SEC Independence Rules)**

This Statement of Work (“Statement of Work”) dated November 29, 2017 becomes a part of and is subject to the terms and conditions of the Agreement dated November 29, 2017 between Glendale Unified School District (“Client,” “Company,” or “you”) and Grant Thornton LLP (“Grant Thornton,” “Firm,” or “we”). Any capitalized terms that are not defined in this Statement of Work shall have the meanings in the Agreement.

The purpose of this Statement of Work is to describe the scope of services (“Services”) the Company is requesting Grant Thornton to perform, and to set forth the agreed fee, timing and other matters related to the Services.

The services we will provide

The Services we will provide under this Statement of Work consist of actuarial and benefits advisory services related to your offered post-employment benefits other than pensions (OPEB) for the fiscal year 2017/2018. Specifically, Grant Thornton shall provide the following actuarial and consulting services related to compliance with GASB 75 accounting and financial reporting for your OPEB plans:

- Grant Thornton shall assist you by providing actuarial valuation and consulting services related to all OPEB plans identified;
- Facilitate the selection of reasonable actuarial assumptions for purposes of GASB 75 compliance;  
Develop annual OPEB costs and Net OPEB Liability for financial reporting purposes according to GASB 75;
- Present results to the relevant audience within your group telephonically; and,
- Prepare a written actuarial valuation summary documenting the results under GASB 75.

Specific steps necessary to satisfy the accounting and financial reporting standards of employers mandated under GASB 75 include:

Data review

Utilizing accurate participant data and claims information is essential for an OPEB actuarial valuation. This task involves analyzing the relevant participant census and claims data for reasonableness and integrity. All data from you is to be complete and accurate. If errors and inconsistencies are identified, you will correct and resubmit for valuation.



In order to complete this task, we will:

- Discuss the data collection procedures with appropriate Client personnel;
- Provide a spreadsheet that you will populate with
- Review plan provisions and research any alternative plans that may exist – if any alternative plans exist, they will be considered out of scope.

For financial reporting purposes under GASB 75, a full actuarial valuation is required at least biennially for OPEB plans. This allowance grants you the option to follow a three year actuarial valuation cycle. In years one and three a full actuarial valuation is completed to determine the OPEB costs and liabilities and in year two the OPEB costs and liabilities are estimated by rolling forward the year one valuation results. Collecting and analyzing claims and participant census data will occur every other year, unless there are significant changes in the plan or covered population. A new valuation should be performed if, since the previous full valuation, there has been a change in the accounting standard, significant changes in benefit provisions, the size or composition of the population covered by the plan, or other factors that impact long-term assumptions.

#### Determination of Actuarial Assumptions

The selection of actuarial assumptions will be guided by applicable actuarial standards. This involves an analysis of the actuarial assumptions (both economic and non-economic). The final assumptions are selected by you and we will perform a review and provide information which will enable you to select the appropriate actuarial assumptions as required under the GASB standards.

We will:

- Analyze plan claims experience, to the extent that credible experience data are available, and the underlying cause of any recent premium rate fluctuations if necessary;
- As appropriate, provide a range of reasonable assumptions to be used in calculating the OPEB liabilities; and
- Increase your understanding of the assumptions used by Grant Thornton in its actuarial valuation.
- Discuss the assumptions with you and your members personnel to gain an understanding of the various issues impacting the assumptions; and
- Compare those assumptions with the assumptions used by other public organizations.

#### Actuarial Valuation

This task incorporates the agreed upon actuarial assumptions and various actuarial methods to determine the OPEB costs and liabilities. We will:

- Establish an actuarial model for evaluating benefit liabilities under the substantive plan (the plan as understood by you and plan members); and
- Calculate and measure the present value of projected benefits, normal cost, actuarial accrued liability, actuarial value of assets, etc.

#### Preparation of GASB Accounting Information

This task incorporates the agreed upon actuarial assumptions and various actuarial methods to determine the OPEB costs and liabilities. We will:

- Calculate the applicable Total and Net OPEB Liabilities, the sources of changes, the applicable fiscal year OPEB Expense, etc.; and
- Prepare exhibits for employer financial reporting (GASB 75).

#### Actuarial Valuation Report and Recommendations

This task involves preparing an actuarial valuation report containing:

- Executive summary of results;
- Exhibits containing information relevant to satisfying disclosure requirements under GASB 75;
- Summary of census data;
- Summary of actuarial assumptions; and
- Summary of plan provisions.

In addition, Grant Thornton will include telephonic support with the auditor to discuss the report.

#### Engagement Team

Your engagement team for this scope of work will include:

- Carl Mowery, Managing Director, will oversee the client relationship and the quality of the work. His direct telephone number is 312.602.9147.
- Brett Schwab, ASA, EA, FCA, MAAA, Director and Lead Actuary, who will oversee and review the actuarial work. His direct telephone number is 312.602.8134.

#### Delivering the services

Prior to the commencement of work, we will discuss with you and/or management to establish expected timeframe and deliverables for Services listed above, including management's role and the additional resources allocated to the project.

#### Limitations

Our responsibility under this Statement of Work extends only to Services we expressly agree to provide herein. Our responsibility does not include, for example, studies, detailed research or analysis not specifically set forth in this Statement of Work. If such items arise or you request additional Services we will provide you a fee estimate and a new Statement of Work before we invest significant professional time.

Additionally, Grant Thornton may use third-parties to provide administrative and operational support to Grant Thornton business operations. All of these third party service providers are subject to confidentiality obligations to protect the confidential of client data.

## Fees and payment terms

<u>Service</u>	<u>Fixed Fee</u>
Fiscal Year 2017/2018 (full valuation)	\$7,250

If requested, our fees for the preparation and presentation of materials related to the July 1, 2017-June 30, 2018 fiscal year GASB 75 actuarial valuation at requested Board Meeting will be \$2,250.

The above fixed fee is based upon the following assumptions:

- Grant Thornton receives timely and complete information from the Client.
- The participant data is provided to Grant Thornton in a form compatible with Microsoft Excel or Access and the format provided by Grant Thornton.
- The scope of the engagement does not expand beyond that described in this proposal.

We will discuss with you circumstances that require us to do additional work which may include, but are not limited to, work to satisfy our obligations under applicable professional standards including additional fact gathering, analysis and preparation of disclosure forms, unforeseen scope changes include additional state returns or previously unidentified transactions or tax positions requiring analysis, and late or incomplete client provided information. If it appears that the state fee will be exceeded, we will consult with you before continuing with the engagement.

## Entire agreement

This Statement of Work represents the parties' entire understanding with respect to the Services in this document. This Statement of Work does not modify or amend the Agreement. In the event of a conflict between this Statement of Work, Attachment A – Standard Grant Thornton LLP Terms and Conditions, and any other exhibit or attachment included in the Agreement, the terms of the Attachment A shall govern.

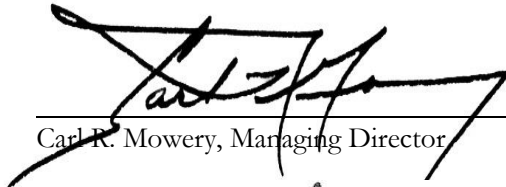
Agreed and accepted  
The undersigned hereby agree to the terms and conditions as set forth above.

**GLENDALE UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**GRANT THORNTON LLP**

  
\_\_\_\_\_  
Carl K. Mowery, Managing Director

Date: November 29, 2017

  
\_\_\_\_\_  
Brett Schwab, ASA, EA, FCA, MAAA  
Director and Lead Actuary

Date: November 29, 2017

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 10

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Gioconda Padilla, Director, Procurement & Contract Services

SUBJECT: **Extension of RFP Number P-18 16/17 for Security Guard Services at Various Sites**

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The Superintendent recommends that the Board of Education approve extension of RFP No. P-18 16/17 for security guard services at various sites with Absolute International Security (Covina) and American Guard Services, Inc. (Carson).

The Board of Education, at its meeting on December 13, 2016, approved the award of the RFP for security guard services at various sites to Absolute International Security and American Guard Services, Inc. as service providers. In accordance with established procedures, Procurement completed solicitation of proposals from qualified vendors for security guard services at schools and other District locations. Security guards are used on our campuses to secure facilities and enhance student safety.

Due to the increase in the minimum wage rate pursuant to the Living Wage Act, both companies are increasing their rates for 2018-2019. It is recommended to approve the increase effective January 1, 2018:

Absolute International Security	\$18.50/hr.
American Guard Services	\$17.69/hr.

Furthermore, it is recommended to approve the contract extension effective February 1, 2018, through January 31, 2019. Thereafter, the contract may be annually renewed by mutual consent for additional three (3) years, pursuant to California Education Code Section 17596.

Funding for these services has been incorporated within the District's General Fund (Fund 01.0). RFP details are available for review in the Procurement & Contract Services Department.



# ABSOLUTE INTERNATIONAL SECURITY

A Proud Member of  
**CALSAGA**



November 22, 2017

Glendale Unified School District  
223 N. Jackson St.  
Glendale, CA 91206  
Attn: Gilda Keshishyan

Re: Letter of intent to Continue the Security Services for The Year (January 01, 2018 – December 31, 2018)

Dear Ms. Keshishyan,

**This letter serves as the confirmation that Absolute International Security intent to continue the security services at Glendale Unified School District for the year (January 1, 2018 – December 31, 2018). We are proud to serve your school district and greatly appreciate this opportunity.**

The billing rate will increase from \$16.48 to **\$18.50** per hour effective January 1, 2018. Due to the increase in the minimum wage to \$12.00 in LA City and County, we have been forced to raise our billing rate. This increase is in direct relation to the costs of maintaining the lower turnover of our guards and company's operations. The raise in the hourly wage of \$1.00 means an incremental in direct costs of \$0.46 (taxes, insurance premiums, and benefits) and indirect costs in \$0.11, that is affecting our original cost in a 14.27%. This differential exceeds the break-even point to keep operating in an efficient way. In addition, the minimum wage will continue to increase yearly till it reaches \$15.00 per hour.

Thank you again for understanding. AIS values the business relationship that we have established during this year. We will continue to put our great efforts and be sure to bring the services above and beyond to the school district.

Sincerely,

Lisa Phan  
Controller  
Absolute Security International, Inc.

4255 Tyler Ave El Monte, CA 91731

Telephone: (626) 858-7188    Facsimile: (626) 858-2882    Toll Free: (866) 969-7188





# American Guard Services

Corporate Headquarters  
1299 E. Artesia Blvd, Suite 200  
Carson, CA 90746  
Phone: (800) 662-7372



November 22, 2017

Gilda Keshishyan, Purchasing Agent  
Glendale Unified School District  
223 N. Jackson Street  
Glendale, CA 91206

RE: Extension of the Contract - RFP No. P-18-16/17

*Referring to you email dated November 22, 2017, please note that American Guard Services, Inc. is pleased to renew its contract with Glendale Unified School District for another year. As per the contract, AGS is requesting a price increase of 4.41 percent as detailed below. Accordingly, the unit rates would change as follows:*

### Current rates

Item	Position	Hourly Rate	OT/holiday
A	unarmed guard	\$ 16.94	\$ 23.55
B	unarmed vehicle patrol	\$ 17.74	\$ 24.66

### Requested rates

Item	Position	Hourly Rate	OT/holiday
A	unarmed guard	\$ 17.69	\$ 24.59
B	unarmed vehicle patrol	\$ 18.52	\$ 25.75

This represents a 4.41 percent increase which accounts for the market conditions stemming from the California state mandated minimum wage increase which takes effect on January 1, 2018 and the Los Angeles County mandated minimum wage increase which took effect in July 2017.

Respectfully,

*Sherif Assol, President*  
*American Guard Services, Inc.*  
*1299 E. Artesia Blvd. Suite 200*  
*Carson, CA 90746*  
*alyshia@americanguardservices.com*

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 11

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of Notice of Completion with Harris Steel Fence Co., Inc. for Bid No. 142-16/17 for Balboa Elementary School Perimeter Fence Project**

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The Superintendent recommends that the Board of Education approve the Notice of Completion with Harris Steel Fence Co. Inc., for Bid No. 142-16/17, for Balboa Elementary School Perimeter Fence Project.

On April 11, 2017, the Board of Education approved the award of Bid No. 142 – 16/17 for Balboa Elementary School perimeter fence replacement to Harris Steel Fence Co. Inc., in the amount of \$141,477.00. On September 19, 2017, the Board of Education approved a Credit Change Order No. 1 for (\$31,379.00) which accounts for a deletion in scope. This changed the original contract total to \$110,098.

The project was completed in a satisfactory manner as of November 25, 2017 for a total cost of \$110,098.00

This project is funded by Measure S – Balboa ORG funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.



Recording Requested by  
Glendale Unified School District.

When recorded please mail to:

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

(Space above this line for Recorders Use)

### **NOTICE OF COMPLETION**

**PROPERTY:** Balboa Elementary School  
**ADDRESS:** 1844 Bel Aire Drive  
Glendale, California 91201

**OWNER:** Glendale Unified School District  
223 N. Jackson Street  
Glendale, California 91206

**IMPROVEMENT:** Perimeter Fencing Project  
**DATE of COMPLETION:** November 25, 2017  
**CONTRACTOR:** Harris Steel Fence Co., Inc.  
**CONTRACT DATE:** April 12, 2017  
**BOARD APPROVAL:** April 11, 2017

### **VERIFICATION**

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

Executed on December 13, 2017 at Glendale, California

Tony Barrios  
**Glendale Unified School District**  
Executive Director, Planning, Development and Facilities

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 12

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of Notice of Completion with Crosby Plumbing Inc., for Bid No. 151-16/17, for Fire Hydrant Line Connection at Dunsmore Elementary School**

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The Superintendent recommends that the Board of Education approve a Notice of Completion with Crosby Plumbing Inc., for Bid No. 142-16/17 for Fire Hydrant Line Connection at Dunsmore Elementary School.

On June 6, 2017, the Board of Education approved the award of Bid No. 151-16/17 to Crosby Plumbing, Inc. for Fire Hydrant Line Connection at Dunsmore Elementary School in the amount of \$148,500.00. On December 12, 2017, the Board of Education approved Change Order No. 1 in the amount of \$14,710.00.

The project was completed in a satisfactory manner as of July 19, 2017 for a total cost of \$163,210.00.

This project is funded by Developer Fees – Dunsmore Portables. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

Recording Requested by  
Glendale Unified School District.

When recorded please mail to:

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

(Space above this line for Recorders Use)

### **NOTICE OF COMPLETION**

**PROPERTY:** Dunsmore Elementary School  
**ADDRESS:** 4717 Dunsmore Ave.  
La Crescenta, California 91214

**OWNER:** Glendale Unified School District  
223 N. Jackson Street  
Glendale, California 91206

**IMPROVEMENT:** Fire Hydrant Line Connection – Bid No. 151-16/17  
**DATE of COMPLETION:** July 19, 2017  
**CONTRACTOR:** Crosby Plumbing, Inc.  
**CONTRACT DATE:** June 8, 2017  
**BOARD APPROVAL:** June 6, 2017

### **VERIFICATION**

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

Executed on December 13, 2017 at Glendale, California

Tony Barrios  
**Glendale Unified School District**  
Executive Director, Planning, Development and Facilities

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Interim Chief Business and Financial Officer

PREPARED BY: Tony Barrios, Executive Director: Planning, Development and Facilities

SUBJECT: **Approval of FASO Summer Projects (Deferred Maintenance) List – 2018**

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The Superintendent recommends that the Board of Education approve the FASO Summer Projects (Deferred Maintenance) List for summer 2018.

Each year, Facility and Support Operations (FASO) staff compiles a list of prioritized Deferred Maintenance projects that focus on necessary student & staff safety and physical plant repairs. This list of work is prioritized based on the needs of each school and is paramount to the ongoing operations of our school sites.

In November 2012, the Board approved an annual allocation of \$1.5M in Measure S funding to continue the Deferred Maintenance program. On May 3, 2016, the Board approved the continued funding of \$1.5M Deferred Maintenance projects for seven (7) years, until 2023. The attached 2018-2019 Measure S – Summer Projects (Deferred Maintenance) List is within the previously approved budget of \$1,500,000.

This project is funded by Measure S – Summer Projects fund. The Superintendent's Facility Advisory Committee supports this recommendation.

# SUMMER PROJECTS 2018

Facility	Project	Cost
Cloud	Replace main plumbing	\$40,000.00
CVHS	Replace the weight room flooring	\$40,000.00
CVHS	Repair the emergency lighting systems	\$80,000.00
CVHS	Replace and modernize the elevator controls in the 5000 Bldg.	\$95,000.00
Edison	Replace monument sign with Marque sign. Monument sign was removed due to structural failure	\$25,000.00
GHS	Replace/ rebuild bleachers in main gym	\$85,000.00
GHS	Restore landscaping in the Art Quad area	\$65,000.00
GHS	Repair and Renovation of score board in Moyse Stadium	\$50,000.00
GHS	Replace obsolete phone system.	\$40,000.00
GHS - JWPAC	Replace dimmer racks/Unison Architectural control unit, Headset system, and moving stage lighting system.	\$125,000.00
Hoover	Repaint small gym and other various exterior areas	\$100,000.00
Monte Vista	Paint exterior of all buildings	\$125,000.00
Monte Vista	Re roof lunch shelter, install new gutters and downspouts all Buildings	\$60,000.00
Toll	Remove and Replace Asphalt on Playground	\$180,000.00
Verdugo Woodlands	Replace obsolete phone system.	\$30,000.00
Wilson	Remove showers in girls locker room and replace lockers in both Boys and Girls	\$225,000.00
Wilson	Repair ceilings in athletic areas	\$85,000.00
	Contingency?	\$50,000.00

**\$1,500,000.00**

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 14

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
SUBJECT: **Authorization to Dispose of Surplus Property**

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The Superintendent recommends that the Board of Education declare the following items located at Wilson Middle School as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.

- Twenty-five (25) student desks
- Following Physical Education equipment:

Quantity	Description of Item	GUSD Bar Code
6	Spin Bike	SBVN0810-C07840 SBVN0810-C07852 SBVN0810-C07833 SBVN0810-C07847 SBVN0810-C07819 SBVN0810-C07826
1	Treadmill	No Bar Code
1	Elliptical Pro 370	F08086800318-0
1	Leg Press	TLP-195-02/05/02
1	Chest Press	No Bard Code
1	Lat. Pull Down	TLM-852WS-11100
1	Lat. Pull Down	TLM-852X-012502
2	Soccer Goals	No Bar Code

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
Stephen Dickinson, Chief Business and Financial Officer  
Phyllis Ishisaka, Executive Assistant to the Superintendent

SUBJECT: **Approval of New or Revised Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, Instruction, and Bylaws of the Board**

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The Superintendent recommends that the Board of Education approve new or revisions to existing Board Policies (BP)/Administrative Regulations (AR) BP/AR 0520.2 (Title I Improvement Schools); BP/AR 3513.9 (Use of Unmanned Aerial Systems (UAS)/Drones; BP 3513.4 (Drug and Alcohol Free Schools); BP 6141.2 (Recognition of Religious Beliefs and Customs); BP 6145.5 (Student Organizations and Equal Access); and BP 9323 (Meeting Conduct) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP/AR 0520.2 – Title I Program Improvement Schools**

CSBA Update October 2017 (deletion)  
Last GUSD Update November 2010

CSBA has deleted the Board Policy and Administrative Regulation (AR) as federal program improvement requirements have been suspended for the 2017-18 school year and will, beginning in the 2018-19 school year, be replaced by a new system of comprehensive and targeted improvement established by the Every Student Succeeds Act. This deletion of policy and regulations will be included in an upcoming Information Item at a future Board meeting so as to inform the public of the change of policy.

**BP/AR 3513.4 – Use of Unmanned Aerial Systems (UAS)/Drones – Change to BP/AR 3513.9**

CSBA Update: No Existing CSBA Policy  
Last GUSD Update: January 2017

The Board of Education, at its meeting on January 17, 2017, adopted new BP/AR 3513.4 – Use of Unmanned Aerial Systems (UAS)/Drones. Since there was no CSBA policy on this topic, staff assigned Board Policy and Administrative Regulation number 3513.4 for this policy.

Recently, the District received a CSBA policy update, which included a new Board Policy 3513.4 regarding Drug and Alcohol Free Schools. Therefore, the current GUSD BP/AR 3513.4 regarding Use of Unmanned Aerial Systems (UAS)/Drones is being changed to **BP/AR 3513.9** so that GUSD can follow the CSBA recommendation to have BP 3513.4 for the new Drug and Alcohol Free Schools policy.

**BP 3513.4 – Drug and Alcohol Free Schools**

CSBA Update:           October 2017  
Last GUSD Update:    N/A

The new Board Policy 3513.4 prohibits the possession, use, or sale of drugs or alcohol by any person on district property and addresses enforcement and discipline for violation of this policy. This Policy also reflects new law (Proposition 64, 2016) which prohibits any person from possessing, smoking, or ingesting cannabis on school grounds while children are present.

**BP 6141.2           Recognition of Religious Beliefs and Customs**

CSBA Update:           March 2004  
Last GUSD Update:    October 2002

Revisions to Board Policy 6141.2 are being made to align to current CSBA language and legal references. Once approved, the accompanying Administrative Regulations will also be updated.

**BP 6145.5 – Student Organizations and Equal Access**

CSBA Update            March 2008  
Last GUSD Update      October 2002

Revisions to Board Policy 6145.5 are being made to use California School Boards Association (CSBA) language and legal references. A new administrative regulation will be presented upon approval of the Board Policy revisions.



**Board Policy 9323 – Meeting Conduct**

CSBA Update: December 2016

Last GUSD Update: June 2003

At the November 7 Board of Education meeting, the Board asked that BB 9323 be brought back for a second reading to discuss further how much time should be allowed for speakers to address the Board during public comment. The section in question reads as follows: *Individual speakers shall be allowed five minutes to address the Board on each agenda or nonagenda item. A speaker's allotted time cannot be deferred to another speaker. The Board shall limit the total time for public input on each item to 20 minutes.*

With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

Upon approval of the policies, updates to the accompanying Administrative Regulations will be made as needed following current District procedures.

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

The Governing Board is committed to enabling all District students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the Board shall assist all District schools, including those receiving federal Title I funds, to achieve Adequate Yearly Progress (AYP), as defined by the State Board of Education.

Whenever a District school is identified by the California Department of Education as in need of program improvement (PI), the Superintendent or designee shall ensure that school improvement efforts are coordinated and aligned. He/she shall also ensure revision of the school's Single Plan for Student Achievement in accordance with law and as specified in administrative regulation.

Whenever a District school is identified for PI, the District must allow, in Year 1 of PI and in subsequent years, all students in that school to transfer to another District school or charter school that has not been identified for PI. In addition to the transfer option, the District must arrange for Supplemental Educational Services for eligible students in schools that are in Year 2 of PI and beyond. For schools in Year 3 of PI and beyond, other corrective actions and/or restructuring must also be implemented, as detailed in Administrative Regulation 0520.2.

The district is required to set aside an amount equal to at least 20 percent of District Title I funds to pay for Program Improvement costs related to Supplemental Educational Services (SES) and transportation for student transfers. Districts have some discretion as to how much is spent on each purpose, provided that at least 5 percent of the District's total Title I allocation is allotted to each purpose. The District may spend less if the demand is met. The District may, but is not required to, use non-Title I funds or additional federal, state, or local sources of funding for these purposes if the demand for services exceeds 20 percent.

Administrative costs cannot be counted in these amounts. However, the cost of determining outreach and assistance to parents/guardians concerning their choice to transfer their child or to request SES may be included within specified limits. If the District does not meet its 20 percent spending obligation in a given school year, it must spend the unexpended amount on these purposes in the subsequent school year, unless it meets specified criteria as detailed in Administrative Regulation 0520.2.

Depending on the length of time a District school has been identified for PI, the District shall provide opportunities for student transfers, Supplemental Educational Services, other corrective actions, and/or restructuring in accordance with law.

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

Program Evaluation

Any district receiving Title I, Part A funds must prepare and disseminate an annual report card which includes specified information regarding student achievement on statewide academic assessments, indicators of AYP, whether the District or District schools have been identified for PI, graduation rates, and teacher qualifications. Districts must report the most recent available academic achievement results in grades 4 and 8 on the National Assessment of Educational Progress reading and mathematics assessments. The report cards must include the percentage of students at each achievement level, for the total student population and for each numerically significant subgroup, and participation rates for students with disabilities and English learners.

The District is allowed to incorporate the information into the School Accountability Report Card (SARC).

The Board shall annually review the Adequate Yearly Progress (AYP) of each District school based on state academic assessments and other indicators specified in the state plan for the No Child Left Behind Act. The Superintendent or designee shall publicize and disseminate the results of this review to parents/guardians, principals, schools, and the community so that the instructional program can be continually refined to help all students meet state academic standards.

The Board and Superintendent or designee also shall review the effectiveness of the actions and activities carried out by PI schools with respect to parental involvement, professional development, and other PI activities.

As necessary based on the results of these evaluations, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement (SPSA), allocate additional resources toward the implementation of the SPSA, and/or require more frequent monitoring of the school's progress in order to raise student achievement.

Legal Reference: Education Code, Sections 60642.5, 60850-60856  
US Code, Title 20, Sections 6301, 6311-6313, 6316, 7912  
Federal Regulations, Title 34, Sections 200.13-200.20, 200.30-200.53

Policy Adopted: 09/11/2007

Policy Amended: 11/03/2010; 12/12/2017 (deleted)

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

Definitions

Adequate yearly progress (AYP) is a series of annual academic performance goals, as defined by the State Board of Education, that incorporate student participation levels on state assessments, minimum required percentages of students scoring at the proficient level or above on English language arts and mathematics state assessments, high school graduation rates, and growth on the state's Academic Performance Index (API).

Numerically significant subgroups include economically disadvantaged students, students from major racial and ethnic groups, students with disabilities, and students with limited English proficiency, when the number of students in the subgroup is sufficient to yield statistically reliable results.

A Program Improvement (PI) school is a school receiving federal Title I funds that has failed to make AYP for each of two consecutive school years in the same content area (i.e., English-language arts or mathematics) schoolwide or for any numerically significant subgroup, or has failed to make AYP on the same additional indicator (i.e., API for all schools or, for high schools, graduation rate) schoolwide.

Year 1 Program Improvement

When any Title I school is identified for Year 1 PI:

1. The Superintendent or designee shall provide students enrolled in the school the option of transferring to another district school or charter school that has not been identified for PI, as described below under "Student Transfers."
2. The principal and school community shall revise the school's Single Plan for Student Achievement (SPSA) in accordance with 20 USC 6316, and present it for approval by the Governing Board.
3. Within 45 days of receiving the SPSA, the Board shall establish a peer review process to assist with the review of the plan, work with the school as necessary, and approve the plan if it meets the requirements of law.
4. The school shall implement the SPSA no later than the beginning of the next full school year following the school's identification for PI, or, if the SPSA has not been approved prior to beginning the school year, immediately upon approval of the plan.

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

5. As the school develops and implements the SPSA, the Superintendent or designee shall ensure that the school receives technical assistance either from the district, the California Department of Education (CDE), an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in:
  - a. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the SPSA.
  - b. Identifying and implementing professional development, instructional strategies, and methods of instruction that are based on scientifically-based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI.
  - c. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status.

Year 2 Program Improvement

For any Title I school that fails to make AYP by the end of the first full school year after being identified for PI, the Superintendent or designee shall:

1. Continue to provide all students enrolled in the school the option of transferring to another District school or charter school that has not been identified for PI, as described below under "Student Transfers"
2. Arrange for the provision of Supplemental Educational Services (SES) to eligible students from low-income families by a provider with a demonstrated record of effectiveness, as described below under "Supplemental Educational Services"
3. Continue to provide for technical assistance

Year 3 Program Improvement: Corrective Action

When a school continues to fail to make AYP by the end of the second full school year after identification for PI (four consecutive years of failure to make AYP), the Superintendent or

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

designee shall continue to provide all elements of Year 1 and Year 2 PI. In addition, the Board shall take at least one of the following corrective actions:

1. Replace school staff relevant to the failure
2. Implement a new curriculum and related professional development
3. Significantly decrease management authority at the school level
4. Appoint an outside expert to advise the school
5. Extend the school year or school day for the school
6. Restructure the internal organization of the school

Year 4 Program Improvement and Beyond: Restructuring

For any school that continues to fail to make AYP after one full year of corrective action, the Superintendent or designee shall continue to provide all students enrolled in the school with the option to transfer to another District school or charter school and continue to make Supplemental Educational Services available to eligible students who remain in the school. In addition, the Board shall develop a plan and make necessary arrangements to implement one of the following options for alternative governance and restructuring, consistent with state law: (20 USC 6316)

1. Reopen the school as a charter school
2. Replace all or most of the school staff relevant to the failure
3. Enter into a contract with an entity with a demonstrated record of effectiveness to operate the school
4. Turn the operation of the school over to the CDE
5. Institute any other major restructuring of the school's governance arrangements that makes fundamental reforms

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

Whenever a school is identified for PI, corrective action, or restructuring, the Superintendent or designee shall promptly notify parents/guardians of students enrolled in that school. The notification shall include:

1. An explanation of what the identification means, and how the school compares in terms of academic achievement to other elementary or secondary schools in the District and state
2. The reasons for the identification
3. An explanation of what the school is doing to address the problem of low achievement
4. An explanation of what the District or state is doing to help the school address the achievement problem
5. An explanation of how parents/guardians can become involved in addressing the academic issues that caused the school to be identified for PI
6. An explanation of the option to transfer to another District school or charter school as described below under "Student Transfers"
7. If the school is in Year 2 of PI or beyond, an explanation of how parents/guardians can obtain Supplemental Educational Services for their child as described below under "Supplemental Educational Services"

The Superintendent or designee shall disseminate information about corrective actions taken at any District school to the parents/guardians of each student in that school and to the public through such means as the Internet, the media, and public agencies.

The Superintendent or designee shall promptly notify teachers and parents/guardians whenever a school is identified for restructuring and shall provide them adequate opportunities to comment before taking action and to participate in developing any plan for restructuring school governance.

All notifications pertaining to PI shall be written in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand.

The District is required to spend at least 20 percent of District Title I funds for costs related to Supplemental Educational Services, transportation for student transfers, and related outreach and

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Title I Program Improvement Schools

assistance to parents/guardians. Districts may spend less than 20 percent if specified criteria are met. These criteria include providing timely, accurate notifications as described above and partnering with outside groups to inform students and families, as provided below.

To the extent practicable, the District shall partner with outside groups, such as faith-based organizations, other community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive Supplemental Educational Services.

Student Transfers

All students enrolled in a school in Year 1 of PI or beyond shall be provided an option to transfer to another District school or charter school that:

1. Has not been identified for PI, corrective action, or restructuring
2. Has not been identified by the CDE as a "persistently dangerous" school.

Among these students, priority shall be given to the lowest achieving students from low-income families, as defined by the District for purposes of allocating Title I funds.

If two or more District schools are eligible to accept transfers based on criteria listed in items #1-2 above, the district shall provide a choice of more than one such school and shall take into account parent/guardian preferences among the choices offered.

School capacity shall not be used to deny transfer opportunities to students. However, the Superintendent or designee may consider capacity in selecting schools that will be offered as alternatives for school choice. The Board may increase capacity in eligible District schools to accommodate all students who wish to transfer.

The transfer option shall be offered so that students may transfer in the school year following the school year in which the District administered the assessments that resulted in the identification of the school for PI, corrective action, or restructuring. In order to provide adequate time for parents/guardians to exercise their transfer option before the school year begins, the Superintendent or designee shall notify parents/guardians of the available school choices sufficiently in advance of, but no later than 14 calendar days before, the start of the school year or 14 calendar days after the public disclosure/release of official state testing results.



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Title I Program Improvement Schools

Notice of the transfer option shall:

1. Inform parents/guardians that their child is eligible to attend another public school due to the identification of the current school as in need of improvement
2. Identify each public school or public charter school that the parent/guardian can select
3. Explain why the choices made available to the parents/guardians may have been limited
4. Provide information on the academic achievement of the school(s) to which the student may transfer
5. Explain the provision of transportation to the new school

In addition to mailing notices directly to parents/guardians, the Superintendent or designee shall provide information about transfer options through broader means, such as the Internet, the media, and public agencies serving students and their families.

To ensure that parents/guardians have current information, the District shall prominently display on its web site, in a timely manner each school year, the number of students who were eligible for and who participated in the student transfer option, beginning with data from the 2007-08 school year and each subsequent year thereafter, and a list of available schools to which eligible students may transfer in the current school year.

The Superintendent or designee may establish reasonable timelines for parents/guardians to indicate their intent to transfer their child and for the district to notify parents/guardians of the school assignment.

The Superintendent or designee may require parents/guardians to rank-order their preferences from among schools that are eligible to receive transfer students. Parents/guardians may decline their assigned school and remain in their school of origin.

The district shall provide, or shall pay for the provision of, transportation for the student to the public school that student chooses to attend.

To ensure that transportation may be reasonably provided, the Superintendent or designee may establish transportation zones based on geographic location. Transportation to schools within a zone shall be fully provided, while transportation outside the zone may be partially provided.

Philosophy – Goals – Objectives and Comprehensive Plans

Title I Program Improvement Schools

Any student who transfers to another school may remain in that school until he/she has completed the highest grade in that school. However, the District shall not be obligated to provide, or pay for the provision of, transportation for the student after the end of the school year that the school of origin is no longer identified for PI, corrective action, or restructuring.

In the event that all District schools are identified for PI, corrective action, or restructuring, the District shall, to the extent practicable, establish a cooperative agreement with other local educational agencies in the area for an interdistrict transfer.

Supplemental Educational Services

When required by law, Supplemental Educational Services shall be provided outside the regular school day and shall be specifically designed to increase achievement of eligible students from low-income families on state academic assessments and to assist them in attaining state academic standards.

When a school is required to provide Supplemental Educational Services, the Superintendent or designee shall annually notify parents/guardians of:

1. The availability of Supplemental Educational Services
2. The identity of approved providers that are within the District or are reasonably available in neighboring local educational agencies
3. The identity of approved providers of technology-based or distance learning Supplemental Educational Services
4. The services, qualifications, and demonstrated effectiveness of each provider, including an indication of those providers who are able to serve students with disabilities or limited English proficiency
5. The benefits of receiving Supplemental Educational Services

In addition, the notification shall describe procedures and timelines that parents/guardians must follow to select a provider.

This notification shall be clearly distinguishable from other information sent to parents/guardians regarding identification of the school for PI, corrective action, or restructuring.

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Title I Program Improvement Schools

To ensure that parents/guardians have current information, the District shall prominently display on its web site, in a timely manner each school year, the number of students who were eligible for and who participated in Supplemental Educational Services, beginning with data from the 2007-08 school year and each subsequent year thereafter, a list of state-approved providers serving the District in the current year, and the location where services are provided.

The Superintendent or designee shall distribute sign-up forms for Supplemental Educational Services directly to all eligible students and their parents/guardians and make them available and accessible through broad means of dissemination such as the Internet, other media, and communications through public agencies serving eligible students and their families.

The District shall provide a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length to enable parents/guardians of eligible students to make informed decisions about requesting Supplemental Educational Services and selecting a provider.

Eligible SES providers may be given access to school facilities, using a fair, open, and objective process, on the same basis as other groups that seek access to school facilities.

Within a reasonable period of time established by the Superintendent or designee, parents/guardians shall select an SES service provider from among those approved by the State Board of Education (SBE). Upon request, the Superintendent or designee shall assist parents/guardians in choosing a provider.

When the District is an approved service provider, the Superintendent or designee shall be careful to provide parents/guardians with a balanced presentation of the options available to them and shall ensure that they understand their right to select the District or any other service provider.

The Superintendent or designee shall ensure that eligible students with disabilities, students covered under Section 504 of the federal Rehabilitation Act, and students with limited English proficiency receive appropriate Supplemental Educational Services with any necessary accommodations or language assistance.

If no provider is able to make the services available to such students, the District shall provide these services with necessary accommodations or language assistance, either directly or through a contract. Supplemental Educational Services shall be consistent with a student's Individualized Education Program (IEP) or Section 504 Services Plan.

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Title I Program Improvement Schools

If available funds are insufficient to provide Supplemental Educational Services to each eligible student whose parents/guardians request those services, priority shall be given to the lowest achieving eligible students.

If the number of parents/guardians selecting a particular provider exceeds the capacity of that provider, priority shall be given to the lowest achieving eligible students.

Once a provider has been selected by a parent/guardian, the Superintendent or designee shall enter into an agreement with the provider. The agreement shall:

1. Require the SES provider to develop, in consultation with the parents/guardians, a statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement. In the case of a student with disabilities, the statement shall be consistent with the student's IEP.
2. Describe how the student's parents/guardians and teacher(s) will be regularly informed of the student's progress.
3. Provide for the termination of the agreement if the provider is unable to meet such goals and timetables.
4. Contain provisions with respect to the District making payments to the provider.
5. Prohibit the provider, without written parent/guardian permission, from disclosing to the public the identity of any student eligible for or receiving supplemental educational services.

Legal Reference: Education Code, Sections 60642.5, 60850-60856  
US Code, Title 20, Sections 6301, 6311-6313, 6316, 7912  
Federal Regulations, Title 34, Sections 200.13-200.20, 200.30-200.53

Rules Approved: 09/11/2007

Rules Revised: 11/03/2010; 12/12/2017 (deleted)

Business and Noninstructional Operations

Use of Unmanned Aerial Systems (UAS)/ Drones

The District supports the use of Unmanned Aerial Systems (UAS)/Drones for educational opportunities connected to course content and curriculum and/or appropriate extracurricular activities on district grounds.

The use of Unmanned Aerial Systems (UAS)/Drones for any purpose is prohibited without the written permission of the District. Use of UAS may be permitted, provided the conditions and requirements indicated in the Administrative Regulation are satisfied, and at the sole discretion of the Superintendent or designee. Permission must be requested at least 72 hours in advance of said use of UAS on or over District property.

No video recording, by UAS (drone) on or over District property is permitted without the express prior written consent of the Superintendent or designee. Video recordings contemplated under this policy do not constitute student records under the Family Educational Rights and Privacy Act (20 U.S.C. 1232g). All audio recording, by UAS (drone), is strictly prohibited.

Compliance with this policy and administrative regulation is mandatory for GUSD students, employees, visitors, and the community.

Legal Reference: FAA Regulations – <http://www.faa.gov/uas/faq>

Policy Adopted: 01/17/2017

Former Policy No. 3513.4

Policy Number Changed: 12/12/2017

## Business and Noninstructional Operations

### Drug and Alcohol Free Schools

The Board of Education recognizes the need to keep district schools free of drugs and alcohol in order to create a safe and healthy environment conducive to learning and promote student health and well-being. The Board prohibits the possession, use, or sale of drugs and alcohol at any time in district-owned or leased buildings, on district property, and in district vehicles, unless otherwise permitted by law.

The following substances are prohibited on all district property:

1. Any substance which may not lawfully be possessed, used, or sold in California
2. Cannabis or cannabis products (Health and Safety Code 11362.3; 21 USC 812, 844)
3. Alcoholic beverages, unless approved by the Superintendent or designee for limited purposes specified in Business and Professions Code 25608

Prescription medication, except for prescribed cannabis, may be administered at school in accordance with law, district policy and regulations, and written statements by the parent/guardian and the student's authorized health care provider as applicable.

Information about the district's drug- and alcohol-free schools policy and the consequences for violations shall be communicated clearly to employees, parents/guardians, students, and the community.

### Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate the possession, use, or sale of alcohol and other drugs and related paraphernalia in district facilities, on district property, in district vehicles, or at school-sponsored activities. As appropriate, he/she may direct anyone violating this policy to leave school property and/or refer the matter to law enforcement.

Students and employees who violate the terms of this policy may be subject to discipline and/or referred to assistance programs in accordance with law and Board policy.

Legal Reference: Education Code Sections: 44940; 44940.5; 45123; 45304; 48900; 48900.5; 48901; 48901.5; 48902; 48909; 48915  
Business and Professions Code Section 25608  
Government Code Sections 8350-8357  
Health and Safety Code Sections: 11053-11058; 11353.6; 11362.1; 11362.3; 11362.79; 104559

Business and Noninstructional Operations

Drug and Alcohol Free Schools

Penal Code Sections: 13860-13864

Vehicle Code Section 13202.5

United States Code, Title 20 Sections: 7101-7122

United States Code, Title 21 Sections: 812; 844

United States Code, Title 41 Sections: 8101-8106

Policy Adopted: 12/12/2017

Instruction

Recognition of Religious Beliefs and Customs

The Board of Education recognizes that students' education would be incomplete without an understanding of the role of religion in society. As appropriate for a particular course, teachers may objectively discuss the influences of various religions, using religious works and symbols to illustrate their relationship with culture, literature, or the arts. The Board of Education expects that such instruction will identify principles common to all religions and foster respect for the diversity of religions and customs in the world.

In order to respect each student's individual right to freedom of religious practice, religious indoctrination is clearly forbidden in the public schools. Instruction about religion shall not promote or denigrate the beliefs or customs of any particular religion or sect, nor should a preference be shown for one religious viewpoint over another. Staff shall be highly sensitive to their obligation not to interfere with the religious development of any student in whatever tradition the student embraces.

Staff shall not endorse, encourage, or solicit religious or anti-religious expression or activities among students during class time. As part of their official duties, staff shall not lead students in prayer or other religious activities. However, staff shall not prohibit or discourage any student from praying or otherwise expressing his/her religious belief as long as this does not disrupt the classroom or the educational environment.

Students may express their beliefs about religion in their homework, artwork, and other classwork if the expression is germane to the assignment. Such work shall be judged by ordinary academic standards.

While teaching about religious holidays is a permissible part of the educational program, celebrating religious holidays is not allowed in the public schools. School-sponsored programs shall not be, nor have the effect of being, religiously oriented or a religious celebration. School and classroom decorations may express seasonal themes that are not religious in nature.

Music, art, literature or drama programs having religious themes are permitted as part of the curriculum for school-sponsored activities and programs if presented in an objective manner and as a traditional part of the cultural and religious heritage. The use of religious symbols that are part of a religious holiday is permitted as a teaching aid or resource provided that such symbols are displayed as an example of cultural and religious heritage of the holiday and are temporary in nature.



Instruction

Recognition of Religious Beliefs and Customs

Legal References: Education Code Sections: 38130-38138; 46014; 51511; 51938  
United States Code, Title 20 Sections: 4071-4074; 6061; 7904  
Court Decisions: Lassaonde v. Pleasanton Unified School District,  
(2003, 9<sup>th</sup> Cir.) 320 F. 3d 979; Cole v. Oroville Union High School  
District, (2000, 9<sup>th</sup> Cir.) 228 F. 3d 1092; Lemon v. Kurtzman (1971) 403  
U.S. 602

Policy Adopted: 10/03/2000

Policy Amended: 10/15/2002; 12/12/2017

(Formerly BP 6640)

Instruction

Student Organizations and Equal Access

The Board of Education believes that student groups or clubs reinforce the instructional program, give students experience in civics and government, and provide social and recreational activities. Student groups also serve to honor outstanding student achievement and enhance school spirit and students' sense of belonging. Prior to meeting on school grounds, all student groups shall be authorized by the principal or designee in accordance with Board policy and administrative regulation.

Limited Open Forum

The Board encourages students to pursue interests and clubs which may not directly relate to the district's curriculum and, to that end, has created a limited open forum.

All student-initiated groups shall be given equal access to meet on school premises during noninstructional time without regard to their religious, political, philosophical, or other speech content. The Board shall ensure that: (20 USC 4071, 4072)

1. The meeting shall be voluntary and student-initiated.
2. There shall be no sponsorship of the meeting by the school or staff. The term sponsorship means that school staff are promoting, leading, or participating in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes shall not constitute sponsorship of the meeting.
3. Employees of the school shall be present at religious meetings only in a nonparticipatory capacity.
4. The meeting shall not materially and substantially interfere with the orderly conduct of educational activities within the school.
5. Nonschool persons shall not direct, conduct, control, or regularly attend activities of student groups.

All student clubs or groups shall have equal access to the school media to announce meetings, including the public address system, the school newspaper, bulletin boards, and school web site. However, the principal or designee may issue a disclaimer that such activities are not school-sponsored.

All noncurriculum-related student groups shall be given equal access to meeting space, school equipment, and supplies.

Instruction

Student Organizations and Equal Access

No school shall deny equal access or a fair opportunity to meet, or otherwise discriminate against, any group officially affiliated with the Boy Scouts of America, or with any other youth group listed as a patriotic society in Title 36 of the United States Code, for reasons based on the membership or leadership criteria or oath of allegiance to God and country. (20 USC 7905)

Legal References: Education Code, Sections: 52; 53, 200-262.3; 38130-38138; 48900; 48907; 48930-48938; 48950; 49020-49023  
Penal Code Sections 627-627.10  
Code of Regulations, Title 5 Sections: 2, 5531  
United States Code, Title 20, Sections 4071-4074; 7904; 7905  
United States Code, Title 36, Sections: 20101-240112  
Court Decisions:

Prince v. Jacoby, (2001) 303 F.3d 1074  
Culbertson et al. v. Oakridge School District, (2002) 258 F.3d 1061  
Good News Club et al. v. Milford Central School, (2001) 121 S.Ct. 2093  
Ceniceros v. Board of Trustees of the San Diego Unified School District, (1997) 106 F.3d 878  
Board of Education of Westside Community School District v. Mergens By and Through Mergens (1989, 8th Cir.) 867 F.2d 1076  
Perumal et al v. Saddleback Valley Unified School District, (1988) 198 Cal. App. 3d 64  
Student Coalition for Peace v. Lower Merion School District Board of Directors, (1985) 776 F.2d. 431  
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Policy Adopted: 10/15/1957

Policy Amended: 04/03/1962; 01/04/1966; 06/04/1985; 10/01/1991; 05/07/1996; 07/16/1996; 02/05/2002; 10/15/2002; 12/12/2017

(Formerly BP 5380)

## Meeting Conduct

### Meeting Procedures

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

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

### Parliamentary Procedure

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

- Rules and procedures adopted by the Board in conflict with Roberts Rules of Order shall take precedence.
- Any laws or regulations of the State of California in conflict with Roberts Rules of Order shall take precedence.
- The Chair may make such exceptions as appear necessary to facilitate the orderly conduct of business. Any ruling of the Chair is subject to approval of the Board. The Board of Education shall act by majority vote of its membership. Presiding Officer has full privileges of the body.

### Quorum and Abstentions

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

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

### Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending

Meeting Conduct

the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

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

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

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

Meeting Conduct

Individual speakers shall be allowed five minutes to address the Board on each agenda or nonagenda item. A speaker's allotted time cannot be deferred to another speaker. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

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

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

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

When such disruptive conduct occurs, the Superintendent or designee shall contact local

Meeting Conduct

law enforcement as necessary.

Recording by the Public

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

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

Legal Reference: Education Code Sections 5095; 32210; 35010; 35145.5; 35163; 35164;  
35165  
Government Code Sections 54953.3; 54953.5; 54953.6; 54954.2; 54954.3;  
54957; 54957.9  
Penal Code 403

Policy Adopted: 12/4/56, 10/18/60

Policy Amended: 9/29/60; 7/1/69; 11/18/69; 11/20/73; 1/18/77; 3/19/85; 4/16/85; 11/5/96;  
3/16/99; 6/24/03; 12/12/2017

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

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 16

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Felix Melendez, Executive Director, Secondary Education

SUBJECT: **Approval of Course of Study Outlines for Use in Middle Schools and High Schools in the Area of Career Technical Education (CTE)**

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The Superintendent recommends that the Board of Education approve the course of study outlines, Intro to Computers & Technology; Design 5-6; Computer Animation 5-6; Sports Medicine; and Advanced Sports Medicine for use in middle schools and high schools in the area of Career Technical Education.

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 Curriculum Study Committee. The Secondary Education Council has reviewed the information and made a recommendation of the approval of the course outlines to the Board of Education.

**MIDDLE SCHOOLS**

**Department:** Career Technical Education

Course Title: Intro to Computers & Technology

Grade Level(s): 7-8

School(s)  
Course Offered: Roosevelt Middle School

Course Credits: 5



Recommended  
Prerequisite: None

Course Overview: Intro to Computers and Technology is an introductory course for the Information and Communications Technologies industry sector. This course will review the keyboard layout, finger placement, and typing accuracy. Students will learn web literacy and understand how to navigate the Internet while being safe. Students will also learn how to be good digital citizens. Novice or coder, students will learn coding to learn new skills or build upon current skills.

### **HIGH SCHOOLS**

**Department:** Career Technical Education

Course Title: Design 5-6

Grade Level(s): 11-12

School(s)  
Course Offered: Clark Magnet High School

Course Credits: 10

Recommended  
Prerequisite: Design 1-2 (Required)  
Design 3-4 (Required)

Textbooks: Graphic Communications, Fifth Edition, Z.A. Prust, 2010 The Goodheart-Willcox Company, Inc.

Course Overview: Design 5-6 is the capstone course for the Arts, Media & Entertainment industry sector, Design, Visual & Media Arts Pathway. This course will cover the fundamental principles and elements of visual communication. Students will engage in a comprehensive exploration of the various aspects of visual communication including theory, technology and practice. Design 5-6 is intended for self-motivated students who wish to continue

their education in the Design field and who would like to contribute to the community through service projects using the students' design skills. Students will familiarize themselves with design concepts beginning with hands-on problem solving exercises and abstract visual experimentation. They will move on to interact with state-of-the-art graphic design tools, namely, Adobe CS6: Illustrator, Photoshop, and InDesign, and also gain a basic understanding of previous technology which has provided the foundation for current methods.

**Department:** Career Technical Education

Course Title: Computer Animation 5-6

Grade Level(s): 10-12

School(s)

Course Offered: Clark Magnet High School

Course Credits: 10

Recommended

Prerequisite: Computer Animation 1-2  
Computer Animation 3-4

Recommended

Textbook: The Illusion of Life, Frank Thomas and Ollie Johnston (Authors)  
Hyperion Books ISBN: 978-0786860708  
The Animator's Survival Kit, Richard Williams (Author) Faber and  
Faber Ltd. 0-571-20228

Course Overview: Computer Animation 5-6 is the capstone course for the Arts, Media & Entertainment Industry sector, under Design, Visual and Media Arts pathway. Computer Animation 5-6 provides students with a complete understanding of the technological and creative aspects of commercial animation, as well as how the industry functions in an in-depth and easy-to-follow format. Students are provided with a complete guide to immersion in the field, from beginning each animation project through completion, integration,

and marketing. Simulated design teams have the opportunity to learn all aspects of team building, including the creative, business, and technological components required. Students learn about team dynamics and their role within an Animation company and team; they learn about the global economy and the supply chain in regards to how it affects the production of animated content both in traditional media and online applications. The expected outcome of this class is that all students will have a broad understanding of how a typical Animation company operates, and how animation is produced from concept to marketing.

**Department:** Career Technical Education

Course Title: Sports Medicine (course revision)

School(s)  
Course Offered: Crescenta Valley High School

Course Code: 5162/5163

Grade Level(s): 10, 11

Course Credits: 10

Recommended  
Prerequisite: Completion of Medical Biology

Recommended  
Textbook: Sports Medicine Essentials/Jim Clover (2007)

Course Overview: Sports Medicine 1-2 is concentration course for the Health Science and Medical Technology Industry sector and Patient care pathway. This full-year CTE and Science standard based course is designed to incorporate and expand upon the essential knowledge learned during the student's biology course. It will explore the science components of sport and exercise including biomechanics, exercise physiology, psychology, nutrition, and performance techniques. It will also include the specifics of sports medicine with the exploration of therapeutic careers, medical terminology, anatomy

& physiology as it relates to sport and injury, kinesiology, detailed evaluation skills, first aid competencies, the healing process, injury prevention, rehabilitation techniques, and therapeutic modalities. Multiple laboratory activities and scholarly article reviews are integrated as essential aids in the learning process to extend the students comprehension and application of the current technology and information associated with the science. A compilation of work and competencies will be required to be kept by each student that will develop and build as the course progresses.

**Department:** Career Technical Education

**Course Title:** Advanced Sports Medicine (Previously Sports Therapy)  
Title change/revision of course content

**Course Code:** 5164V/5165V CBED code 4260, CDE Course # 3686

**Grade Level(s):** 11, 12

**School(s)  
Course Offered:** Crescenta Valley High School

**Course Credits:** 10

**Recommended  
Prerequisite:** Completion of Sports Medicine

**Recommended  
Textbook:** Foundations of Athletic Training - Prevention, Assessment, and Management / Marcia K, Anderson

**Course Overview:** Advance Sports Medicine is the capstone course for the Health Science and Medical Technology industry sector, patient care pathway. This advanced course is a one-year, lecture-laboratory science elective designed to provide a challenging academic experience and hands-on field experience involved with the rapidly growing field of Sports Medicine. Sports Medicine is a multidisciplinary approach for those involved in sports, involving a variety of professionals, such as physicians, physical therapist,

certified athletic trainers, strength and conditioning specialist, and nutritionists.

Technical instruction includes orientation, safety and infection control, communication and interpersonal skills, academic proficiency, and employability skills. Emphasis is placed on: ethical and legal considerations, pharmacology, sports and therapeutic equipment, nutrition and weight management, infection control, assessment of vital signs, basic life support (including AED and CPR), soft tissue injuries, injuries to the lower and upper extremities, injuries to the head and spine, injuries to the chest and abdomen, environmental conditions, medical conditions, taping and bracing, therapeutic modalities, and physical rehabilitation.

All components consist of classroom instruction and on-the-job training hours. The competencies in this course are aligned with the California Common Core State Standards and the California Career Technical Education Model Curriculum Standards.

Glendale Unified School District

Middle School

*(Meeting date will be typed in after Board Approval.)*

Department: Career Technical Education

Course Title: Intro to Computers & Technology

Course Code:

Grade Level(s): 7-8

Course Credits: 5

Recommended  
Prerequisite: none

Recommended  
Textbook: Information to Computers and Information Technology 2<sup>nd</sup> Edition,  
Emergent Learning (Author), 2010 Pearson  
Information to Computers and Information Technology Student  
Workbook 2<sup>nd</sup> Edition

Course Overview: Intro to Computers and Technology is an introductory course for the Information and Communications Technologies industry sector. This course will review the keyboard layout, finger placement, and typing accuracy. Students will learn web literacy and understand how to navigate the Internet while being safe. Students will also learn how to be good digital citizens. Novice or coder, students will learn coding to learn new skills or build upon current skills.

Course Content:

Unit 1 – Web Literacy

(5 weeks)

STANDARDS

CCSS RTS 2, 3, 5, 6, 8

CCSS WHST 4, 6

Information and Communication Technologies

Knowledge and Anchor Standards 2.4, 2.5, 2.6, 2.7

Technical Knowledge and Skills 10.9

Information Support and Services Pathway A2.4, A3.5

- A. Students will learn web literacy, basic computer terms, how to conduct searches on the internet, and how to validate information on a website. Students will learn to read and understand the components of an URL, evaluate content on a web site, find and ask about the author, look at links going to and coming from websites, understanding search engines and how to conduct good searches, and netiquette. Students will take notes and apply various strategies in evaluating content on websites. Students will practice searching and narrowing searches on the internet.

Students will use google classroom to collaborate with peers and teachers on assignments.

- B. Using the skills students learned in class, students will conduct a short research project on a specified topic using more than one search engine, evaluate the websites for fact or opinion, synthesize information, choose the top three to five websites for use within their research project, and create a presentation about the specified topic including creating a resource page. Students will use the Internet for their research, google classroom for obtaining and turning in their assignment, and google / office 365 documents to create their assignment.

## Unit 2 – Digital Citizenship

(5 weeks)

### STANDARDS

CCSS SL 2

CCSS RST 2, 3, 5, 6, 8

CCSS WHST 4, 6

Information and Communication Technologies

Knowledge and Anchor Standards 2.4, 2.6

- A. Students will learn about information literacy, privacy and security, self-image and identity, creative credit and copy write, cyberbullying, internet safety, relationships and communications, and digital footprint and reputation. Students will learn through direct instruction and digitalcompus.org. Students will interact within digitalcompus.org given a scenario and decisions to make and throughout each course with various outcomes. Students will discuss with partners how and why some choices were positive, negative, or neutral. Then students will write a reflection on what choices are good choices to make in a given situation, which choices they should not make, and if something like this has already happened what they did that was good or what they need to do next time to make better choices for all involved.
- B. Students explore how decisions made in their digital lives can impact their relationships in the future. Through a choose-your-own-path format, students play through various perspectives of a storyline, each with its own digital citizenship dilemma. The varied story paths and multiple decision points encourage students to play repeatedly in order to explore alternative courses of action. Students will then write a reflection about the relevance of each topic in their own personal life. Students will be assigned one topic to create a poster / presentation to share with other middle school students about positive digital citizenship.

## Unit 3 – Introduction to Coding

(10 weeks)

### STANDARDS

CCSS RST 3, 4

CCSS WHST 2

Information and Communication Technologies

Knowledge and Anchor Standards 2.4, 2.6

Information Support and Services Pathway A6.2, A6.3

- A. Using Creative Coding Through Games and Apps by Microsoft students will learn the fundamentals of programming and computational thinking while being creative, curious, and collaborating with others. Students will gain confidence in working

- with technology, and learn how to solve real world problems using computers. Students analyze the structure, elements, and logic of a computer games.
- B. Students will work in the TouchDevelop environment completing lessons that will have the students being able to describe what a computer program is, use and implement common program control structures, read code in the TouchDevelop environment, and create and publish TouchDevelop apps and games. Using the coding concepts students learn in TouchDevelop, students will code their own interactive story, animation, or game in scratch (<http://scratch.mit.edu/>) to demonstrate understanding of given parameters.



Glendale Unified School District

High School

*(Meeting date will be typed in after Board Approval.)*

Department: Career Technical Education

Course Title: Design 5-6

Course Code:

Grade Level(s): 11-12

Course Credits: 10

Recommended  
Prerequisite: Design 1-2 (Required)  
Design 3-4 (Required)

Textbooks: Graphic Communications, Fifth Edition, Z.A. Prust, 2010 The Goodheart-Willcox Company, Inc.

Course Overview: Design 5-6 is the capstone course for the Arts, Media & Entertainment industry sector, Design, Visual & Media Arts Pathway. This course will cover the fundamental principles and elements of visual communication. Students will engage in a comprehensive exploration of the various aspects of visual communication including theory, technology and practice. Design 5-6 is intended for self-motivated students who wish to continue their education in the Design field and who would like to contribute to the community through service projects using the students' design skills.

Students will familiarize themselves with design concepts beginning with hands-on problem solving exercises and abstract visual experimentation. They will move on to interact with state-of-the-art graphic design tools, namely, Adobe CS6: Illustrator, Photoshop, and InDesign, and also gain a basic understanding of previous technology which has provided the foundation for current methods.

First Semester

Unit 1: Orientation and Review

2 weeks

CA Standards for Career Practice

3. Develop an education and career plan aligned with personal goals

Industry Sector Anchor Standard

2.6, 3.0, 3.1, 3.2, 3.3, 3.5, 3.9, 6.2, 6.3, 6.4, 6.6, 7.2, 8.3, 8.4, 8.7, 10.1, 10.2

Pathway Standard

A1.0, A1.1, A5.0, A5.2, A8.1

Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7

Writing Standards: 11-12.4

Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects: 11-12.5

This unit of study is for reviewing the concepts learned the previous year and for students to focus the direction they want to pursue artistically. Students will review class procedures, vocabulary, and the use of materials and tools. It is important for students to review these concepts in order to start the year with confidence.

Students will review the following:

- Studio procedures and expectations
- Elements of Art and Principles of Design
- Audiences, markets, and concepts

Upon completion of the unit students will feel more confident in their ability to use the computer and software. Students will demonstrate an understanding of vocabulary and invest in their future as a designer.

Unit 2: Social Issues Booklet

6 weeks

CA Standards for Career Practice

2. Communicate clearly, effectively, and with reason.

11. Employ valid and reliable research strategies.

12. Understand the environmental, social and economic impacts of decisions.

Industry Sector Anchor Standard

2.4, 4.3, 4.4, 5.1, 7.4, 7.8, 8.6, 9.5

Pathway Standard

A1.0, A1.2, A2.0, A2.1, A2.6, A2.7, A3.0, A3.2, A3.4, A3.5, A3.6, A4.0, A4.2, A4.5, A8.1

Common Core State Standards

Language Standards: 11-12.2

Reading Standards for Literature: 11-12.1

Reading Standards for Informational Text: 11-12.1, 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.1, 11-12.7, 11-12.9

Writing Standards: 11-12.2, 11-12.4, 11-12.5, 11-12.6, 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical

Subjects: 11-12.2, 11-12.4, 11-12.5, 11-12.6

In this unit students will select a social issue that they are passionate about and create a booklet to draw attention to that issue. Based on their research and learning from documentaries, students will create an 8 page informational booklet that includes the following:

- Explanation of Issue
- History of the issue, Facts- can be statistic, charts, etc.
- Pros and cons points of view- can be interviews, etc.
- Solutions/ personal actions – how can people get involved to solve the issue?
- Local links/ Resources

Students will write a proposal for the book and include the problem, cause and effect, the audience, design elements, links/ resources/ references, and the social action they will personally take to create awareness or change.

Students will write the contents of their book with appropriate sub-headings in their own words. A bibliography of all sources must be provided when final book is completed.

Students will draw three completely different thumbnail sketches for the 8 pages. After choosing (with teacher) one final thumbnail design, they will design a color layout for the cover page.

Students will digitally design the booklet, print and turn it in. Weekly progress checks will be every week during the process.

### Unit 3: Redesigning Currency

6 weeks

#### CA Standards for Career Practice

4. Apply technology to enhance productivity.
5. Utilize critical thinking to make sense of problems and persevere in solving them.
10. Demonstrate creativity and innovation.
11. Employ valid and reliable research strategies.

#### Industry Sector Anchor Standard

2.6, 4.0, 4.1, 4.3, 5.4, 7.4, 7.8, 8.6

#### Pathway Standard

A1.0, A1.2, A2.0, A2.1, A2.4, A2.6A3.2, A4.2, A5.5, A8.1

#### Common Core State Standards

Reading Standards for Informational Text: 11-12.1, 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects: 11-12.7, 11-12.8

In this unit students will research historical and cultural traditions including art/design of another country of their choice and redesign the currency of that country.

Students will analyze the existing currency of their chosen country and decide what and why they would like to improve in their own version of the currency. They will research the culture of the county and collect important images to be used in their own design.

Students will draw three different thumbnail sketches for four different bills. After choosing one final design, they will create 4 color layouts, one for each bill.

Students will digitally design the currency, print and turn it in. Weekly progress checks will be made every week during the process.

#### Unit 4: Food Packaging Design

6 weeks

##### CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge.
4. Apply technology to enhance productivity.
5. Utilize critical thinking to make sense of problems and persevere in solving them.
10. Demonstrate creativity and innovation.
11. Employ valid and reliable research strategies.

##### Industry Sector Anchor Standard

2.6, 4.0, 4.1, 4.3, 4.4, 5.4, 6.3, 6.7, 8.6, 9.7, 10.2

##### Pathway Standard

A1.0, A1.2, A1.4, A2.0, A2.1, A2.6, A2.9, A4.0, A4.3, A5.3, A8.1

##### Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects: 11-12.7

Students will create a design for a healthy food packaging. The following criteria will be considered as part of their design:

- Product
- Target audience
- Retail venue
- Price point
- Competition

Students will draw three different thumbnail sketches and choose one to create a color composition. They will decide what colors will appeal to their target audience. They will also decide what company and product name will attract the target audience. They will list all nutritional ingredients to be used and all mandatory information for packaging.

Students will also decide what kind of packaging shape/box and template they will use for their product. They will digitally design their packaging design on a template of their choice, print, construct and turn it in. Weekly progress checks will be made every week during the process.

#### Second Semester

#### Unit 5: Special Edition DVD

6 weeks

##### CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge
4. Apply technology to enhance productivity.
5. Utilize critical thinking to make sense of problems and persevere in solving them.

10. Demonstrate creativity and innovation.
11. Employ valid and reliable research strategies.
12. Understand the environmental, social, and economic impacts of decisions.

Industry Sector Anchor Standard

2.6, 4.0, 4.1, 4.3, 5.1, 5.2, 6.3, 7.5, 8.2, 8.6, 10.2

Pathway Standard

A1.0, A1.2, A1.4, A2.0, A2.1, A2.6, A2.7, A2.9, A4.0, A4.3, A4.6, A5.3, A8.1, A8.2, A8.4

Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.8, 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects: 11-12.4

Students will design a special edition DVD package for a movie of their choice. The design process will include the following:

- Research of the movie of their choice, collecting images
- Drawing three different thumbnail sketches of the packaging layout
- Designing the front and back cover and inside panels
- Designing the cover for the DVD insert
- Designing the DVD disc covers
- Designing the booklet that will go inside the package
- Designing any cutouts or pop up images that may be inside the package

After students finish designing each part of the DVD package, they will print, construct and turn in their final special edition package design. Weekly progress checks will be made every week during the process.

Unit 6: Board Game Design

6 weeks

CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge

4. Apply technology to enhance productivity.

5. Utilize critical thinking to make sense of problems and persevere in solving them.

10. Demonstrate creativity and innovation.

11. Employ valid and reliable research strategies.

Industry Sector Anchor Standard

2.6, 4.0, 4.1, 4.3, 5.2, 5.3, 5.4, 6.3, 6.4, 6.6, 7.2, 7.4, 7.5, 8.2, 9.7, 10.2, 10.3

Pathway Standard

A1.0, A1.2, A2.0, A2.1, A2.6, A2.9, A4.0, A4.4, A5.7, A8.1, A8.2, A8.7

Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.8

Writing Standards for Literacy in History/Social Studies, Science, and Technical  
Subjects: 11-12.6, 11-12.8

Students will be design a board game of their choice. The design process will include the following criteria:

- Board game designed using Adobe Illustrator
- Game pieces modeled with 3D software
- Accessories such as money, etc.
- Instructions on how the game is played

Students will learn 3D modeling by following the tutorials on [www.tinkercad.com](http://www.tinkercad.com)

They will also do research- Search board games, images online and read how each game is played, collect images of different board layouts, styles, themes, rules, instructions, game pieces, etc.

The design process will include the following:

- Designing the layout
- Choosing colors
- Designing the players and creating the game rules

Students will only use the graphics they create. They will focus on the quality of the graphics, aesthetics of their board and overall neatness and craftsmanship. After students finish designing each part of the board game, they will print the final design and paste it on a board. They will also design and create the accessories for the board game. Weekly progress checks will be made every week during the process.

Unit 7: Typography

4 weeks

CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge
4. Apply technology to enhance productivity.
10. Demonstrate creativity and innovation.

Industry Sector Anchor Standard

2.4, 4.0, 4.1, 4.3, 5.4, 7.4, 10.3

Pathway Standard

A1.0, A1.2, A1.5, A1.6, A1.8, A2.0, A2.1, A2.6, A2.7, A2.9, A4.0, A4.3, A4.6, A5.3, A8.1, A8.2

Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.8, 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical  
Subjects: 11-12.4

In this unit, students will be given the opportunity to expand their creative process by using letterforms and words to create an artwork. They will create a typographic portrait of an artist, an author, a scientist, or a notable figure. The design will include a quote or a passage of text he/she has written.

Students will create a 16x20 portrait focusing on the composition- no floating heads, extreme centering, etc. They will use varying size and layout of type for a clean look. It is important to create a realistic representation of figure. Students will add details created with type and make sure the quote or passage integrated seamlessly.

This unit is also a refresher course to typography. Students will revisit the history of typography as well as all of the components of typography including:

- Type Anatomy: height, cap height, baseline, ascender, descender, bowl, serif, stem, ligature, terminal, spine.
- Type Identification: The ability to distinguish between font families and typefaces.
- Type Categories: Serif, Sans-Serif, Blackletter, Modern, Roman, Old Style, Transitional, Humanist Sans, Geometric Sans.
- Proper Usage: Display vs. Body copy, Uppercase vs. lowercase
- Typesetting: tracking, leading, kerning

Once the students have designed their artwork, students will share and discuss their outcomes. Why did they make the choices they made, why did they elect the font or color? What was their intention? Students will share out, demonstrating an understanding of vocabulary and speak to the successes of their work while also sharing ideas for improvement.

#### Unit 8: Self Promotional Design

4 weeks

##### CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge
2. Communicate clearly, effectively, and with reason.
4. Apply technology to enhance productivity.
5. Utilize critical thinking to make sense of problems and persevere in solving them.
10. Demonstrate creativity and innovation.
11. Employ valid and reliable research strategies.

##### Industry Sector Anchor Standard

2.4, 3.0, 3.1, 3.2, 3.3, 3.8, 4.0, 4.1, 4.3, 5.4, 7.2, 7.4, 7.5, 7.8, 8.4, 9.5, 9.7, 10.2, 11.2, 11.5

##### Pathway Standard

A1.0, A1.2, A1.9, A2.0, A2.1, A2.6, A2.7, A2.9, A3.2, A4.0, A4.3, A4.6, A5.3, A5.6, A8.1, A8.4, A8.7

##### Common Core State Standards

Reading Standards for Informational Text: 11-12.7

Reading Standards for Literacy in History/Social Studies: 11-12.7, 11-12.9

Writing Standards: 11-12.8, 11-12.9

Writing Standards for Literacy in History/Social Studies, Science, and Technical Subjects: 11-12.4, 11-12.5

Students will create a design piece to promote themselves as a graphic designer. The following criteria will be considered as part of their design:

- Fun, interesting, humorous, eye catching idea
- Includes their resume
- Includes images of portfolio pieces
- Can be 3D or 2D designing

- Attention to detail and presentation

Students will draw three different thumbnail sketches of different ideas and choose one to create a detailed sketch. They will also create a color composition.

Students will decide what kind of 3D packaging shape or 2D template they will use for their self-promotional piece. They will finish designing digitally, construct and turn it in. Weekly progress checks will be made every week during the process.

Additional Recommended Materials -

The Visual Experience, Second Edition, Jack Hobbs & Richard Salome, 1995 Davis Publication, Inc.



Glendale Unified School District

High School

(Meeting date will be typed in after Board Approval.)

Department: Career Technical Education

Course Title: Computer Animation 5-6

Course Code:

Grade Level(s): 10-12

Course Credits: 10

Recommended Prerequisite: Computer Animation 1-2  
Computer Animation 3-4

Recommended Textbook: The Illusion of Life, Frank Thomas and Ollie Johnston (Authors) Hyperion Books ISBN: 978-0786860708  
The Animator's Survival Kit, Richard Williams (Author) Faber and Faber Ltd. 0-571-20228

Course Overview: Computer Animation 5-6 is the capstone course for the Arts, Media & Entertainment Industry sector, under Design, Visual and Media Arts pathway. Computer Animation 5-6 provides students with a complete understanding of the technological and creative aspects of commercial animation, as well as how the industry functions in an in-depth and easy-to-follow format. Students are provided with a complete guide to immersion in the field, from beginning each animation project through completion, integration, and marketing. Simulated design teams have the opportunity to learn all aspects of team building, including the creative, business, and technological components required. Students learn about team dynamics and their role within an Animation company and team; they learn about the global economy and the supply chain in regards to how it affects the production of animated content both in traditional media and online applications. The expected outcome of this class is that all students will have a broad understanding of how a typical Animation company operates, and how animation is produced from concept to marketing.

**First Semester**

1. Unit 1: My Role on the Team

(2 weeks)

- A. Design, Visual, and Media Arts Anchor Standard 6.3, 10.6  
Advanced Animation Pathway Standard A1.0, A1.1, A2.3, A 4.0, A4.6  
Common Core Standards: CCSS LS 11-12.6, LS 1.B
  
- B. This unit introduces students to the concept of team project production work and how each member of the team, assigned a specific role based upon their personal skills and strengths, provides essential elements and skills that make the completion of large-scale projects (such as the design of a TV show or Feature Film) possible. In addition to the various roles found within a typical Animation company, students also learn about Hard Skills and Soft Skills and how Hard Skills, though crucial in getting a job, are only half of the skill base that people need to get and, more importantly, keep a job and work effectively within a team. Students use a personal assessment tool to identify personal strengths and weaknesses related to learning and work environments using vocabulary common to Animation Industry environments. Students learn about the 12 basic animation principles, as well as basic film language and industry standards for script writing and animation industry pipelines for film and television productions. Students explore and discuss methods of communication and scheduling for animation production teams.

This unit is also an introduction to Life Drawing, which is required in any professional and post secondary Portfolio. It also broadens the student's ability to build the necessary artistic skills for a future animation career. In this project we will explore posing and anatomy, as well as animation concept such as Line of Action, Squash and Stretch, and recognizing a character's Balancing Point.

Assignment 1: Students will complete a multicultural self-assessment in order to explore their own beliefs. Students will then use the results of their surveys in order to explore how their own beliefs and potential biases can potentially serve them and hinder them in the workplace. Students will present their findings as well as their strengths, and what they can offer in a team environment.

Assignment 2: Students explore the value of cultural differences while they create a Cultural Awareness PowerPoint (Multicultural Expo Google Presentation) designed to research cultural differences typically found within the workplace, then present their findings to the class. This is a team-project consisting of multiple slides and concepts thus forcing students to designate a Project Manager who will then delegate each presentation concept to each team member. Students work together to complete the presentation, then present their findings orally and visually to the class.

2. Unit 2: Script Writing and Breakdown (2 weeks)

- A. Design, Visual, and Media Art Anchor Standard 6.3, 10.6  
Advanced Animation Pathway Standards A1.0, A1.1, A2.7, A3.2 A4.6, A7.1, A7.2,  
B6.1, B6.5,  
Common Core Standards: CCSS LS 11-12.6, LS 1.B, W3-6
  
- B. Script writing and breakdown is the most important area of study and the foundation of everything that follows within the pathway. The unit approaches

Scriptwriting and storyboarding from the viewpoint of how it affects the animation employee and the consumer in an animated entertainment operation. It is covered in two components. The first component covers the types of common story structures and how to utilize them. Students will use industry standard resources and tools. script breakdown is the second component of this unit. It covers the creation of a production pipeline based on the content of the script written by the students themselves.

3. Unit 3: Computerized Entertainment and Classification (2 weeks)
- A. Design, Visual, and Media Art Anchor Standard 6.3, 10.6  
Advanced Animation Pathway Standards A1.0, A1.1, A2.7, A3.2 A4.6, A7.1, A7.2, B6.1, B6.5,  
Common Core Standards:  
CCSS LS 11-12.6, LS 1.B
- B. This unit explores how entertainment is classified by genre and theme. It also explores how this information is used to sell an animated project. Finally, the life-cycle of entertainment products is explored from experimental media, to mainstream media. Students learn about the historical cycle of media, both information and entertainment, and how that cycle, though following the same pattern, has accelerated nearly exponentially since the last half of the 20th century. Students' research, compares, and categorizes the correct genre of popular animation, then analyze examples of different animation genres.
- Assignment 1: Individually, students will write one page screenplay of a genre of popular animation. Students will then break down the script into production pipeline elements to hand off to different specialists in the production process. Presentation.
- Assignment 2: Using the previous assignment, students will create a series of designs that are to be used in the production. The goal of the designs is to provide for the animators background artists prop designers and voice actors, complete designs of all elements of the production that the animators and storyboard artists will need to complete the production.
- Assignment 3: Students learn to storyboard their script using standard film language to tell an effective story. Students will then provide voice acting and sound effects and time the storyboard to create an industry standard animatic.
- Assignment 4: Students will look up two to three scholarly articles regarding the cognitive benefits and potential psychological consequences of watching animation. Using their research, students will write a two to three page argumentative essay taking a stance either for or against animation content. Students must discuss both, the benefits and consequences of watching animation in order to strengthen their arguments. Students will write their argumentative essay in MLA format and must cite their sources using parenthetical citations and bibliography page (bibliography is not a part of their two to three pages).

Assignment 5: Students will present their argument from the previous assignment to the class. Students will complete a 3-5 minute presentation highlighting the key points to their arguments. Students may use visual aids during their presentation.

4. Unit 4: Evolution of Animation (2 weeks)

- A. Design, Visual, and Media Art Anchor Standard 2.4, 2.5, 10.3, Advanced Animation Pathway Standards A1.0, A1.1, A2.7, A3.2 A4.6, Common Core Standards: CCSS LS 11-12.6, LS 1.B
- B. This unit explores the reason how people created animation through history. Students are presented with evidence that shows how humankind's natural need for allegorical story has led to the development of continually more advanced and complex animation throughout history, and that it continues today. Students learn about the evolution of governmental regulation of the entertainment industry due to changing societal attitudes regarding visual violence and sexual content and racial mores and how this regulation has affected the production of entertainment media over the past two decades.

Assignment 1: Students will look up two to three scholarly articles regarding the cognitive benefits and potential psychological consequences of watching animation. Using their research, students will write a two to three page argumentative essay taking a stance either for or against animation content. Students must discuss both, the benefits and consequences of watching animation in order to strengthen their arguments. Students will write their argumentative essay in MLA format and must cite their sources using parenthetical citations and bibliography page (bibliography is not a part of their two to three pages).

Assignment 2: Students will present their argument from the previous assignment to the class. Students will complete a 3-5 minute presentation highlighting the key points to their arguments. Students may use visual aids during their presentation.

Assignment 3: Using Storyboard Pro, students animate emotionally resonant scenes with each of their characters in the previous lessons storyboard. These activities further exemplify the emotional qualities that constitute an animated show or movie, and how to creatively use film language and acting to create a meaningful experience for the audience.

5. Unit 5: Studio Practices and Styles (2 weeks)

- A. Design, Visual, and Media Art Anchor Standard 2.4, 2.5, 10.3, Advanced Animation Pathway Standards A1.0, A1.1, A2.7, A3.2 A4.6, Common Core Standards: CCSS CCR RST 3,4, 7,9 RI 3-7
- B. In this unit, students are exposed to the various animation studios and their concomitant styles and subject matter. Students learn about each of the

animation industry's primary employer's production pipelines are constructed, and how those components work together to make animated content possible.

Assignment 1: Students select two animation companies to compare. Students will discuss various components to each company's platform along with the pros and cons to each company's animation design and storytelling styles. Students will use their comparisons in a brief 3-5 minute class presentation. Students may use PowerPoint, Google Slide, Prezi or poster as a visual aid in their presentations.

Assignment 2: Students animate quick character studies in the style of a chosen studio and specific director. Finally, students analyze their own animation created and then enhanced in Activities 6-3, then critique those of five other students within the class.

Assignment 3: Students will use their peer critiques from the previous assignment to make improvements to their animation. Students will present their animation and explain the improvements they made to their animation to the class.

6. Unit 6: Perspective, Scene Design, and Basic Animation (11 weeks)

A. Design, Visual, and Media Art Anchor Standard 2.5, 5.2, 7.5,  
Advanced Animation Pathway Standards A1.0, A1.1, A2.7, A3.2 A4.6, A7.1, A7.2  
Common Core Standards: CCSS CCR RST 3,4, 7,9 RI 3-7

B. Students will demonstrate and practice the use of industry programs and techniques, facilities and equipment. Students will identify and learn how to tell a visual story using standard film language (i.e. Shot design) in order to effectively communicate with an audience. Students will also learn advanced perspective character and prop design. Students are evaluated through teacher observations of projects in progress. Students will be assessed through, lab work, multimedia presentations, discussion, and participation.

This unit provides a comprehensive instruction in the application of visual elements to communicate with an audience. *Every 2-3 weeks* a different graphic storytelling tool/ technique/method will be covered, such as Character Design and Model sheet construction, Scene Planning, Prop Design, Scene Blocking and Production Efficiency. A combination of teacher lecture, textbooks, student participation lab, and multimedia technology are used. Students will be assessed through tests, Project work, multimedia presentations, discussion, and participation.

**Second Semester**

7. Unit 7: Collision Theory and Logic, Life Drawing and Animation History (2 weeks)

A. Design, Visual, and Media Arts  
Anchor Standard 6.3, 10.6  
Advanced Animation Pathway  
Standard A1.0, A1.1, A2.3, A 4.0, A4.6  
Common Core Standards: CCSS LS 11-12.6, LS 1.B

- B. This unit is a further implementation of Life Drawing, which is required in any professional and post-secondary Portfolio. It also broadens the student's ability to build the necessary artistic skills for a future animation career. In this project we will explore posing and anatomy, as well as animation concept such as Line of Action, Squash and Stretch, and recognizing a character's Balancing Point. In this unit, students are introduced to basic animation physics and how our understanding of them, while not constrained at all to those we experience in the natural world, nonetheless influences those physics. Students learn how animators create virtual environments that behave physically in the same way that the real environment is expected to behave, but break down when needed for either humor or suspension of disbelief in a heroic manner and how both contribute to compelling storytelling.

Assignment 1: Students will look up two to three scholarly articles regarding the cognitive benefits and potential psychological consequences of watching animation. Using their research, students will write a two to three page argumentative essay taking a stance either for or against animation content. Students must discuss both, the benefits and consequences of watching animation in order to strengthen their arguments. Students will write their argumentative essay in MLA format and must cite their sources using parenthetical citations and bibliography page (bibliography is not a part of their two to three pages).

Assignment 2: Students will present their argument from the previous assignment to the class. Students will complete a 3-5 minute presentation highlighting the key points to their arguments. Students may use visual aids during their presentation.

Assignment 3: Using Storyboard Pro, students animate emotionally resonant scenes with each of their characters in the previous lessons storyboard. These activities further exemplify the emotional qualities that constitute an animated show or movie, and how to creatively use film language and acting to create a meaningful experience for the audience.

Assignment 1: Students learn to animate a basic gag (joke). Students practice applying logic and collision theory in cartoon story design. Students learn how to size a background scene to fit the frame of a show or movie.

Assignment 2: Students will use their peer critiques from the previous assignment to make improvements to their animations. Students will present their animations and explain the improvements they made to their animations to the class.

8. Unit 8: Timing Animation, and Animatic (10 weeks)

- A. Design, Visual, and Media Art Anchor Standard 6.3, 10.6  
Advanced Animation Pathway Standard A1.0, A1.1, A2.3, A2.4, A2.6, A7.0,  
Common Core Standards: CCSS CCR RST 3,4, 7,9 RI 3-7
- B. This unit is an introduction to Animatic timing, Animation and Animation Timing as well as voice acting and lip synch. Students will produce a timed animatic

with voice recordings they themselves or their friends do, and a couple of short animated scenes. Students are also exposed to the various animation studios and their concomitant styles and subject matter. Students learn about how each of the animation industry's primary employer's production pipelines are constructed, and how those components work together to make animated content possible.

Assignment 1: Using traditional animation practices, students animate the previously created storyboard. This assignment illustrates the amount of work involved in creating the kinds of animation students have come to expect from the shows and movies they purchase.

Assignment 2: Students will research the differences between two-dimensional and three-dimensional virtual world rendering and how interaction within these two environments differs. In groups, students will create a PowerPoint, Google Slide or Prezi presentation about these differences and how they affect overall viewer satisfaction and storytelling dynamics. Students will also discuss their previous assignment and how much work is involved in the animation that is expected from animation studios today.

Assignment 3: Students will use their peer critiques from the previous assignment to make improvements to their animation. Students will present their animation and explain the improvements they made to their animation to the class.

9. Unit 9: Animation and fan Culture (2 weeks)

- A. Design, Visual, and Media Art  
Anchor Standard 6.3, 10.6  
Advanced Animation Pathway  
Standard A1.0, A1.1, 3.1, 3.3, 3.4, 3.6 3.9 , and 11.5  
Common Core Standards: CCSS CCR SL 1-6, RI 1-4,7

- B. In this unit, students learn that an animated product must have some element that engages players and keeps them interested. They also learn about the importance of character immersion in keeping audience interest high. Students also learn although immersion has obvious positive aspects in making a project watchable and profitable, immersion also has the negative side effect of viewers into addictive consumption. This chapter also dives-into the many meanings of the word fan and that, though a commonly used word, is actually one that is very difficult to define and describe. Finally, social benefits to fan communities are explored along with the issues involved in maintaining an online community.

Assignment 1: In groups, students will research addictive viewing behavior and the negative effects of addictive viewing behavior. Students will use their research to create a public service announcement (PSA) warning consumers about the negative effects of addictive viewing behavior and show it to the class. Students may record their PSA and play it for the class or, present their PSA live to the class.

Assignment 2: Students will research the social benefits along with potential harm that may come from online fan communities. Students will cite points for each argument from 3 different sources. Students will then be divided into teams for a class debate with one team supporting online fan communities and the other team

will oppose online fan communities. Students will then switch teams so, each student gets to argue for and against online fan communities.

Assignment 3: Students extend learning on animated content to include skills on call aspects of storytelling cinematography acting and emotional music cueing. Students analyze their own animations, and then critique those of five other students within the class.

10. Unit 10: Reverse Engineering and Professional Reviews (2 weeks)

A. Design, Visual, and Media Art

Anchor Standard 6.3, 10.6

Advanced Animation Pathway

Standard A1.0, A1.1, 3.1, 3.3, 3.4, 3.6 3.9, 11.5

Common Core Standards: CCSS CCR RI 2-4, L 4-6, RI 1-4

- B. This unit explores how Animation companies evaluate the overall quality of the shows that they produce, as well as those that are produced by their competitors. Students learn how companies regularly reverse-engineer shows within genres for which they wish to create new projects. Students also learn about how copyright laws are used to protect the intellectual property (the shows and characters) that Animation companies create. Finally, students learn about the skills that Animation Company's look-for when hiring people who can critique the shows that they produce as well as those of their competitors, and why this critiquing helps keep the company competitive.

Assignment 1: Students will take the role of an animation company's research team. Students will critique a TV show or movie of their choice. Students will then present their critiques to the class using screen shots from their selected project.

Assignment 2: Students will research the lawsuit Universal v. Nintendo where, Universal felt that the Nintendo game Donkey Kong was too similar to their movie, King Kong. Students will write a reflection paper (1-2 pages) discussing their viewpoints on the lawsuit. Students must cite their sources using parenthetical citations and a Bibliography page.

Assignment 3: Students learn the basic skills needed to create an animation. Students learn how to set the action point and hot spot for the animations they create. Finally, students make an intelligent judgment about whether the animated project succeeded or failed in its objectives.

11. Unit 11: Global Economy and Supply Chain (3 weeks)

A. Design, Visual, and Media Art

Anchor Standard 6.3, 10.6

Advanced Animation Pathway

Standard A1.0, A1.1, 3.1, 3.3, 3.4, 3.6 3.9, 11.5

Common Core Standards: CCSS CCR SL 2.6, L 4-6, RI 1-4,



- B. In this unit, students learn that a great number of people are involved in getting a game from an original concept to a finished product that may be sold to the video gaming market. Students learn how the concept of Specialization of Labor ultimately developed into the modern supply chain and how, at each stage of the supply chain, value is added to make the product sell and the company more profitable. The complexity of the global market and supply chain is explored as well as how students fit into that chain now and in the future.

Assignment 1: Students will research Plato's theory of Specialization of Labor and why companies believe Specialization of Labor can lead to increased productivity. Students will complete a class activity where students will work in groups of three. Each group gets one stapler and one pile of paper. The task is to collate five pieces of paper and staple the five pieces together for a booklet. The goal is to see how many booklets can be produced in two minutes. After two minutes, students will count how many booklets each group has produced. Students will then complete the same activity by themselves. Using this activity, students will discuss the economic significance of specialization and division of labor. Students will write a brief reflection (1-2 pages) using their research and the class activity. Students must cite their sources using parenthetical citations and a Bibliography page.

Assignment 2: Students build a rhythm game, then tune the game to match game play with game sounds. Students design and build a custom user interface. Students explain acceptable use of royalty-free and copyrighted materials. Students test and analyze the game built to determine the value of key elements in the video game, then make an intelligent judgment about whether the game succeeded or failed in its objectives.

Final Exam Details: Students will research careers in Animation. They will search job sites and the union to get the detailed requirements to become an animation professional. Students will select a specific job listing from a company of their interest, then students will research the requirements of their respective job listing/company including: preferred skills, what college degrees would be required, what type of experience they need to have, and the costs associated with getting the required credentials versus the amount they will be making.

Using their three best pieces of work from previous assignments, students will also create a portfolio (using screenshots, photographs of projects, etc.) they can use in an interview. Students will use their findings from the research they conduct to make their portfolios cater to the specific company to which they plan on applying. They will present this to the class in a five to ten minute presentation, as if they would to their prospective employers. Fellow students will evaluate the presentation with a rubric provided by the teacher that aligns with rubrics used in real-life interviews.

Glendale Unified School District

High School

(Meeting date will be typed in after Board approval)

Department: CTE

Course Title: Sports Medicine (course revision)

Course Code: 5162/5163

Grade Level(s): 10, 11

Course Credits: 10

Length of Course: Full Year

Recommended  
Prerequisite: Completion of Medical Biology

Recommended  
Textbook: Sports Medicine Essentials/Jim Clover (2007)

Course Overview: Sports Medicine 1-2 is concentration course for the Health Science and Medical Technology Industry sector and Patient care pathway. This full-year CTE and Science standard based course is designed to incorporate and expand upon the essential knowledge learned during the student's biology course. It will explore the science components of sport and exercise including biomechanics, exercise physiology, psychology, nutrition, & performance techniques. It will also include the specifics of sports medicine with the exploration of therapeutic careers, medical terminology, anatomy & physiology as it relates to sport and injury, kinesiology, detailed evaluation skills, firstaid competencies, the healing process, injury prevention, rehabilitation techniques, and therapeutic modalities. Multiple laboratory activities and scholarly article reviews are integrated as essential aids in the learning process to extend the students comprehension and application of the current technology and information associated with the science. A compilation of work and competencies will be required to be kept by each student that will develop and build as the course progresses.

Course Content:

Semester 1

Unit 1: Introduction (1 week)

Standards:

Health Science and Medical Technology

Anchor Standard 3.1, 3.4, 10.1, 10.2

Patient Care Pathway

Standard B5.1, B5.2, B5.4, B5.5

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

1. Students will integrate the history and advancement of medicine and explore the variety of therapeutic and exercise science careers. Proper medical terminology will be learned and put together with understanding the kinesiology of anatomical planes, positions, directional terms and movements. This knowledge will continually be reinforced throughout the class. Legal and ethical concerns will be reviewed in relation to appropriate treatment, documentation and legislation.

2. a. The student's will be investigating a career field related to sports medicine or exercise science and evaluated with a research paper and presentation to the class with specific areas such as education, setting, salary, job skills, continuing education, etc... being reviewed. During each semester, the students will be required to do 10 hours (20 total) of observation within the sports medicine or exercise science field and conclude with a paper describing their observations and experience.

b. Students will learn and prepare proper SOAP and HIPS notes for documentation using combining knowledge and differentiation of subjective and objective findings with proper medical terminology.

Unit 2: Body system, Prevention, and First-Aid (2 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 6.2, 6.4, 6.6

Patient Care Pathway

Standard B11.1, B11.2, B11.3, B11.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. Students will learn normal physiology and homeostasis of the body systems with blood pressure, body temperature, and respiration rate and medical evaluation included in preparticipation medical evaluation. The effects of trauma to the body systems will be reviewed and connected with primary and secondary survey assessments of injury and treatment. The science and effectiveness of CPR and AED will be taught along with specific laws associated with treatment and use. Other emergency situations including bleeding, fractures, and shock will be looked at as well as blood borne pathogens and OSHA standards and connected with appropriate treatment to maintain body homeostasis for survival. The students will also be educated on the current technology, purpose and proper fitting of protective gear and associated studies for the prevention of injury.

2. a. The student's knowledge of primary and secondary survey and treatment will be evaluated through American Heart Association CPR/AED and First-Aid certification. This includes carrying out a primary and secondary survey of a patient and actual performance of CPR and first-aid skills.

2. b. Students will be assessed on hands-on performance skills for taking blood pressure, pulse, respiration rate and temperature with documentation and comparison of normative values to causes of abnormal values.

### Unit 3: Tissue Response to Injury, Healing & Regeneration (3 weeks)

#### Standards:

Health Science and Medical Technology

Anchor Standard 10.1, 10.2, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

1. Students will review normal tissue structure and function and learn the response of that tissue to physical injury. Soft tissue trauma, bony trauma and nerve trauma will be compared with healing and regeneration times and various classifications of injury. A connection will be made between biomechanical forces and the different injuries caused. The physiology of the inflammatory response and pain-spasm-pain cycle will be connected to the GATE control theory and therapeutic modality and pharmacology treatment options including cryotherapy, thermotherapy, electrical stimulation, NSAIDs, and others.

2. a. Students will need to identify and classify the different types of trauma including soft tissue with degrees of trauma and bony trauma with types of fractures. Students will need to maintain proper medical terminology as learned previously in their identification.

2. b. Students will map out or chart the physiological response to injury with the inflammatory process and possible effects of various therapeutic modalities.

### Unit 4: Lower Extremity (6 weeks)

#### Standards

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. Education associated with content specifically regarding the foot, ankle, and lower leg; knee and thigh; and hip will be learned building upon knowledge previously learned with the injury healing process and continually maintaining proper medical terminology. The anatomy and physiology of the bones, muscles, tendons, and ligaments will be instructed including topography, origins and insertions. This information will be connected with the kinesiology of body movement progressing to injuries and mechanisms and further connecting this to treatment techniques as learned in previous units, tissue reeducation and rehabilitation.

2. a. Students will be measured through hands-on palpation of detailed anatomical structures and evaluation including orthopedic special tests. They will combine the information gained with the signs and symptoms presented and their knowledge of specific injuries to conclude with identification of injury prognosis. This will be documented with a full analysis report

including subjective, objective, and special test findings concluding with an assessment and plan for treatment.

2. b. Competency of treatment will be examined through treatment and rehabilitation techniques including taping and therapeutic exercise skills associated with specific lower extremity injuries. This will be tested through hands-on laboratory skill evaluation as well as written rehabilitation plan progression with emphasis on specific correlation of treatment to expected outcome.

#### Unit 7: Head and Face (4 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. Information associated with content regarding the head, face and brain will be learned. The anatomy and physiology of the bones and muscles will be taught including topography, origins and insertions. This information will be connected with injuries and mechanisms with further connection to treatment techniques. The brain topography and functions as well as cranial nerves will be reviewed. In addition, the biomechanics of head injury and concussion will be examined including the neurometabolic cascade of concussion in connection to long term effects and appropriate treatment.

##### 2. Key Assignments

Students will physically perform concussion clinical/laboratory baseline assessments using IMPACT, BESS, SAC, and SCAT3 evaluations. They will be evaluated on their knowledge of head injuries with the documentation of a head injury report with a treatment plan designed to include return to learn and return to play protocols with emphasis following CA State Laws, Ed Code and CIF, NCAA, or NFL guidelines.

#### Unit 8: Environmental Considerations (2 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 10.1, 10.2, 10.3

Patient Care Pathway

Standard B1.1, B1.2, B1.4, B1.5

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. The various effects of the environment and their relationship to performance and possible injuries or conditions will be studied. Hyperthermia and hypothermia issues as they relate to metabolic production, conductive, convective and radiant exchange and evaporation will be examined. This information will be combined with the heat index and the signs and symptoms of both cold and heat illness conditions as well as prevention and treatment. The physiological effects and adaptation to altitude and its connection to training and performance will be

considered in relation to current methods and evidence based studies. Other areas will also be discussed including circadian dysrhythmia, air pollution levels, and lightning safety.

## 2. Key Assignments

Students will be evaluated on their knowledge of relative humidity with laboratory measurements using a wet-bulb-globe temperature gauge and charting this information with the heat index levels and appropriate training levels.

Optional: The students will have the opportunity to assess their own physiological effects of altitude with use of an altitude training tent. The findings would be documented and charted with a final presentation to the class.

## Semester 2

### Unit 5: Trunk and Spine (4 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. Education associated with content specifically regarding the trunk and spine will be learned building upon knowledge previously learned with the injury healing process and continually maintaining proper medical terminology. The anatomy and physiology of the bones, muscles, tendons, and ligaments will be instructed including topography, origins and insertions. This information will be connected with the kinesiology of body movement progressing to injuries and mechanisms and further connecting this to treatment techniques as learned in previous units, tissue reeducation and rehabilitation. Focus will include the organs and their functions and injuries and diseases or conditions associated with them as well as the nerve function, healing and current studies, experimentation, and advancements with spinal cord injury.

2. a. Proper identification and hands-on palpation of the abdominal quadrants and the organs associated with their locations in a clinical/laboratory setting will be assessed as well as proper nerve function through reflex testing. The findings will be combined with the student's knowledge of anatomy and signs and symptoms associated with specific injuries and concluded with possible diagnosis. The students will document their findings with subjective and objective information and project a conclusion and necessary treatment plan.

### Unit 6: Upper Extremity (6 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. Education associated with content specifically regarding the shoulder; upper arm, forearm, and elbow; and wrist and hand will be learned building upon knowledge previously learned with the injury healing process and continually maintaining proper medical terminology. The anatomy and physiology of the bones, muscles, tendons, and ligaments will be instructed including topography, origins and insertions. This information will be connected with the kinesiology of body movement progressing to injuries and mechanisms and further connecting this to treatment techniques as learned in previous units, tissue reeducation and rehabilitation.
2. a. Students will be measured through hands-on palpation of detailed anatomical structures and clinical evaluation including orthopedic special tests. They will combine the information gained with the signs and symptoms presented and their knowledge of specific injuries to conclude with identification of injury prognosis. This will be documented with a full analysis report including subjective, objective, and special test findings concluding with an assessment and plan for treatment.
2. b. Competency of treatment will be examined through treatment and rehabilitation techniques including taping and therapeutic exercise skills associated with specific upper extremity injuries. This will be tested through hands-on competency skill evaluation as well as written rehabilitation plan progression with emphasis on specific correlation of treatment to expected outcome.

#### Unit 9: Performance Physiology (2 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

1. The physiology of the muscles and energy systems will be reviewed. This will include information on actin, myosin and the sliding filament theory and connected with muscle strain injury and preventative stretching treatment. The differences in fast-twitch versus slow-twitch muscle fiber will be evaluated in relation to sport demands. The anaerobic and aerobic-oxidative energy systems including the ATP-PC system, glycolytic system, cardiorespiratory system and the physiological effects of the heart and lungs will be examined as well as how they can be enhanced through sport science techniques and training.

2. a. The students will perform applied assessments of their own activity as it relates to their heart rate using a heart rate monitor. The information gathered will be recorded, charted, and evaluated by the students. Students will also observe an exercise physiologist performing maximum heart rate and lactate threshold testing, record findings, and review an analysis of the testing results.

#### Unit 10: Biomechanics (2 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1 10.1, 10.3

Patient Care Pathway

Standard B9.1, B9.3, B9.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. The laws of mechanics and physics as it relates to sport and performance and the cause-effect relationship will be examined using principles such as motion, resistance, momentum and friction. Students will apply this information to the assessment of flexibility as it pertains to range of motion and stretching techniques for enhancement including static, ballistic, and proprioceptive neuromuscular facilitation. Resistance training and methodology for power, speed and endurance training with periodization and proper biomechanical lifting techniques will be taught including differences in isometric, isotonic and isokinetic exercises and open versus closed-chain. The principles of SAID, Overload and specificity will be learned in connection with the above physiological and biomechanical factors. Students will learn to assess normal biomechanical movement as well as biomechanical needs for various sport activity and skills with the use of observation and technology.

2. a. Laboratory assessment of joint range of motion will be learned and evaluated using a goniometer with proper alignment, technique and measurement accuracy. Students will be examined on the application and instruction of proper stretching techniques for prevention of injury with appropriate muscle identification, positioning and methodology.

2. b. Students will learn and perform proper biomechanical techniques for strength training in context to load and power. They will design an annual performance program using the principles learned in relation to their assessment of the biomechanical needs of specific movements for sport skills as well as the connection to the physiological needs associated with the sport.

Unit 11: Nutritional Components (3 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1 10.1, 10.3

Patient Care Pathway

Standard B9.1, B9.2, B9.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

1. The physiological effects of nutrition and the production of energy as it relates to various food and supplement sources will be learned. This information will be compared with the energy output of activity and connected to current food labels, pre and post-game meal needs and hydration. Current information and analysis of varying body composition methods and their accuracy will be evaluated. Information regarding eating disorders will be presented along with the efficacy and research related to current fad diets and supplementation. Lastly, ergogenic aids and performance enhancing substances will be looked at in relation to their physiological effects, health effects; high school, NCAA, USADA, and WADA regulations, and current studies.

2. a. Students will record and assess their own personal diet with a 3-day diet analysis and make correlations to intake, needs, deficiencies, and activity level.

2. b. Students will perform research on a variety of medications and performance enhancing substances on usada.org. They will apply this knowledge with the physiological effects of the medications and substances and make a presentation to the class on their findings.



Unit 12: Psychological Factors (2 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1 5.4, 5.6

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B

1. The psychological responses to injury and the healing process will be studied and associated as it pertains to the cycle of loss. Other topics such as overtraining, staleness and burnout will be considered in connection with performance. Psychological management techniques such as imagery, positive/negative thinking, and goal setting will be examined as well as the influences of coaches and parents, and the effects of stress and anxiety. These are components that can be related to performance as well as daily life for students.
2. a. Students will experience and perform the goal setting process of evaluation of goals and setting of short-term and long-term goals. This process will be clearly presented including objective measures to achieving the goals set.

Additional Recommended Materials:

Sports Medicine Essentials workbook / Jim Clover (2007)

Glendale Unified School District

High School

(Meeting date will be typed in after Board approval)

Department: CTE

Course Title: Advanced Sports Medicine (Previously Sports Therapy)  
Title change/revision of course content

Course Code: 5164V/5165V CBED code 4260, CDE Course # 3686

Grade Level(s): 11, 12

Course Credits: 10

Length of Course: Full Year

Recommended Prerequisite: Completion of Sports Medicine

Recommended Textbook: Foundations of Athletic Training - Prevention, Assessment, and Management / Marcia K, Anderson

Course Overview: Advance Sports Medicine is the capstone course for the Health Science and Medical Technology industry sector, patient care pathway. This advanced course is a one-year, lecture-laboratory science elective designed to provide a challenging academic experience and hands-on field experience involved with the rapidly growing field of Sports Medicine. Sports Medicine is a multidisciplinary approach for those involved in sports, involving a variety of professionals, such as physicians, physical therapist, certified athletic trainers, strength and conditioning specialist, and nutritionists.

Technical instruction includes orientation, safety and infection control, communication and interpersonal skills, academic proficiency, and employability skills. Emphasis is placed on: ethical and legal considerations, pharmacology, sports and therapeutic equipment, nutrition and weight management, infection control, assessment of vital signs, basic life support (including AED and CPR), soft tissue injuries, injuries to the lower and upper extremities, injuries to the head and spine, injuries to the chest and abdomen, environmental conditions, medical conditions, taping and bracing, therapeutic modalities, and physical rehabilitation.

All components consist of classroom instruction and on-the-job training hours. The competencies in this course are aligned with the California Common Core State Standards and the California Career Technical Education Model Curriculum Standards.

Course Content:

Semester 1

Unit 1: ADVANCED MEDICAL TERMINOLOGY (2 Weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 2.7, 2.8, 5.1 10.1, 10.3

Patient Care Pathway

Standard B4.1, B4.3, B5.1, B5.2

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

- A. Throughout the course, students will take basic medical terminology they have learned in Biology, Physiology, Sports Medicine and begin applying the concepts with an increased knowledge as well as start introducing higher medical terminology. Students will demonstrate knowledge of medical terminology pertaining to Athletic Training and Sports Medicine; Advanced anatomy and physiology; Injury terminology and descriptions
- B. Key Assignment: Injury write up.  
Students will be required to write 4 in-depth injury reports that relate to their internship/observation experience. They will choose an injury which occurred and do a complete 1-3 page write up. They will use the two main texts as well as find 1-2 scientific/medical journals to expand upon their knowledge of the injury and include common mechanisms of injury, initial treatment, full treatment to return to play, and long term implications. This writing assignment will allow the students to analyze the injury and treatment provided and then reflect on how they feel this aligns with the methods and information they found within the journals and text about the most appropriate treatment.  
Objectives: Students will create injury write ups using proper medical terminology based off real life experience seen within their internship and learn more from scientific journals.

Unit 2: SPORT COVERAGE (4 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 9.3, 9.4, 11.1

Patient Care Pathway

Standard B7.1, B7.2, B7.3, B12.1, B12.2, B12.3, B12.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, LS1.B, PS1.A, PS1.B

- A. In previous courses, students have been taught about common administrative practices, ethical decision making, and game coverage. In this unit, we will expand upon this

information and students will create their own rules and regulations for a sports medicine facility.

1. Documentation Procedure

1. Injury Reports
2. Insurance Forms
3. Inventory
4. Medical Kit Distribution
5. Budget and ordering

2. Professionalism

1. Proper Attire
2. Responsibility
3. Duties
4. Requirements/Time Commitment
5. Liability

B. Key Assignments/Labs

- Lab 1 Budgeting, Inventory, and Ordering  
Objective: Students will be able to create a list of necessary supplies and quantity orders based off a set patient need and budget
- Lab 2 Creating a medical facility  
Objectives: Students will be able to create a medical facility based off current laws and regulations. Students will provide justification and develop a cost analysis and upkeep quote
- Key Assignment 1 resume and cover letter  
Objectives: Students will modify their resume created in sports medicine 2 and a cover letter for either a medical job or program application
- Key Assignment 2 College Research  
Objectives: Students will understand what college, courses, and requirements to attain their desired medical degree or certification

Unit 3: EMERGENCY PROCEDURES- RECERTIFICATION (4 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1 6.2, 6.8

Patient Care Pathway

Standard B10.2, B10.3, B10.4, B10.5, B11.2, B11.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, LS1.B, PS1.A, PS1.B

A. In Sports Medicine, students are certified in First Aid, CPR, and AED use. These certifications expire every 2 years. In this course, students will learn about;

1. Vital Signs

- Monitor vital signs
- Demonstrate proper technique for taking vital signs

2. Adult, Child and Infant CPR with AED

- Employ basic life-saving techniques
- Activate E.M.S.

### 3. First Aid

- Demonstrate proper injury care
- Recall life threatening emergencies
- Apply proper splinting procedures
- Understand protocols for blood-borne pathogens

### B. Key Assignments/Labs

- Lab 1 Homeostatic Mechanisms / body temperature regulation  
Objectives: Students will be able to
  - 1) determine what variables affect blood pressure and pulse rate.
  - 2) how substance abuse affects blood pressure and pulse rates.
  - 3) what nutritional considerations affect blood pressure and pulse rates.
  - 4) specific selected medical conditions in Sport.
  - 5) Blood-borne and airborne pathogens
- Lab 2 CPR, First aid, and AED Lab and Practicums  
Objectives: Students will be able to
  - 1) Perform primary and secondary evaluations
  - 2) Determine what treatment is needed
  - 3) Perform CPR using BLS standards
  - 4) Demonstrate knowledge and apply the following: Epi Pen, Splinting, Blood control, Glove removal, and blood borne pathogen techniques
- Key Assignment: Student in this unit will complete a 1-2 page descriptive piece on an emergency management/ scenario and using the text identify proper treatment and create a step by step protocol for this injury which can be placed in an emergency action plan. This assignment will relate to the class and unit as it is allowing them to fully describe the scenario, who it would happen to, and how they themselves can prevent the person from further injury and potentially save their life.

### Unit 4: REVIEW and Expand: FOOT, ANKLE AND LOWER LEG (2 weeks)

#### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

- Anatomical structures- Palpate ligaments, bones, tendons, muscles
- Differentiate the mechanism of injury
  1. Sprains/strains
  2. Tendonitis
  3. Fractures
  4. Compartment syndrome

- Employ proper techniques of immediate injury care
- Understand proper injury prevention techniques
- Demonstrate functional methods for preventive taping and wrapping
- Design and monitor rehabilitation programs

#### B. Key Assignments/Labs

- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment
- Key Assignment: Students will choose a special test that applies to this unit and complete a 1-3 page write up on the special test. The students will fully describe the patient position, clinician position, evaluation procedure, positive signs, implications, modifications, and special considerations. After describing the test, the student will then find 1-2 scientific journals or articles describing the test's specificity, sensitivity, and inter-tester reliability. The students will then provide a paragraph analyzing whether they believe the test should be implemented in their sideline injury assessment/ doctors office and fully explain their reasoning. The students will be using mathematical CCSS standards when they look at the articles and review the statistics about their special tests. The students will need to construct viable arguments for the recommendation of use or not use for their special test based on their critique of the articles and information. Some special tests also integrate the use of a goniometer for measuring the angles of the joint.

#### Unit 5: REVIEW and Expand: KNEE, THIGH, AND HIP (3 weeks)

##### Standards:

##### Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

##### Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

- A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

1. Anatomical Structure - Palpate ligaments, bones, muscles, tendons and meniscus
2. Differentiate the mechanism of injury

Sprains/strains  
Tendonitis  
Chondromalacia  
Fractures/ dislocations  
Osgood Schlatter disease  
Patella Femoral syndrome  
Quad contusion  
Hip pointer  
Groin strains

3. Employ proper techniques of immediate injury care
4. Understand proper injury prevention techniques
5. Demonstrate functional methods of preventive taping and wrapping
6. Design and monitor rehabilitation programs

#### B. Key Assignments/Labs

- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment
- Key Assignment: Students will choose an injury and create an thorough 1-3 page SOAP note. They will need to include all the subjective findings, Objective findings, Assessment techniques, and Plan of treatment. The students will need to use a variety of resources from the two primary textbooks, Internet research, scientific/medical journals, etc. This will be a summative writing response in which they will need to incorporate everything we have learned from anatomy, mechanism of injuries, rehabilitation, special tests, etc.

#### Unit 9: REVIEW and EXPAND: HEAD, NECK, AND INTERNAL INJURIES (3 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

- A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will

expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

1. Anatomical structures 1. Palpate ligaments, bones, tendons, muscles
2. Differentiate the mechanism of injury
  1. Concussion
  2. Fractures
  3. Stinger/burner
  4. Strains
  5. Ruptures, lacerations, punctures
3. Employ proper techniques of immediate injury care
4. Understand proper injury prevention techniques
5. Demonstrate functional methods for preventive taping and wrapping
6. Design and monitor rehabilitation programs

#### B. Key Assignments/Labs

- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment
- Key Assignment: Students will create a 1-2 page informative piece on a head, neck, or internal injury. Students will use scientific/medical journals and research to fully describe the injury, treatment, population base, and long term effects. This assignment is particularly relevant as students are subjected to so much new research about concussions and chronic traumatic encephalopathy.

### Semester 2

#### Unit 6: REVIEW and EXPAND: SHOULDER (3 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

- A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will



expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

1. Anatomical structures - Palpate ligaments, bones, tendons, muscles
2. Differentiate the mechanism of injury
  - Sprains/strains
  - Tendonitis
  - Fractures/dislocations/separations
3. Employ proper techniques of immediate injury care
4. Understand proper injury prevention techniques
5. Demonstrate functional methods for preventive taping and wrapping
6. Design and monitor rehabilitation programs

#### B. Key Assignments/Labs

- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment
- Key Assignment 1: Surgical Write Up  
Students will complete an informative piece on a shoulder surgery. Students will pick one injury that requires surgical intervention and do a 1-4 page research paper using scientific journals and medical research. Students will have to find up to date articles that relate to their topic and come to a conclusion of which surgical intervention was the most appropriate for the injury.  
Objective: Students will understand the connection between common surgical interventions and injuries they see on a regular basis in their internship rotations.
- Key assessment 2: Pitching analysis  
Students will write up pitching analysis of 5 pitchers utilizing ubersense application.  
Students will have to find up to date articles that relate to pitching techniques and common injuries result from the improper pitching techniques.

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

1. Anatomical structures - Palpate ligaments, bones, tendons, muscles
2. Differentiate the mechanism of injury
  1. Sprains/strains
  2. Tendonitis
  3. Fractures/dislocations
  4. Tennis elbow, little league elbow
3. Employ proper techniques of immediate injury care
4. Understand proper injury prevention techniques
5. Demonstrate functional methods for preventive taping and wrapping
6. Design and monitor rehabilitation programs

B. Key Assignments/Labs

- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment
- Key Assignment: Rehabilitation Protocol  
The students will create a descriptive writing piece on the elbow/forearm. The students will create a brochure on an injury of the elbow/forearm and create a rehabilitation program. The students will use the text "Principles of Athletic Training" as well as scientific/medical journals and articles to get the most up to date rehabilitation technique for their injuries.

Unit 8: REVIEW and EXPAND: WRIST, HAND, AND FINGERS (2 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.

1. Anatomical structures - Palpate ligaments, bones, tendons, muscles
2. Differentiate the mechanism of injury
  1. Sprains/strains
  2. Fractures/dislocations
  3. Carpal tunnel syndrome
  4. De Quervain's
  5. Boutonniere deformity
  6. Baseball finger
  7. Gamekeeper thumb
3. Employ proper techniques of immediate injury care
4. Understand proper injury prevention techniques
5. Demonstrate functional methods for preventive taping and wrapping
6. Design and monitor rehabilitation programs

B. Key Assignments/Labs

- Anatomical structures:
  1. Palpate ligaments, bones, tendons, muscles
  2. Differentiate the mechanism of injury
    - Sprains/strains
    - Tendonitis
    - Fractures
  3. Employ proper techniques of immediate injury care
  4. Understand proper injury prevention techniques
  5. Demonstrate functional methods for preventive taping and wrapping
  6. Design and monitor rehabilitation programs
- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
  1. bony anatomy
  2. muscular anatomy
  3. ligamentous anatomy
  4. range of motion normal versus abnormal
- Lab 2 Special Test and SOAP Assessment; Students will be able to perform
  1. Special tests
  2. Finding pertinent medical history
  3. Finding pertinent signs/Symptoms
  4. Develop a differential diagnosis and provide reasoning
  5. Create a plan based off the assessment

- Key Assignment: Students will choose an injury and create an thorough 1-3 page SOAP note. They will need to include all the subjective findings, Objective findings, Assessment techniques, and Plan of treatment. The students will need to use a variety of resources from the two primary textbooks, Internet research, scientific/medical journals, etc. This will be a summative writing response in which they will need to incorporate everything we have learned from anatomy, mechanism of injuries, rehabilitation, special tests, etc.

#### Unit 10: REVIEW and EXPAND: SPINAL INJURIES (3 weeks)

##### Standards:

##### Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3

##### Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

- A. In previous sports medicine courses, the students learned the basic anatomy, injuries and their assessment, treatment, and background. In this course, the students will expand upon that knowledge and apply it to real world scenarios, injury workups, and discussions.
1. Anatomical structures - Palpate ligaments, bones, tendons, muscles
  2. Differentiate the mechanism of injury
    - Sprains/strains
    - Spinal stenosis
    - Sciatica
    - Conditions of the cervical/lumbar disk
    - Fractures/dislocation
  3. Employ proper techniques of immediate injury care
  4. Understand proper injury prevention techniques
  5. Demonstrate functional methods for preventive taping and wrapping
  6. Design and monitor rehabilitation programs
- B. Key Assignments/Labs
- Lab 1 ROM and Functional Assessment; Students will be able to identify, locate and test
    1. bony anatomy
    2. muscular anatomy
    3. ligamentous anatomy
    4. range of motion normal versus abnormal
  - Lab 2 Special Test and SOAP Assessment; Students will be able to perform
    1. Special tests
    2. Finding pertinent medical history
    3. Finding pertinent signs/Symptoms
    4. Develop a differential diagnosis and provide reasoning
    5. Create a plan based off the assessment

- Key Assignment: Students will create a 1-2 page informative piece on a head, neck, or internal injury. Students will use scientific/medical journals and research to fully describe the injury, treatment, population base, and long term effects. This assignment is particularly relevant as students are subjected to so much new research about concussions and chronic traumatic encephalopathy.

#### Unit 11: MODALITIES (2 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B12.1, B12.2, B12.3, B12.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

A. In previous courses students have learned about modalities, basic application, and reasoning for their use. Throughout the course, students will utilize this information to create proper rehabilitation protocols and decision making with the following therapeutic tools.

1. Cryotherapy: Ice Packs, Ice Cups, Contrast Baths
2. Heat Therapy: Hydrocollator Packs, Contrast Baths
3. Light Therapy
4. Ultrasound 1. Phonophoresis
5. Electrical Stimulation: IFC, Premod, High Volt, Russian, COMBO
6. Iontophoresis

B. Key Assignments/Labs

- LAB 1 Cold therapies versus Heat therapies; Students will be able to describe the differences in
  - 1) Tissue responses to cold versus heat therapies.
  - 2) Neurologic responses to cold and heat therapies.
- Key Assignment: Modality Brochure  
Students will use the texts and create an informative brochure on a modality. The students will have to research the best uses for the modalities and the medical research behind that modality. The students will have to discuss the advancements and misconceptions related to their modality.  
Objective: This assignment's objective is to ensure students can connect the skills they will be using in their internship with the research and reasoning for their use.

#### Unit 12: ADVANCED TAPING AND WRAPPING (4 weeks)

##### Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B12.1, B12.2, B12.3, B12.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, LS1.B, PS1.A, PS1.B

A. Students have learned basic taping and wrapping skills in previous courses. In this course, they will master these skills, define the anatomical landmarks and methods of the tape jobs, as well as the reasoning and expected outcome behind each tape job.

1. Various taping, wrapping, and stretching techniques.

- Ankle Taping
- Simple wrist, Res. Hyperextension
- Thumb spica, complex thumb
- Shoulder spica
- shin splint taping
- Achilles
- MCL knee tape
- LCL knee tape
- McConnell taping
- Finger LCL/MCL tape, Buddy tape
- Arch taping
- AC joint taping

B. Key Assignments/Labs

- Lab 1 Taping and Wrapping; Students will be able to evaluate for necessity and apply various wrapping techniques. Students will be able to identify landmarks for application and reasoning for each tape job.
- Key assignment: Taping write ups  
Students will need to use their texts to identify the structures and background related to each tape job. They will need to list the injuries related to all tape jobs and what the tape jobs purpose is. The students will then reflect on if their background and experience with the tape jobs correlate with the research and information they acquired.  
Objective: The students will understand not only the clinical application and skills related to taping but can provide evidence and reasoning for their use.

Unit 13: REHABILITATION TECHNIQUES (4 weeks)

Standards:

Health Science and Medical Technology

Anchor Standard 2.5, 5.1, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B2.1, B2.2, B2.3, B2.4

CCSS LS 11-12.1, 11-12.4, 11-12.6, WHSST 11-12.2, 11-12.4, RRLST 11-12.1, LS1.B, PS1.A, PS1.B

A. Students have learned basic rehabilitation skills in previous sports medicine courses. In this course, students will expand on this knowledge and create rehabilitation plans specific to different injuries, healing phases, and attain data based on their implementation of the rehabilitation protocols.

1. Stretching Techniques

- Calf stretching
- Hamstring stretching

- Hip stretching
  - Quadriceps stretching
  - Back stretching
2. Modality Use
  3. Exercises

#### B. Key Assignments/Labs

- Lab1 Closed Kinetic Chain versus Open Kinetic Chain exercises  
Objective : Student will be able to describe and define the differences in
  - 1) open kinetic chain versus closed kinetic chain exercises
  - 2) passive versus active exercises.
  - 3) assistive or resistive exercises.
- Lab 2 Range of Motion (ROM) Assessment via Goniometry; Students will be able to
  - 1) demonstrate the proper usage of a goniometer.
  - 2) Compare normal to abnormal range of motion
- Lab 3 flexibility, agility and proprioception; Students will be able to measure
  - 1) Flexibility using the sit and reach measuring device
  - 2) Agility using the 20 yard agility course
  - 3) Proprioception using various techniques
- Lab 4 Strength, Power Endurance; Students will be able to measure
  - 1) Strength using two(2) repetition maximum with specific free weight exercises
  - 2) Power using ten (10) repetition maximum with specific free weight exercises
  - 3) Endurance using fifteen(15) repetition maximum with specific free weight exercises
- Key Assignment: Rehabilitation Protocol  
The students will create a descriptive writing piece on an injury. The students will create a brochure on the injury and create a rehabilitation program. The students will use the text "Principles of Athletic Training" as well as scientific/medical journals and articles to get the most up to date rehabilitation technique for their injuries.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Felix Melendez, Executive Director, Secondary Education

SUBJECT: **Approval of Supplementary Textbook for Use in High Schools in the Area of English**

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The Superintendent recommends that the Board of Education approve the supplementary textbook, "The Hundred-Year Walk: An Armenian Odyssey," for use in high schools in the area of English.

The supplementary textbook is submitted for approval by the Board of Education. The book has been reviewed for content and evaluated by members of the English Curriculum Study Committee. In accordance with Glendale Unified School District Board Policy 6161.1, the textbook was available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration. The Secondary Education Council has reviewed the information and made a recommendation of approval of the textbook to the Board of Education.

**HIGH SCHOOLS**

Department: **English**

English, Grade 10

The Hundred-Year Walk: An Armenian Odyssey by Dawn Anahid

MacKeen (Supplementary)

Published by Mariner Books, 2016



GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 18

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

SUBJECT: **Acceptance of the Mary Pinola/Crescenta Valley Chamber of Commerce Educational Endowment Fund**

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The Superintendent recommends that the Board of Education accept grant funding in the amount of \$2,100 from the Mary Pinola/Crescenta Valley Chamber of Commerce Educational Endowment Fund for Dunsmore Elementary School.

Dunsmore Elementary School has been notified that they are a recipient of grant funding from the Mary Pinola/Crescenta Valley Chamber of Commerce Educational Endowment Fund, a component fund managed by the Community Foundation of the Verdugos.

This funding will be used towards the purchase of 60 glockenspiel percussion instruments and two portable instructor/student pianos for use in the music program at Dunsmore Elementary School, which benefits 400 students in grades K-3 who engage in 30-minute sessions weekly to learn rhythm, and how to read notes and understand pitch, melody and notes on a sale.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 19

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
SUBJECT: **Acceptance of DonorsChoose Awards**

The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support projects submitted by Marshall Elementary Schools.

DonorsChoose is an organization that connects concerned individuals, called "Citizen Philanthropists," with classroom teachers, to provide funds or materials for class projects. Public school teachers create student project proposals and submit the one-page essay and list of resources needed. These concerned individuals fund the student projects of their choice, in whole or in part.

DonorsChoose purchases the student materials and ships items directly to the school, using a network of partnerships and vendors. Teachers are required to complete a feedback package, including documenting the project with photographs, which in turn are shared with the individual that funded the project.

The following projects were submitted and awarded by DonorsChoose:

Marshall Elementary School – Gerald Sharp, Teacher

Project: Microscopic Art and Science: Comparing Plants and Animals!

This project was awarded two micro slide viewers and cell structure lesson kits plus various art materials valued at \$999.53. The kits and materials will be used by Mr. Sharp's fourth grade students to further their research studies by being able to view cell parts, which will reinforce science vocabulary, support inquiry, research and drawing conclusions. The art supplies will enable students to construct drawings based on their observations and incorporate them into their presentations to the class.

Marshall Elementary School – Gerald Sharp, Teacher

Project: Student-Centered Projects!

This project was awarded an LCD projector and colored pencils valued at \$612.54. Students will use the pencils to create vivid images and sketches as an overview of their

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investigation for their units of study. The images/sketches can be incorporated into their slideshow presentations shown on the LCD projector to the rest of the classroom.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 20

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Consideration of Damage Claim**

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The Superintendent recommends that the Board of Education reject a claim submitted by Luis Hernandez and refer the claim to the District's claims administrator for processing in accordance with applicable laws.

GLENDALE UNIFIED SCHOOL DISTRICT

December 12, 2017

CONSENT CALENDAR NO. 21

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
SUBJECT: **Acceptance of Gifts**

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

- a. College Board wishes to donate to the District \$500.00 to pay for Advance Placement conference attendance and professional development at Clark Magnet High School.
- b. Islands Restaurants, L.P. wish to donate to the District \$178.00 to be used to purchase instructional materials and supplies for use at Columbus Elementary School.
- c. Pie In The Sky Pizza LLC wish to donate to the District \$92.50 to be used to purchase instructional materials and supplies for use at Columbus Elementary School.
- d. Glendale Kiwanis Foundation wishes to donate to the District through the Categorical Programs Department \$500.00 to be used to support the GATE-Scholastic Bowl.
- e. Soroptimist International of Glendale wishes to donate to the District through the Educational Services Department \$550.00 to be used to support the 2018 District Spelling Bees.
- f. Crescenta Valley Chamber of Commerce wish to donate to the District \$60.00 to be used to purchase instructional materials and supplies for use at Monte Vista Elementary School.
- g. Mountain Avenue PTA wish to donate to the District \$5,592.46 to be used to purchase ink and floor mats for use at Mountain Avenue Elementary School.
- h. M.A.C.K wishes to donate to the District \$594.80 to be used to purchase Kerbal Education Math online for use at Mountain Avenue Elementary School.
- i. Juana Jimenez wishes to donate to the District \$1,000.00 to be used to support the FLAG program at Muir Elementary School.
- j. MEI Acupuncture and Herb Center wish to donate to the District \$50.00 to be used as needed at Muir Elementary School.

- k. Special Olympics Southern California wishes to donate to the District \$950.00 for the Associated Student Body for hosting the Elementary Special Olympics Day at Roosevelt Middle School.
- l. W.A.V.E. wishes to donate to the District \$163.39 to be used to purchase clay for use by the first grade students at Verdugo Woodlands Elementary School.