

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

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

April 3, 2018  
Meeting No. 25  
Regular Meeting

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

**BOARD OF EDUCATION MEETING NO. 25  
Administration Center**

**April 3, 2018**

*"Preparing our students for their future."*

|                          |  |
|--------------------------|--|
| <b>Please Note Times</b> |  |
| <b>5:00 P.M. -</b>       | <b>Opening,<br/>Public Communications<br/>(on closed session items only)</b>   |
| <b>Closed Session</b>    |  |
| <b>6:30 P.M. -</b>       | <b>Regular Meeting,<br/>Acknowledgments &amp; Recognitions,<br/>Student Board Member Report,<br/>Public Communications,<br/>Information, Action,<br/>Consent Calendar,<br/>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 Real Property Negotiators pursuant to Government Code 54956.8**  
**Property: Approximately 40,000 square feet of real property, referred to as a portion of the District Office Site, located at 223 N. Jackson Street, Glendale, California 91206 (Property)**  
**Negotiating Parties: Glendale Unified School District (Proposed Exchangor), Winfred Roberson, Superintendent, Constance Schwindt, Atkinson, Andelson, Loya, Rudd & Romo, and property consultant Sam S. Manoukian, RE/MAX; and one or more representatives from Carmel Partners which may acquire the Property through an exchange agreement pursuant to applicable California law (Proposed Exchange)**  
**Under Negotiation: Instructions to negotiators will concern price and terms of payment as related to the possible exchange of the identified Property.**
5. **Conference with Legal Counsel - Anticipated Litigation - Initiation of litigation pursuant to section 54956.9(c): One potential case**
6. **Public Employee Performance Evaluation – Government Code §54957**  
**Title: Superintendent of Schools**
7. **Conference with Legal Counsel – Case Settlement pursuant to Government Code §54946.9 (d)(1) – United States Court of Appeals for the Ninth Circuit Case Nos. 17-56450 and 17-56915**

**D. RETURN TO REGULAR MEETING - 6:30 P.M.**

1. **Call to Order**
2. **Pledge of Allegiance led by Sophia Wilkins, a 6th grade student from La Crescenta 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**

**E. ACKNOWLEDGEMENTS AND RECOGNITIONS**

a. **2018 Scholastic Bowl Essay Winners** – The Board of Education wishes to recognize Crescenta Valley High School as the winning essay team of the District's 2018 High School Scholastic Bowl Essay Competition.

**E. ACKNOWLEDGEMENTS AND RECOGNITIONS - continued**

**b. 2018 Scholastic Bowl Champions** – The Board of Education wishes to recognize Glendale High School as the winning team of the District’s 2018 High School Scholastic Bowl. The annual competition, now in its 28<sup>th</sup> year, engages teams from Clark Magnet, Crescenta Valley, Glendale, and Hoover High Schools. The Glendale High School Team answered the most questions from the five content areas: Science, Mathematics, Art, Social Science, and Literature/Language Arts.

**c. CVHS Theatre Arts** – The Board of Education would like to recognize the Theatre Arts program at Crescenta Valley High School for their production of "Oliver" presented in February.

**F. STUDENT BOARD MEMBER REPORT**

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

**G. COMMUNICATIONS FROM PUBLIC**

**1. Public Communications**

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**H. INFORMATION**

- |  |           |
|--|-----------|
| <b>1. Acknowledgements of Service</b>  | <b>11</b> |
| 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.  |           |
| <b>2. Student/Parent/Staff Survey Results</b>  | <b>13</b> |
| This report will provide the Board of Education with the findings from the 2017-2018 surveys from parents/guardians, students and staff for LCAP planning purposes.  |           |
| <b>3. Property Exchange Update</b>   | <b>19</b> |
| This report will provide the Board of Education with an update on the property exchange and the proposed amendment.  |           |
| <b>4. Monthly Budget Update</b>  | <b>21</b> |
| Each month, staff will provide a brief review of the District budget. This will include a comparison between the current budget and year-to-date actuals for both revenue and expense. This will also provide the Board and staff an opportunity to briefly discuss other timely topics impacting the District budget. |           |
| <b>5. Instructional Minutes for Transitional Kindergarten and Kindergarten</b>   | <b>22</b> |
| This report will provide the Board of Education with information on the recommended annual instructional minutes for Transitional Kindergarten and Kindergarten.   |           |
| <b>6. Proposed High School Health Textbook Adoption</b>  | <b>23</b> |
| This report will provide the Board of Education with information on the process undergone to select and the recommendation and next steps for the adoption of the high school core Health textbook.  |           |

## H. INFORMATION - continued

7. **Proposed New or Revised Board Policies Relating to Philosophy-Goals-Objectives and Comprehensive Plans; Students-Welfare; Students; and Community Relations** 27
- The report will provide the Board of Education with information on the need to create new or revise existing Board Policies (BP) 0450 (Comprehensive Safety Plan); BP 5131.4 (Student Disturbances); BP 5144.1 (Suspension and Expulsion/Due Process); BP 5142 (Safety); BP 1340 (Access to District Records) and BP 1325 (Advertising and Promotion) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
8. **Proposed Basic and Supplementary Textbooks for Use in Middle and High Schools in the Areas of English and Foreign Language** 46
- The proposed basic and supplementary textbooks are submitted for review and discussion by the Board of Education. The books have been reviewed for content and evaluated by members of the English and Foreign Language Curriculum Study Committees. In accordance with Glendale Unified School District Board Policy 6161.1, the textbooks were available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration. The Secondary Education Council has reviewed the information and made a recommendation of approval of the textbooks to the Board of Education.
9. **Proposed Course of Study Outlines for Use in High Schools in the Areas of Career Technical Education (CTE) and Visual and Performing Arts (VAPA)** 48
- The proposed course of study outlines (Healthcare Internship, Digital Arts 1-2, Digital Arts 3-4, and Digital Arts 5-6) are submitted for review and discussion by the Board of Education. The course outlines have been reviewed for content and evaluated by members of the Career Technical Education and Visual and Performing Arts Curriculum Study Committees. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.
10. **EEELP Attendance Calendars for 2018-2019 and 2019-2020** 73
- This report will provide the Board of Education with information on the proposed EEELP attendance calendars for the 2018-2019 and 2019-2020 school years.

## I. ACTION

1. **Award of RFP No. P-71-17/18 for Workstations, Software, and Services for Clark Magnet High School** 76
- The Superintendent recommends that the Board of Education approve award of RFP No. P-71 - 17/18 for Workstations, Software, and Services for Clark Magnet High School to Keycode Media, Inc. (Burbank).
2. **Award of Bid No. 160-17/18 for Locker Replacement at Toll, Roosevelt, and Wilson Middle Schools** 80
- The Superintendent recommends that the Board of Education award Bid No. 160-17/18 for Locker Replacement at Toll, Roosevelt, and Wilson Middle Schools to Chalmers Construction Services, Inc. in the amount of \$857,500.00.
3. **Award of Bid No. 161-17/18 for HVAC Replacement at Hoover High School** 81
- The Superintendent recommends that the Board of Education award Bid No. 161-17/18 for HVAC Replacement at Hoover High School to Iceberg Heating & Air Conditioning, Inc. in the amount of \$311,111.11.

**I. ACTION - continued**

- 4. Award of Bid No. 162-17/18 for Window Replacement at Franklin Elementary School 82**

The Superintendent recommends that the Board of Education award Bid No. 162-17/18 for Window Replacement at Franklin Elementary School to Cyber-Tech Construction in the amount of \$284,777.00.
- 5. Rejection of Bid No. 163-17/18 for Replacing and Modernizing the Elevator Controls in the 5000 Bldg. at Crescenta Valley High School 83**

The Superintendent recommends that the Board of Education reject the Bid No. 163-17/18 for Replacing and Modernizing the Elevator Controls in the 5000 Bldg. at Crescenta Valley High School.
- 6. Award of Bid No. 164-17/18 for Painting at Various School Sites 84**

The Superintendent recommends that the Board of Education award Bid No. 164-17/18 for painting at various school sites as follows: Color New Co. for Valley View Elementary School in the amount of \$61,000.00; Fix Painting Co. for Monte Vista Elementary School in the amount of \$83,000.00; Mariscal Painting for Hoover High School in the amount of \$15,000.00; and ISR Painting & Wallcovering, Inc. for Franklin Elementary School in the amount of \$47,487.00.
- 7. Award of Bid No. 165-17/18 for Asphalt Project at Five School Sites 86**

The Superintendent recommends that the Board of Education award Bid No. 165-17/18 for Asphalt Project at five school sites as follows: California Paving & Grading Co. for Glenoaks Elementary School in the amount of \$218,000.00; Century Paving for Crescenta Valley High School, Mann Elementary School, and Marshall Elementary School in the amount of \$79,700.00; and Mission Paving and Sealing, Inc. for Toll Middle School in the amount of \$135,500.00.
- 8. Award of Bid No. 166-17/18 for HVAC Replacement at Crescenta Valley and Glendale High Schools 87**

The Superintendent recommends that the Board of Education award Bid No. 166-17/18 for HVAC Replacement as follows: Iceberg Heating & Air Conditioning, Inc. for Glendale High School in the amount of \$251,000.00 and Chalmers Construction Services, Inc. for Crescenta Valley High School in the amount of \$139,500.00.
- 9. Award of Bid No. 167-17/18 for Chiller Replacement at Muir Elementary School 88**

The Superintendent recommends that the Board of Education award Bid No. 167-17/18 for Chiller Replacement at Muir Elementary School to Los Angeles Air Conditioning, Inc. in the amount of \$245,400.00.
- 10. Award of Bid No. 168-17/18 for Roof Repairs at Various School Sites 89**

The Superintendent recommends that the Board of Education award Bid No. 168-17/18 for Roof Repairs at various school sites as follows: Stone Roofing Co., Inc. for Dunsmore, Monte Vista, and R.D. White Elementary Schools in the amount of \$780,400.00; and Rey-Crest Roofing & Waterproofing Co. for Keppel Elementary School in the amount of \$229,000.00.
- 11. Award of Bid No. 169-17/18 for Installation of Playground Equipment & Softile Matting at Verdugo Woodlands Elementary School 90**

The Superintendent recommends that the Board of Education award Bid No. 169-17/18 for Installation of Playground Equipment & Softile Matting at Verdugo Woodlands Elementary School to Golden Phoenix Construction Co., Inc. in the amount of \$172,000.00.

**I. ACTION - continued**

- 12. Resolution No. 18 - Giving Notice of Intention to Grant a “No-Build” Easement to Carmel Partners Realty Investors, LLC 91**

The Superintendent recommends that the Board of Education adopt Resolution No. 18 - Giving Notice of Intention to Grant a “No-Build” Easement to Carmel Partners Realty Investors, LLC.

- 13. Resolution No. 19 - Giving Notice of Intention to Grant a “Tieback” Easement to Carmel Partners Realty Investors, LLC 95**

The Superintendent recommends that the Board of Education adopt Resolution No. 19 - Giving Notice of Intention to Grant a “Tieback” Easement to Carmel Partners Realty Investors, LLC.

- 14. EEELP Attendance Calendars for 2018-2019 and 2019-2020 99**

The Superintendent recommends that the Board of Education approve the calendars for EEELP for the 2018-2019 and 2019-2020 school years.

- 15. Approval of Services Agreement Between Glendale Unified School District and Soliant Health, Inc. 102**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Soliant Health, Inc. in the amount of \$100,000 to provide contracted speech therapists to meet the needs of students.

- 16. Approval of Services Agreement Between Glendale Unified School District and CompHealth Medical Staffing 118**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and CompHealth Medical Staffing in the amount of \$100,000 to provide contracted speech therapists to meet the needs of students.

- 17. Special Education Settlement Agreement**

The Superintendent recommends that the Board of Education approve Special Education Settlement Agreement: Case Nos. 17-56450 and 17-56915

**J. 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 134**

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

- a. Regular Meeting No. 22 March 6, 2018
- b. Special Meeting No. 23 March 9, 2018
- c. Special Meeting No. 24 March 26, 2018

**J. CONSENT CALENDAR - continued**

**2. Certificated Personnel Report No. 15 148**

The certificated report recommends approval of the following:

An extension of maternity leave of absence, a change of maternity leave of absence, a parental leave of absence, a rescission of parental leave of absence, a change of parental leave of absence, health leaves of absence, a change of health leave of absence, extension of health leaves of absence, family & medical leaves of absence, a change of family & medical leave of absence, extension of family & medical leaves of absence, a military leave of absence, additional assignments, a voluntary decrease in assignment, release - long term substitute teachers, an election, elections hourly/daily, additional compensation, a transportation authorization, revision to previous personnel reports, personal services agreements and conference/workshop/meeting authorizations.

**3. Classified Personnel Report No. 14 173**

The classified report recommends approval of the following:

Medical leave of absence; extension of medical leave of absence; family leave of absence; extension of family & medical leave of absence; maternity leave of absence; child care leave of absence; parental leave of absence; election from eligibility list; medical separation; deceased; additional assignment temporary - at established rate of pay; change of assignment; revision to previous personnel report; election of classified hourly substitutes; election of classified/non-classified/hourly substitutes; and personal services agreement.

**4. Warrants 189**

The Superintendent recommends that the Board of Education approve Warrants totaling \$13,686,852.49 for February 1, 2018 through March 23, 2018.

**5. Purchase Orders 194**

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,824,880.48 for the period of February 20, 2018 through March 16, 2018.

**6. Appropriation Transfer and Budget Revision Report 219**

Budget revisions and transfers reflect changes to existing budget appropriations necessitated by increases or decreases to previously established income and expenditure accounts. The Education Code requires Board of Education approval of all budget revisions and the transfer of funds between major expenditure accounts.

**7. Approval of Nutrition Services Membership in the San Gabriel Purchasing Cooperative 228**

The Superintendent recommends that the Board of Education approve the GUSD Nutrition Services membership in the San Gabriel Purchasing Cooperative.

**8. Approval of Extension of Contract for Fire Extinguisher Inspection 229**

The Superintendent recommends that the Board of Education approve the extension of the contract with Sheldon Fire Extinguisher Co., Inc. for the inspection of District fire extinguishers for the amount of not to exceed \$22,000 per year.

**9. Consideration of Damage Claim 230**

The Superintendent recommends that the Board of Education reject a claim submitted on behalf of Student #327251, and refer the claim to the District's claims administrator for processing in accordance with applicable laws.



**J. CONSENT CALENDAR - continued**

- 10. Authorization to Dispose of Surplus Property 231**
- The Superintendent recommends that the Board of Education declare a double deck oven located at Crescenta Valley High School cafeteria, a microwave oven located at Clark Magnet High School, and various computer equipment located at ETIS, as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.
- 11. Consolidated Programs Single Plan for Student Achievement (SPSAs) Addendum 240**
- The Superintendent recommends that the Board of Education approve the amended 2017-2018 Consolidated Programs Single Plans for Student Achievement (SPSA) for schools participating in one or more state/federal programs.
- 12. Renewal with Follett for Destiny Maintenance and Support 242**
- The Superintendent recommends that the Board of Education renew the Destiny District Member Library License with Follett School Solutions, Inc. for \$22,384.03.
- 13. Approval of Adjustment to Early Education and Extended Learning Programs Self-Supporting Program Fees for 2018-2019 243**
- The Superintendent recommends that the Board of Education approve a fee increase for the Early Education and Extended Learning Programs self-supporting programs to be in compliance with state regulations. This fee increase applies only to self-supporting full-time and three-quarters time preschool and school-age before and after school programs.
- 14. Approval of Services Agreement Between Glendale Unified School District and Royal Health 245**
- The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Royal Health in the amount of \$30,000 to provide contracted nursing staff to meet the needs of students.
- 15. Approval of Revisions to Board Policies Relating to Personnel and Students -Welfare 261**
- The Superintendent recommends that the Board of Education approve revisions to Board Policies (BP) 4200 (Classified Personnel); BP 4119.21/4219.21/4319.21 (Professional Standards-Code of Ethics); and BP 5145.12 (Search and Seizure) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
- 16. Acceptance of DonorsChoose Award 272**
- The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support a project submitted by Roosevelt Middle School.
- 17. Clinical Affiliation Agreement with California State University, Fullerton 273**
- The Superintendent recommends that the Board of Education approve a Clinical Affiliation Agreement between California State University, Fullerton and Glendale Unified School District and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.
- 18. Educational Affiliation Agreement with California State University, Long Beach 281**
- The Superintendent recommends that the Board of Education approve an Educational Affiliation Agreement between California State University, Long Beach and Glendale Unified School District and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

**J. CONSENT CALENDAR - continued**

**19. Board of Education Meeting Schedule 2018-2019 288**

The Superintendent recommends that the Board of Education approve its Board meeting schedule for the 2018-2019 school year.

**20. Amendment to Reclassification of Student Records 2015 289**

The Superintendent recommends that the Board of Education authorize the amendment to the reclassification of the student records listed in Board Report dated August 18, 2015 (Consent Calendar No. 20) as Class 3 Records, not required by law to be neither retained nor worthy of further preservation by the school district.

**21. Acceptance of Gifts 290**

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

**K. REPORTS AND CORRESPONDENCE**

**1. Board**

**2. Superintendent**

**L. ADJOURNMENT**

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 1

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 following employees 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. Barrios, Tony Effective 4/13/18  
Executive Director: Planning & Development  
Planning & Development Department
2. Nishibayashi, Kathryn Effective 6/07/18  
3<sup>rd</sup> Grade Teacher  
Columbus Elementary

Retirements:

1. Guerra, Ingrid Effective 6/08/18  
Verdugo Academy Teacher 32 years of service  
Daily High School
2. Hill, Marilyn Effective 7/17/18  
Language, Speech & Hearing 31 years of service  
Specialist  
Foothill SELPA
3. Mendoza, Mildred Effective 6/16/18  
Typist Clerk II 12 years, 9 months of service  
John Marshall Elementary School

Retirements (Cont.):

- |    |   |  |
|----|---|--|
| 4. | O'Connor, Camie M.<br>1 <sup>st</sup> /2 <sup>nd</sup> Grade Teacher<br>Glenoaks Elementary | Effective 6/08/18<br>21 years of service |
| 5. | Scott, Catherine M.<br>VAPA Magnet Teacher<br>Keppel Elementary                             | Effective 6/08/18<br>18 years of service |
| 6. | Specht, Cordula<br>2 <sup>nd</sup> Grade Teacher<br>Keppel Elementary                       | Effective 6/08/18<br>31 years of service |
| 7. | Stark, Sidney J.<br>Intervention & Health Teacher<br>Daily High School                      | Effective 6/13/18<br>33 years of service |
| 8. | Williams, Stephen T.<br>Principal<br>Lincoln Elementary                                     | Effective 7/01/18<br>30 years of service |

# GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

## INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Kristine Nam, Communications Director

**SUBJECT: Student, Parent, and Employee Culture Surveys**

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This January/February, GUSD conducted student, parent, and employee culture surveys to gather stakeholder opinions about academics, culture, and safety on our campuses and in our District. Survey questions are aligned to GUSD's first Board priority to "promote a culture of caring, trust, and inquiry," and to our three LCAP goals:

1. Maximize Student Achievement
2. Create a Culture of Learning
3. Increase Engagement

This is the second year we have gathered student, parent, and employee culture survey data, allowing us to monitor any changes and track our progress toward achieving our LCAP goals.

### **Positive Results**

#### Student Culture Survey

- Percent of students planning to attend a 4-year college or university remains high at 71%.
- Percent of students who feel safe at school declined slightly, but remains high at 78%. A slight decline was to be expected in the wake of heavily publicized school shootings nationally (the survey window closed one week after the Parkland shooting).
- Percent of students involved in a school activity increased to 58%.

#### Parent Culture Survey

- Percent of parents stating that their school helps them understand their child's college/career opportunities and what their child needs to do to achieve their college/career goals improved dramatically, particularly at the elementary and middle school levels.

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- Percent of parents who feel their child is safe at school remained very high at 86%. This is especially positive in the wake of heavily publicized school shootings nationally (the survey window closed one week after the Parkland shooting).
- Percent of parents who feel welcome on campus, and that staff treats them with respect, takes their concerns seriously, and responds to their concerns/needs/requests in a timely manner remained very high.
- Parent participation in school site events and volunteer activities is very high at more than 80%. GUSD hopes to increase parent participation in District-level events, particularly decision-making bodies such as LCAP and DELAC committees.

Employee Culture Survey

- Results remained high or improved in every category on the employee culture survey!
- Percent of employees who feel safe at work is very high at 84%.

**LCAP Progress**

GUSD LCAP annual measurable outcomes (AMOs) in the areas of student safety, social and emotional wellness, and student and parent engagement are tied to these survey results.

LCAP Priority 2: Create a Culture of Learning

AMO 2-1-1: Student, parent, and employee sense of safety as measured by GUSD Culture Surveys will increase by a minimum of 2% per year until it reaches and remains at 100% (students: all or most of the time, parents/staff: strongly agree or agree).

*Student Survey: Do you feel safe at school?*

| Survey Period | All or most of the time % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 78%                       | -10%                   | No        |
| Spring 2017   | 88%                       |                        |           |

*Parent Survey: I feel that my child is safe at this school.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 86%                       | -1%                    | No        |
| Spring 2017   | 87%                       |                        |           |

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*Employee Survey: I feel safe at work.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 84%                       | NA                     | Baseline  |

\* New survey question in 2018

AMO 2-1-2: Student, parent, and employee sense of care as measured by GUSD Culture Surveys will increase by a minimum of 2% per year (students: all or most of the staff, parents/staff: strongly agree or agree).

*Student Survey: Does the staff at school care about you?*

| Survey Period | All or most of the staff % | Change from prior year | Goal met? |
|---------------|----------------------------|------------------------|-----------|
| Spring 2018   | 63%                        | -12%                   | No        |
| Spring 2017   | 75%                        |                        |           |

*Parent Survey: Staff at this school care about students.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 83%                       | -3%                    | No        |
| Spring 2017   | 86%                       |                        |           |

*Employee Survey Q1: In GUSD we care about every student.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 80%                       | NA                     | Baseline  |

\* New survey question in 2018

*Employee Survey Q2: My supervisor cares about my professional growth and development.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 72%                       | +5%                    | Yes       |
| Spring 2017   | 67%                       |                        |           |

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AMO 2-1-3: Student, parent, and employee sense of trust as measured by GUSD Culture Surveys will increase by a minimum of 4% per year (students: all or most of the time, parents/staff: strongly agree or agree).

*Student Survey: Is there an adult you trust at school to talk to when you are in need?*

| Survey Period | All or most of the time % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 51%                       | -13%                   | No        |
| Spring 2017   | 64%                       |                        |           |

*Parent Survey: There is an adult at this school my child trusts to talk to when he/she is in need.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 70%                       | NA                     | Baseline  |

*\* New survey question in 2018*

*Employee Survey: My supervisor promotes trust and collegiality among staff.*

| Survey Period | Strongly Agree or Agree % | Change from prior year | Goal met? |
|---------------|---------------------------|------------------------|-----------|
| Spring 2018   | 73%                       | NA                     | Baseline  |

*\* New survey question in 2018*

LCAP Priority 3: Increase Engagement

AMO 3-1-8: Percent of students stating that they are involved in one or more school activity as measured by the GUSD Student Culture Survey will increase by a minimum of 5% per year.

*Student Survey: Are you involved in any activities (robotics, student council/ASB, music, sports, band, cheer, dance, or school clubs) at your school?*

| Survey Period | Yes % | Change from prior year | Goal met? |
|---------------|-------|------------------------|-----------|
| Spring 2018   | 58%   | +2%                    | No        |
| Spring 2017   | 56%   |                        |           |



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Additionally, GUSD tracks parent engagement and participation in decision making in order to meet the LCAP local indicator for parent engagement.

*Parent Survey: This school encourages me to participate in organized school or district events and parent groups.*

| Survey Period | Strongly Agree or Agree % | Change from prior year |
|---------------|---------------------------|------------------------|
| Spring 2018   | 81%                       | +1%                    |
| Spring 2017   | 80%                       |                        |

*Parent Survey: This school actively seeks input from parents and families before making important decisions.*

| Survey Period | Strongly Agree or Agree % | Change from prior year |
|---------------|---------------------------|------------------------|
| Spring 2018   | 56%                       | NA                     |

\* New survey question in 2018

*Parent Survey: I have been INVITED to participate/ PARTICIPATED in the following school or district opportunities this school year (check all that apply):*

| Engagement Opportunity  | Invited | Participated | Participation Rate |
|---|---------|--------------|--------------------|
| General school meeting, such as an Open House or Back to School Night             | 87%     | 88%          | 87%                |
| Parent Teacher Association (PTA/PTSA)   | 85%     | 43%          | 44%                |
| School or class event, such as a play, dance, sports event, or science fair       | 70%     | 69%          | 85%                |
| School Site Council (SSC)   | 43%     | 6%           | 11%                |
| Local Control Accountability Plan (LCAP) Stakeholder or Parent Advisory Committee | 26%     | 4%           | 13%                |
| Any other school committee or event   | 17%     | 16%          | 81%                |
| English Language Acquisition Committee (ELAC)                                     | 12%     | 2%           | 17%                |
| District English Language Acquisition Committee (DELAC)                           | 7%      | 1%           | 13%                |

\* New survey question in 2018

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“Other committees/events” include: School Foundation, Dad’s Club, Room parent or other volunteer activity, Coffee with the Principal, FLAG parent meeting, and Cultural associations (i.e.: Armenian or Korean Parents Club).

Full results for the student, parent, and employee culture surveys can be found by visiting [www.gusd.net/LCAP](http://www.gusd.net/LCAP) and clicking “Surveys.”

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GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 3

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
PREPARED IN: Office of the Superintendent  
SUBJECT: **Property Exchange Update**

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This information item is an update on the Board approved property exchange and the proposed amendment that will come back for vote at the April 17 meeting.

**Background**

On August 15, 2017, the GUSD Board of Education unanimously approved and entered into an agreement with Carmel Partners to exchange District owned properties for the Office building located at 425 Colorado Street, Glendale, CA.

Education code allows property exchanges as a way for California school districts to acquire real estate and meet their facility needs. The immediate and long-term benefits of this exchange to the GUSD include:

1. More operating space – the current district offices are approximately 38,000 square feet and the new building is approximately 116,000 square feet.
2. The new building has enough space to house all of GUSD’s departments, including EEELP and our Teaching & Learning departments, which are currently located away from the district offices.
3. The new building will have space to include a parent center.
4. The exchange will provide GUSD a more updated building that meets modern building standards.
  - a. It would cost GUSD around \$20 million dollars to upgrade the current building. Those upgrades would not include the additional square feet needed to meet our operational capacity needs.
5. The new building will comply with safety code standards for employees and visitors.
6. The new building is more energy efficient.
7. The new building offers approximately 200 more parking spaces for employees and visitors than our current district offices location.
8. While not a primary factor, the additional square footage in the new building offers the GUSD the opportunity to earn additional annual revenue.

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Since the August approval, the GUSD administrative team has performed due diligence and is satisfied with the structural integrity of the Colorado building structure.

### **Important Tax Detail**

- It is important to note that no Measure “S” or general fund dollars are targeted to complete this Board approved property exchange.

### **Property Exchange Amendment and Easements**

In the interest of facilitating the close of escrow for the exchange of the District Office site with the Carmel Property, the following changes will be considered by the Board of Education.

1. Two easement agreements (April 3 and April 17 board meetings)
  - a. No build easement between Daily HS and the proposed development
  - b. Tieback agreement/easement
2. Amendment to Exchange Agreement (April 17, 2018 board meeting)
  - a. Two million dollar contribution from GUSD
  - b. Lot lines adjustments

### **Timeline**

- Step 1. Tonight, the Board will vote to approve two “Notices of Intent” to grant easements as a part of the exchange. (*Ed code requires that easement resolutions take place over two public board meetings*).
- Step 2. The Board will hold a public hearing at the April 17 meeting and then take a final vote to approve or deny the easements.
- Step 3. The amendment to the exchange agreement will return for a final vote at the April 17 meeting.
- Step 4. Carmel Partners will need to obtain a project approval from the City of Glendale.
- Step 5. Upon completion of a successful exchange, GUSD will have through July 2019 to relocate its departments to the new building.

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GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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

**SUBJECT: Monthly Budget Update**

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Each month staff will provide a brief review of the District budget. This will include a comparison between the current budget and year-to-date actuals for both revenue and expense. This will also provide the Board and staff an opportunity to briefly discuss other timely topics impacting the District budget.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 5

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

SUBJECT: **Instructional Minutes for Transitional Kindergarten and Kindergarten**

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In accordance with Education Code 37202, "the governing board of a school district shall maintain all of the elementary day schools established by it for an equal length of time during the school year and all of the day high schools established by it for an equal length of time during the school year."

Instructional minutes for Grades 1-12 were approved by the Board of Education at the March 6, 2018 Board meeting. Staff asked for additional time to work with the Glendale Teachers Association before presenting proposed minutes for Transitional Kindergarten (TK) and Kindergarten.

The Superintendent is recommending the approval of the following total instructional minutes:

Transitional Kindergarten (TK) = 40,500 minutes  
Kindergarten = 42,300 minutes

Pursuant to *EC 37202*, TK programs operated by a district must be of equal length to any kindergarten programs operated by the same school site and/or district, unless there is an approved State Board of Education waiver on file. Upon approval by the Board of Education, staff will submit a waiver request to the State Board of Education for the slightly shorter instructional day for Transitional Kindergarten. The rationale for the request is to respect the developmental needs of the younger TK students, all of whom are four years of age when they start TK. The Kindergarten students are all 5-6 years old and are ready for a longer school day.

These minutes would be phased-in over a two-year period. Schools that are in the first year of a two-year District Review Committee (DRC) agreement will adhere to these new instructional minutes beginning with the 2019-2020 school year. All other schools will comply with the new instructional minutes beginning in 2018-2019.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 6

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning  
Shawna Metcalf, Teacher Specialist, Teaching and Learning

SUBJECT: **Proposed High School Health Textbook Adoption**

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In January 2016, California adopted AB 329 -California Healthy Youth Act (CHYA), a new law covering comprehensive sexual health education and HIV education prevention education in public schools. The CHYA requires school districts to provide students with integrated, comprehensive, accurate, and inclusive comprehensive sexual health education and HIV prevention education, at least once in high school. Successful implementation of this law requires current, up-to-date curricular resources. The current Health curriculum used in the Glendale Unified School District is out of date (2004), was adopted before the standards and AB 329, is out of compliance, and needs to be replaced.

In August 2017, the Teaching and Learning Department reached out to five (5) leading publishers to begin the curriculum review and adoption process. Two publishers submitted materials for review:

- *Comprehensive Health*, 2nd Edition, by Sanderson, Catherine A, and Mark Zelman – Published by The Goodheart-Willcox Company, 2018
- *Human Sexuality*, by Pruitt, B. E., et al. – Published by Pearson, 2017

After a cursory glance, only *Comprehensive Health* meets both the requirements of AB 329 – California Healthy Youth Act and the California State Standards for Health. In September 2017, the Teaching and Learning Department reached out to publishers again, in person, to ensure all curricular options were available for review. At this point, it was determined that *Comprehensive Health* was the only potential viable curricular option.

Beginning November 27, 2017, the curricular options were available for display at the GUSD Administration Building and the Crescenta Valley High School lobby to ensure all

stakeholders had the ability to provide feedback. In addition to proposed curricula, AB 329 information sheets were available. These materials were on display until January 31, 2018. On December 11, 2017, there was a Health book fair from 3 p.m. to 7 p.m. in the Board Room.

In October 2017, the Teaching and Learning Department identified an evaluation rubric through the California Department of Education in order to ensure instructional materials align with AB 329 criteria, in addition to alignment with California State Standards: Health Education. In December 2017, the evaluation rubric and the curriculum were sent to each high school Health Department Chair along with detailed instructions for review and a deadline of January 2018. In addition to Health Curriculum Study Committee (CSC) reviewing the instructional materials, Glendale High School teacher, Kimberly Sinclair, was also asked to review the materials. Kimberly has a Master's Degree in Public Health and spent the last year on the California Health Curriculum Framework and Evaluation Criteria Committee. She has an immense wealth of knowledge regarding state requirements and expectations for Health education and was an invaluable asset to the process.

The review of *Comprehensive Health* for AB 329 – CHYA compliance focused on the following questions.

- Does the curriculum provide pupils with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended pregnancy?
- Does the curriculum provide pupils with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family?

The review found that all instruction and materials align with and support the purposes of AB 329, and do not conflict with them; however, some topics will need to be supplemented in order to be fully compliant. Glendale Unified School District is currently using the fully-aligned Positive Prevention Plus (PPP) curricular supplement in Health classes that will mitigate the areas in which *Comprehensive Health* is lacking depth. The following areas need to be supplemented (information regarding how the material will be supplemented is in parentheses):

1. Youth with Disabilities – There is no modification in the instructional materials for visually impaired students (Special Education Department)



2. Sexual Orientation – Language use can be interpreted as heteronormative. (PPP & inclusivity training)
3. Gender – Information on *cis*-gender and intersex identities, as well as the gender identity crisis, are lacking (PPP)
4. Transmission of HIV – Risk behaviors and level of risk are not explicit (PPP)
5. Transmission of STIs – Limited information on how STIs are NOT transmitted (PPP)
6. Methods of Protection, HIV and STIs – Fails to mention that individuals with HIV still need to use protection or “superinfection,” minimal information on survival rates and life-span (PPP)
7. Treatment of HIV and STIs – Minimal information on anti-retroviral drugs (PPP)
8. Social Views About HIV and AIDS – additional information on life-expectancy as it relates to proper and effective treatments is needed, as well as information regarding HIV testing (PPP)
9. Resources and Rights to Sexual and Reproductive Health Care Access – lacking information on California specific pupil legal rights to access local resources for sexual and reproductive health care and how to access said services (PPP and District-provided local resources)
10. FDA Approved Contraceptive Methods – does not discuss the impacts of smoking on the effectiveness of certain contraceptive methods, does not include effectiveness rates for most contraceptive methods (PPP)
11. Legally Available Pregnancy Outcomes – lacking information about California specific abortion laws (PPP)
12. Rights to Obtain Confidential Services – completely lacking (PPP)
13. Resources and Rights for LGBTQ pupils – completely lacking (PPP)

Additionally, the review concluded that the curricular program fully aligns with the California State Health Standards as seen below:

- Nutrition and Physical Activity (Unit 2 & Unit 3)
- Growth, Development, and Sexual Health (Unit 5 & Unit 8)
- Injury Prevention and Safety (Background Lessons)
- Alcohol, Tobacco, and Other Drugs (Unit 4)
- Mental, Emotional, and Social Health (Unit 6)
- Personal and Community Health (Unit 5 & Unit 7)
- Overarching Concepts: (throughout)
  - Essential Health Concepts
  - Analyzing Health Influences
  - Accessing Valid Health Information
  - Interpersonal Communication

- Decision Making
- Goal Setting
- Practicing Health-Enhancing Behaviors
- Health Promotion

On January 30, 2018, the Health Curriculum Study Committee engaged in a conversation with the goal of making a recommendation to the Secondary Education Council regarding textbook adoption. On February 5, 2018, the Health Curriculum Study Committee voted 4-0 to recommend the following program to the Secondary Education Council for adoption:

*Comprehensive Health*, 2nd Edition, by Sanderson, Catherine A, and Mark Zelman –  
Published by The Goodheart-Willcox Company, 2018

The Secondary Education Council met on February 28, 2018 and agreed with the CSC recommendation.

#### Cost of Instructional Materials

The instructional materials will cost approximately \$190,900.00. These funds have been allocated from the District's unrestricted textbook program account.

#### Training

All Health teachers received AB 329 – CHYA training in May 2017. Additional training on the new curriculum will take place in May 2018 during a single release day. This training will include teacher support materials, navigation of the Online Learning Suite, assessments, and all other relevant curricular topics.

#### Recommendation

The Health textbook adoption of *Comprehensive Health* is being presented for first reading. Should the consensus of the Board be to move forward, the textbook adoption will be placed as an Action item for approval by the Board of Education at its meeting on April 17, 2018.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 7

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

SUBJECT: **Proposed New or Revised Board Policies Relating to Philosophy, Goals, Objectives and Comprehensive Plans; Students-Welfare; Students; and Community Relations**

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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) 0450 (Comprehensive Safety Plan); BP 5131.4 (Student Disturbances); BP 5142 (Safety); BP 5144.1 (Suspension and Expulsion/Due Process); BP 1340 (Access to District Records); and BP 1325 (Advertising and Promotion) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 0450 – Comprehensive Safety Plan**

CSBA Update July 2016  
Last GUSD Update September 2002

Staff is recommending the update to Board Policy (BP) BP 0450 to bring language current with California School Boards Association (CSBA) recommendation, state and federal laws, and Education Code.

**BP 5131.4 – Student Disturbances**

CSBA Update July 2006  
Last GUSD Update N/A

Upon review of policies and administrative regulations related to student safety, staff is recommending the consideration of a new Board Policy, 5131.4 - Student Disturbances, based on CSBA suggested language.

**BP 5142 – Safety**

CSBA Update July 2006  
Last GUSD Update January 2003

Staff is recommending the Board update BP 5142 to reflect current CSBA language, state and federal laws, and Education Code.

**BP 5144.1 – Suspension and Expulsion/Due Process**

CSBA Update                      December 2017  
Last GUSD Update              March 2017

Staff is recommending that the policy be updated to add homeless students as one of the numerically significant student subgroups for whom the District must monitor suspension/expulsion data, and to add Board review of disaggregated suspension/expulsion data for the purpose of identifying any disparities in the imposition of discipline. Upon approval of the policy, the administrative regulation will be updated to revise the grounds for suspension and expulsion to more directly reflect law, which separates out aiding or abetting a crime of physical violence from causing, attempting to cause, or threatening physical violence. The new regulation will also add the definition of cyber sexual bullying as a ground for suspension/expulsion and reflects a new State law (AB 667), which requires a student to be informed, during the informal conference required prior to suspension, of the other means of correction that were attempted before suspension.

**BP 1340 – Access to District Records**

CSBA Update                      September 2003  
Last GUSD Update              October 2013

Staff is proposing to update BP 1340 to reflect a new court decision (City of San Jose v. Superior Court), which held that using a personal account or device to send or receive communications regarding public business does not categorically exclude those records from disclosure in response to a request under the California Public Records Act and that public agencies are obliged to disclose applicable records that they can locate with reasonable effort. Revisions also brings the GUSD policy into alignment with the CSBA recommendations, Education Code, and other state and federal laws.

**BP 1325 – Advertising and Promotion**

CSBA Update                      December 2017  
Last GUSD Update              November 2017

Staff is recommending an update to Board Policy 1325 - Advertising and Promotion to remove the restriction for materials that are "religious, political, or controversial in nature" and add a disclaimer to all flyers distributed from outside organizations that states:

*This program is not sponsored by the School District. Participation is voluntary and at the discretion of the parent(s)/guardian(s). Approval to distribute flyers is a community service and does not imply endorsement.*

Also, the policy is amended to allow for-profit organizations to distribute materials to bring policy in alignment with CSBA.

The proposed new or revised Board Policies are being presented for first reading. Should the consensus of the Board be to move forward, the policies will be presented at the April 17, 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.

Additionally, should the update to BP 1325 be approved by the Board, future flyers will be approved for distribution even if they are religious or political in nature (this does not include flyers that advocate for a specific candidate or campaign as this would violate the Fair Political Practices Act). All flyers distributed on behalf of outside organizations will contain the above disclaimer. The disclaimer will be added automatically in Peachjar.

Copies of the proposed new or revised Board Policies are attached to this memo.

Philosophy - Goals - Objectives and Comprehensive Plans

Comprehensive Safety Plan

The Board of Education recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior, and respect for others.

~~Each principal or designee shall ensure the development of a site level plan, in accordance with law, tailored to the specific concerns of each school. The school site council at each District school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations (Education Code 32281, 32286). The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.~~

The school safety plans shall be reviewed and updated annually by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that includes tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by District administrators in accordance with Education Code 32281. In developing such strategies, District administrators shall consult with law enforcement officials and with a representative of an employee bargaining unit, if he/she chooses to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

Philosophy - Goals - Objectives and Comprehensive Plans

Comprehensive Safety Plan

Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

Legal Reference:      Education Code, Sections 200-262.4; ~~231.5~~; 32260-32262; 32270; 32280-32289; 32290; 35147; 35183; 35291; 35291.5; 35294-35294.9; 35294.10-35294.15; 48900-~~48926~~ 48927; 48950; 49079; 67381  
Penal Code, Sections 422.55; 626.8; 11164-11174.3  
California Constitution, Article 1, Section 28(c)  
Code of Regulations, Title 5 Sections 11987-11987.7; 11992-11993  
United States Code, Title 20 Sections 7111-7122; 7912  
United States Code, Title 42 Sections 12101-12213

Policy Adopted:      09/10/2002

Policy Amended:      --/--/2018

Students

Student Disturbances

The Board of Education desires to provide orderly campuses that create a positive school environment and are conducive to learning. When students initiate or are involved in a campus disturbance that has the potential to threaten the safety of students or staff, the Superintendent or designee may request law enforcement assistance.

The Superintendent or designee and the principal of each school shall include in the school safety plans strategies to curb disruptions which may lead to riots, violence, or vandalism at school or at school-sponsored events. In developing each school's plan, the Superintendent or designee shall consult with local law enforcement authorities to create guidelines for law enforcement support and intervention.

Staff are encouraged to be alert to conditions at school that may lead to a disturbance, such as racial or cultural conflict, student protests, or gang intimidation and confrontations. Staff who believe that a disturbance is imminent, or who see a disturbance occurring, shall immediately contact the principal or administrative designee.

Students who participate in a campus disturbance that threatens the safety of students or staff shall be subject to disciplinary action in accordance with Board policy and administrative regulations.

Legal Reference: Education Code, Sections 32210; 32211; 32280-32288; 35160; 38000-38005; 44810; 44811; 48900; 48907; 51512  
Penal Code, Section 43.5; 403-420; 415; 415.5; 416; 626-626.10; 627-627.7; 653b

Policy Adopted: --/--/2018



Students - Welfare

Safety

~~The Board of Education is responsible for ensuring that proper attention is paid to the safety of students.~~

~~The Board of Education directs the Superintendent to develop and implement regulations, which will produce as safe an educational environment as possible for the students as well as for the certificated and classified staff.~~

~~The adopted course of study shall provide instruction at the appropriate elementary and secondary grade levels and subject areas in personal and public safety and accident prevention.~~

~~The District holds students accountable for their behavior from the time they leave their homes for school until they return to their homes from school. They are also held accountable while on the playgrounds during recess and while they are on school premises and/or under supervision of District personnel.~~

~~It is the responsibility of the principal to provide for adequate supervision of playgrounds and other school facilities at all times when school is in session. Special attention shall be given to the prevention of accidents.~~

~~The principal should make full use of the cooperative services of local and county organizations, which provide safety services, such as fire, law enforcement, and disaster preparedness agencies.~~

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The Board of Education recognizes the importance of providing a safe school environment that is conducive to learning and helps ensure student safety and the prevention of student injury. The Superintendent or designee shall implement appropriate practices to minimize the risk of harm to students, including, but not limited to, practices relative to school facilities and equipment, the outdoor environment, educational programs, and school-sponsored activities.

Staff shall be responsible for the proper supervision of students during school hours, during school-sponsored activities, and while students are using District transportation to and from school.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety, as well as injury and disease prevention.

Students - Welfare

Safety

Legal Reference: Education Code, Sections 8482-8484.6; 12380-17317; 17365-17374; 32001; 32020; 32030-32034; 32040; 32225-32226; 32240-32245- 32250-32254; 32280-32289; 44807; 44808; 44808.5; 45450-45451; 48900; 49300-49307; 49330-49335; 49341; 51202  
Government Code, Sections 810-996.6  
Health and Safety Code, Sections 115725-115735; 115775-115800; 115810-115816  
Penal Code, Section 245.6  
Public Resources Code, Section 541.1  
Vehicle Code, Sections 21100; 21212; 42200; 42201  
Code of Regulations, Title 5, Sections 202; 570-576; 5531; 5552; 5570; 14103  
Court Decisions:  
Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138  
Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990  
Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508  
Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

Policy Adopted: 06/04/1985

Policy Amended: 05/21/1996; 01/14/2003; --/--/2018

Formerly BP 5410

Students

Suspension and Expulsion/Due Process

The Board of Education desires to provide District students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of District students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any District school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the District's nondiscrimination policies.

A. Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students

Suspension and Expulsion/Due Process

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

B. On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

C. Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence.
2. Selling or otherwise furnishing a firearm.
3. Brandishing a knife at another person.
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058.
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4

Students

Suspension and Expulsion/Due Process

6. Possessing an explosive as defined in 18 USC 921.

For all other violations listed in the accompanying administrative regulation under “Grounds for Suspension and Expulsion: Grades K-12” and “Additional Grounds for Suspension and Expulsion: Grades 4-12,” the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

- a) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
- b) That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others.

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

D. Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

E. Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the District is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

Students

Suspension and Expulsion/Due Process

~~The report shall be disaggregated~~ In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspension and expulsion by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and students with disabilities homeless students. The report also shall include information about Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the District is meeting its goals for improving school climate as specified in its local control and accountability plan.

Legal Reference: Education Code, Sections 212.5; 233; 1981-1981.5; 17292.5; 32261; 35145; 35146; 35291; 35291.5; 48645.5; 48660-48666; 48853.5; 48900-48927; 48950; 48980; 49073-49079; 52052; 52060-52077  
Civil Code, Sections 47; 48.8  
Code of Civil Procedure, Sections 1985-1997  
Government Code, Sections 11455.20; 54950-54963  
Health and Safety Code, Sections 11014.5; 11053-11058  
Labor Code, Section 230.7  
Penal Code, Sections 31; 240; 241.2; 242; 243.2; 243.4; 245; 245.6; 261; 266c; 286; 288; 288a; 289; 417.27; 422.55; 422.6; 422.7; 422.75; 626.2; 626.9; 626.10; 868.5  
Welfare and Institutions Code, Section 729.6  
United States Code, Title 18, Section 921  
United States Code, Title 20, Sections 1415(K); ~~7151~~ 7961  
United States Code, Title 42, Sections 11432-11435  
Court Decisions:  
T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267  
Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421  
Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321  
Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118  
Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807  
John A. v. San Bernardino School District (1982) 33 Cal. 3d 301  
Attorney General Opinions:  
84 Ops.Cal.Atty.Gen. 146 (2001)  
80 Ops.Cal.Atty.Gen. 348 (1997)

Students

Suspension and Expulsion/Due Process

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Policy Adopted: 8/1/1966

Policy Amended: 6/3/1968; 2/20/1979; 7/2/1985; 5/21/1996; 2/6/2001; 7/17/2001;  
1/14/2003; 03/07/2017; --/--/2018#

Formerly BP 5124

Community Relations

Public Activities Involving Staff, Students or School Facilities– Access to District Records

The Board of Education recognizes its legal requirement to provide, upon request, access to public records relating to the conduct of the District's business, as prescribed by law the right of citizens to have access to public records of the District.

I. Access to District Records

- A. ~~During normal business hours, any person shall have the right to inspect the public records of the schools and District, as such records are defined in Government Section 6250 et seq. (the "California Public Records Act") and Administrative Regulation 1340.1. Any person may inspect or receive a copy of any identifiable public record. Records that are not subject to public disclosure are set forth in the California Public Records Act, California law pertaining to pupil records and Administrative Regulation 1340.1. The Board intends the District to provide any person reasonable access to the public records of the schools and District during normal business hours and within the requirements of law.~~
- B. ~~Public access shall not be given to confidential pupil records, as such records are defined in Education Code Section 49060 et seq., or other records listed as exempt from public disclosure in the California Public Records Act or other provisions of law. Public access shall not be given to records listed as exempt from public disclosure in the California Public Records Act and other state or federal law.~~
- C. In response to a public records request, the Superintendent or designee shall make reasonable efforts to locate the requested records, including, but not limited to, any electronic communication substantively related to the records, such as email, text messages, instant messages, and other electronic communications, regardless of whether they are transmitted through a District-provided device or account or through an employee's or Board member's personal device or account.
- D. In order to help maintain the security of District records, members of the public granted access shall examine records in the presence of a District staff member.

II. Direct Costs of Duplication

The District may charge for copies of public records or other materials requested by individuals or groups. ~~The Superintendent or designee shall determine the charge, based on direct costs of duplication. The per copy charge for duplication of written materials~~



Community Relations

Public Activities Involving Staff, Students or School Facilities– Access to District Records

~~for Public Records requests received on or after January 1, 2014 shall be 25 cents per page. The charge for videotapes of a Board of Education meeting shall be \$10 per meeting, with a maximum of two tapes per meeting. Additional tapes are subject to a \$10 charge. The District may charge for copies of public records or other materials requested by individuals or groups. The charge shall be based on actual costs of duplication, as determined by the Superintendent or designee and as specified in administrative regulation.~~

~~III. Superintendent to Develop Regulation(s)~~

~~The Superintendent shall formulate such regulation(s) as necessary to implement this policy.~~

Legal References:     ~~Government Code: 6250 et seq. Public Records Act  
Education Code, Sections 35145; 35170; 35250; 41020; 42103; 44031;  
44839; 49060 et seq. Pupil Records –49070; 49091.10  
Government Code, Sections 3547; 6250-6270 (California Public Records  
Act); 6275-6276.48; 53262; 54957.1; 54957.6; 81008  
California Constitution Article 1, Section3  
Title 5 California Code of Regulations, Title 5, Sections 432 Varieties of  
Pupil Records 430-438  
Title 20 United States Code: 1232 Federal Family Educational Rights and  
Privacy Act of 1974 (FERPA)  
Court Decisions:  
City of San Jose v. Superior Court (2017) 2 Cal.5th 608  
Los Angeles County Board of Supervisors v. Superior Court (2016) 2  
Cal.5th 282  
International Federation of Professional and Technical Engineers v. The  
Superior Court of Alameda County, (2007) 42 Cal.4th 319  
Los Angeles Times v. Alameda Corridor Transportation Authority, (2001)  
88 Cal.App.4th 1381  
Kleitman v. Superior Court, (1999) 74 Cal.App. 4th 324  
Fairley v. Superior Court, (1998) 66 Cal.App. 4th 1414  
North County Parents Organization for Children with Special Needs v.  
Department of Education, (1994) 23 Cal.App. 4th 144~~

Community Relations

Public Activities Involving Staff, Students or School Facilities– Access to District Records

Attorney General Opinions:

71 Ops.Cal.Atty.Gen. 235 (1988)

64 Ops.Cal.Atty.Gen. 186 (1981)

Policy Adopted: 12/17/2002

Policy Amended: 09/23/2003; 10/15/2013; --/--/2018

Community Relations

Advertising and Promotion

The Governing Board establishes this policy to ensure effective and consistent implementation of its directions related to advertisements and promotions by non-school groups in school-sponsored print and online publications, websites, and social media, and on school facilities. Student speech shall be regulated in accordance with BP/AR 5145.2 - Freedom of Speech/ Expression.

Limited Public Forum

Glendale Unified School District desires to promote positive relationships between District schools and the community in order to enhance community support and involvement in the schools. Therefore, the Superintendent or designee may approve:

1. Distribution of noncommercial materials that publicize services, special events, public meetings, or other gatherings of interest to students or parents/guardians. ~~Events or programs sponsored by a profit-making organization on behalf of a nonprofit organization may be acceptable for distribution depending upon the material itself.~~
2. Distribution of promotional materials of a commercial nature to students or parent/guardians.
- ~~2.~~ 3. Paid advertisements on school property, including, but not limited to, advertisements on billboards and scoreboards.
- ~~3.~~ 4. Paid advertisements in school-sponsored publications, yearbooks, announcements, and other school communications, including websites and social media.
4. 5. Products and materials donated by commercial enterprises for educational use, including those that bear the name and/or logo of the donor, as long as they do not unduly promote the donor or any commercial activity or product.

Prior to the distribution, posting, or publishing of any non-school group's promotional materials or advertisement, the Superintendent or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.

All materials to be distributed shall bear the name and contact information of the sponsoring entity. ~~As necessary, the Superintendent or designee shall require~~ The District will add a disclaimer on any non-school group's promotional materials to be distributed, posted, or published, stating that

Community Relations

Advertising and Promotion

the distribution, posting, or publishing of the materials does not imply District endorsement of the group's activities, products, or services.

Criteria for Approval

The Superintendent or designee shall not accept for distribution any materials or advertisements that:

1. Are lewd, obscene, libelous, or slanderous.
2. Incite students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools.
3. ~~Are religious, political, or controversial in nature.~~
4. 3. Discriminate against, attack, or denigrate any group on account of any unlawful consideration.
5. 4. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, non-nutritious foods and beverages, and movies or products unsuitable for children.
6. 5. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy.
7. 6. Distribute unsolicited merchandise for which an ensuing payment is requested.

The Superintendent or designee also may consider the educational value of the materials or advertisements, the age or maturity of the students in the intended audience, and whether the materials or advertisements support the basic educational mission of the District, directly benefit the students, or are of intrinsic value to the students or their parents/guardians.

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

The use of District or school names, logos, or images is limited to specific written approval by the Superintendent or designee.

Community Relations

Advertising and Promotion

Legal References: California Constitution Article 1, Section 2  
Education Code Sections: 7050-7058, 35160, 35160.1, 35172, 38130-38138  
Business and Professions Code Section 25664  
U.S. Constitution Amendment 1  
Court Cases:  
Hills v. Scottsdale Unified School District 48, (2003) 329 F.3d 1044  
Diloreto v. Downey Unified School District, (1999) 196 F.3d 958  
Yeo v. Town of Lexington, (1997) U.S. First Circuit court of Appeals, No. 96-1623  
Henry v. School Board of Colorado Springs, (D.Col. 1991) 760 F. Supp. 856  
Bright v. Los Angeles Unified School District, (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 350  
Lehman v. Shaker Heights, (1974) 418 U.S. 298

Policy Adopted: 10/01/1959

Policy Amended: 09/01/1966; 09/20/1983; 08/06/1985; 05/03/1994; 08/18/1998; 12/17/2002; 07/08/2014; 11/28/2017; --/--/2018

(Formerly BP 1430)

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 8

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: **Proposed Basic and Supplementary Textbooks for Use in Middle Schools and High Schools in the Areas of English and Foreign Language**

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The proposed basic and supplementary textbooks are submitted for review and discussion by the Board of Education. The books have been reviewed for content and evaluated by members of the English and Foreign Language Curriculum Study Committees. In accordance with Glendale Unified School District Board Policy 6161.1, the textbooks were available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration. The Secondary Education Council has reviewed the information and made a recommendation of approval of the textbooks to the Board of Education.

**MIDDLE SCHOOLS**

**Department: English**

English, Grade 7  
Navigating Early by Clare Vanderpool (Supplementary)  
Published by A Yearling Book, 2013

**Department: Foreign Language**

Japanese 1-2 & 3-4, Grades 7-8  
Kokugo 1 Middle School by Multiple  
(Supplementary)  
Published by Mitsumura, 2017

## **HIGH SCHOOLS**

### **Department: Foreign Language**

Armenian 9-10 Honors, Grades 9-10  
Blossoming Barbed Wires by Gorgen Mahari  
(Basic)  
Published by Antares, 2016

Armenian 9-10 Honors, Grades 9-10  
Burning Orchards by Gorgen Mahari  
(Basic)  
Published by Hayastan, 1966

Armenian 9-10 Honors, Grades 9-10  
Neverending Cries from the Belfry by Paruyr Sevak  
(Basic)  
Published by Khorhrdain Grogh, 1990

Armenian 9-10 Honors, Grades 9-10  
The Ship on the Mountain by Gostan Zarian  
(Basic)  
Published by Haypethrat, 1963

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 9

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: **Proposed Course of Study Outlines for Use in High Schools in the Areas of Career Technical Education (CTE) and Visual and Performing Arts (VAPA)**

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The proposed course of study outlines (Healthcare Internship, Digital Arts 1-2, Digital Arts 3-4, and Digital Arts 5-6) are submitted for review and discussion by the Board of Education. The course outlines have been reviewed for content and evaluated by members of the Career Technical Education and Visual and Performing Arts Curriculum Study Committees. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.

**HIGH SCHOOLS**

**Department:** Career Technical Education

Course Title: Healthcare Internship

Grade Level(s): 12

School(s)  
Course Offered: Crescenta Valley High School

UC/CSU Approved  
(Y/N, Subject): Yes, "g" College-Prep Elective

Course Credits: 10

Recommended  
Prerequisite: Completion of Adv. Sports Medicine with a grade of C or better.



Recommended

Textbook: <http://www.open.edu/openlearn/health-sports-psychology/health/health-studies/health-everywhere-unravelling-the-mystery-health/content-section-0?active-tab=content-tab>

Course Overview: Healthcare Internship is the capstone course for the Health Science and Medical Technology Industry sector, Patient Care pathway. In this capstone course, students will deepen their understanding of the Health Science and Medical Technology—Patient Care Industry through application and study of actual cases, through critical examination of the ethics and procedures involved in a clinical setting, and through an internship at a local medical facility (preferably a laboratory facility). Students will meet at least 20% of the time in the classroom where they will complete major projects each quarter, including a Personal Career Plan portfolio that will help them choose their next steps in the Health Science and Medical Technology—Patient Care Industry.

**Department:** Career Technical Education / Visual & Performing Arts

Course Title: Digital Arts 1-2

Grade Level(s): 9, 10, 11, 12

School(s)

Course Offered: Hoover High School

UC/CSU Approved

(Y/N, Subject): Yes, “f” Fine Art credits

Course Credits: 10

Recommended

Prerequisite: This course is a recommended prerequisite for Arts and New Media 3-4; Cinematography 1-2; Animation 1-2; and other Art classes

Recommended

Textbook:

- [The Visual Experience](#) ISBN: 978-08719-2627-2

- Learning Digital Media ISBN: 9780134717197
- Animator's Survival Kit ISBN: 086547897X or 978-0865478978

Course Overview: Digital Arts 1-2 is the introductory course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course offers students a working understanding of art/design language while introducing them to digital art, design, and animation software. Students will develop fundamental skills in drawing, painting, sculpture and visual literacy that will prepare them for more advanced study in the areas of illustration, conceptual development, 3D computer graphics, animation and film. Emphasis is placed on traditional skills needed to produce viable content aligned with industry standards in animation, visual effects, game design, product design, graphic media, and film.

**Department:** Career Technical Education / Visual & Performing Arts

Course Title: Digital Arts 3-4

Grade Level(s): 9, 10, 11, 12

School(s)

Course Offered: Hoover High School

UC/CSU Approved

(Y/N, Subject): Yes, "f" Fine Art credits

Course Credits: 10

Recommended

Prerequisite: Digital Arts 1-2 or instructor approval

Recommended

Textbook:

- The Visual Experience ISBN: 978-08719-2627-2
- Learning Digital Media ISBN: 9780134717197

- Video: Digital Communication & Production ISBN: 978-1-63126-295-1
- Animators Survival Kit ISBN: 086547897X or 978-0865478978

**Course Overview:** Digital Arts 3-4 is the concentration course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course offers students an expanded path of study in the principles and foundations of art and design. Emphasis is placed on working to translate written concepts/scripts into 2D/3D designs while promoting more advanced use of traditional and digital media skills. Students will interface with computer aided design software to transform concepts into digital paintings, storyboards, animations, and character/product design sheets. Students will work to develop proficiency in digital design principles while applying their knowledge of art making solutions to industry standard applications and materials.

**Department:** Career Technical Education / Visual & Performing Arts

**Course Title:** Digital Arts 5-6

**Grade Level(s):** 11, 12

**School(s)**

**Course Offered:** Hoover High School

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

Pending

**Course Credits:** 10

**Recommended**

**Prerequisite:** Digital Arts 3-4 or instructor approval

**Recommended  
Textbook:**

- The Visual Experience ISBN: 978-08719-2627-2

- Learning Digital Media ISBN: 9780134717197
- Video: Digital Communication & Production ISBN: 978-1-63126-295-1
- Animator's Survival Kit ISBN: 086547897X or 978-0865478978

Course Overview: Digital Arts 5-6 serves as the capstone course for Arts, Media and Entertainment industry sector, Digital Arts pathway. Students will apply previously developed skill sets and technical knowledge to projects that align with specific industry pipelines and workflows. Students will collaborate on projects that utilize a variety of design and conceptual processes that integrate both traditional and digital media. Students will also get the opportunity to explore different production roles on projects that showcase industry-applicable skills and processes. Completion of the course will facilitate a foundational underpinning for advanced level work and yield a professional portfolio/reel that can be used for college applications, internships and the workplace.

Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval.)

Department: Career Technical Education

Course Title: Healthcare Internship

Course Code:

Grade Level(s): 12

School(s)  
Course Offered: Crescenta Valley High School

UC/CSU Approved  
(Y/N, Subject): Yes, "g" College-Prep Elective

Course Credits: 10

Recommended  
Prerequisite: Completion of Adv Sports Medicine with a grade of C or better.

Recommended  
Textbook: <http://www.open.edu/openlearn/health-sports-psychology/health/health-studies/health-everywhere-unravelling-the-mystery-health/content-section-0?active-tab=content-tab>

Course Overview: Healthcare Internship is the capstone course for the Health Science and Medical Technology Industry sector, Patient care pathway. In this capstone course, students will deepen their understanding of the Health Science and Medical Technology – Patient Care Industry through application and study of actual cases, through critical examination of the ethics and procedures involved in a clinical setting, and through an internship at a local medical facility (preferably a laboratory facility). Students will meet at least 20% of the time in the classroom where they will complete major projects each quarter, including a Personal Career Plan portfolio that will help them choose their next steps in the Health Science and Medical Technology – Patient Care Industry.

**First Semester-Course Content**

Unit 1: **The Immune System**

(5 Weeks)

STANDARDS

Health Science and Medical Technology

Anchor Standard 2.5, 2.7, 2.8, 5.1 10.1, 10.3, 11.1

Patient Care Pathway

Standard B10.1, B10.2, B10.3, B10.4, B10.5, B10.7, 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, PS1.A, PS1.B

- A. In this unit, students will demonstrate an understanding of how the human body fights or fails to fight infection of viruses and bacteria.
- B. **KEY ASSIGNMENT: Starve a Fever? Feed a Cold?**  
Students research and write a paper on the differences between a cold and a flu. As part of their research, students will study the pathology of both illnesses (using cell and tissue structures to explain what is happening as the cold or flu makes the host ill and explain what constitutes a susceptible host. The paper will also include the following:  
How the diseases spread from person to person ( Know the chain of infection & ways to break the chain) How the body fights the diseases ( Know the Immune Response steps) Myth or fact when it comes to home cures for the diseases – research common home remedies to discover their efficacy (research homeopathic medicine) Why the flu can be deadly (Know stages of Infectious Disease) Possible immunizations and treatments for the diseases and how they work( Know Immunity Types & Classification of Vaccinations)

Unit 2: **Prevention of Injury and Disease**

(5 Weeks)

STANDARDS

Health Science and Medical Technology

Anchor Standard 2.5, 2.7, 2.8, 5.1, 6.4, 6.8, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B4.1, B4.3, B5.1, B5.2, 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. Using their understanding of basic anatomy and physiology students will apply learned patient care protocols when discussing and evaluating specific injuries. Students will demonstrate transporting, transferring, and positioning patients who are injured. As they work, students will practice using prevention methods in order to assure no further injuries are incurred and/or no diseases are spread to or from the patient (Know Use of Standard Precautions & PPE).
- B. **KEY ASSIGNMENT: An Accident!**  
The teacher assigns student groups several different types of injuries (e.g., broken leg, concussion, puncture wound, etc.) Each group will design a scenario where all of these injuries could happen, and determine criteria for triage application. Students write a

step-by-step description of the scene and what the protocols would be if a licensed health-care professional came across the scene. (Students will demonstrate an understanding of The Good Samaritan Law.) They would explain how the patients would be transported and how to keep them most comfortable. Once the groups have all the details down, they will role-play and act out their scenes, make corrections (if necessary), then turn in their descriptions.

Unit 3: **Communication and Cultural Differences**

(10 Weeks)

STANDARDS

Health Science and Medical Technology

Anchor Standard 2.1, 2.2, 2.3, 2.5, 2.7, 2.8, 4.1, 5.1, 8.1, 8.2, 8.3, 8.4, 8.6, 8.7, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B4.1, B4.3, B5.1, B5.2, B6.1, B6.2, B6.4, B6.6, B13.1, B13.2, B13.3, B13.4, B13.5, B13.6

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 this unit, students will research how cultural differences and belief systems may require alternative treatment, a different approach in communication. Students will recognize the factors affecting therapeutic communication: age and gender; economic barriers; education and life experience; bias and prejudice; verbal roadblocks; patients defense mechanism; cultural and religious diversity; Maslow's hierarchy of human needs . Students will also demonstrate an understanding of the rights of the patient.
- B. KEY ASSIGNMENT: Who Are My Neighbors?  
Students research and create an infographic that shows the ethnic, religious, and socio-economic make-up of their school and community. Students will write a research report on the traditional attitudes of each demographic towards Western medicine and alternative treatments (acupuncture, chiropractic, nutrition, stress-relief, etc.). Next, students will create a survey to test the actual attitudes of peers and community members towards different types of treatment. Surveys will include questions about why people resist different types of treatments. Students will share their survey results and compare expected answers with actual answers. Students have a class discussion on how to know what each patient needs. Ultimately, students should demonstrate that observation, asking appropriate questions, and listening skills need to be developed in order to understand any patient.

**Second Semester-Course Content**

Unit 4: **Good Health Practice**

(10 Weeks)

STANDARDS

Health Science and Medical Technology

Anchor Standard 2.5, 2.7, 2.8, 4.1, 4.3, 4.4, 4.6, 5.1, 8.7, 10.1, 10.3, 11.1

Patient Care Pathway

Standard B4.1, B4.3, B5.1, B5.2, B6.1, B6.2, B6.4, B6.6, B9.1, B9.2, B9.4, B9.5, B9.6

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 this unit, students apply what they've learned throughout the year to spreading information about how to stay as healthy as possible e.g. Weight Management; lifestyle choices. This information would go to public places and websites for easy access.
- B. KEY ASSIGNMENT: Stay Healthy  
Students will compile information they've learned throughout the year to create a tool that promotes ways to prevent disease and/or injury. This information tool may be in the form of a pamphlet, game, app, video, or any innovative idea the students may come up with. The tool must be free, public, and easy to hand out/distribute (Optional: Students collaborate with their peers in foreign language classes, Digital Media Arts, and Performing Arts to create multicultural and multilingual approaches to spreading their messages.)

Unit 5: **Personal Career Plan**

(15 Weeks)

STANDARDS

Health Science and Medical Technology

Anchor Standard 2.5, 2.7, 2.8, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 5.1 10.1, 10.3, 11.1

Patient Care Pathway

Standard B1.1, 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. In this unit, students will explore careers in the Health Science and Medical Technology – Patient Care industry. They will ultimately create a portfolio that will contain their work, reflections on their own goals and skills, and a personal plan for reaching each necessary step for success in the career of their choice.
- B. Key Assignment: Career Plan – Portfolio  
Students will create a portfolio that will contain at least all of the following: 1. Performance evaluation forms that supervisors have completed. 2. Reflection on what student learned through internship 3. Collection of best work from the year 4. Reflection on what student learned through the pathway 5. An evaluation of student's soft skills and a student-written reflection on the evaluation. 6. Thoughtful consideration of the lifestyle the student hopes to live. (Where to live, type of home, hours of work, kinds of entertainment and relaxation, etc.) 7. Research of possible career choice: Industry demands for that career Education required Salary and benefits Skills needed Dress/uniform 8. Personal plan for how student plans to reach career goal. Which school(s), if required How to pay for school, if required Grades needed to continue down the path Overcome obstacles

Additional Recommended Materials:

1. <http://opencourselibrary.org/>
2. <http://www.apta.org/EvidenceResearch/>
3. [https://www.nlm.nih.gov/hsrinfo/evidence\\_based\\_practice.html#1043News](https://www.nlm.nih.gov/hsrinfo/evidence_based_practice.html#1043News): Evidence-based Practice/HTA
4. [https://www.researchgate.net/publication/264386616\\_Implementation\\_of\\_a\\_Professional\\_Portfolio\\_A\\_Tool\\_to\\_Demonstrate\\_Professional\\_Development\\_for\\_Advanced\\_Practice](https://www.researchgate.net/publication/264386616_Implementation_of_a_Professional_Portfolio_A_Tool_to_Demonstrate_Professional_Development_for_Advanced_Practice)



Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval.)

Department: Visual and Performing Arts / Career Technical Education

Course Title: Digital Arts 1-2

Course Code:

Grade Level(s): 9, 10, 11, 12

School(s)

Course Offered: Hoover High School

UC/CSU Approved

(Y/N, Subject): Yes, "f" Fine Art credits

Course Credits: 10

Recommended

Prerequisite: *This course is a recommended prerequisite for Digital Arts 1-2; Cinematography 1-2; Animation 1-2; and other Art classes*

Recommended

Textbook:

- The Visual Experience ISBN: 978-08719-2627-2
- Learning Digital Media ISBN: 9780134717197
- Animator's Survival Kit ISBN: 086547897X or 978-0865478978

Course Overview: Digital Arts 1-2 is the introductory course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course offers students a working understanding of art/design language while introducing them to digital art, design, and animation software. Students will develop fundamental skills in drawing, painting, sculpture and visual literacy that will prepare them for more advanced study in the areas of illustration, conceptual development, 3D computer graphics, animation and film. Emphasis is placed on traditional skills needed to produce viable content aligned with industry standards in animation, visual effects, game design, product design, graphic media, and film.

## **First Semester-Course Content**

### **Unit 1: Drawing Basics - Observational/Conceptual**

(4 weeks)

#### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 2.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.6 & A2.3

- A. Drawing is a critical skill that is applicable to all visual art areas. Observational drawing can be used to understand natural and artificial forms to be used later in original content. Drawing is also a powerful tool used in the conceptualization of ideas, sequences, etc. This unit focuses on establishing drawing proficiency for illustrating concepts that are applicable to a variety of art and design fields.
- B. Students will learn how to draw a variety of subjects from observation and learn how to represent them with accuracy. Students will also be required to use drawing as a tool to convey larger concepts and production ideas in the form of visual storytelling. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

### **Unit 2: Elements/Principles of Art and Design**

(4 weeks)

#### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 1.6

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.6 & A4.3

- A. The elements of art/principles of design are the foundation for thoughtfully producing and analyzing works of art. This unit equips students with tools needed to discuss and analyze works by established artists, as well as in their own work. Vocabulary associated with the use of value, line, texture, shape, balance, movement, repetition, contrast, etc. will be explored. Students will learn how the manipulation of these elements/principles in art can create meaning and support expression.
- B. Students will create a reference poster, booklet, or presentation that illustrates and explains how each element/principle is used visually. Students will use this reference guide to inform their work throughout the course. Rubrics will be used to determine student success in creatively depicting concepts and written critique will be used to assess successful use of the elements of art and principles of design.

Unit 3: **Composition and Visual Communication**

(4 weeks)

STANDARDS

Visual and Performing Arts

Standards 2.1, 2.3, 3.3, 5.1 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A2.6, A2.7, & A2.9

- A. This unit establishes the framework needed for students to compose and communicate the meaning and/or function of products, environments, functional objects and characters in a three dimensional space or specific scenario while utilizing traditional and digital design tools. Compositional rules and visual vocabulary will allow students to determine artistic intent and facilitate the development of individual artistic style and voice. Students will be able to identify and design content for specific audiences while considering how historical and cultural elements affect message and meaning.
- B. Students will design and illustrate two dimensional drawings of original concepts in conjunction with written descriptions. Students will produce compositions demonstrating mastery of skills in the form of a poster, design sheet and/or advertisement. Students will learn to utilize a variety of communication methods and persuasive techniques while utilizing critique methods to reflect upon their processes.

Unit 4: **Perspective Drawing**

(4 weeks)

STANDARDS

Visual and Performing Arts

Standards 2.4 & 4.5

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2, A2.3 & A4.4

- A. The course provides students with the necessary framework and skill set for understanding three dimensional representation in 2D space. Students will explore historical methods for achieving the illusion of space, and how a variety of art forms employ such tools.
- B. Students will use traditional perspective drawing techniques to create a realistic rendering of a proposed structure within an established environment. Students will explain and articulate the concept, purpose, and significance of the structure within an actual environment. Students will apply traditional drawing skills to digital media and participate in collaborative critique and rubric-based assessments to reflect upon their designs.

Unit 5: **Intro to Light and Color Theory**

(4 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.4, 2.1 & 2.5

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.3, A2.9 & A2.9

- A. Using their knowledge of basic elements of art, students will delve deeper into color theory and the ways in which light and color can be manipulated to achieve artistic effects and enhance meaning.
- B. Students will design a color wheel, various color schemes, and original artwork to explore how variations in color can affect the meaning, mood, and interpretation in art. Students will produce original artwork and then create variations of them utilizing different color schemes and lighting iterations.

**Second Semester-Course Content**

Unit 6: **Graphic Design**

(4 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 5.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9 & A2.2

- A. Students will become familiarized with the basics of graphic design and how the elements of art and principles of design can be used to create meaning. Students will learn about common techniques used in print and digital media, as well as proper techniques on how to effectively communicate ideas using images and text. Project based assignments will allow students to design concepts around summative assessments, and written/verbal critique will allow students to analyze and improve their work.
- B. Students will develop an original concept for a product or organization and create a brand identity for it. Students will manipulate text and imagery to create persuasive and visually engaging artwork. A rubric will be used for assessing proficiency and students will participate in verbal critique with peer input.

Unit 7: **Illustration**

(3 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2 & 5.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A21., A2.3, A3.3, & A5.7

- A. Students will become familiar with both traditional and digital tools used for visually depicting original concepts and narrative subjects. Students will learn how to use written elements to create engaging visual representations. They will also become familiar with the similarities and differences between traditional drawing/painting tools and digital ones.
- B. Students will analyze existing texts as well as create original written narrative scenes featuring detailed and descriptive imagery. They will then simulate a freelance illustration experience and enlist other classmates to illustrate their written work. Students will analyze and critique the various ways individuals interpret text, design, and apply individual style to make illustrations.

Unit 8: **Traditional 3D Design**

(3 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.6, 2.1 & 4.2

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.7, A2.5, A4.6 & A8.4

- A. Students will learn about various techniques for conceptualizing art in three dimensions. Students will learn how to create two dimensional designs that consider three dimensional space. They will then use a variety of physical materials to create tangible designs.
- B. Students will create an original design of a fictional or mythological animal. They will observe reference images of animals and combine anatomical elements to create original forms. Students will consider multiple angles and perspectives to visualize their design. They will then build a physical model that adheres to that design. Students will analyze and reflect upon the process of conceptualizing art in both two and three dimensional spaces through written and verbal critique.

Unit 9: **Digital 3D Design**

(6 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.6, 2.1 & 4.2

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.7, A2.5, A4.6 & A8.2, A8.4

- A. Students will build upon their experience working with physical, three dimensional materials and move to working in a virtual 3D space. Students will learn about the basics of 3D modeling through a variety of software packages. Students will compare techniques used for organic and inorganic modeling and how those models can be integrated into animation, design, and 3D printing processes.
- B. Students will model an interior space using basic forms through polygonal modeling. Students will then transition to organic modeling and digital sculpture to model a human head. Students will reference source imagery and anatomical reference to accurately reproduce their designs. Students will use industry-standard software and will be able to articulate the different processes and components used to create their designs.

Unit 10: **Character Design**

(4 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4, 5.4 & 5.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1. A2.6, A2.8, A2.9, A4.6 & A5.2

- A. Students will learn about the concept design process used to create original character content for film, television, and games. Students will explore the relationship between written character material and visual representation. Students will analyze engaging characters from a variety of sources to understand how to make an appealing and memorable design.
- B. Students will generate an original character concept, complete with backstory and visual design elements. Students will then produce a digitally painted model sheet that displays their character from a variety of angles as well as information about the character. Students will then adapt their character into a digital 3D model that will be digitally painted, and 3D printed into a physical object. By the end of the unit, students will have a presentation worthy character design showing the process from concept to physical object. Students will then reflect upon and critique the process, meaning, and industry application.

Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval.)

Department: Visual and Performing Arts / Career Technical Education

Course Title: Digital Arts 3-4

Course Code:

Grade Level(s): 9, 10, 11, 12

School(s)

Course Offered: Hoover High School

UC/CSU Approved

(Y/N, Subject): Yes, "f" Fine Art credits

Course Credits: 10

Recommended

Prerequisite: *Digital Arts 1-2 or instructor approval*

Recommended

Textbook:

- The Visual Experience ISBN: 978-08719-2627-2
- Learning Digital Media ISBN: 9780134717197
- Video: Digital Communication & Production ISBN: 978-1-63126-295-1
- Animators Survival Kit ISBN: 086547897X or 978-0865478978

Course Overview: Digital Arts 3-4 is the concentration course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course offers students an expanded path of study in the principles and foundations of art and design. Emphasis is placed on working to translate written concepts/scripts into 2D/3D designs while promoting more advanced use of traditional and digital media skills. Students will interface with computer aided design software to transform concepts into digital paintings, storyboards, animations, and character/product design sheets. Students will work to develop

proficiency in digital design principles while applying their knowledge of art making solutions to industry standard applications and materials.

### **First Semester-Course Content**

#### **Unit 1: Principles of Animation**

(5 weeks)

##### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 2.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.6 & A2.3

- A. Students will become familiarized with the 12 principles of animation and analyze examples of their use. Students will also become familiarized with hand-drawn traditional animation techniques through a series of activities. Students will be able to connect animation concepts in this unit to filmmaking principles, elements of art, and emerging animation techniques.
- B. Students will work collaboratively to research the 12 principles and find examples online that illustrate successful use of the concepts. Students will then prepare a presentation and lead the class in explaining the concepts as well as analyze the effectiveness of their peers' examples. Students will then apply their understanding of animation principles to such activities as: stop motion, volumetric deformations, and timing/spacing exercises. Students will view and analyze their work among peers to critique technique.

#### **Unit 2: Anatomy and Figure studies**

(4 weeks)

##### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 1.6

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.6 & A4.3

- A. Using observational drawing as a basis, students will analyze and reproduce natural forms found in human and animal anatomy. This will strengthen their observational and perceptual skills and help them access a greater range of movement and experience for animating figures in future lessons.
- B. Students will create a series of figure drawings in traditional media that highlight realistic, gestural representations of the human form. Students will then apply their drawings to more refined compositions featuring a variety of poses and subjects while employing the use of traditional and digital tools. Finally, students will analyze how the essence of motion can be captured within static images and will participate in individual reflection and group critique.



Unit 3: **Storyboarding**

(3 weeks)

STANDARDS

Visual and Performing Arts

Standards 2.1, 2.3, 3.3, 5.1 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A2.6, A2.7, & A2.9

- A. Visual storytelling is critical to an engaging television, film, animation, and/or video game production. The skills needed to adapt written narratives to visual formats are applicable through storyboarding and pre visualization processes. Students will become familiar with filmmaking and compositional techniques using shots, angles, movements, transitions and text/audio integration to tell successful, sequential narratives.
- B. Students will create storyboards for both existing and original narratives. They will explore how storyboarding techniques can be applied to various industries including: film, television, advertising, games, etc. Students will then create an animatic or animated storyboard that utilizes camera movements and transitions, and incorporate multimedia elements to create an engaging narrative experience. Students will analyze their work by participating in individual reflection and group critique.

Unit 4: **Animation Production**

(8 weeks)

STANDARDS

Visual and Performing Arts

Standards 2.4 & 4.5

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2, A2.3 & A4.4

- A. Students will utilize prior knowledge of animation concepts and visual storytelling to create an original narrative. Students will review the 12 animation principles as well as narrative and storytelling concepts from their introduction to cinematography to create a complete project that utilizes pre visualization and production techniques. Students will be introduced to new techniques and learn how to apply familiar concepts in new ways.
- B. Students will create a short animated narrative featuring a central character. They will design the character from multiple angles and animate that character in a variety of poses and situations to stress uniformity in design. Students will reference traditional animation as well as keyframe and timeline techniques, allowing them to manipulate their character in new ways. Students will also consider cinematic techniques and staging as they present their work. Students will screen their final films and critique them for clarity of concept and proper technique.

## **Second Semester-Course Content**

### **Unit 5: Introduction to 3D Modeling**

(5 weeks)

#### STANDARDS

Visual and Performing Arts

Standards 1.4, 2.1 & 2.5

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.3, A2.9 & A2.9

- A. This course introduces students to industry standard 3D modeling software that is used across a dynamic range of industries and professional fields. Students are provided with a dynamic overview of the interface and features and how they are used in a digital design pipeline.
- B. Students will learn how to create a virtual 3D environment utilizing the full range of tools and features found inside the digital modeling pipeline. Students will reference physical objects, spatial relationships, and previous experience with physical sculpture to observing and accurately creating virtual models.

### **Unit 6: 3D Character Modeling**

(5 Weeks)

#### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 5.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9 & A2.2

- A. This unit introduces students to industry standard digital sculpting software. Students will analyze industry specific pipeline skills and how they relate to traditional polygonal modeling software. Students will address how digital sculpting shapes the production of assets and products in a variety of industries. This unit builds upon previous study in the areas of traditional sculpture, figure drawing, and concept design and prepares students to create elaborate and engaging 2D and 3D assets.
- B. Students will design and complete a fully realized 3D digital sculpture as well as accompanying presentation materials. Students will conceptualize and realize an original character through writing, preliminary sketches, digital painting, and finally digital sculpture. Students will use industry standard software to design a functional model that can be used in animation, design, and 3D printing capacities. Students will present their final models and critique them for clarity of concept and proper technique.

Unit 7: **Digital Production**

(10 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4, 5.4 & 5.1

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1. A2.6, A2.8, A2.9, A4.6 & A5.2

- A. The final unit in this course serves as an opportunity to produce a preliminary portfolio series and cohesive body of work. Students will integrate elements of all previous units and skills to create a series of works based on a central theme and/or narrative. The process will require students to recall and apply elements of art concepts, observational drawing, sequential storytelling, digital painting, graphic design, and 3D design to a finalized collection of work which will be presented to instructors, peers, industry partners, and post-secondary institutions for analysis and feedback.
  
- B. Students will create a body of work based on a central character and story that utilizes all of their previously learned skills. Students will produce a narrative that integrates original character designs, environmental designs, and sequential elements. They will collaborate on the production of original content that utilizes the elements of art and principles of design, figurative art, digital painting, and digital and physical 3D models. Students will create a presentation ready portfolio experience that highlights the cumulative work they have engaged in. The work will display evidence of proficiency in both software and technical skill.

Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval)

Department: Visual and Performing Arts / Career Technical Education

Course Title: Digital Arts 5-6

Course Code:

Grade Level(s): 11, 12

School(s)  
Course Offered: Hoover High School

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

Course Credits: 10

Recommended  
Prerequisite: *Digital Arts 3-4 or instructor approval*

Recommended  
Textbook:

- The Visual Experience ISBN: 978-08719-2627-2
- Learning Digital Media ISBN: 9780134717197
- Video: Digital Communication & Production ISBN: 978-1-63126-295-1
- Animator's Survival Kit ISBN: 086547897X or 978-0865478978

Course Overview: Digital Arts 5-6 serves as the capstone course for Arts, Media and Entertainment industry sector, Digital Arts pathway. Students will apply previously developed skill sets and technical knowledge to projects that align with specific industry pipelines and workflows. Students will collaborate on projects that utilize a variety of design and conceptual processes that integrate both traditional and digital media. Students will also get the opportunity to explore different production roles on projects that showcase industry-applicable skills and processes. Completion of the course will facilitate a foundational underpinning for advanced level work

and yield a professional portfolio/reel that can be used for college applications, internships and the workplace.

### **First Semester-Course Content**

#### **Unit 1: Industry Research Portfolio Development**

(2 weeks)

##### STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4 & 5.3

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9; A2.2 & A8.7

- A. Students will research specific roles in careers and industries that relate to design, 3D modeling/animation, visual effects, etc. They will then identify employers, studios, and post-secondary programs that offer opportunities for such jobs. Students will focus on gaining an understanding about the requirements and skills needed for specific industry careers and will plan a path to meet those requirements.
- B. Students will do a research presentation on a specific career position in digital arts and present to the class pertinent information about the job and how to achieve it. After students have learned about careers from their peers' presentations, they will then develop a plan for building a portfolio/reel in an industry role of their choosing and organize necessary scheduling and skill building options.

#### **Unit 2: Skill Review and Concept Development**

(3 weeks)

##### STANDARDS

Visual and Performing Arts

Standards 1.4; 1.5; 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.3; A1.9; A4.3 & A8.7

- A. Once students have identified a specific industry role to work towards, they will then develop a conceptual narrative framework with which to organize and focus their skills. Productions in digital media and entertainment involve working collaboratively as well as displaying mastery of specific software and skills. To facilitate the organization and execution of summative work, students will consider and assume multiple roles needed to create a cohesive production.

- B. Students will create or adapt a narrative work into a design concept that includes character development, environmental design, storyboard and accompanying assets. Students will then assume a specific, practical creative role and collaborate with other students on a selected concept. Finally, as a team students will identify and review necessary skills and techniques needed to achieve their goal. Instructor will advise and review as students prepare for production.

Unit 3: **Collaborative Production 1**

(5 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4; 1.5; 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway  
Standards A1.2; A1.3; A1.9 & A4.6

- A. Students will have the opportunity to integrate all of the skills explored in the pathway thus far and generate presentation-ready works while building their portfolios. Students will work collaboratively to plan, write, and execute a conceptual project within the digital arts industries.
- B. Students will collaborate on a cohesive concept such as an animation, film production, product development, environmental proposal, industrial design, etc. They will complete a conceptual framework as well as a finished product. Students will produce preliminary designs, simulations, storyboards, etc. as they work towards a finished product. All stages of work will be critiqued by peers and assessed by the instructor for clarity of vision and professional execution.

Unit 4: **Collaborative Production 2**

(5 weeks)

STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4; 1.5; 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway  
Standards A1.2; A1.3; A1.9 & A4.6

- A. Students will have a second opportunity to integrate all of the skills explored in the pathway thus far and generate presentation-ready works while building their portfolios. Students will work collaboratively to plan, write, and execute a conceptual project within the digital arts industries while focusing on skills in need of development or ideas yet to be realized.
- B. Students will again collaborate on a cohesive concept such as an animation, film production, product development, environmental proposal, industrial design,

etc. They will complete a conceptual framework as well as a finished product while making a point to explore different roles and develop alternate skills. Students will produce preliminary designs, simulations, storyboards, etc. as they work towards a finished product. All stages of work will be critiqued by peers and assessed by the instructor for clarity of vision and professional execution.

## **Second Semester-Course Content**

### **Unit 5: Portfolio Development**

(5 weeks)

#### **STANDARDS**

Visual and Performing Arts

Standards 3.1, 3.3, 3.4, 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A3.2, A3.3, & A8.7

- A. After reviewing their portfolio goals and gathering work from their two collaborative projects, students will begin to ready their portfolios for presentation. Students will continue to integrate all of the skills explored in the pathway while honing in on a concentration.
- B. Students will identify and analyze assets and pieces from their two previous collaborative projects to determine a focus that is aligned with a career or position previously researched or engaged in. Students will then work towards completing a supporting series of work to be used to fill out their portfolio/reel. Instructor and industry partners will provide guidance.

### **Unit 6: Community Service Project**

(5 weeks)

#### **STANDARDS**

Visual and Performing Arts

Standards 1.1; 1.2; 1.4; 1.5; 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9; A4.3 & A8.7

- A. The opportunity for creative industries to engage with society and perform civic duty are often overshadowed by more commonly associated entertainment opportunities. While still developing their portfolio, students will apply their design and conceptual skills to the creation of a community service project. They will identify a concern or issue in their local community and create a body of work based on raising awareness of or positively affecting that issue.

- B. Students will explore their local community and identify an opportunity to make a positive impact through the use of digital art and design skills. Students will research, produce, and present an advertising or public service campaign, documentary short, branding opportunity, narrative work, instructional piece, etc. that has the potential to impact their community.

Unit 7: Industry Internship / Final Project

(10 weeks)

## STANDARDS

Visual and Performing Arts

Standards 1.1; 1.2; 1.4; 1.5; 5.3 & 5.4

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9; A4.3 & A8.7

- A. By the end of the third year of the Digital Arts pathway, students will have had the opportunity to acquire a variety of skills that can be applied to multiple creative industries. They will be able to conceptualize ideas and create engaging visual designs. While many industries require the knowledge of specific software or trade skills, students in the program will have gained a breadth of skills and an understanding of the collaborative nature of digital arts and entertainment design.
- B. For the summative portion of the course, students will either engage in an industry-sponsored internship opportunity or produce a final, individually produced film or narrative digital work. Students will be required to plan, and execute a fully-realized narrative work or complete a successful internship in the field.



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

INFORMATION REPORT NO. 10

TO: Board of Education

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

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

SUBJECT: **Proposed EEELP 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 EEELP Attendance Calendars for the 2018-2019 and 2019-2020 school years, which have been approved by the Glendale Teachers Association.

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

EEELP ATTENDANCE CALENDAR 2018-2019 - DRAFT

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 Cynthia McCarty July 3.9.18  
 5:02 PM

**July 2018**

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**August 2018**

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**September 2018**

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**October 2018**

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**November 2018**

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**December 2018**

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**January 2019**

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

**March 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 |

**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 | 24 | 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 | 27 | 28 | 29 | 30 | 31 |    |

**June 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 |

State Holiday   
  Site to be determined   
 \* District Staff Dev. Day   
  Students Not in Attendance  
 Student Holiday, All Teachers on Duty   
  Students Not in Attendance   
 /   
  Students Not in Attendance  
**TOTAL DAYS 246**

Independence Day - July 4  
 Labor Day - Sept. 3  
 Veterans Day - Nov. 12  
 Thanksgiving Recess - Nov. 22, 23  
 Dr. Martin Luther King, Jr. Day - Jan. 21  
 Lincoln Day - Feb. 11  
 Washington Day - Feb. 18  
 Memorial Day - May 27

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**EEELP ATTENDANCE CALENDAR 2019-2020 - DRAFT**

*File in 3.16.20  
 Cynthia McCarty - July 3.9.18  
 5:02 PM*

**July 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 |    |    |    |

**August 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 |

**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 | 18 | 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 | 13 | 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  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

|  |  |  |   |   |  |   |  |   |  |  |   |                              |
|--|--|--|---|---|--|---|--|---|--|--|---|------------------------------|
| <p><b>July 2019</b></p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p> | <p><b>August 2019</b></p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p> | <p><b>September 2019</b></p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p> | <p><b>October 2019</b></p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p> | <p><b>November 2019</b></p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> | <p><b>December 2019</b></p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p> | <p><b>January 2020</b></p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p> | <p><b>February 2020</b></p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> | <p><b>March 2020</b></p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p> | <p><b>April 2020</b></p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30</p> | <p><b>May 2020</b></p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p> | <p><b>June 2020</b></p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30</p> | <p><b>TOTAL DAYS 246</b></p> |
| <p><b>State Holiday</b> ○ Student Holiday, All Teachers on Duty</p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Independence Day - July 4</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Labor Day - Sept. 2</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Veterans Day - Nov. 11</b></p>   |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Thanksgiving Recess - Nov. 28, 29</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Winter Recess - Dec. 24 through Jan. 1</b></p>   |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Dr. Martin Luther King, Jr. Day - Jan. 20</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Lincoln Day - Feb. 10</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Washington Day - Feb. 17</b></p>   |  |  |   |   |  |   |  |   |  |  |   |                              |
| <p><b>Memorial Day - May 25</b></p>  |  |  |   |   |  |   |  |   |  |  |   |                              |

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 1

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of RFP Number P-71-17/18 for Workstations, Software, and Services for Clark Magnet High School**

---

The Superintendent recommends that the Board of Education approve award of RFP No. P-71-17/18 for Workstations, Software, and Services for Clark Magnet High School to Keycode Media, Inc. (Burbank).

In accordance with established procedures, Procurement & Contract Services, in collaboration with Secondary Services, completed the solicitation of proposals for workstations, Avid software, and services for Clark Magnet High School.

Advertisements to invite vendors were placed twice in the Glendale News Press; invitation was posted on GUSD Website, and vendors were invited to participate through Vendor Registry online. Only one proposal was received from Keycode Media, Inc. on March 1, 2018. After reviewing the response, staff is recommending to award the bid to Keycode Media, Inc.

This RFP may be used by school and community college districts throughout California by virtue of its “piggyback” clause (Public Contract Code 20118, 20652) and may be extended for an additional four (4) years (total 5 years from award date) by mutual consent of the District and Keycode Media, Inc. (Education Code 39644). Unlimited quantity orders shall be allowed to Glendale Unified School District and all participating agencies at the prices quoted.

Equipment will be purchased from Secondary Services funds, general funds, as well as Measure S funds. Funding to procure this 2017/18 project for Clark Magnet High School is budgeted by Secondary Services using Career Technical Education Perkins grant.

Bid details are available for review in the Procurement & Contract Services Department.

## *Agreement*

### **RFP No. P-71-17/18 – Workstations, Software, and Services for Clark Magnet High School**

THIS AGREEMENT, made and entered into this 4<sup>th</sup> day of April, 2018, by and between the Glendale Unified School District (hereinafter called the District) and Keycode Media, Inc. (hereinafter called the Vendor).

WITNESSETH: That the parties hereto have mutually covenanted and agreed, and by these presents do covenant and agree with each other, as follows; and that the terms of **RFP No. P-71-17/18** are included as part of the agreement:

**Contract Term:** The minimum contract term is from the award date through June 30, 2019.

**Governing Law and Venue:** This Agreement has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. Vendor agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to Vendor, Vendor's business, equipment, and personnel engaged in operations covered by this Agreement, or occurring out of the performance of such operations.

**Entire Agreement:** The Agreement, including all sections of bid documents which are attached hereto and incorporated herein by this reference, when accepted by the Vendor either in writing or by the shipment of any article or other commencement of performance hereunder, contains the entire Agreement between the parties with respect to the matters herein, and there are no restrictions, promises, warranties or undertakings other than those set forth herein or referred to herein. No exceptions, alternatives, substitutes or revisions are valid unless authorized by the District in writing.

**Amendments:** No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by the District in writing.

**Delivery:** Time of delivery of goods and services is of the essence in this Agreement. The District reserves the right to refuse any services and to cancel all or any part of the descriptions or services that do not conform to the prescribed statement of work. Delivery shall not be deemed to be complete until all services have actually been received and accepted in writing by the District.

**Payments:** As per the terms of the proposal.

**Warranty:** Vendor expressly warrants that the services covered by this Agreement are fit for the particular purpose for which they are intended. Acceptance of the order shall constitute an agreement upon Vendor's part to indemnify, defend and hold the District and its indemnities as identified in the Indemnification Provisions below, harmless from liability, loss, damage and expense, including reasonable counsel fees, incurred or sustained by the District by reason of the failure of the services to conform to such warranties, faulty work performance, negligent or unlawful acts, and non-compliance with any applicable state or federal codes, ordinances, orders, or statutes, including the Occupational Safety and Health Act (OSHA) and the California Industrial Safety Act. Such remedies shall be in addition to any other remedies provided by law.

**Force Majeure Clause:** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

**Assignment of Agreement:** The Vendor shall not assign, transfer, convey, sublet, or otherwise dispose of this Agreement or any part thereof, or any right title, or interest therein, funds to the received hereunder, or any power to execute the same without the consent in writing of the District.

**Contact with students:** Vendor will not permit any of its employees who perform services under this Agreement to come in contact with pupils or communicate with pupils. In the event Vendor fails to prevent its employees from having contact with pupils or communicating with pupils and injury results from failure to prohibit pupil contact or communication, Vendor shall defend, indemnify, protect, and hold the District, its agents, officers and employees harmless from and against any and all claims, demands, liability, judgments, awards, losses, injury damages, expenses, charges or costs of any kind or character to the District or to any person or property which arise from or are connected with or are caused or claim to be caused by Vendor's failure to prohibit its employees, subcontractors or agents from having pupil contact or communication. Any subcontractor hired by Vendor shall be subject to and shall comply with this section and it shall be the Vendor's responsibility to require compliance with this section. Vendor and subcontractor shall be jointly and severally liable for any injury that results from subcontractor's failure to comply with this provision. Based on the determination that neither Vendor nor any subcontractor of Vendor will have contact with pupils, no fingerprinting of Vendor or its agents, subcontractors or employees is required by this Agreement.

**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.

**Attorney fees:** In any action or proceeding to enforce or interpret any provision of this Agreement, or where any provision hereof is validly asserted as a defense, each party shall bear its own attorney's fees, costs and expenses.

**Correspondence:** Any correspondence related to the terms, prices, and conditions of this Agreement must be directed to:

Gilda Keshishyan  
Procurement & Contract Services  
Glendale Unified School District  
223 N. Jackson Street, Room 305  
Glendale, CA 91206  
Email: [GKeshishyan@gusd.net](mailto:GKeshishyan@gusd.net)

**Delivery location:** Delivery locations may not have loading docks. The Vendor is required to make all necessary arrangements for lift trucks or other means necessary to complete delivery. Inside delivery to secured facilities may be required.

**Orders:** The Vendor shall receive Purchase Orders from the District on an as-needed basis for items on this Agreement, subject to the terms, conditions, and pricing of the bid.

**Warrant of authority:** Each of the parties signing this agreement warrants to the other that he or she has the full authority of the entity on behalf of which his or her signature is made.

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

**VENDOR: Keycode Media, Inc.**

By: \_\_\_\_\_  
Signature Title:  
\_\_\_\_\_ Date: \_\_\_\_\_, 2016  
Print Name

By: \_\_\_\_\_  
Signature Title:  
\_\_\_\_\_ Date: \_\_\_\_\_, 2016  
Print Name

If the vendor is a corporation, signatures of two specific corporate officers are required as further set forth.

The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President.

The second corporate officer signature must be one of the following: 1) Secretary; 2) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer.

Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

**GLENDALE UNIFIED SCHOOL DISTRICT**

Date: \_\_\_\_\_, 2018

By: \_\_\_\_\_

Print Name: Stephen Dickinson  
Print Title: Chief Business & Financial Officer

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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: Tony Barrios, Executive Director: Planning, Development and Facilities  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 160-17/18 for Locker Replacement at Toll, Roosevelt, and Wilson Middle Schools**

---

The Superintendent recommends that the Board of Education award Bid No. 160-17/18 for Locker Replacement at Toll, Roosevelt, and Wilson Middle Schools to Chalmers Construction Services, Inc. in the amount of \$857,500.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the locker replacement at Toll, Roosevelt, and Wilson Middle Schools with additive alternates for benches between lockers at Toll and Wilson Middle Schools. A bid conference and job walk was conducted and eight (8) contractors participated. The District received and opened three (3) bids on March 14, 2018, as outlined below:

| Contractor                           | Toll      | Roosevelt | Wilson    | Toll Additive Alternate | Wilson Additive Alternate | Total Amount |
|--------------------------------------|-----------|-----------|-----------|-------------------------|---------------------------|--------------|
| Chalmers Construction Services, Inc. | \$285,000 | \$209,000 | \$309,000 | \$25,000                | \$29,500                  | \$857,500    |
| The Nazerian Group                   | \$232,000 | \$314,123 | \$348,000 | \$24,000                | \$27,000                  | \$945,123    |
| Pars Arvin Construction, Inc.        | \$494,000 | \$353,000 | \$566,000 | \$33,000                | \$38,000                  | \$1,484,000  |

Following the receipt of bids, The Nazerian Group withdrew their bid citing clerical errors that occurred during the bid preparation, pursuant to California Public Contract Code Section 5103. After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Chalmers Construction Services, Inc. (La Crescenta) as the lowest responsive and responsible bidder in the amount of \$857,500.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S – Summer Projects and Measure S – District-Wide Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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: Tony Barrios, Executive Director: Planning, Development and Facilities  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 161-17/18 for HVAC Replacement at Hoover High School**

---

The Superintendent recommends that the Board of Education award Bid No. 161-17/18 for HVAC Replacement at Hoover High School to Iceberg Heating & Air Conditioning, Inc. in the amount of \$311,111.11.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for HVAC Replacement at Hoover High School. A bid conference and job walk was conducted and ten (10) contractors participated. The District received and opened six (6) bids on March 20, 2018, as outlined below:

| <b>Contractor</b>                        | <b>Amount</b> |
|--|---------------|
| Iceberg Heating & Air Conditioning, Inc. | \$311,111.11  |
| Chalmers Construction Services, Inc.     | \$374,500.00  |
| F.M. Thomas Air Conditioning, Inc.       | \$579,385.00  |
| The Nazerian Group                       | \$694,123.00  |
| Golden Phoenix Construction Co., Inc.    | \$726,000.00  |
| Los Angeles Air Conditioning, Inc.       | \$900,100.00  |

After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Iceberg Heating & Air Conditioning, Inc. (Glendale) as the lowest responsive and responsible bidder in the amount of \$311,111.11. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project will be funded by Proposition 39 funds.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION 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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 162-17/18 for Window Replacement at Franklin Elementary School**

---

The Superintendent recommends that the Board of Education award Bid No. 162-17/18 for Window Replacement at Franklin Elementary School to Cyber-Tech Construction in the amount of \$284,777.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the window replacement at Franklin Elementary School. A bid conference and job walk was conducted and nine (9) contractors participated. The District received and opened four (4) bids on March 15, 2018, as outlined below:

| <b>Contractor</b>                    | <b>Amount</b> |
|--------------------------------------|---------------|
| Cyber-Tech Construction              | \$284,777     |
| Chalmers Construction Services, Inc. | \$319,000     |
| Omega Construction Company, Inc.     | \$469,000     |
| The Nazerian Group                   | \$494,123     |

After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Cyber-Tech Construction (Tarzana) as the lowest responsive and responsible bidder in the amount of \$284,777.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S – Districtwide Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 5

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Rejection of Bid No. 163-17/18 for Replacing and Modernizing the  
Elevator Controls in the 5000 Bldg. at Crescenta Valley High School**

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The Superintendent recommends that the Board of Education reject Bid No. 163-17/18 for Replacing and Modernizing the Elevator Controls in the 5000 Bldg. at Crescenta Valley High School.

On March 8, 2018, the District opened a response for Bid No. 163-17/18 for replacing and modernizing the elevator controls in the 5000 Bldg. at Crescenta Valley High School. Three (3) contractors attended the job walk on February 20, 2018; however, only one (1) bid was received from ThyssenKrupp Elevator Americas.

Staff is recommending to reject the bid received for the project and re-bid at a later time pursuant to policies and regulations. Upon review of the project details, staff believes that the scope of work does not accurately reflect the work that needs to be performed. Staff will review the scope of work prior to re-bidding in order to ensure the work that needs to be performed is accurate. Bid details are available for review in the Procurement & Contract Services Department.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 6

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

**SUBJECT: Award of Bid No. 164-17/18 for Painting at Various School Sites**

---

The Superintendent recommends that the Board of Education award Bid No. 164-17/18 for painting at various school sites as follows: Color New Co. for Valley View Elementary School in the amount of \$61,000.00; Fix Painting Co. for Monte Vista Elementary School in the amount of \$83,000.00; Mariscal Painting for Hoover High School in the amount of \$15,000.00; and ISR Painting & Wallcovering, Inc. for Franklin Elementary School in the amount of \$47,487.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for painting at various school sites. A bid conference and job walk was conducted and twenty (20) contractors participated. The District received and opened thirteen (13) bids on March 14, 2018 as outlined below:

| <b>Contractor</b>                     | <b>Valley View</b> | <b>Monte Vista</b> | <b>Hoover High</b> | <b>Franklin</b> |
|---------------------------------------|--------------------|--------------------|--------------------|-----------------|
| C&M Painters, Inc.                    | \$79,000           | \$152,000          | \$39,000           | \$72,000        |
| CAM Painting, Inc.                    | \$144,000          | \$144,000          | \$36,000           | \$144,000       |
| Color New Co.                         | \$61,000           | \$146,000          | \$88,000           | \$137,000       |
| Fix Painting Co.                      | \$81,600           | \$83,000           | \$17,400           | \$56,400        |
| ISR Painting & Wallcovering, Inc.     | \$87,972           | \$118,715          | \$18,895           | \$47,487        |
| Mariscal Painting                     | \$98,000           | \$138,500          | \$15,000           | \$65,000        |
| Omega Construction Company, Inc.      | \$89,000           | \$118,000          | \$39,000           | \$78,000        |
| Pacific Contractors Group, Inc.       | \$96,000           | \$118,000          | \$64,000           | \$86,000        |
| Piana Construction and Painting, Inc. | \$102,000          | \$131,000          | No Bid             | \$113,000       |
| Polychrome Construction, Inc.         | \$127,000          | \$107,000          | \$16,000           | \$97,000        |
| Prime Painting                        | \$70,000           | \$144,000          | \$25,000           | \$70,000        |
| Stolie Painting                       | \$87,700           | \$141,700          | \$26,900           | \$93,700        |
| U.S. National Corp.                   | \$66,890           | \$164,900          | \$44,000           | \$75,600        |

After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bids per school site as follows: Color New Co. (Woodland Hills) for Valley View Elementary School in the amount of \$61,000.00; Fix Painting Co. (Woodland Hills) for Monte Vista Elementary School in the amount of \$83,000.00; Mariscal Painting (South El Monte) for Hoover High School in the amount of \$15,000.00; and ISR Painting & Wallcovering, Inc. (Norwalk) for Franklin Elementary School in the amount of \$47,487.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S – Summer Projects and Measure S – Districtwide Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 7

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

**SUBJECT: Award of Bid No. 165-17/18 for Asphalt Project at Five School Sites**

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The Superintendent recommends that the Board of Education award Bid No. 165-17/18 for Asphalt Project at five school sites as follows: California Paving & Grading Co. for Glenoaks Elementary School in the amount of \$218,000.00; Century Paving for Crescenta Valley High School, Mann Elementary School, and Marshall Elementary School in the amount of \$79,700.00; and Mission Paving and Sealing, Inc. for Toll Middle School in the amount of \$135,500.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for asphalt project at five school sites. A bid conference and job walk was conducted and three (3) contractors participated. The District received and opened three (3) bids on March 15, 2018, as outlined below:

| <b>Contractor</b>                | <b>Toll</b> | <b>CVHS</b> | <b>Glenoaks</b> | <b>Mann</b> | <b>Marshall</b> |
|----------------------------------|-------------|-------------|-----------------|-------------|-----------------|
| California Paving & Grading, Co. | \$148,000   | \$29,500    | \$218,000       | \$50,000    | \$38,500        |
| Century Paving                   | \$142,800   | \$21,900    | \$224,800       | \$33,900    | \$23,900        |
| Mission Paving and Sealing, Inc. | \$135,500   | \$27,400    | \$248,800       | \$37,000    | \$29,400        |

After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bids per school site as follows: California Paving & Grading Co. (Los Angeles) for Glenoaks Elementary School in the amount of \$218,000.00; Century Paving (La Mirada) for Crescenta Valley High School, Mann Elementary School, and Marshall Elementary School in the amount of \$79,700.00; and Mission Paving and Sealing, Inc. (Irwindale) for Toll Middle School in the amount of \$135,500.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S – Summer Projects and Measure S – Districtwide Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 166-17/18 for HVAC Replacement at Crescenta Valley and Glendale High Schools**

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The Superintendent recommends that the Board of Education award Bid No. 166-17/18 for HVAC Replacement as follows: Iceberg Heating & Air Conditioning, Inc. for Glendale High School in the amount of \$251,000.00 and Chalmers Construction Services, Inc. for Crescenta Valley High School in the amount of \$139,500.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for HVAC Replacement at Crescenta Valley and Glendale High Schools. A bid conference and job walk was conducted and eighteen (18) contractors participated. The District received and opened six (6) bids on March 20, 2018, as outlined below:

| <b>Contractor</b>                        | <b>CVHS</b>  | <b>GHS</b>   | <b>Total Amount</b> |
|--|--------------|--------------|---------------------|
| Iceberg Heating & Air Conditioning, Inc. | \$101,000.00 | \$251,000.00 | \$352,000.00        |
| Chalmers Construction Services, Inc.     | \$139,500.00 | \$308,500.00 | \$448,000.00        |
| Golden Phoenix Construction Co., Inc.    | \$253,000.00 | \$260,000.00 | \$513,000.00        |
| F.M. Thomas Air Conditioning, Inc.       | \$169,992.00 | \$351,293.00 | \$521,285.00        |
| The Nazerian Group                       | \$244,123.00 | \$400,000.00 | \$644,123.00        |
| Los Angeles Air Conditioning, Inc.       | \$170,780.00 | \$565,650.00 | \$736,430.00        |

Following the receipt of bids, Iceberg Heating & Air Conditioning, Inc. withdrew their bid for Crescenta Valley High School citing clerical errors that occurred during the bid preparation, pursuant to California Public Contract Code Section 5103. After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Iceberg Heating & Air Conditioning, Inc. (Glendale) as the lowest responsive and responsible bidder for Glendale High School in the amount of \$251,000.00; and Chalmers Construction Services, Inc. (La Crescenta) for Crescenta Valley High School in the amount of \$139,500.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department. This project will be funded by Proposition 39 funds.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 167-17/18 for Chiller Replacement at Muir Elementary School**

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The Superintendent recommends that the Board of Education award Bid No. 167-17/18 for Chiller Replacement at Muir Elementary School to Los Angeles Air Conditioning, Inc. in the amount of \$245,400.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the Chiller Replacement at Muir Elementary School. A bid conference and job walk was conducted and fourteen (14) contractors participated. The District received and opened four (4) bids on March 20, 2018, as outlined below:

| <b>Contractor</b>                    | <b>Amount</b> |
|--------------------------------------|---------------|
| Los Angeles Air Conditioning, Inc.   | \$245,400     |
| Chalmers Construction Services, Inc. | \$321,000     |
| F.M. Thomas Air Conditioning, Inc.   | \$324,236     |
| The Nazerian Group                   | \$474,123     |

After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Los Angeles Air Conditioning, Inc. (La Verne) as the lowest responsive and responsible bidder in the amount of \$245,400.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project will be funded by Proposition 39 funds.



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services  
SUBJECT: **Award of Bid No. 168-17/18 for Roof Repairs at Various School Sites**

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The Superintendent recommends that the Board of Education award Bid No. 168-17/18 for Roof Repairs at various school sites as follows: Stone Roofing Co., Inc. for Dunsmore, Monte Vista, and R.D. White Elementary Schools in the amount of \$780,400.00; and Rey-Crest Roofing & Waterproofing Co. for Keppel Elementary School in the amount of \$229,000.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the roof repairs at various school sites project. A bid conference and job walk was conducted and eleven (11) contractors participated. The District received and opened five (5) bids on March 20, 2018, as outlined below:

| <b>Contractor</b>                     | <b>Dunsmore</b> | <b>Monte Vista</b> | <b>R.D. White</b> | <b>Keppel</b> |
|---------------------------------------|-----------------|--------------------|-------------------|---------------|
| Stone Roofing Co., Inc.               | \$183,400       | \$279,400          | \$317,600         | \$316,400     |
| Rey-Crest Roofing & Waterproofing Co. | \$240,000       | \$377,000          | \$389,100         | \$229,000     |
| Letner Roofing Co.                    | \$194,467       | \$286,587          | \$252,217         | \$327,032     |
| BEST Contracting Services             | \$221,250       | \$286,565          | \$487,500         | \$254,075     |
| Chapman Coast Roof Co., Inc.          | \$293,829       | \$375,645          | \$375,931         | \$327,921     |

Following the receipt of bids, Letner Roofing Co. withdrew their bid for R.D. White Elementary School citing clerical errors that occurred during the bid preparation, pursuant to California Public Contract Code Section 5103. After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Stone Roofing Co., Inc. (Azusa) as the lowest responsive and responsible bidder for Dunsmore, Monte Vista, and R.D. White Elementary Schools in the amount of \$780,400.00; and Rey-Crest Roofing & Waterproofing Co. (Los Angeles) for Keppel Elementary School in the amount of \$229,000.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S – Summer Projects and Measure S – Districtwide Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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  
Gilda Keshishyan, Purchasing Agent, Procurement & Contract Services

SUBJECT: **Award of Bid No. 169-17/18 for Installation of Playground Equipment & Softile Matting at Verdugo Woodlands Elementary School**

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The Superintendent recommends that the Board of Education award Bid No. 169-17/18 for Installation of Playground Equipment & Softile Matting at Verdugo Woodlands Elementary school to Golden Phoenix Construction Co., Inc. in the amount of \$172,000.00.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the installation of playground equipment & Softile matting at Verdugo Woodlands Elementary School. A bid conference and job walk was conducted and eleven (11) contractors participated. The District received and opened five (5) bids on March 15, 2018, as outlined below:

| <b>Contractor</b>                     | <b>Amount</b> |
|---------------------------------------|---------------|
| Cyber-Tech Construction               | \$139,777     |
| Golden Phoenix Construction Co., Inc. | \$172,000     |
| SS+K Contractors                      | \$177,000     |
| Chalmers Construction Services, Inc.  | \$219,000     |
| The Nazerian Group                    | \$323,123     |

Following the receipt of bids, Cyber-Tech Construction withdrew their bid citing clerical errors that occurred during the bid preparation, pursuant to California Public Contract Code Section 5103. After conducting a post-bid conference and reviewing the bid documents, staff is recommending to award the bid to Golden Phoenix Construction Co., Inc. (Pasadena) as the lowest responsive and responsible bidder in the amount of \$172,000.00. The project is anticipated to be completed by August 10, 2018. Bid details are available for review in the Procurement & Contract Services Department.

This project is funded by Measure S and State ORG funds for the Verdugo Woodlands ORG Project. The Superintendent's Facility Advisory Committee voted to support this recommendation.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 12

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Resolution No. 18 – Giving Notice of Intention to Grant a “No-Build” Easement to Carmel Partners Realty Investors, LLC**

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The Superintendent recommends that the Board of Education adopt Resolution No. 18 – Giving Notice of Intention to Grant a “No-Build” Easement to Carmel Partners Realty Investors, LLC.

#

The Board of Education, by way of a Board resolution, previously declared its intention to exchange District owned property located at 223 N. Jackson Street, Glendale, California (“District Property”) for the property owned, or will be owned, by Carmel Partners located 425 East Colorado Street, Glendale, California (“Carmel Property”) pursuant to Education Code section 17536 et seq. and subsequently entered into an Exchange Agreement between Glendale Unified School District and Carmel Partners Realty Investors, LLC (“Carmel Partners”) providing for the exchange of the District Office Site with the Carmel Property.

The Board of Education is considering granting a no-build easement to Carmel Partners on a portion of property adjacent to the District Office Site which is owned by the District and located at 220 N. Kenwood Street (the “Property”), pursuant to Education Code §17556 et seq. which would impose a setback easement over certain portions of the Property in connection with Carmel Partners future development and construction on the District Office Site.#

**RESOLUTION NO. 18**  
**OF THE BOARD OF EDUCATION OF GLENDALE UNIFIED SCHOOL DISTRICT**  
**GIVING NOTICE OF INTENTION TO GRANT AN EASEMENT TO**  
**CARMEL PARTNERS REALTY INVESTORS, LLC**

**WHEREAS**, Glendale Unified School District (“District”) is the owner of certain real property located at 220 N. Kenwood Street, Glendale, California 91206, which is generally known as the Daily High School site (“District Property”);

**WHEREAS**, Carmel Partners Realty Investors, LLC (“Carmel”) is or will be the owner of certain real property located at 223 N. Jackson Street, Glendale, California 91206 (“Carmel Property”) which is adjacent to the District Property;

**WHEREAS**, Carmel has requested that the District dedicate a non-exclusive permanent easement (the “No-Build Easement”) to Carmel upon a portion of the District Property, as depicted on the map attached hereto as Exhibit A (the “No-Build Easement Area”);

**WHEREAS**, pursuant to Education Code section 17556, the governing board of a school district may convey, for easement purposes, any real property belonging to the school district upon such terms and conditions as the parties thereto may agree;

**WHEREAS**, pursuant to Education Code section 17557, the District’s governing board must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

**WHEREAS**, pursuant to Education Code section 17557, the District’s governing board must fix a time at its regular place of meeting for a public hearing upon the question of making the dedication of and easement; and

**WHEREAS**, pursuant to Education Code section 17558, the District is required to post copies of this Resolution, signed by the board, in three (3) public places within the District’s boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing in a newspaper of general circulation published in the District, if there is one, or, if there is no such newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District.

**NOW, THEREFORE, THE BOARD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** That the above recitals are all true and correct.

**Section 2.** That the District’s governing board declares its intent to dedicate the No-Build Easement to Carmel upon the terms and conditions set forth in the recitals.

**Section 3.** That the Board establishes April 17, 2018 for a public hearing on the question of the District’s intent to dedicate the No-Build Easement to Carmel.

**Section 4.** The District staff shall post this resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution in compliance with Education Code section 17558.

ADOPTED, SIGNED AND APPROVED this 3<sup>rd</sup> day of April 2018.

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President of the Governing Board for the  
Glendale Unified School District

I, Jennifer Freemon, Clerk of the Governing Board of 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 3<sup>rd</sup> day of April 2018, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

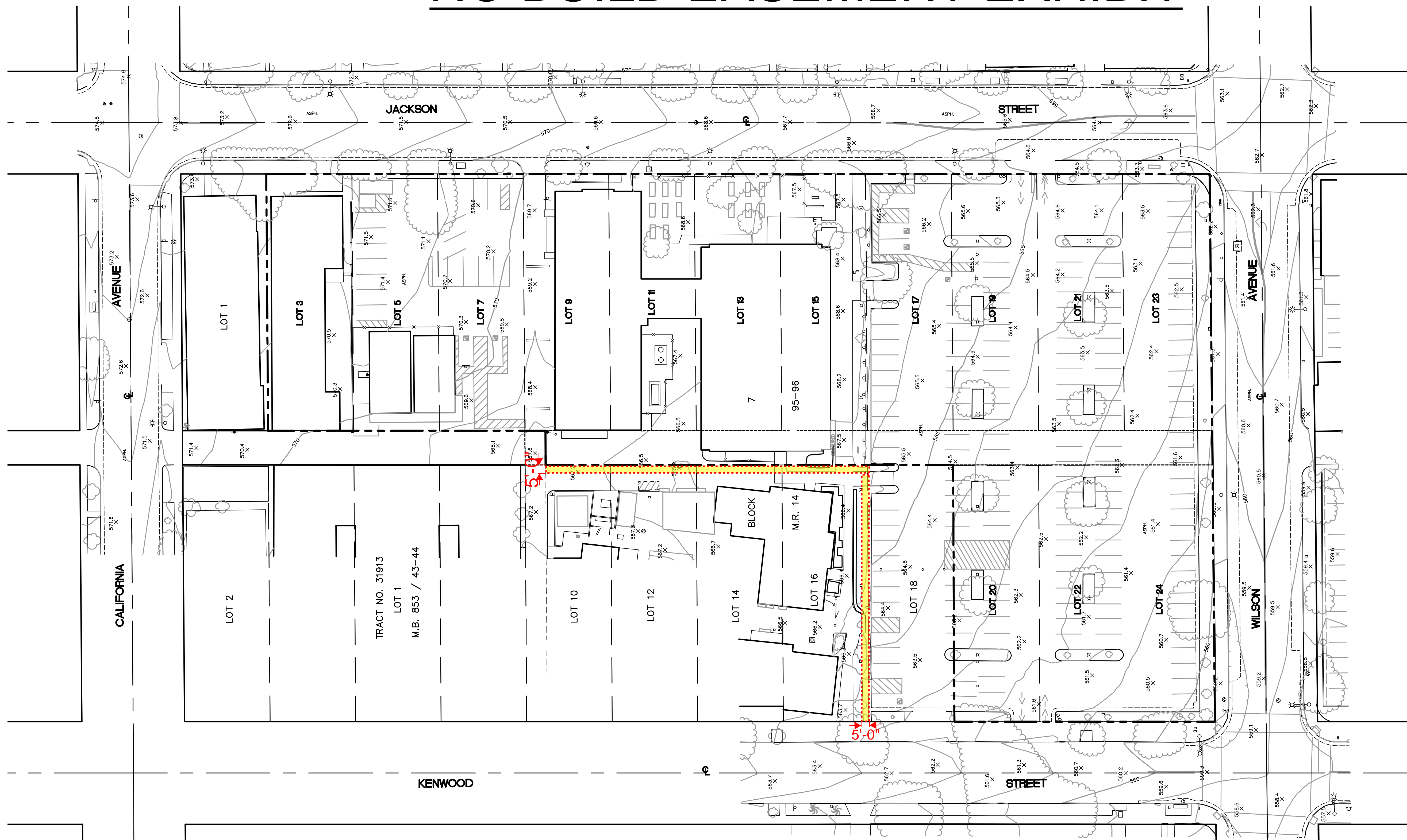
ABSENT:

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Clerk of the Governing Board of  
Glendale Unified School District

# NO BUILD EASEMENT EXHIBIT

EXHIBIT "A"

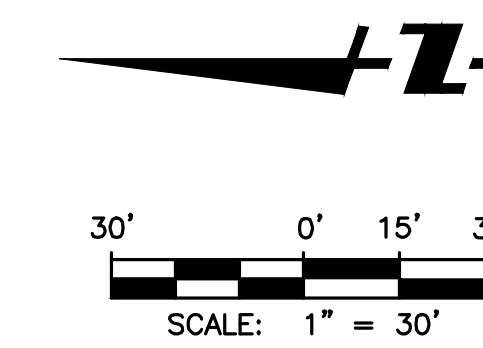


**BENCH MARK**

CITY OF GLENDALE BM1603  
 LOCATION: ROUND HEAD NAIL IN LEAD IN W'LY HEADWALL  
 OF CATCH BASIN IN N'LY CURB CALIFORNIA AVE 3.0 FT  
 E'LY R/W LINE KENWOOD ST CHSLD 'BM'  
 YEAR OF ADJUSTMENT: 2008  
 ELEVATION: 570.70

**BASIS OF BEARING**

THE BEARING N 00°00'00" E, ALONG THE CENTERLINE OF  
 N. KENWOOD STREET PER TRACK MAP BOOK 853, PAGES  
 43 AND 44 WAS USED AS THE BASIS OF BEARING FOR  
 THIS SURVEY.  
 SAID CENTERLINE, BEING SHOWN ON SAID MAP AS  
 N00°00'00"E - 662.15'



| Contour Elevation | Contour Length (FT) |
|-------------------|---------------------|
| 560               | 92.5                |
| 561               | 258.5               |
| 562               | 403                 |
| 563               | 442.5               |
| 564               | 455.5               |
| 565               | 287                 |
| 566               | 312                 |
| 567               | 284                 |
| 568               | 177.5               |
| 569               | 116.5               |
| 570               | 160.5               |
| 571               | 63                  |
| 572               | 55                  |

LENGTH SUMMATION 3107.5 FT

| SLOPE AVERAGE CALCULATION |  |
|---------------------------|--|
| S=0.000229°/L/A           |  |
| S=                        | Average Percent Current Slope  |
| I=                        | Contour Interval, in feet  |
| L=                        | Summation of contour lines within the boundary of the project, in feet |
| A=                        | Gross Area of the project, in acres                                    |
| I=                        | 1  |
| L=                        | 3107.5 FT  |
| A=                        | 2.6 ACRES  |
| S=                        | 0.27   |



PREPARED BY ME OR UNDER MY DIRECTION:

*Andrew J. Willrodt*  
 ANDREW J. WILLRODT, P.E. 49881

DECEMBER 4, 2017

| NO. | DATE | REVISION |
|-----|------|----------|
|     |      |          |
|     |      |          |
|     |      |          |
|     |      |          |

**AERIAL / TOPOGRAPHIC SURVEY**  
 of: 233-241 N. JACKSON STREET  
 CITY OF GLENDALE, COUNTY OF LOS ANGELES, CA  
 for: GLENDALE UNIFIED SCHOOL DISTRICT,  
 A CALIFORNIA PUBLIC SCHOOL DISTRICT  
 CITY OF GLENDALE, COUNTY OF LOS ANGELES, CA



DATE: DECEMBER 4, 2017  
 SCALE: 1" = 30'  
 FN: 1287-007TPO.dwg  
 JN: 1287-007-01  
 DRAWN BY: R.J.L.  
 CHECKED BY: KRT  
**SHEET 1 OF 1**

# C1.0



#

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 13

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

PREPARED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Resolution No. 19 – Giving Notice of Intention to Grant a “Tieback” Easement to Carmel Partners Realty Investors, LLC**

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The Superintendent recommends that the Board of Education adopt Resolution No. 19 – Giving Notice of Intention to Grant a “Tieback” Easement to Carmel Partners Realty Investors, LLC.

#

The Board of Education, by way of a Board resolution, previously declared its intention to exchange District owned property located at 223 N. Jackson Street, Glendale, California (“District Property”) for the property owned, or will be owned, by Carmel Partners located 425 East Colorado Street, Glendale, California (“Carmel Property”) pursuant to Education Code section 17536 et seq. and subsequently entered into an Exchange Agreement between Glendale Unified School District and Carmel Partners Realty Investors, LLC (“Carmel Partners”) providing for the exchange of the District Office Site with the Carmel Property.

The Board of Education is considering granting an easement to Carmel Partners on a portion of property adjacent to the District Office Site which is owned by the District and located at 220 N. Kenwood Street (the “Property”), pursuant to Education Code §17556 et seq. in order for Carmel Partners to access and construct tie-backs under certain portions of the Property in connection with Carmel Partners future development and construction on the District Office Site.

**RESOLUTION NO. 19  
OF THE BOARD OF EDUCATION OF GLENDALE UNIFIED SCHOOL DISTRICT  
GIVING NOTICE OF INTENTION TO GRANT AN EASEMENT TO  
CARMEL PARTNERS REALTY INVESTORS, LLC**

**WHEREAS**, Glendale Unified School District (“District”) is the owner of certain real property located at 220 N. Kenwood Street, Glendale, California 91206, which is generally known as the Daily High School site (“District Property”);

**WHEREAS**, Carmel Partners Realty Investors, LLC (“Carmel”) is or will be the owner of certain real property located at 223 N. Jackson Street, Glendale, California 91206 (“Carmel Property”) which is adjacent to the District Property;

**WHEREAS**, Carmel has requested that the District dedicate a non-exclusive temporary and a non-exclusive permanent easement for purposes of installing a Tieback System (the “Tieback Easement”) to Carmel upon a portion of the District Property, as depicted on the map attached hereto as Exhibit A (the “Easement Area”);

**WHEREAS**, pursuant to Education Code section 17556, the governing board of a school district may convey, for easement purposes, any real property belonging to the school district upon such terms and conditions as the parties thereto may agree;

**WHEREAS**, pursuant to Education Code section 17557, the District’s governing board must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

**WHEREAS**, pursuant to Education Code section 17557, the District’s governing board must fix a time at its regular place of meeting for a public hearing upon the question of making the dedication of and easement; and

**WHEREAS**, pursuant to Education Code section 17558, the District is required to post copies of this Resolution, signed by the board, in three (3) public places within the District’s boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing in a newspaper of general circulation published in the District, if there is one, or, if there is no such newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District.

**NOW, THEREFORE, THE BOARD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** That the above recitals are all true and correct.

**Section 2.** That the District’s governing board declares its intent to dedicate the Tieback Easement to Carmel upon the terms and conditions set forth in the recitals.

**Section 3.** That the Board establishes April 17, 2018 for a public hearing on the question of the District’s intent to dedicate the Tieback Easement to Carmel.



**Section 4.** The District staff shall post this resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution in compliance with Education Code section 17558.

ADOPTED, SIGNED AND APPROVED this 3<sup>rd</sup> day of April 2018.

---

President of the Governing Board for the  
Glendale Unified School District

I, Jennifer Freemon, Clerk of the Governing Board of 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 3<sup>rd</sup> day of April 2018, and that it was so adopted by the following vote:

AYES:

NOES:

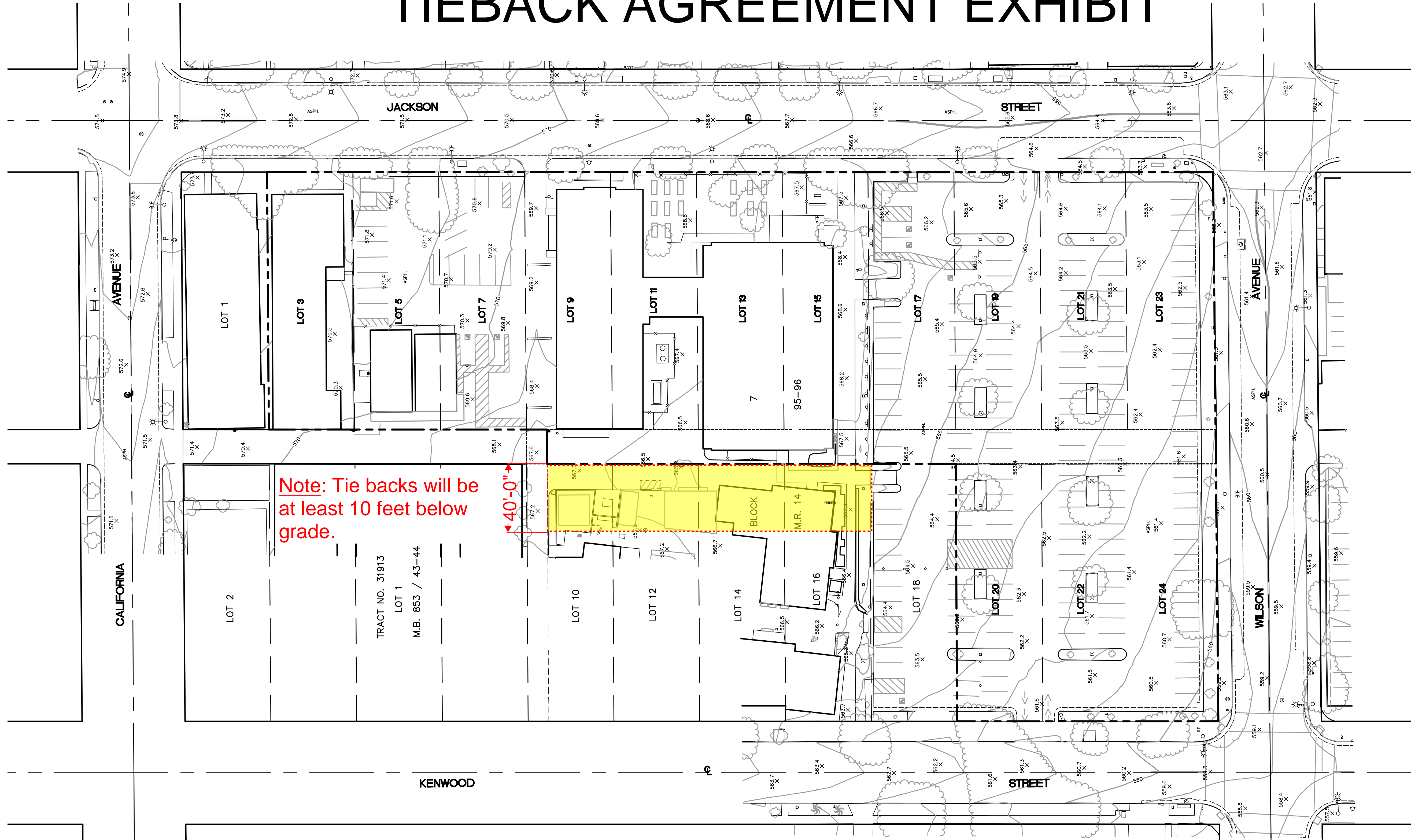
ABSTAIN:

ABSENT:

---

Clerk of the Governing Board of  
Glendale Unified School District

# TIEBACK AGREEMENT EXHIBIT

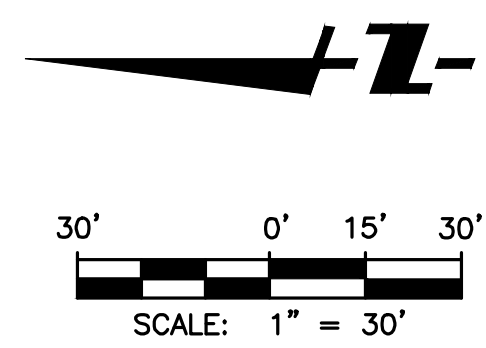


**BENCH MARK**  
 CITY OF GLENDALE BM1603  
 LOCATION: ROUND HEAD NAIL IN LEAD IN W'LY HEADWALL  
 OF CATCH BASIN IN N'LY CURB CALIFORNIA AVE 3.0 FT  
 E'LY R/W LINE KENWOOD ST CHSLD 'BM'  
 YEAR OF ADJUSTMENT: 2008  
 ELEVATION: 570.70

**BASIS OF BEARING**  
 THE BEARING N 00°00'00" E, ALONG THE CENTERLINE OF  
 N. KENWOOD STREET PER TRACK MAP BOOK 853, PAGES  
 43 AND 44 WAS USED AS THE BASIS OF BEARING FOR  
 THIS SURVEY.  
 SAID CENTERLINE, BEING SHOWN ON SAID MAP AS  
 N00°00'00"E - 662.15'

Note: Tie backs will be  
 at least 10 feet below  
 grade.  
 40'-0"

TRACT NO. 31913  
 LOT 1  
 M.B. 853 / 43-44



| Contour Elevation | Contour Length (FT) |
|-------------------|---------------------|
| 560               | 92.5                |
| 561               | 258.5               |
| 562               | 403                 |
| 563               | 442.5               |
| 564               | 455.5               |
| 565               | 287                 |
| 566               | 312                 |
| 567               | 284                 |
| 568               | 177.5               |
| 569               | 116.5               |
| 570               | 160.5               |
| 571               | 63                  |
| 572               | 55                  |

LENGTH SUMMATION 3107.5 FT

| SLOPE AVERAGE CALCULATION |  |
|---------------------------|--|
| S=0.000229°/L/A           |  |
| S=                        | Average Percent Current Slope  |
| I=                        | Contour Interval, in feet  |
| L=                        | Summation of contour lines within the boundary of the project, in feet |
| A=                        | Gross Area of the project, in acres                                    |
| I=                        | 1  |
| L=                        | 3107.5 FT  |
| A=                        | 2.6 ACRES  |
| S=                        | 0.27   |



PREPARED BY ME OR UNDER MY DIRECTION:  
  
 DECEMBER 4, 2017  
 ANDREW J. WILLRODT, P.E. 49881

| NO. | DATE | REVISION |
|-----|------|----------|
|     |      |          |
|     |      |          |
|     |      |          |
|     |      |          |

**AERIAL / TOPOGRAPHIC SURVEY**  
 of: 233-241 N. JACKSON STREET  
 CITY OF GLENDALE, COUNTY OF LOS ANGELES, CA  
 for: GLENDALE UNIFIED SCHOOL DISTRICT,  
 A CALIFORNIA PUBLIC SCHOOL DISTRICT  
 CITY OF GLENDALE, COUNTY OF LOS ANGELES, CA



DATE: DECEMBER 4, 2017  
 SCALE: 1" = 30'  
 FN: 1287-007TPO.dwg  
 JN: 1287-007-01  
 DRAWN BY: R.J.L.  
 CHECKED BY: KRT  
**SHEET 1 OF 1**

# C1.0

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 14

TO: Board of Education

FROM: Mr. Winfred B. Roberson, Superintendent

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

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

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The Superintendent recommends that the Board of Education approve the attached EEELP Attendance Calendars for the 2018-2019 and 2019-2020 school years.



GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**EEELP ATTENDANCE CALENDAR 2018-2019 - DRAFT**

**July 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 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

**August 2018**

| 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 |    |

**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 |

**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 |

○ State Holiday   
 X Site to be determined   
 \* District Staff Dev. Day   
 / Students Not in Attendance   
 △ Students Not in Attendance

**TOTAL DAYS 246**

Independence Day - July 4  
 Labor Day - Sept. 3  
 Veterans Day - Nov. 12  
 Thanksgiving Recess - Nov. 22, 23

Dr. Martin Luther King, Jr. Day - Jan. 21  
 Lincoln Day - Feb. 11  
 Washington Day - Feb. 18  
 Memorial Day - May 27

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

**EEELP ATTENDANCE CALENDAR 2019-2020 - DRAFT**

**July 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 |    |    |    |

**August 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 |

**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 | 18 | 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 | 13 | 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  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

**TOTAL DAYS 246**

 State Holiday  
 District Staff Dev. Day  
 Students Not in Attendance

Independence Day - July 4  
 Labor Day - Sept. 2  
 Veterans Day - Nov. 11  
 Thanksgiving Recess - Nov. 28, 29  
 Winter Recess - Dec. 24 through Jan. 1

Dr. Martin Luther King, Jr. Day - Jan. 20  
 Lincoln Day - Feb. 10  
 Washington Day - Feb. 17  
 Memorial Day - May 25

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 15

TO: Board of Education

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

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

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

SUBJECT: **Approval of Services Agreement Between Glendale Unified School District and Soliant Health, Inc.**

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The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Soliant Health, Inc. in the amount of \$100,000 to provide contracted speech therapists to meet the needs of students.

Soliant Health, Inc. is an agency that provides assessments and contracted speech therapists to meet the needs of students, as needed. It is estimated that \$100,000 will be needed to pay for services for the 2017-2018 school year. Special Education resources will be used to pay for these services.

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

**SERVICES AGREEMENT**

This **Agreement** for Professional Services (“Agreement”) is made and entered into as of the 6<sup>th</sup> day of March, 2018 by and between the Glendale Unified School District, (“District”) and Soliant Health, Inc a corporation, whose place of business is Tucker, GA [City], herein referring to as (“Contractor”), (together, “Parties”).

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

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

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on March 8, 2018 and will diligently perform as required and complete performance by June 30, 2018
2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- X   Signed Agreement
- X   Workers' Compensation Certification
- X   Fingerprinting/Criminal Background Investigation Certification
- X   Insurance Certificates and Endorsements
- X   W-9 Form
- X   Non-collusion Declaration
- X   Tuberculosis Clearance

3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) One hundred thousand dollars (\$ 100,000.00 ) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

**Note:** Accounts Payable will not process payment until the services have been completed. Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses.** District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District, except as follows:
  - 4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. In the performance of the work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.
6. **Materials.** Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
  - 8.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
  - 8.2. **Without Cause by Contractor.** Contractor may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
  - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
    - 8.3.1. material violation of this Agreement by the Contractor; or
    - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
    - 8.3.3. Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency.



Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District’s notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

9. **Indemnification.** To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, Contractors, employees, trustees, and volunteers (“the indemnified parties”) from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity (“Claim”), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors’ and/or attorneys’ fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the indemnified parties.

10. **Insurance.**

10.1. The Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

| Type of Coverage  | Minimum Requirement              |
|---|----------------------------------|
| <b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments<br>Each Occurrence<br>General Aggregate | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Automobile Liability Insurance - Any Auto</b><br>Each Occurrence<br>General Aggregate  | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Professional Liability</b>   | \$ 1,000,000                     |
| <b>Workers Compensation</b>   | Statutory Limits                 |
| <b>Employer’s Liability</b>   | \$ 1,000,000                     |

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

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

10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the Contractor shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

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

10.2. **Proof of Carriage of Insurance.** The Contractor shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

10.2.1. A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."

10.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.

10.2.3. An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, Contractors, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Contractor's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

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

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

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

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **Certificates/Permits/Licenses.** Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **Anti-Discrimination.** District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, the Contractor agrees to require like compliance by all of its subcontractor(s).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
  - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
  - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

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

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

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other party; 3) is received from, or was made available to, a third party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the party required to make the disclosure under the law shall give prompt notice of this to the other party prior to such disclosure so that the other party may seek an appropriate protective order or give its consent to such disclosure.

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

**District:**

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

**Contractor:**

Soliant Health, Inc  
1979 Lakeside Parkway, Suite 800  
Tucker, GA 30084  
ATTN: Tori Strickland

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

- 22. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. . In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.
- 23. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California, in the County of Los Angeles. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District’s administrative offices are located.
- 24. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 25. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 26. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.
- 27. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
- 28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney’s fees.
- 29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

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

30. **Calculation of Time.** For the purposes of this Agreement, “days” refers to calendar days unless otherwise specified.
31. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.
32. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **Force Majeure Clause.** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor’s expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.
41. **Conduct on District Premises.** Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District’s premises, possession or distribution of contraband, or the access to, and security of, the Party’s real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the other Party’s premises. The operation of vehicles by either Party’s personnel on the other Party’s property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party’s property and involving either Party’s personnel shall be reported promptly to the appropriate Party’s personnel. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the

other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. They should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

42. **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

SIGNATURE PAGE

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

Company Name Soliant Health, Inc

By: \_\_\_\_\_ Vice President
Signature \_\_\_\_\_ Title: \_\_\_\_\_
Lesley Slaughter \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18
Print Name \_\_\_\_\_

By: \_\_\_\_\_ Account Executive
Signature \_\_\_\_\_ Title: \_\_\_\_\_
Tori Strickland \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18
Print Name \_\_\_\_\_

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

Information regarding Contractor:

License No.: \_\_\_\_\_
Address: 1979 Lakeside Parkway, Suite 800
Tucker, GA 30084
Telephone: (770)776-2075
Facsimile: (888)292-6230
E-Mail: Tori.Strickland@soliant.com

58-1970270 :
Employer Identification and/or
Social Security Number

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

Type of Business Entity:
[ ] Individual
[ ] Sole Proprietorship
[ ] Partnership
[ ] Limited Partnership
[ ] Corporation, State: GA
[ ] Limited Liability Company
[ ] Other: \_\_\_\_\_

Glendale Unified School District

By: \_\_\_\_\_ Date: \_\_\_\_\_
Print Name: Dr. Kelly King
Print Title: Assistant Superintendent, Educational Services



**ATTACHMENT A**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

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

Contractor may provide the following General Services:

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

Rates: \$85/hour

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: \_\_\_\_\_

Name of Contractor: **Soliant Health, Inc** \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

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

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

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

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor or Company: Soliant Health, Inc

Representative's Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**EXHIBIT "C"**

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

The undersigned declares:

I am the \_\_\_\_\_ of Soliant Health, Inc, the party making the foregoing bid.

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

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

ACTION REPORT NO. 16

TO: Board of Education

FROM: Winfred B. Roberson Jr., Superintendent

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

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

SUBJECT: **Approval of Services Agreement Between Glendale Unified School District and CompHealth Medical Staffing**

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The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and CompHealth Medical Staffing in the amount of \$100,000 to provide contracted speech therapists to meet the needs of students.

CompHealth Medical Staffing is an agency that provides assessments and contracted speech therapists to meet the needs of students, as needed. It is estimated that \$100,000 will be needed to pay for services for the 2017-2018 school year. Special Education resources will be used to pay for these services.

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

**SERVICES AGREEMENT**

This **Agreement** for Professional Services (“Agreement”) is made and entered into as of the 8<sup>th</sup> day of March, 2018 by and between the Glendale Unified School District, (“District”) and CompHealth Medical Staffing a corporation, whose place of business is Grand Rapids, MI [City], herein referring to as (“Contractor”), (together, “Parties”).

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

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

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on March 8, 2018 and will diligently perform as required and complete performance by June 30, 2018
2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- X   Signed Agreement
- X   Workers' Compensation Certification
- X   Fingerprinting/Criminal Background Investigation Certification
- X   Insurance Certificates and Endorsements
- X   W-9 Form
- X   Non-collusion Declaration
- X   Tuberculosis Clearance

3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) One hundred thousand dollars (\$ 100,000.00 ) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

**Note:** Accounts Payable will not process payment until the services have been completed. Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses.** District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District, except as follows:
  - 4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. In the performance of the work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.
6. **Materials.** Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
  - 8.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
  - 8.2. **Without Cause by Contractor.** Contractor may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
  - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
    - 8.3.1. material violation of this Agreement by the Contractor; or
    - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
    - 8.3.3. Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency.



Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District’s notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

9. **Indemnification.** To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, Contractors, employees, trustees, and volunteers (“the indemnified parties”) from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity (“Claim”), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors’ and/or attorneys’ fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the indemnified parties.

10. **Insurance.**

10.1. The Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

| Type of Coverage  | Minimum Requirement              |
|---|----------------------------------|
| <b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments<br>Each Occurrence<br>General Aggregate | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Automobile Liability Insurance - Any Auto</b><br>Each Occurrence<br>General Aggregate  | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Professional Liability</b>   | \$ 1,000,000                     |
| <b>Workers Compensation</b>   | Statutory Limits                 |
| <b>Employer’s Liability</b>   | \$ 1,000,000                     |

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

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

10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the Contractor shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

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

10.2. **Proof of Carriage of Insurance.** The Contractor shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

10.2.1. A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."

10.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.

10.2.3. An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, Contractors, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Contractor's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

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

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

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

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **Certificates/Permits/Licenses.** Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **Anti-Discrimination.** District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, the Contractor agrees to require like compliance by all of its subcontractor(s).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
  - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
  - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

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

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

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other party; 3) is received from, or was made available to, a third party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the party required to make the disclosure under the law shall give prompt notice of this to the other party prior to such disclosure so that the other party may seek an appropriate protective order or give its consent to such disclosure.

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

**District:**

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

**Contractor:**

CompHealth Medical Staffing  
2900 Charlevoix Dr. SE, Suite 200  
Grand Rapids, MI 49546  
ATTN: President

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

22. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. . In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.
23. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California, in the County of Los Angeles. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District’s administrative offices are located.
24. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
25. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
26. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.
27. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney’s fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

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

30. **Calculation of Time.** For the purposes of this Agreement, “days” refers to calendar days unless otherwise specified.
31. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.
32. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **Force Majeure Clause.** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor’s expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.
41. **Conduct on District Premises.** Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District’s premises, possession or distribution of contraband, or the access to, and security of, the Party’s real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the other Party’s premises. The operation of vehicles by either Party’s personnel on the other Party’s property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party’s property and involving either Party’s personnel shall be reported promptly to the appropriate Party’s personnel. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the

other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. They should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

42. **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

SIGNATURE PAGE

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

Company Name CompHealth Medical Staffing

By: \_\_\_\_\_ Signature \_\_\_\_\_ Title: Director \_\_\_\_\_  
Julie Ptak \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18  
Print Name \_\_\_\_\_

By: \_\_\_\_\_ Signature \_\_\_\_\_ Title: Division President \_\_\_\_\_  
Sandra Raehl \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18  
Print Name \_\_\_\_\_

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

Information regarding Contractor:

License No.: \_\_\_\_\_

87-0502658 :

Address: 2900 Charlevoix Dr. SE, Suite 200

Employer Identification and/or Social Security Number

Grand Rapids, MI 49546

Telephone: (616)975-5015 or (616)635-3656 (Cell)

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

Facsimile: \_\_\_\_\_

E-Mail: Megan.Gillis@comphealth.com

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: Michigan
- Limited Liability Company
- Other: \_\_\_\_\_

Glendale Unified School District

By: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent, Educational Services



**ATTACHMENT A**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

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

Contractor may provide the following General Services:

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

(Agreement includes attached Amendment to Agreement)

Rates: \$81/hour

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: \_\_\_\_\_

Name of Contractor:                     **CompHealth Medical Staffing**                    

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

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

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

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

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor or Company: CompHealth Medical Staffing

Representative's Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**EXHIBIT "C"**

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

The undersigned declares:

I am the \_\_\_\_\_ of CompHealth Medical Staffing, the party making the foregoing bid.

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

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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. 22, March 6, 2018
- b) Special Meeting No. 23, March 9, 2018
- c) Special Meeting No. 24, March 26, 2018

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

**BOARD OF EDUCATION MEETING NO. 22**  
**UNADOPTED MINUTES**  
**REGULAR MEETING, March 6, 2018**

CALL TO ORDER AND ROLL CALL

The regular meeting of the Glendale Unified School District Board of Education was called to order by Nayiri Nahabedian, president of the Board of Education, at 5 p.m. on Tuesday, March 6, 2018, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Jennifer Freemon, Dr. Armina Gharpetian, Gregory Krikorian, Shant Sahakian, and Nayiri Nahabedian.

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 5:02 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 Real Property Negotiators pursuant to Government Code 54956.8  
Property: Approximately 40,000 square feet of real property, referred to as a portion of the district office site, located at 223 N. Jackson Street, Glendale, CA, 91206 (Property)  
Negotiating parties: Glendale Unified School District (Proposed Exchangor), Winfred Roberson, Superintendent; Constance Schwindt, Atkinson, Andelson, Loya, Rudd & Romo; and property consultant Sam S. Manoukian, RE/MAX; and one of more representatives from Carmel partners which may acquire the Property through an exchange agreement pursuant to applicable California law (Proposed Exchange).  
Under Negotiation: Instructions to negotiators will concern price and terms of payment as related to the possible exchange of the identified Property.

MINUTES: March 6, 2018 – Regular Board Meeting

CLOSED SESSION (Continued)

5. Conference with Legal Counsel – Anticipated Litigation – Initiation of litigation pursuant to section 54956.9(c): One potential case.
6. Public Employee Performance Evaluation – Government Code §54957  
Title: Superintendent of Schools
7. Pupil discipline and expulsion matters pursuant to Education code §35246 and 48918(c)

CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 6:44 p.m.

REPORTING OUT OF CLOSED SESSION

None.

PLEDGE OF ALLEGIANCE

Lily Taylor, a 6<sup>th</sup> grade student from Glenoaks Elementary School, led the Pledge of Allegiance.

CERTIFICATE OF COMPLIANCE

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

APPROVAL OF AGENDA ORDER

A motion was made by Mr. Krikorian and seconded by Dr. Gharpetian to approve the agenda, as presented. AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

ACKNOWLEDGEMENTS

1. *Poetry Out Loud* – Robert Peralta, student from Glendale High School came in first place at the District's Poetry Out Loud competition with the poems "The Gift" – by Li-Young Lee and "Self-Portrait" by Robert Creeley. He also won at the county level and will be competing at the state level in Sacramento. Robert recited "The Gift" for the audience.
2. *GUSD Spelling Bee Winners* – The Board recognized Elaine Pimentel from Franklin Elementary School and June Musurlian from Wilson Middle School for winning the Elementary and Middle School Spelling Bees, respectively.



## PRESENTATION

### City of Glendale Public Works: Safe Routes to School Improvement Projects

Sarkis Oganesyian, Senior Civil Engineer-Public Works Department from the City of Glendale, made a presentation to the Board of Education about the Safe Routes to School program, which started in 2010. The goals of the program are to enhance safety of the pathways, sidewalks, ADA accessibility, visibility, and crossings. He explained the scope of work that will take place this summer around the area of Keppel-Toll-Hoover.

## STUDENT BOARD MEMBER REPORT

Student Board Member Amira Chowdhury reported on the activities at various schools. She met with the Toll Middle School ASB leaders to learn more about their school culture and experience. These students looked forward to high school and building upon their passion. Everyone is grateful to this district for providing free SAT tests. On February 25, she enjoyed CV High's performance of *Oliver*. Last night, Glendale High won the Scholastic Bowl. CVHS Open House is tomorrow. She spoke about the Cross Bridge program, which is free to low-income students. She recommends the program highly. They help you achieve your goal for college and career. High school students are collaborating on the walkout scheduled for March 14. The walkout is 100% student led and student organized. It is only for those students that are against gun violence. She is excited about the Hoover High pool improvement project; the Hoover family is grateful for this project.

## COMMUNICATIONS FROM THE PUBLIC

1. David Meyerhof, coordinator of the Holocaust Speaker Program, spoke about the program, which was presented to all 10<sup>th</sup> graders in the district. This program was highly successful. The speakers, nine of them were Holocaust survivors, had a strong impact on the students and teachers. Part of this program is the writing of thank you notes to the speakers. He read a thank you note from a Hoover student thanking the speaker for giving her a glimpse of living history. He received a number of letter that stated, "you changed my life." Representatives from Assembly member Laura Friedman's and Senator Anthony Portantino's offices thanked GUSD for offering this program to the high school students and thanked Mr. Meyerhof for coordinating this program. They provided certificates of appreciation to all of the Holocaust speakers as well.
2. Stacy Toy, CSEA president, spoke about the progress they have made in negotiations. She hopes they will continue their collaborate sessions. The Superintendent and Human Resources staff have treated her with respect and have been open to their ideas. Tonight, she is here to represent the 1200 classified employees. They believe GTA members are giving students a first-class education, but there are classified members who also need to be remembered for their contributions to the education process. They know that the minimum wage will be

PUBLIC COMMUNICATIONS

increasing to \$15/hour, yet the vast majority of their members barely make more than the minimum wage. They are asking for fair acknowledgement of their daily contributions, not equal to other bargaining units, but equitable for their loyalty, years of service, and support they give at every level.

3. Tina Gevorgian, senior at Hoover High, spoke about her idea of adding volunteer service to the school curriculum. In the summer of 2017, she began to volunteer at a home health agency to see what the role of a nurse is since her career choice is to become a nurse. She is grateful for the things she learned. She was more astonished of the positive outcome that volunteering offers. Volunteering is a great way to learn about one's interest. It helps many gain valuable life skills. The reason why volunteering should be mandatory is that it can alleviate stress for those students who are undecided on their careers. Volunteering can promote happiness, social relationship, and reinforce academic achievement. It helps mental health. Those who volunteer regularly have a better chance of gaining employment.
4. Tony Pasarella, resident, spoke about the student walk out planned for next week and spoke as if he was talking to his students. He recited the second amendment of the constitution, which states, "A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed." He explained we are the militia. (Senator) Dianne Feinstein said she would take all of the guns away nationwide, if she could. That is a red flag for him. He feels it is up to the children and their parents if they should walk out. However, Planned Parenthood is one of the sponsor of this movement, and he would not support any movement associated with Planned Parenthood. He said, "Guns are not bad, people are bad."
5. Shelby Mann, kindergarten teacher, thanked the staff for tabling the kinder instructional minutes. Do not assume that increasing minutes means increased learning. After four hours, kids are far less ready to learn. Behavioral issues rise as they are learning how to be students. She currently has 27 students. In addition to having special needs students in the class, there are other students who needs to be assessed. This is a developmental grade. Without an aide to assist, the amount of teaching becomes more limited. It is nearly impossible to give kids enough space or personalize attention. More kids mean more noise; it is so hard for kids to focus. Increasing the length of the day only exacerbates this. Without an assigned aide, she needs to rely on parent volunteers. If there is truly no money for aides, she is suggesting going back to the half-day kinder model, which will add ADA and extra room for other classes. She urges the Board to give them aides, reduce their class size so they can better address their students' needs. They are far above the state recommended minutes.
6. Robyn Wisinski, kindergarten teacher at Edison, said she is well aware that the district can unilaterally change the instructional minutes. She thanked the district for tabling the issue for kindergarten. She started teaching in 1989 and seen many changes over the years. Last year, she had 28 students, this year she has 25. Kindergarten testing is a one-on-one job, requiring many hours. To accomplish this,

COMMUNICATIONS FROM THE PUBLIC (Continued)

she sacrifices her prep time and quality instruction while she tests. She understands more is not necessarily better. We need to examine how their day is structured. Last year, the kindergarten team thought outside the box and developed a model. Every site has its own unique culture and needs. Therefore, a model that works for Edison, may not work for other sites. This is just one idea to explore. However, anyone who has visited a kindergarten class understands it is a unique world that will require unique ideas.

7. Sierra Vasquez, GTA executive board member and a Mathematics teacher at CVHS said she loves and knows numbers. It troubles her when things do not add up. The GUSD budget has been increasing over the last five years. By law, the district must maintain 3% in their reserves. The district CBO shared 12% is considered a healthy reserve, yet GUSD maintains a 20% reserve and unwilling to support their wage offer. This does not add up. GTA has requested 1.5% wage increase for last year and 1.5% for this year. This will cost the district approximately \$5 million in ongoing costs. GUSD can afford this. They have uncovered several inactive accounts totaling \$6 million. The district could use some of the new ongoing dollars, \$17 million this year or the \$12 million new ongoing money we will receive next year. The district could also use money from the reserves. It is evident that the district can afford a 3% raise. This is their most reasonable request ever. The district not willing to agree to the raise does not add up.
8. Steve Field, GTA negotiations chair, has been representing GTA on the negotiations team since 2004. He is experienced in adversarial bargaining; however, the GTA Board directed the bargaining team not to play the adversarial wage proposal strategy asking for an inflated wage increase. The GTA Board wanted them to move towards interest-based bargaining and directed them to propose a 3% raise offer for two years. GTA did their forensic budget analysis with the experts at CTA. They compared figures with Mr. Dickinson. Based on the fact the district received \$17 million of new, on-going money from the state, the district is holding 20% in reserves, and that GTA has saved the district \$3 million ongoing by waiving class size reduction and agreeing to a pharmaceutical carve out, they concluded the district could afford a 3.5% increase. Since 2015, rents have gone up 11% and the cost of living has risen 9%. There is logic behind their unwillingness to move on their request; there is no compelling reason to do so. GTA will pursue interest-based bargaining training in cooperation with GUSD. They will apply those principles for the next round of negotiations and will continue to work hand-and-hand to ensure the financial health and the quality education this district is known for.
9. Alicia Harris, GTA vice president, thanked her colleagues for reviewing with the community the financial details surrounding the negotiations. She spoke about the underlying reasons why they are here—they are not being heard and are not being treated with respect. The GTA Board made a strategic choice in directing their bargaining team to ask for a 3% raise for the last two years. The GTA Board directed their bargaining team to not play games, not to ask for more, but simply be

PUBLIC COMMUNICATIONS (Continued)

direct and present an offer that is easily affordable. She suspects had they asked for more, the district and GTA would have settled for 3%. The real way employers show appreciation to employees is through fair compensation. The GUSD has the money and will be getting more money next year. It is their hope that we can close out this contract by agreeing to 3%. If not, do expect more action from their members. They will not compromise on the wage increase nor on matters affecting their dignity.

INFORMATION

1. Acknowledgements of Service
2. Special Olympics Unified Champion School District
3. Local Control Accountability Plan Update No. 12
4. Update on ScholarShare 529 Pilot Program
5. School Safety
6. Second Interim Financial Report and Certification (Refer to Action Report No. 1)
7. Proposed Revisions to Board Policies Relating to Personnel and Students-Welfare
8. Proposed Adjustment to Early Education and Extended Learning Programs Self-Supporting Program Fees for 2018-2019
9. Board of Education Meeting Schedule 2018-2019
10. Update on Measure S and Facility Program
11. Instructional Minutes

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

ACTION REPORTS

1. Second Interim Financial Report and Certification – AB 1200

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

ACTION REPORTS (Continued)

2. Approve Increase in Clark Magnet High School Bus Transportation Fees Beginning 2018-19 School Year

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

3. Approval of Hoover High School Pool Expansion and Renovation Project and Budget Allocation

It was moved by Mr. Krikorian and seconded by Dr. Gharpetian to approve Action Report No. 3, as recommended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

4. Approval of Crescenta Valley High School Pool Renovation Project and Budget Allocation

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

5. Approval of Voice Amplification Systems, Phase 2 Project and Budget Allocation

It was moved by Mr. Krikorian and seconded by Dr. Gharpetian to approve Action Report No. 5, as recommended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

6. Approval of Physical Education Offices HVAC Installation Project and Budget Allocation

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

7. Approval of Memorandum of Understanding with the City of Glendale for the Joint Use of Stengel Field

It was moved by Mrs. Freemon and seconded by Dr. Gharpetian to approve Action Report No. 7, as recommended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

8. Approve the Continuation of the ScholarShare 529 Pilot Program at Roosevelt Middle School and Cerritos Elementary School

A motion to amend the recommendation was made by Mrs. Freemon and seconded by Mr. Sahakian. Motion approved unanimously.

MINUTES: March 6, 2018 – Regular Board Meeting

ACTION REPORTS (Continued)

The amended recommendation is as follows:

*Approve the continuation of the ScholarShare 529 pilot program at Roosevelt Middle School and Cerritos Elementary School with the Glendale Educational Foundation seed funding.*

It was moved by Mr. Sahakian and seconded by Dr. Gharpetian to approve Action Report No. 8, as amended. Motion approved by the following vote: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

9. Instructional Minutes

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

10. Administrative Hearing Panel Recommendation and Pupil Expulsion

It was moved by Mr. Krikorian and seconded by Mrs. Freemon to approve the recommendation by the Administrative Hearing Panel. Motion approved by the following vote: AYES—Freemon, Gharpetian, Krikorian, Sahakian, and Nahabedian.

Student #418059: Suspend Expulsion

CONSENT CALENDAR

1. Minutes
  - a) Regular Meeting No. 21, February 20, 2018
2. Certificated Personnel Report No. 14
3. Classified Personnel Report No. 13
4. Warrants totaling \$8,190,860.74 for February 16, 2018 through March 1, 2018.
5. Purchase Orders totaling \$1,542,837.81 for the period of February 5, 2018 through February 16, 2018.
6. Appropriation Transfer and Budget Revision Report
7. Consideration of Damage Claim
8. Authorization to Apply for 2017-18 California-Grown Fresh Schools Meals Grant
9. Approval of New, Revised or Retired Board Policies Relating to Instruction, Students, and Business and Noninstructional Operations

MINUTES: March 6, 2018 – Regular Board Meeting

CONSENT CALENDAR (Continued)

10. Amendment to the Carl D. Perkins Career and Technical Education Improvement Act of 2006 Funds for the 2017-2018 School Year
11. Acceptance of DonorsChoose Awards
12. Agreement with Immigration Attorney
13. Acceptance of Gifts

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

REPORTS FROM THE BOARD

Mr. Krikorian spoke about his speaking engagement at the AGBU Hye Geen conference on April 7, 2018. The discussion will center on how the youth needs to impact our future. The event takes place at the AGBU Vatche & Tamar Manoukian Center in Pasadena. Gegham Mughnetsyan from USC, Daniel Fittante from UCLA and Richard Chambers from Cal State Northridge will join him. He also spoke about the College View Reflections presentation honoring winners who were not present at the Board meeting. Dr. Gharpetian and Mr. Sahakian joined him in the celebration.

Ms. Nahabedian spoke about the Armenian FLAG parent information night presented by Dr. Cowe and Dr. Karapetian. They discussed the values of language learning in secondary schools. There was a lot of enthusiasm from the parents for middle school. She is requesting a FLAG presentation from staff to include timelines.

REPORT FROM THE SUPERINTENDENT

None.

ADJOURNMENT

There being no further business, President Nahabedian adjourned the meeting in memory of Christine Walter's mother, Becky Haase, at 11:30 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 - Regular Meeting, March 6, 2018  
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. 23**  
**UNADOPTED MINUTES**  
**SPECIAL MEETING, March 9, 2018**

**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 9:08 a.m. on Friday, March 9, 2018, 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 administrators were present: Mr. Winfred Roberson, Mr. Stephen Dickinson, and Dr. Cynthia Foley.

**PLEDGE OF ALLEGIANCE**

Ms. Nahabedian led the Pledge of Allegiance.

**CERTIFICATE OF COMPLIANCE**

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

**APPROVAL OF THE AGENDA ORDER**

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

**PUBLIC COMMUNICATION**

No one addressed the Board at this time.

**CLOSED SESSION**

The Board recessed to Closed Session at 9:10 a.m. to discuss the following:

1. Instructing designated representative, Mr. Winfred B. Roberson, Jr., Superintendent of Schools, regarding collective bargaining matters pursuant to Government Code §54957.6



MINUTES: March 9, 2018 – Special Board Meeting

2. Public Employee Performance Evaluation – Government code §54957  
Title: Superintendent of Schools

RETURN TO REGULAR MEETING

The meeting reconvened at 11:35 a.m.

REPORTING OUT OF CLOSED SESSION

None.

ADJOURNMENT

There being no further business, Ms. Nahabedian adjourned the meeting at 11:35 a.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, March 9, 2018  
Recorded by: Ms. Phyllis Ishisaka, Executive Assistant to the Superintendent  
Approved by the Board of Education:

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

**BOARD OF EDUCATION MEETING NO. 24**  
**UNADOPTED MINUTES**  
**SPECIAL MEETING, March 26, 2018**

**CALL TO ORDER AND ROLL CALL**

The special meeting of the Glendale Unified School District Board of Education was called to order by President Nayiri Nahabedian at 5:04 p.m. on Monday, March 26, 2018, 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

**PLEDGE OF ALLEGIANCE**

Ms. Nahabedian led the Pledge of Allegiance.

**CERTIFICATE OF COMPLIANCE**

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

**APPROVAL OF THE AGENDA ORDER**

Motion to approve the agenda order as presented was made by 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.

**CLOSED SESSION**

The Board recessed to Closed Session at 5:05 p.m. to discuss the following:

1. Public Employee Performance Evaluation – Government code §54957  
Title: Superintendent of Schools

MINUTES: March 26, 2018 – Special Board Meeting

RETURN TO REGULAR MEETING

The meeting reconvened at 11:17 p.m.

REPORTING OUT OF CLOSED SESSION

None.

ADJOURNMENT

There being no further business, Ms. Nahabedian adjourned the meeting at 11:17 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, March 26, 2018

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

Approved by the Board of Education:

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CERTIFICATED PERSONNEL REPORT NO. 15

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. 15

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

|  | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u> |
|--|--|--|
| <u>Extension of Maternity Leave of Absence</u> |  |  |
| 1.   | Timmons, Christina<br>Teacher, Regular<br>4 <sup>th</sup> Grade<br>Fremont Elementary    | 11/06/17 through 4/01/18                   |
| <u>Change of Maternity Leave of Absence</u>    |  |  |
| 1.   | Lescher, Whitney<br>Teacher, Regular<br>Transitional Kindergarten<br>Marshall Elementary | 1/08/18 through 3/15/18                    |
| <u>Parental Leave of Absence</u>               |  |  |
| 1.   | Serna, Elise M.<br>Language, Speech &<br>Hearing Specialist<br>Special Education         | 3/27/18 through 6/07/18                    |
| <u>Rescission of Parental Leave of Absence</u> |  |  |
| 1.   | Timmons, Christina<br>Teacher, Regular<br>4 <sup>th</sup> Grade<br>Fremont Elementary    | 1/03/18 through 3/30/18                    |

|  | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u> |
|--|---|--|
| <u>Change of Parental Leave of Absence</u> |   |  |
| 1.   | Lescher, Whitney<br>Teacher, Regular<br>Transitional Kindergarten<br>Marshall Elementary                | 3/16/18 through 5/29/18                    |
| <u>Health Leave of Absence</u>             |   |  |
| 1.   | Chaldaris, Tanya<br>Teacher, Regular<br>5 <sup>th</sup> Grade<br>Muir Elementary                        | 3/29/18 through 5/06/18                    |
| 2.   | Gullessarian, Tamar<br>Teacher, Early Education<br>Cerritos/Fremont ES<br>EEELP                         | 2/09/18 through 3/16/18                    |
| 3.   | Ortega, Claudia<br>Teacher, Regular<br>Kindergarten – Dual Spanish<br>Edison Elementary                 | 2/20/18 through 4/02/18                    |
| 4.   | Schaffer, Melissa<br>Teacher, Special Education<br>FACTS Program  | 3/13/18 through 4/29/18                    |
| 5.   | Valdivia-Abdallah,<br>Vera<br>Teacher, Regular<br>4 <sup>th</sup> Grade – German<br>Franklin Elementary | 3/16/18 through 4/24/18                    |
| 6.   | Zamanis, Pamela<br>Teacher, Regular<br>Pathways to College/ASB<br>Roosevelt Middle School               | 5/15/18 through 8/15/18                    |
| <u>Change of Health Leave of Absence</u>   |   |  |
| 1.   | Sajjadih, Stephanie<br>Teacher, Regular<br>English<br>Clark Magnet High School                          | 2/05/18 through 3/25/18                    |

|  |                            | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u> |
|--|----------------------------|---|--|
| <u>Extension of Health Leave of Absence</u>  |                            |   |  |
| 1.   | Hodges, Lawanda            | Teacher, Early Education<br>Edison Elementary<br>EEELP                    | 1/09/18 through 4/30/18                    |
| 2.   | Mohamadi, Donna            | Teacher, Regular<br>English<br>Daily High School                          | 2/13/18 through 3/25/18                    |
| 3.   | Ortega, Claudia            | Teacher, Regular<br>Kindergarten – Dual Spanish<br>Edison Elementary      | 2/20/18 through 4/08/18                    |
| 4.   | Zimmer, Jennifer           | Teacher, Regular<br>English<br>Rosemont Middle School                     | 2/10/18 through 3/11/18                    |
| <u>Family &amp; Medical Leave of Absence</u> |                            |   |  |
| 1.   | Chaldaris, Tanya           | Teacher, Regular<br>5 <sup>th</sup> Grade<br>Muir Elementary              | 3/29/18 through 5/06/18                    |
| 2.   | Ortega, Claudia            | Teacher, Regular<br>Kindergarten – Dual Spanish<br>Edison Elementary      | 2/20/18 through 4/02/18                    |
| 3.   | Schaffer, Melissa          | Teacher, Special Education<br>FACTS Program                               | 3/13/18 through 4/29/18                    |
| 4.   | Valdivia-Abdallah,<br>Vera | Teacher, Regular<br>4 <sup>th</sup> Grade – German<br>Franklin Elementary | 3/16/18 through 4/24/18                    |
| 5.   | Zamanis, Pamela            | Teacher, Regular<br>Pathways to College/ASB<br>Roosevelt Middle School    | 5/15/18 through 8/15/18                    |

|   | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>   |
|---|---|--|
| <u>Change of Family &amp; Medical Leave of Absence</u>    |   |  |
| 1.  | Sajjadieh, Stephanie<br>Teacher, Regular<br>English<br>Clark Magnet High School             | 2/05/18 through 3/25/18  |
| <u>Extension of Family &amp; Medical Leave of Absence</u> |   |  |
| 1.  | Debel, Maya<br>Teacher, Regular<br>Math<br>Crescenta Valley High School                     | 3/05/18 through 5/04/18  |
| 2.  | Hodges, Lawanda<br>Teacher, Early Education<br>Edison Elementary<br>EEELP                   | 1/09/18 through 4/12/18  |
| 3.  | Mohamadi, Donna<br>Teacher, Regular<br>English<br>Daily High School                         | 2/13/18 through 3/25/18  |
| 4.  | Ortega, Claudia<br>Teacher, Regular<br>Kindergarten – Dual Spanish<br>Edison Elementary     | 2/20/18 through 4/08/18  |
| 5.  | Zimmer, Jennifer<br>Teacher, Regular<br>English<br>Rosemont Middle School                   | 2/10/18 through 3/11/18  |
| <u>Military Leave of Absence</u>                          |   |  |
| 1.  | Scates, David<br>Teacher, Regular<br>Health/Physical Education<br>Hoover High School        | 4/23/18 through 5/04/18  |
| <u>Additional Assignment</u>                              |   |  |
| 1.  | Boyardjian, Grigor<br>Teacher, as needed, for<br>Choral Director.<br>R.D. White Elementary. | 1/12/18 through 5/04/18<br>Not to exceed \$1,032.00<br>per semester.<br>01.0 00000.0 17001 10000 1170<br>4300000 |

|                                      | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|--|---|
| <u>Additional Assignment (Cont.)</u> |  |   |
| 2.                                   | Hong, Nancy<br>Coordinator I, as needed,<br>to support FLAG<br>program.<br>Educational Services.                 | 6/01/18 through 6/30/18<br>Daily rate of pay of \$517.61<br>Not to exceed 10 days<br>Administration – Educational<br>Services<br>01.0 00000.0 00000 71001 1334<br>0007616 |
| 3.                                   | Macho, Lisa K.<br>Language, Speech &<br>Hearing Specialist, as<br>needed, to attend IEP's.<br>Special Education. | 4/20/18 through 6/06/18<br>Daily rate of pay<br>Not to exceed two days<br>Special Education – DIS<br>01.0 65000.0 57708 11100 1130<br>0000600                             |
| 4.                                   | Nelson, Hayley T.<br>Choral Director, as needed.<br>Monte Vista Elementary.                                      | 2/01/18 through 5/01/18<br>Not to exceed \$1,032.00<br>for spring semester.<br>01.0 00000.0 17001 10000 1170<br>3700000   |

Voluntary Decrease in Assignment

|    |   |                                       |
|----|---|---------------------------------------|
| 1. | Montano Sanchez,<br>Veronica<br>Teacher, Early Education<br>Columbus Elementary | Effective 4/03/18<br>From 100% to 60% |
|----|---|---------------------------------------|



Position

Release – Long Term Substitute Teachers

1. Pursuant to California Education Code 44954, the following Long-Term Substitute Teachers are to be released from service having completed their contractual assignment. Pending District determination of staffing needs for the 2018-19 school year, some or all of these employees may be rehired.

2018 ce – Alemsharyan, Kristine  
2018 ce – Arutunyan, Luiza  
2018 ce – Assaf (Ismail), Nadia  
2018 ce – Baznekian, Aleksii  
2018 ce – Black, Jeffrey  
2018 ce – Buchanan, Angela  
2018 ce – Bylard, Cedar  
2018 ce – Callahan, Timothy  
2018 ce – Carrillo, Irma  
2018 ce – Cha, David  
2018 ce – Cholakyan, Myda  
2018 ce – Ciccirelli, Meagan  
2018 ce – Contreras, Kathy  
2018 ce – Devine, Kevin  
2018 ce – Dunbar, Jack  
2018 ce – Dzhabranyan, Cristine  
2018 ce – Galoyan, Armine  
2018 ce – Gevorkian, Lala  
2018 ce – Ghazarian, Arpi  
2018 ce – Ghazaryan, Alvina  
2018 ce – Gruss, Elizabeth  
2018 ce – Hakopian, Angel  
2018 ce – Hiebert, Curtis  
2018 ce – Ho, Michelle  
2018 ce – Isandro, Aquiles  
2018 ce – Kaprielian, Sonia  
2018 ce – Keshishian, Androuhi  
2018 ce – Kim, Deborah  
2018 ce – Kim, Ung-Ok (Marianne)  
2018 ce – Klein, Maria  
2018 ce – Kneisel, Josephine  
2018 ce – Laux, Dennis  
2018 ce – Lindke, Jody  
2018 ce – Martirosyan, Anna

|  | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>  |
|--|---|---|
| <u>Release – Long Term Substitute Teachers (Cont.)</u> |   |   |
|  | 2018 ce – Merchant, Matthew   |   |
|  | 2018 ce – Ohanian, Hermik   |   |
|  | 2018 ce – Paployan, Teresa  |   |
|  | 2018 ce – Peerali, Olga   |   |
|  | 2018 ce – Phillips, Esther  |   |
|  | 2018 ce – Saltzman, Harvey  |   |
|  | 2018 ce – Shaw, Jacob   |   |
|  | 2018 ce – Sorto-Vera, Betty   |   |
|  | 2018 ce – Stasuc, George  |   |
|  | 2018 ce – Steckermeier, Joseph  |   |
|  | 2018 ce – Strand, Bonnie  |   |
|  | 2018 ce – Topchyan, Ovsana  |   |
|  | 2018 ce – Vandermey, Ronald (Herman)  |   |
|  | 2018 ce – Vendrasco, Marie  |   |
|  | 2018 ce – Waldheim, Mary  |   |
|  | 2018 ce – Wright, Jeffery   |   |
|  | 2018 ce – Zambetta, Patrizia  |   |
|  | 2018 ce – Zevallos, Elva  |   |
| <br><u>Election</u>                                    |   |   |
| 1.   | Vandermey, Herman R. Teacher, Temp Contract<br>Glendale High School                     | 4/12/18 through 6/07/18   |
| <br><u>Election Hourly/Daily</u>                       |   |   |
| 1.   | Berger, Nancy<br>Paronikyan, Yeranui<br>Raznick, Robin<br>Son, Eric<br>Stewart, Allison | Career Technical Education<br>(CTE) teachers Professional<br>Development and curriculum<br>writing.<br>District CTE.      |
|  |   | 1/10/18 through 6/30/18<br>\$27.00 per hour<br>Not to exceed 100 hours<br>CTE<br>01.0 09635.1 38000 10000 1130<br>0000684 |
| 2.   | Patton, Tara<br>Wooldridge, Bobbi   | Teachers, as needed, for<br>Parent Community<br>Engagement presentations.<br>Fremont Elementary.                          |
|  |   | 2/15/18<br>\$27.00 per hour<br>Not to exceed 2 hours each<br>Supplemental<br>01.0 01000.0 11100 10000 1130<br>2800000     |

|                                      |   | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>   |
|--------------------------------------|---|---|--|
| <u>Election Hourly/Daily (Cont.)</u> |   |   |  |
| 3.                                   | Kang, Sarah<br>Kim, Cindy   | Teachers, as needed, for<br>Math Field Day.<br>Monte Vista Elementary.  | 1/29/18 through 3/31/18<br>\$27.00 per hour for<br>preparations.<br>\$30.00 per hour to work<br>with students.<br>Not to exceed \$1,015.00 total<br>Supplemental<br>01.0 01000.0 11100 10000 1130<br>3700000 |
| 4.                                   | Bogle, Amanda<br>Kane, Mallory<br>Schilling, Leslie   | Teacher, as needed, for<br>after school intervention.<br>Fremont Elementary.  | 3/05/18 through 6/06/18<br>\$30.00 per hour<br>Not to exceed \$2,418.00<br>Categorical – Title III EL<br>01.0 42030.0 11100 10000 1130<br>2800673  |
| 5.                                   | Arlington, Alicia<br>Berger, Nancy<br>Black, David<br>Bourland, Barbara<br>Brown, Diana<br>Browne, Nicole<br>Buyer, James<br>Campbell, Joseph<br>Dominguez, Ondina<br>Evans-Bye, Dominique<br>Foster, Dennis<br>Ganevsky, Dennis<br>Gill, Kiran<br>Hamdan, Joyce<br>Harris, Chelbi<br>Kasmanian, Janna<br>Kirkwood, Joshua<br>Kursinski, Eric<br>Lowe, Kristine<br>Luna, Javier<br>Mayer, Verjina<br>Myles, Robbie<br>Nakayama, Junko | CTE Teachers working<br>with students after hours<br>to complete their capstone<br>projects or prepare for<br>competitions.<br>Career & Technical<br>Education. | 7/01/17 through 6/30/18<br>\$30.00 per hour<br>Not to exceed 1,000 hours<br>CTE<br>01.0 09635.1 38000 10000 1130<br>0000684  |

|                                      | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>               |
|--------------------------------------|--|--|
| <u>Election Hourly/Daily (Cont.)</u> |  |  |
| 5.                                   | Neat, Gregory<br>Newcomer, Susan<br>Orrantia, Joseph<br>Orris, Christina<br>Ovsepyan, Allen<br>Paronikyan, Yeranui<br>Pinsker, Jason<br>Pugel-Gamez, Nicole<br>Raznick, Robin<br>Roznowski, Dawn<br>Smith, Herbert<br>Snodgress, Elaine<br>Stewart, Allison<br>Stroup, Matthew<br>Tuason, Orenda<br>Tucci, Louie<br>Williams, Marcus<br>Zamlich, Gregory |  |
| 6.                                   | Extra-Curricular<br>Assignments  | First Semester 2017-18                                   |
|                                      | <u>MUIR ELEMENTARY SCHOOL</u>  |  |
|                                      | Eleftheriadou, Mary<br>Gentile, Amy<br>Petrossians, Arthur   | Spelling Bee<br>Spelling Bee<br>Spelling Bee Coordinator |

|                                      | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>   |
|--------------------------------------|---|--|
| <u>Election Hourly/Daily (Cont.)</u> |   |  |
| 7.                                   | Extra-Curricular<br>Assignments   | Winter Season 2017-18  |
| <u>CRESCENTA VALLEY HIGH SCHOOL</u>  |   |  |
|                                      | Allen, Megan<br>Clark, Grant<br>Maniccia, Joseph<br>Samford, Mark<br>Soto, Gianni<br>Stillwell, Benjamin<br>Zargarian, Shawn          | Pep Squad Coach<br>Soccer (Head) – Boys<br>Basketball (JV/Asst.) – Boys<br>Basketball (Frosh./Soph.) – Boys<br>Pep Squad Coach<br>Soccer (JV/Asst.) – Boys<br>Basketball (Head) – Boys   |
| 8.                                   | Klein, Ann Marie<br>McCarthy, Marita<br>Pak, Unice<br>Ponziano, Domenico<br>Rosales, Michael<br>Scheib, Sebastian<br>Schuster, Melody | Substitute Teachers, as<br>needed.<br><br>3/15/18 through 7/15/18<br>\$165.00 per day<br>01.0 00000.0 19004 10000 1160<br>0004615  |
| 9.                                   | Clark-Reed, Shannon<br>Hakobyan, Nare<br>Khachturian, Soseh<br>White, Cathy<br>Yi, Sookmin<br>Yong, Alma                              | Teachers, as needed, for<br>class coverage for<br>Induction<br>Glendale High School.<br><br>2/01/18 through 4/30/18<br>Hourly rate of pay<br>Not to exceed 3 hours each<br>01.0 62640.0 00000 21011 1160<br>0000618                                      |
| 10.                                  | Allen, Jon  | Teacher, Regular<br>Math<br>Crescenta Valley HS<br><br>1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |

|                                      |                     | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|---------------------|---|---|
| <u>Election Hourly/Daily (Cont.)</u> |                     |   |   |
| 11.                                  | Blackwood, Vanessa  | Teacher, Regular<br>Foreign Language<br>Crescenta Valley HS | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 12.                                  | Burlison, Lynda     | Retired Coordinator I,<br>as needed<br>Health Services.     | 3/01/18 through 6/30/18<br>Daily rate of pay<br>Not to exceed 30 days<br>01.0 00000.0 00000 31401 2430<br>0000681   |
| 13.                                  | Deitch, Patricia    | Teacher, Regular<br>English<br>Crescenta Valley HS          | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 14.                                  | Engen, Christina    | Teacher, Regular<br>Science<br>Crescenta Valley HS          | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 15.                                  | Fishback, Cassandra | Teacher, Regular<br>Science<br>Crescenta Valley HS          | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |

|                                      |                 | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|-----------------|--|---|
| <u>Election Hourly/Daily (Cont.)</u> |                 |  |   |
| 16.                                  | Flower, Michael | Teacher, Regular<br>VAPA<br>Crescenta Valley HS  | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 17.                                  | Freemon, Allen  | Teacher, Regular<br>Math<br>Crescenta Valley HS  | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 18.                                  | Hall, Gavin     | Teacher, Regular<br>Social Science<br>Crescenta Valley HS  | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 19.                                  | Howe, Susan     | CTE Counselor working<br>with students after hours<br>to complete their<br>Capstone projects<br>Career & Technical<br>Education. | 7/01/17 through 6/30/18<br>\$30.00 per hour<br>Not to exceed 100 hours<br>CTE<br>01.0 09635.1 38000 31100 1232<br>0000684   |
| 20.                                  | Keenan, Owen    | Teacher, Regular<br>Math<br>Crescenta Valley HS  | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |

|                                      | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|--|---|
| <u>Election Hourly/Daily (Cont.)</u> |  |   |
| 21.                                  | Keshishian, Nareg<br>Teacher, Regular<br>Social Science<br>Crescenta Valley HS | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 22.                                  | Lau, Celeste<br>Teacher, Regular<br>Foreign Language<br>Crescenta Valley HS    | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 23.                                  | Lee, Jen Ku<br>Teacher, Regular<br>Math<br>Crescenta Valley HS                 | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 24.                                  | Markor, Kevin<br>Teacher, Regular<br>Social Science<br>Crescenta Valley HS     | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 25.                                  | McLeod, Amber<br>Teacher, Regular<br>Social Science<br>Crescenta Valley HS     | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |



|                                      |                      | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>   |
|--------------------------------------|----------------------|--|--|
| <u>Election Hourly/Daily (Cont.)</u> |                      |  |  |
| 26.                                  | Myles, Robbie        | Consulting Teacher, to provide Induction Program support outside of their work day<br>Teaching & Learning. | 4/01/18 through 6/30/18<br>\$27.00 per hour<br>Not to exceed 15 hours<br>01.0 62640.0 00000 21011 1130<br>0000618  |
| 27.                                  | Odell, Heather       | Consulting Teacher, to provide Induction Program support outside of their work day.                        | 4/01/18 through 6/30/18<br>\$27.00 per hour<br>Not to exceed 15 hours<br>01.0 62640.0 00000 21011 1130<br>0000618  |
| 28.                                  | Peterson, Tyraysha   | Teacher, Regular<br>VAPA<br>Crescenta Valley HS  | 1/08/18 through 6/06/18<br>One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 29.                                  | Platt, David         | Teacher, Regular<br>Science<br>Crescenta Valley HS   | 1/08/18 through 6/06/18<br>One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 30.                                  | Pogroszewski, Denise | Teacher, Regular<br>Science<br>Crescenta Valley HS   | 1/08/18 through 6/06/18<br>One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |

|                                      |                 | <u>Position</u>                                    | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|-----------------|--|---|
| <u>Election Hourly/Daily (Cont.)</u> |                 |  |   |
| 31.                                  | Saw, Win        | Teacher, Regular<br>Math<br>Crescenta Valley HS    | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 32.                                  | Schilling, Paul | Teacher, Regular<br>English<br>Crescenta Valley HS | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 33.                                  | Sheridan, Saul  | Teacher, Regular<br>Math<br>Crescenta Valley HS    | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 34.                                  | Smith, Herbert  | Teacher, Regular<br>CTE<br>Crescenta Valley HS     | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 35.                                  | Smith, Susan    | Teacher, Regular<br>Science<br>Crescenta Valley HS | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |

|                                      | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>  |
|--------------------------------------|--|---|
| <u>Election Hourly/Daily (Cont.)</u> |  |   |
| 36.                                  | Torres, Phil<br>Teacher, Regular<br>Health<br>Crescenta Valley HS                              | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 37.                                  | Tuason, Orenda<br>Teacher, Regular<br>Science<br>Crescenta Valley HS                           | 1/08/18 through 6/06/18<br>One additional hour assignment<br>at 1/5 daily rate of pay according<br>to placement on Regular<br>Teachers Salary Schedule<br>01.0 00000.0 11303 1000 1110<br>0100000 |
| 38.                                  | Weckerly, Ellen Ann<br>Home/Hospital Teacher,<br>as needed, for Special<br>Education students. | 1/29/18 through 6/06/18<br>\$30.00 per hour<br>Home/Hospital Instruction<br>01.0 00000.0 19006 10000 1130<br>0000600  |

Additional Compensation

|    |  |   |   |
|----|--|---|---|
| 1. | Khoury, Saba<br>Lombardi, John<br>Buensuceso, Elena  | Teachers, as needed, for<br>Parent Informational<br>Workshop.<br>Balboa Elementary. | 2/23/18<br>\$33.00 per hour<br>Not to exceed 1.5 hours each<br>Title I<br>01.0 30100.0 11100 10000 1130<br>2000000  |
| 2. | Clarke, Andra<br>(Mann ES)<br>Gerigorian, Ani<br>(R.D. White ES)<br>Hirdler, Tiffany<br>(CVHS)<br>Melik-Stepanyan,<br>Edgar<br>(Hoover HS) | Consulting teachers, as<br>needed.<br>Teaching and Learning.                        | 5/01/18 through 6/30/18<br>\$30.00 per hour<br>Not to exceed 200 hours total.<br>Not to exceed \$6,000.00 per<br>year each.<br>01.0 62640 00000 21011 1130<br>0000618 |

|                                     | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>   |
|-------------------------------------|--|--|
| <u>Transportation Authorization</u> |  |  |
| 1.                                  | Weckerly, Ellen Ann<br>Home/Hospital Teacher,<br>as needed, for Special<br>Education students. | 1/29/18 through 6/06/18<br>54.50 cents per mile<br>Mileage Reimbursement<br>Special Education – Home<br>Hospital Instruction<br>01.0 00000.0 19006 10000 5210<br>0000600 |

Revision to Previous Personnel Report

1. Revision to Board Report No. 12, February 6, 2018

Page 14, Item 3

Retirees

Allen, Richard  
 Brown, Cynthia  
 Graney, Robin Lee  
 Graves, Mardell  
 Lopez, Jennifer  
 Mabry, Elizabeth  
 McDonald, Sharon  
 Mullan, Judith  
 Oliver, Susan  
 Pierce, Karen P.  
 Zarian, Annette

Teachers, Retirees and  
 Substitute Teachers, as  
 needed, to attend  
 ELPAC training and  
 provide EL testing at  
 various school sites.  
 Special Projects &  
 Intercultural.

1/01/18 through 6/30/18  
 \$27.00 per hour for training  
 \$30.00 per hour for testing  
 Not to exceed total \$100,000.00  
 Assessment & Accountability  
 (ELPAC)  
 01.0 00000.0 11100 10000 1130  
 0004616

Substitute

Barzegar, Anayis

Add the following names:

Retirees

Stanton, Miles  
 Wells, Patricia

Substitute

Nazari, Anoush

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

2. Revision to Board Report No. 9, November 28, 2017

Page 14, Item 15

Appleton, Laurel  
 Chadwick, Janet  
 Duncan, Cheryl  
 Oliver, Susan  
 Soule-Maggio, Stephen  
 Wray, Donna

Retired Teachers, as  
 needed, to assist with  
 GATE including  
 administration Spelling  
 Bee, OLSAT  
 Assessment, Invention  
 Convention, Math  
 Field Day (District and  
 County) and Scholastic  
 Bowl.  
 Categorical Office.

11/01/17 through 4/30/18  
 \$27.00 per hour for planning  
 \$30.00 per hour for working  
 with students.  
 Not to exceed \$2,500.00 total  
 Supplemental Program  
 01.0 01000.0 11100 10000 1130  
 0000673

Increase the total amount to read:

Not to exceed \$4,800.00 total

3. Revision to Board Report No. 8, November 7, 2017

Page 6, Item 1

Various names

Teachers, as needed, to  
 provide Reading/Math  
 Intervention for Lit for  
 Success.  
 Wilson Middle School.

10/02/17 through 6/02/18  
 \$30.00 per hour  
 Not to exceed 32 hours total  
 Title I – Alternative Support  
 Plan  
 01.0 30100.0 11100 10000 1130  
 080865

Change to read:

Not to exceed 39.5 hours total

|  | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>   |
|--|--|--|
| <u>Revision to Previous Personnel Report (Cont.)</u> |  |  |
| 4.   | Revision to Board Report No. 2, August 15, 2017  |  |
|  | <u>Page 25, Item 6</u>   |  |
|  | Mesrkhani, Violet, Ph.D. Consultant, as needed, to provide tobacco use intervention and cessation classes to students and staff at Clark Magnet, Hoover, Daily, Crescenta Valley and Glendale High Schools, and Roosevelt, Rosemont, Toll and Wilson Middle Schools. | 8/16/17 through 6/07/18<br>Not to exceed \$21,000.00 total<br>TUPE Grades 6-12-CohortL, Tier2<br>01.0 66902.0 11100 10000 5811<br>0000682<br>01.0 66902.0 11100 10000 5100<br>0000682<br>Violence Prevention<br>01.0 00000.0 11309 10000 5811<br>0002682 |
|  | Increase the total amount to read:   | Not to exceed \$27,000.00 total  |
| 5.   | Revision to Board Report No. 3, August 22, 2017  |  |
|  | <u>Page 2, Item 8</u>  |  |
|  | Dale, Frank  | Teacher, Temp Contract<br>Clark Magnet High School   |
|  | Change dates to read:  | 8/20/17 through 2/02/18  |
|  |  | 8/20/17 through 6/07/18  |

Effective Dates  
 And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

6. Revision to Board Report No. 12, February 6, 2018

Page 16, Item 11

Various names

Teachers, as needed, for  
 after-school enrichment  
 classes.  
 Mountain Avenue ES.

1/24/18 through 6/06/18  
 \$30.00 per hour for teaching  
 \$27.00 per hour for preparation  
 Not to exceed \$5,000.00  
 01.0 01.000.0 11100 10000 1130  
 3900000

Delete the following name:  
 Kramer, Mieke

Change names to read:  
 Bottomley, Denise  
 Garrubba, Jennifer  
 Schroeder, Kelly

7. Revision to Board Report No. 5, September 19, 2017

Page 6, Item 3

Benkovich, Joseph  
 Campbell, Joseph  
 Driffill, Carol  
 Dugger, Thomas M.  
 Foster, Dennis  
 Funaro, Christopher  
 Khachturian, Soseh  
 Lewis, Andrea  
 Marcheque, Chester  
 Mardirosian, Tadeh  
 Martin, Gregory  
 Mohr, Anthony  
 Rangel, Amy  
 Simonyan, Hasmik

Teachers, as needed, to  
 provide snack and lunch  
 supervision.  
 Glendale High School.

8/16/17 through 6/06/18  
 \$30.00 per hour  
 Not to exceed 20 hours  
 per pay period per teacher.  
 01.0 00000.0 11303 10000 1130  
 0200000

Add the following name:  
 Masouris, Nicoleta

|  | <u>Position</u>  | <u>Effective Dates<br/>And Salary Rate</u>   |
|--|--|--|
| <u>Revision to Previous Personnel Report (Cont.)</u> |  |  |
| 8.   | Revision to Board Report No. 4, September 5, 2017  |  |
|  | <u>Page 15, Item 14</u>  |  |
|  | Various names  | Teachers, as needed, to staff the after school Homework Lab. Wilson Middle School.   |
|  |  | 8/16/17 through 6/01/18<br>\$30.00 per hour<br>Not to exceed 130 hours total<br>01.0 30100.0 11100 10000 1130 0800000                |
|  | Increase amount to read:   | Not to exceed 260 hours total  |
| 9.   | Revision to Board Report No. 6, October 3, 2017  |  |
|  | <u>Page 14, Item 17</u>  |  |
|  | Bretz, Christa<br>Spiegel, David<br>Belou, Natasha<br>Hakobyan, Nare   | Teachers, as needed, to provide after school tutoring to ELD students 2 days per week. Glendale High School.                         |
|  |  | 10/05/17 through 6/06/18<br>\$ 30.00 per hour<br>Not to exceed \$6,688.00<br>Title III – EL<br>01.0 42030.0 47600 10000 1130 0200673 |
|  | Change account number to read:   | 01.0 42030.0 11100 10000 1130 0200673  |
| 10.  | Revision to Board Report No. 6, October 3, 2017  |  |
|  | <u>Page 4, Item 1</u>  |  |
|  | Garcia, Sandra<br>Goldsbury, Janet<br>Guzman, Javier<br>Incandela, Romina<br>Malakyan, Tagui<br>Reyes, Sandra<br>Shahverdian, Estine<br>Wolcott, Kenneth | Teachers and Substitute Teachers, as needed, to assist with after school tutoring and Homework Lab. Roosevelt Middle School.         |
|  |  | 9/20/17 through 6/06/18<br>\$30.00 per hour<br>Not to exceed \$8,000.00 total<br>Title I<br>01.0 30100.0 11100 10000 1130 0500000    |
|  | Increase amount to read:   | Not to exceed \$10,000.00  |



Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

11. Revision to Board Report No. 12, February 6, 2018

Page 14, Item 5

|                  |   |  |
|------------------|---|--|
| Barnard, Barbara | Retired Teachers, as needed,<br>for intervention to support<br>students learning below<br>grade level.<br>Verdugo Woodlands ES. | 1/01/18 through 6/05/18                  |
| Barnes, Judy     |   | \$30.00 per hour                         |
| Hacker, Elaine   |   | Not to exceed 208 hours total            |
|                  |   | Donation                                 |
|                  |   | 01.0 95100.0 11100 10000 1130<br>4200000 |

Add the following name:  
 Simpson, Barbara

Increase total number of hours to read: Not to exceed 310 hours total

Personal Services Agreement

- |    |                  |   |   |
|----|------------------|---|---|
| 1. | Dolin, Roger H.  | Consultant, as needed, to<br>work with art teacher<br>at Daily High School<br>to paint and mount a<br>mural.                      | 2/01/18 through 6/06/18<br>Not to exceed \$4,200.00 total<br>Jeanne Ward Donation Account<br>01.0 94006.0 11100 10000 5811<br>0400000 |
| 2. | Doran, Joanna K. | Consultant to provide<br>a 3 hours finance<br>training to GUSD<br>Social Work and<br>Counseling interns.<br>Educational Services. | 11/08/17<br>Not to exceed \$300.00, one<br>time fee.<br>Educational Services<br>01.0 00000.0 00000 71001 5811<br>0007616              |
| 3. | Luck, Kyle       | Judge, as needed, for<br>the Middle School Honors<br>Solo Recital.<br>Educational Services.                                       | 3/15/18<br>Not to exceed \$200.00<br>Instruction – Ed. Services<br>01.0 00000.0 11404 10000 5811<br>0006616                           |

|  | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>  |
|--|---|---|
| <u>Personal Services Agreement (Cont.)</u> |   |   |
| 4.   | Montanari, Simona<br>Consultant, as needed, to conduct training for strategies in the development of the Italian Language in the District, with Italian teachers at Franklin ES and Roosevelt MS. Educational Services. | 4/09/18<br>Not to exceed \$500.00 total<br>Educator Effectiveness<br>01.0 62640.0 00000 21011 5811<br>0000618                             |
| 5.   | Narumi, Leonard<br>Judge needed for the Music Festival. Educational Services.   | 3/10/18<br>Not to exceed \$200.00<br>Administration Donation<br>01.0 94230.0 11100 10000 5811<br>0000819                                  |
| 6.   | Petros, Stella<br>Consultant, as needed, to supervise Social Work interns assigned to perform individual and group counseling to students district-wide.  | 1/01/18 through 5/31/18<br>Not to exceed \$30,000.00<br>Child Welfare & Attendance<br>01.0 05641.0 11100 10000 5811<br>0000617            |
| 7.   | Shin, Henry<br>Judge needed for the Music Festival. Educational Services.   | 3/10/18<br>Not to exceed \$200.00<br>Administration Donation<br>01.0 94230.0 11100 10000 5811<br>0000819                                  |
| 8.   | Tahmasian, Anahis<br>Consultant, as needed, to provide individual counseling, IEP and assessments to Special Education students.  | 3/09/18 through 6/30/18<br>\$60.00 per hour<br>Not to exceed \$20,000.00<br>Special Education<br>01.0 65120.0 50011 21000 5811<br>0000600 |

|  | <u>Position</u>   | <u>Effective Dates<br/>And Salary Rate</u>   |
|--|---|--|
| <u>Personal Services Agreement (Cont.)</u> |   |  |
| 9.   | Whitener, Dr. John L. Judge needed for the Music Festival.<br>Educational Services. | 3/10/18<br>Not to exceed \$200.00<br>Administration Donation<br>01.0 94230.0 11100 10000 5811<br>0000819 |

Conference/Workshop/Meeting Authorization

In accordance with Board of Education Policy 4011 pertaining to conference and workshop attendance, approval has been given to the following persons to attend the conference as designated, with reimbursement for actual and necessary expenses in accordance with Board Policy:

A. The following workshop authorizations are not paid from District General Funds:

1. It is recommended that approval be given to Shaghayegh Sara Sharafi, parent of Toll Middle School student, Ricardina Astoquillca, parent of Toll Middle School student, Hany Mohamed Mahmo Harara, parent of Wilson Middle School student, Esraa Wagdy Hassan, Kenway, parent of Wilson Middle School student and Arman and Tatevik Davtyan, parents of Wilson Middle School student to attend 2018 CAFE Conference to be held at Sacramento Convention Center, on March 28 through March 31, 2018 with all necessary expenses, including food, to be paid, not to exceed \$2,694.43 each.

Title III – EL  
01.0 42030.0 47600 10000 5220 0000673

2. It is recommended that approval be given to Dr. Kelly King, Assistant Superintendent of Educational Services; Dr. Mary Mason, Executive Director of Elementary Education; and Mr. Felix Melendez, Executive Director of Secondary Services; to attend the “Leadership Now Summit” to be held at Planet Hollywood Hotel in Las Vegas, Nevada, from April 11 through April 13, 2018, with all necessary expenses, including food, to be paid from Educational Services funds, not to exceed \$8,000.00 total.

Educational Services  
01.0 00000.0 00000 71001 5220 0007616

| <u>Position</u> | <u>Effective Dates<br/>And Salary Rate</u> |
|-----------------|--|
|-----------------|--|

Conference/Workshop/Meeting Authorization (Cont.)

3. It is recommended that approval be given to Dr. Christopher Coulter, Director, Jill Firstman, Coordinator, Douglas Laing, Coordinator, Melanie Doody, Shawna Metcalf, Lynde Robertson, Teacher Specialists of Teaching & Learning, to attend the Professional Learning Communities to be held at Caesars' Palace in Las Vegas, NV from June 6 through June 8, 2018, with all necessary expenses, including food, to be paid from Induction funds, not to exceed \$13,000.00 total.

Induction Funds  
01.0 62640.0 00000 21011 5220 0000618

4. It is recommended that approval be given to Ana Torres, Valentina Martin Del Campo, and Melissa Soto, FLAG Spanish Program teachers at Muir Elementary School, to attend the CABA Binational Project GLAD Workshop to be held at the Grand Hotel Tijuana in Tijuana, BC, Mexico, from July 16, through July 20, 2018, with all necessary expenses, including transportation, lodging, food and other necessary expenses not to exceed \$11,300.00 total.

Teaching and Learning – Educator Effectiveness Grant  
01.0 62640.0 00000 21011 5220 0000618

5. It is recommended that approval be given to Aurora Alamillo to attend the “National Teachers of Mathematics Conference” to be held at Walter E. Washington Convention Center in Washington DC from April 24, 2018 to April 29, 2018, with all necessary expenses, including food, to be paid, not to exceed \$300.00. Please note, all conference expenses, except food and taxi/shuttle service is included in Ms. Alamillo’s membership to the National Teachers of Mathematics Association.

01.0 30100.00 11100 10000 5220 02000000

6. It is recommended that approval be given for Liza Hirsch Medina, Foothill SELPA Community Advisory Committee Parent, and Ellen Multari, Board Member, La Cañada Unified School District, to attend State SELPA Administrators’ Organization Legislative Action Day on May 2, 2018, to be held in Sacramento, CA, with all necessary expenses, including registration fee, travel and food, to be paid, not to exceed \$1,500.00.

SELPA Regionalized Services  
01.0 65001.0 50500 22000 5220 0000668

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CLASSIFIED PERSONNEL REPORT NO. 14

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. 14

---

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

|   | <u>Location</u>      | <u>Months/Hours, and<br/>Salary Rating</u> |
|---|----------------------|--|
| <u>Medical Leave of Absence</u>                     |                      |  |
| 1. <u>Education Assistant II</u><br>Zamanyan, Nvard | La Crescenta         | 09/20/17 through 05/02/18                  |
| 2. <u>Lead Custodian</u><br>Trevis, Gabriel         | Crescenta Valley     | 03/09/18 through 03/20/19                  |
| 3. <u>Occupational Therapist</u><br>Arnstein, Emily | Special Education    | 03/02/18 through 03/25/18                  |
| 4. <u>Typist Clerk III</u><br>Barzegar, Anoush      | Categorical Programs | 03/15/18 through 04/27/18                  |
| Campos, Ricardo                                     | EEELP                | 02/19/18 through 03/31/18                  |

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Extension of Medical Leave of Absence

- |    |  |                                |                           |
|----|--|--------------------------------|---------------------------|
| 1. | <u>Assistant Physically Handicapped</u><br>Sahakyan, Susanna | Special Education              | 01/05/18 through 03/30/18 |
| 2. | <u>Education Assistant II</u><br>Kossack-Silver, Julia       | Jefferson                      | 01/08/18 through 03/11/18 |
| 3. | <u>Groundsworker</u><br>Gomez, Carlos                        | FASO                           | 02/13/18 through 04/22/18 |
| 4. | <u>Physical Education Assistant</u><br>Geber-Todd, Monica    | Verdugo Woodlands/<br>Glenoaks | 12/14/17 through 06/01/18 |
| 5. | <u>Plumber</u><br>Lewsadder, Gregory                         | FASO                           | 11/05/17 through 05/28/18 |

Family & Medical Leave of Absence

- |    |  |                      |                           |
|----|--|----------------------|---------------------------|
| 1. | <u>Lead Custodian</u><br>Trevis, Gabriel         | Crescenta Valley     | 03/09/18 through 06/01/18 |
| 2. | <u>Occupational Therapist</u><br>Arnstein, Emily | Special Education    | 03/02/18 through 03/25/18 |
| 3. | <u>Typist Clerk III</u><br>Barzegar, Anoush      | Categorical Programs | 03/15/18 through 04/27/18 |
|    | Campos, Ricardo                                  | EEELP                | 02/19/18 through 03/31/18 |

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Extension of Family & Medical Leave of Absence

- |  |      |                           |
|--|------|---------------------------|
| 1. <u>Groundsworker</u><br>Gomez, Carlos | FASO | 02/13/18 through 04/22/18 |
|--|------|---------------------------|

Maternity Leave of Absence

- |  |          |                           |
|--|----------|---------------------------|
| 1. <u>Education Assistant I</u><br>Khodabakhshi, Arlet | Franklin | 03/27/18 through 05/23/18 |
|--|----------|---------------------------|

Child Care Leave of Absence

- |   |                   |                           |
|---|-------------------|---------------------------|
| 1. <u>Behavior Intervention Assistant</u><br>Issakhanian, Alina | Special Education | 04/11/18 through 04/10/19 |
|---|-------------------|---------------------------|

Parental Leave of Absence

- |   |          |                           |
|---|----------|---------------------------|
| 1. <u>Custodian I</u><br>Navarro, Jaime | Glendale | 03/23/18 through 04/20/18 |
|---|----------|---------------------------|

|   | <u>Location</u>    | <u>Effective Dates,<br/>Months/Hours, and<br/>Salary Rating</u>                      |
|---|--------------------|--|
| <u>Election from Eligibility List</u>                       |                    |  |
| 1. <u>Account Clerk II</u><br>Asadourian, Alenoush          | Financial Services | 03/20/18; 12/8; 17-1<br>01.0 00000.0 00000 72007 2410 0000669                        |
| 2. <u>Assistant Physically Handicapped</u><br>Michel, Ramza | Special Education  | 04/02/18; 9.25/6; 11-1<br>01.0 65000.0 57707 11200 2110 0000600                      |
|   | Namwong, Yoksi     | Special Education<br>04/02/18; 9.25/6; 11-1<br>01.0 65000.0 57707 11200 2110 0000600 |
|   | Telimyan, Knarik   | Special Education<br>04/02/18; 9.25/6; 11-1<br>01.0 65000.0 57707 11200 2110 0000600 |
| 3. <u>Education Assistant I</u><br>Babajanyan, Liana        | Cloud              | 03/14/18; 12/3; 3-1<br>01.0 91300.0 85000 10000 2110 0000671                         |
| 4. <u>Painter</u><br>Kane, Timothy                          | FASO               | 03/19/18; 12/8; 27-4<br>01.0 81500.0 00000 81000 2211 0000640                        |
| 5. <u>Supervisor, Nutrition Services</u><br>Sadiq, Freshta  | Nutrition Services | 03/26/18; 12/8; M28-1<br>13.0 53100.0 00000 37005 2310 0000662                       |



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election from Eligibility List - Continued

- |   |           |   |
|---|-----------|---|
| 6. <u>Typist Clerk II - Bilingual Armenian</u><br>Antanesian, Narineh | Jefferson | 04/09/18; 10/6; 12-1<br>01.0 00000.0 00000 27004 2410 3000000 |
| Boghigian, Armig  | Muir      | 03/26/18; 10/6; 12-1<br>01.0 00000.0 00000 27004 2410 4000000 |

Medical Separation  
 2018-cl-36994

04/03/18

Deceased

- |  |          |
|--|----------|
| 1. <u>Education Assistant II</u><br>Rocher, Rita | 03/02/18 |
|--|----------|

Additional Assignment Temporary - At Established Rate of Pay

- |  |       |  |
|--|-------|--|
| 1. <u>Education Assistant I</u><br>Gharibyan, Gayane | EEELP | 03/02/18 through 06/30/18<br>Child Development Activities<br>12.0 61051.0 85000 10000 2160 0000671<br>Child Development Activities<br>12.0 61051.0 85000 10000 2130 0000671<br>Self Supporting Combined<br>01.0 91500.0 85000 10000 2130 0000671 |
|--|-------|--|

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Additional Assignment Temporary - At Established Rate of Pay - Continued

|    |  |           |   |
|----|--|-----------|---|
| 2. | <u>Library Assistant</u><br>Bonino-Britsch, Maria<br>Kemmerer, Karyn | Fremont   | 02/15/18<br>Not to exceed 2 hours, each<br>01.0 95100.0 11100 10000 2930 2800000                                  |
| 3. | <u>Typist Clerk II</u><br>Megerdichian, Nelly<br>Mendoza, Mildred    | Marshall  | 06/12/18 through 06/15/18<br>Not to exceed 35 hours each<br>Supplemental<br>01.0 01000.0 00000 27000 2430 3600000 |
|    | Angulo, Sandra   | Roosevelt | 07/01/17 through 06/30/18<br>Not to exceed \$223.41<br>Peak Load Funds<br>01.0 00000.0 00000 31101 2430 0004682   |

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment

1. Change of Location

a. Cafeteria Worker I

|                |                         |   |
|----------------|-------------------------|---|
| Ramos, Cielito | Glendale<br>From Wilson | 04/02/18<br>13.0 53100.0 00000 37000 2212 0200000 |
|----------------|-------------------------|---|

b. Education Assistant I

|                 |                                 |  |
|-----------------|---------------------------------|--|
| Carrisoza, Rosa | Pacific Avenue<br>From Cerritos | 04/01/18<br>01.0 91300.0 85000 10000 2110 0000671<br>12.0 61052.0 85000 10000 2110 0000671 |
|-----------------|---------------------------------|--|

|                    |                          |   |
|--------------------|--------------------------|---|
| Aghasian, Valentin | Keppel<br>From Jefferson | 01/22/18<br>01.0 91500.0 85000 10000 2110 0000671 |
|--------------------|--------------------------|---|

|                  |                               |   |
|------------------|-------------------------------|---|
| Mkrtchyan, Lilit | Cerritos<br>From Glenoaks RAP | 03/01/18<br>12.0 61052.0 85000 10000 2110 0000671 |
|------------------|-------------------------------|---|

|                     |  |   |
|---------------------|--|---|
| Pilavdzhyan, Narine | Cerritos SPS<br>From Cerritos<br>Preschool | 02/16/18<br>12.0 61050.0 85000 10000 2110 0000671 |
|---------------------|--|---|

c. Typist Clerk II

|                |                     |   |
|----------------|---------------------|---|
| Mailian, Flora | EEELP<br>From Cloud | 03/26/18<br>01.0 91300.0 00000 21000 2410 0000671<br>12.0 61052.0 00000 21000 2410 0000671<br>12.0 61051.0 00000 21000 2410 0000671 |
|----------------|---------------------|---|

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment - Continued

2. Change of Location/Decrease in Hours

a. Education Assistant I

|                  |                                      |   |
|------------------|--------------------------------------|---|
| Baltaian, Hasmik | Jefferson<br>From Wilson<br>9.25/3.5 | 04/11/18; 9.25/3<br>12.0 61050.0 85000 10000 2110 0000671 |
|------------------|--------------------------------------|---|

|                 |                                       |   |
|-----------------|---------------------------------------|---|
| Margaryan, Nare | Cerritos<br>From Franklin<br>9.25/3.5 | 02/20/18; 9.25/3<br>12.0 61052.0 85000 10000 2110 0000671 |
|-----------------|---------------------------------------|---|

3. Increase in Months

a. Account Clerk I

|                  |                     |   |
|------------------|---------------------|---|
| Becerril, Brenda | Wilson<br>From 10/8 | 04/02/18; 11/8<br>01.0 00000.0 19025 41000 2410 0800000 |
|------------------|---------------------|---|

|                |                   |   |
|----------------|-------------------|---|
| Megerdan, Anet | Toll<br>From 10/8 | 04/02/18; 11/8<br>01.0 00000.0 19025 41000 2410 0700000 |
|----------------|-------------------|---|

4. Provisional Assignment

a. Account Clerk II

|                      |   |   |
|----------------------|---|---|
| Alcantara, Ferdinand | Financial Services<br>From Account<br>Clerk I, 13-3 | 03/12/18 through 03/26/18<br>8 hours a day<br>17-2<br>01.0 00000.0 00000 72007 2410 0000669 |
|----------------------|---|---|

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment - Continued

4. Provisional Assignment - Continued

b. Buyer

|                   |   |   |
|-------------------|---|---|
| Amirkhani, Hermik | Procurement &<br>Contract Services<br>From Typist<br>Clerk III, 16-18 | 03/19/18 through 03/31/18<br>8 hours a day<br>32-1<br>01.0 00000.0 00000 72006 2410 0000685 |
|-------------------|---|---|

|                |   |   |
|----------------|---|---|
| Sievert, Maria | Procurement &<br>Contract Services<br>From Typist<br>Clerk III, 16-18 | 02/13/18 through 04/30/18<br>8 hours a day<br>32-1<br>01.0 00000.0 00000 72006 2410 0000685 |
|----------------|---|---|

c. Cafeteria Worker II

|                  |  |  |
|------------------|--|--|
| Altunyan, Lusine | Monte Vista<br>From Cafeteria<br>Worker I, 1-7 | 01/29/18 through 02/02/18<br>3.5 hours a day<br>4-7<br>13.0 53100.0 00000 37000 2212 0200000 |
|------------------|--|--|

|                  |   |   |
|------------------|---|---|
| Amigon, Marisela | La Crescenta<br>From Cafeteria<br>Worker I, 1-5 | 02/22/18 through 02/23/18<br>02/28/18 through 03/06/18<br>6 hours a day<br>4-5<br>13.0 53100.0 00000 37000 2212 0200000 |
|------------------|---|---|

|                  |   |  |
|------------------|---|--|
| Amigon, Marisela | La Crescenta<br>From Cafeteria<br>Worker I, 1-5 | 03/07/18 through 03/16/18<br>6.5 hours a day<br>4-5<br>13.0 53100.0 00000 37000 2212 0100000 |
|------------------|---|--|

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment - Continued

4. Provisional Assignment - Continued

c. Cafeteria Worker II - Continued

|                      |  |   |
|----------------------|--|---|
| Khachatryan, Hermine | Monte Vista<br>From Cafeteria<br>Worker I, 1-8 | 01/17/18; 01/30/18 through 01/31/18<br>02/01/18 through 02/02/18<br>6.5 hours a day<br>4-8<br>13.0 53100.0 00000 37000 2212 0300000 |
|----------------------|--|---|

|                      |  |  |
|----------------------|--|--|
| Khachatryan, Hermine | Monte Vista<br>From Cafeteria<br>Worker I, 1-8 | 01/22/18 through 01/26/18<br>3.5 hours a day<br>4-8<br>13.0 53100.0 00000 37000 2212 0200000 |
|----------------------|--|--|

d. Nutrition Services Driver

|                 |   |  |
|-----------------|---|--|
| Sardari, Hasmik | Glendale<br>From Cafeteria<br>Worker I, 1-8 | 02/07/18 through 02/09/18<br>02/21/18 through 02/23/18<br>8 hours a day<br>12-4<br>13.0 53100.0 00000 37000 2212 0200000 |
|-----------------|---|--|

e. Grounds Supervisor

|               |  |  |
|---------------|--|--|
| Munoz, Robert | FASO<br>From Maintenance<br>Worker II,<br>23-8 | 04/01/18 through 06/30/18<br>8 hours a day<br>M42-1<br>01.0 81500.0 00000 81000 2310 0000640 |
|---------------|--|--|

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment - Continued

4. Provisional Assignment - Continued

f. Lead Custodian

|                   |  |   |
|-------------------|--|---|
| Altamirano, Jaime | Crescenta Valley<br>From Custodian I<br>11-6 | 03/12/18 through 06/30/18<br>8 hours a day<br>20-3<br>01.0 00000.0 00000 81006 2211 0000640 |
|-------------------|--|---|

g. Regional Maintenance Supervisor

|                  |   |  |
|------------------|---|--|
| Camarena, Carlos | FASO<br>From Heating<br>& Air Conditioning<br>Mechanic,<br>33-8 | 03/12/18 through 03/23/18<br>8 hours a day<br>M47-4<br>01.0 81500.0 00000 81000 2310 0000640 |
|------------------|---|--|

|                 |                                  |  |
|-----------------|----------------------------------|--|
| Hernandez, Luis | FASO<br>From Electrician<br>31-8 | 02/21/18 through 02/27/18<br>8 hours a day<br>M47-3<br>01.0 81500.0 00000 81000 2310 0000640 |
|-----------------|----------------------------------|--|

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports

1. Revision to Personnel Report # 13, March 6, 2018

Page 4, Item 1

Additional Assignment Temporary - At Established Rate of Pay

Assistant Physically Handicapped

Escobar, Erin Eileen                      Glendale  
Flores, Edgar

02/25/18  
Not to exceed 1.5 hours, each  
Special Education - IDEA  
01.0 33100.0 57700 11100 2130 0000600

Change date to read:

02/26/28

2. Revision to Personnel Report # 13, March 6, 2018

Page 4, Item 3

Additional Assignment Temporary - At Established Rate of Pay

Education Assistant II

Avetikian, Susanna                      Glendale  
Azar, Nehad  
Muradyan, Anush  
Hoonanian, Ashkhen  
Khachian, Janet

02/25/18  
Not to exceed 1.5 hours, each  
Special Education - IDEA  
01.0 33100.0 57700 11100 2130 0000600

Change date to read:

02/26/18



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports - Continued

3. Revision to Personnel Report # 10, January 16, 2018

Page 4, Item 4

Election from Eligibility List

Education Assistant I

Karapetian, Verjouhi      Cerritos

12/15/17; 9.25/3; 3-1  
 12.0 61052.0 85000 10000 2110 0000671

Change assignment in months to read:

12/3

4. Revision to Personnel Report # 2, August 15, 2017

Page 31, Item 2

Election of Classified/Non-Classified/Hourly Substitutes through 6/30/18

Noon Duty Aide

Deravanesian, Caroline      Muir

Keshishyan, Ayleen

Khacheryan, Lusine

Robles, Salvador

Sarkisloo, Talin

Yegikyan, Rima

08/16/17 through 06/06/18  
 \$10.75 per hour  
 Not to exceed \$27,950.00 total  
 General Fund  
 01.0 00000.0 19021 10000 2930 4000000

Add names to read:

Nercessian, Maro

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revision to Previous Board Reports - Continued

5. 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

|                   |         |                                       |
|-------------------|---------|---------------------------------------|
| Brinton, Cody     | Fremont | 08/16/17 through 06/06/18             |
| Cabrera, William  |         | \$10.75 per hour                      |
| Ghazarian, Nazeek |         | Educational Services                  |
| Nguyen, Dora      |         | 01.0 00000.0 19021 10000 2930 2800000 |
| Safarian, Diana   |         |                                       |

Add names to read:

Dzhavakyan, Stella

6. 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 Assistant

|                     |            |                                       |
|---------------------|------------|---------------------------------------|
| Fenyas, John        | R.D. White | 08/16/17 through 06/06/18             |
| Hernando, Maribell  |            | \$10.75 per hour                      |
| Iskandaryan, Alisa  |            | Not to exceed \$6,500.00 total        |
| Koshkerian, Carolin |            | Supplemental                          |
| Mesropian, Meghedi  |            | 01.0 01000.0 11100 10000 2930 4300000 |
| Muradyan, Laura     |            |                                       |
| Pouri, Seda Armian  |            |                                       |

Change account number to read:

01.0 00000.0 19021 10000 2930 4300000

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election of Classified Hourly Substitutes through 06/30/18

|                    |  |                           |
|--------------------|--|---------------------------|
| Di Pompo, Linnette |  | 07/01/17 through 06/30/18 |
| Gruber, Judith     |  |                           |
| Hernandez, Aline   |  |                           |
| Lee, Carol         |  |                           |

Election of Classified/Non-Classified/Hourly Substitutes through 6/30/18

1. Babysitter

|                 |                      |  |
|-----------------|----------------------|--|
| Yermian, Katrin | Educational Services | 02/27/18<br>\$11.00 per hour<br>Not to exceed 2 hours total<br>Administration - Ed Services<br>01.0 00000.0 00000 71001 2930 0007616 |
|-----------------|----------------------|--|

|                     |                  |  |
|---------------------|------------------|--|
| Dilanchian, Goharic | Student Services | 04/25/18<br>\$11.00 per hour<br>Not to exceed 3 hours, each<br>01.0 00000.0 00000 31301 2930 0007682 |
| Madero, Dawna       |                  |  |

2. Noon Duty Aides

|                     |           |  |
|---------------------|-----------|--|
| Martirosyan, Khatun | Jefferson | 02/01/18 through 06/06/18<br>\$11.00 per hour<br>Nutrition Services<br>13.0 53100.0 00000 37000 2235 0000662 |
| Sinany, Manoosh     |           |  |

3. Student Assistant I

|                    |       |  |
|--------------------|-------|--|
| Briant, Samantha   | SELPA | 02/20/18 through 06/30/18<br>\$11.00<br>Not to exceed 100 hours<br>01.0 65200.0 57700 11100 2180 0000668 |
| Cano, Ivan         |       |  |
| Cisneros, Angelian |       |  |
| Magana, Mark       |       |  |
| Navarro, Breana    |       |  |
| Pack, Eliani       |       |  |

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Personal Services Agreement

- |    |              |  |  |
|----|--------------|--|--|
| 1. | Lee, Hee Eun | Consultant,<br>as needed<br>to provide<br>lessons in<br>art of Korean<br>rice cake<br>making to<br>FLAG<br>Korean<br>classes at<br>Monte Vista<br>Elementary<br>School | 03/06/18 through 05/30/18<br>Not to exceed \$376.00 total<br>Monte Vista Flag Korean Donation<br>01.0 94374.0 11100 10000 5811 0000611 |
|----|--------------|--|--|

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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 March 1, 2018 – March 23, 2018 as shown below totaling \$3,566,108.64, and “B” Form (Other than Payroll Warrants) issued February 1 - 28, 2018, totaling \$10,120,743.85, 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                 |
|-------------------|------------------|--------------|------------------------|
| 058-N             | 558269 - 5582692 | Classified   | \$ 251.79              |
| C5H-C             | 558536 - 5585451 | Certificated | 644,756.20             |
| C5H-N             | 558545 - 5585458 | Classified   | 10,341.11              |
| 060-C             | 558802 - 5588031 | Certificated | 7,505.83               |
| E4P-N             | 558982 - 5589937 | Classified   | 1,335,914.78           |
| 065-N             | 559550 - 5595511 | Classified   | 2,639.43               |
| C3H-N             | 559983 - 5599988 | Classified   | 348,717.47             |
| 066-C             |                  | Certificated | (2,289.14)             |
| 066-N             | 560547 - 5605471 | Classified   | 31.83                  |
| 067-N             | 560623 - 5606238 | Classified   | 1,170.86               |
| 068-C             | 560793 - 5607939 | Certificated | 2,709.78               |
| 068-N             | 560794 - 5607943 | Classified   | 10,381.24              |
| 073-C             | 560859 - 5608596 | Certificated | 1,144.39               |
| 073-N             | 560859 - 5608567 | Classified   | 366.67                 |
| 074-N             | 560894 - 5608949 | Classified   | 786.17                 |
| 075-C             | 560958 - 5609586 | Certificated | 11,445.40              |
| 075-N             | 560958 - 5609590 | Classified   | 12,683.08              |
| 078-N             | 560965 - 5609651 | Classified   | 258.99                 |
| E4Q-N             | 561085 - 5610954 | Classified   | 1,176,387.97           |
| 080-N             | 561657 - 5616577 | Classified   | 904.79                 |
| <b>TOTAL</b>      |                  |              | <b>\$ 3,566,108.64</b> |

GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
**FEBRUARY 1 THRU FEBRUARY 28, 2018**

| OBJECT<br>CODE          | DESCRIPTION                      | NUMBER<br>OF<br>ENTRIES | AMOUNT      |
|-------------------------|----------------------------------|-------------------------|-------------|
| <b>1.0 GENERAL FUND</b> |                                  |                         |             |
| 3932                    | OTHER DISTRICT PAID BENEFITS     | 4                       | \$ 2,338.47 |
| 4110                    | TEXTBOOKS                        | 4                       | 900.82      |
| 4210                    | BOOKS & OTHER REFERENCE MATERIAL | 15                      | 2,686.26    |
| 4220                    | LIBRARY BOOKS                    | 4                       | 299.34      |
| 4310                    | INST. MATERIALS & SUPPLIES       | 772                     | 108,864.84  |
| 4312                    | INST. PERIODICALS & MAGAZINES    | 3                       | 298.94      |
| 4317                    | COMMENCEMENT                     | 1                       | 8.76        |
| 4350                    | OFFICE & OTHER SUPPLIES          | 175                     | 33,359.81   |
| 4351                    | PRINTING & REPRODUCTION          | 8                       | 3,003.04    |
| 4353                    | EDIBLE SUPPLIES                  | 90                      | 16,748.09   |
| 4360                    | TIRES, FUEL AND OIL              | 4                       | 10,558.42   |
| 4370                    | CUSTODIAL/OPERATION SUPPLIES     | 89                      | 13,281.08   |
| 4372                    | POOL SUPPLIES                    | 6                       | 1,716.43    |
| 4380                    | MAINTENANCE SUPPLIES             | 7                       | 3,449.11    |
| 4381                    | REPAIR SUPPLY & MATERIALS        | 75                      | 66,984.38   |
| 4420                    | NON-CAP EQUIP -UNTAGGED          | 187                     | 90,311.68   |
| 4430                    | NON-CAP EQUIP - TAGGED           | 46                      | 53,147.36   |
| 5100                    | SUBAGREEMENT FOR SERVICES        | 1                       | 1,402.50    |
| 5210                    | MILEAGE & CAR ALLOWANCES         | 76                      | 5,967.06    |
| 5220                    | TRAVEL AND CONFERENCES           | 150                     | 44,384.29   |
| 5310                    | DUES AND MEMEBERSHIPS            | 2                       | 142,100.00  |
| 5510                    | NATURAL GAS SERVICES             | 7                       | 23,052.67   |
| 5520                    | ELECTRICITY SERVICES             | 42                      | 257,562.98  |
| 5530                    | WATER                            | 44                      | 48,566.48   |
| 5561                    | TRASH DISPOSAL                   | 4                       | 32,532.24   |
| 5562                    | SEWER CHARGES                    | 43                      | 21,335.79   |
| 5610                    | RENTALS, LEASES AND REPAIRS      | 44                      | 11,025.17   |
| 5630                    | REPAIRS                          | 71                      | 74,945.72   |
| 5804                    | NON-PUBLIC SCHOOL                | 161                     | 974,668.60  |
| 5811                    | PERSONAL SERVICES                | 70                      | 97,053.60   |
| 5812                    | NON-PSA SERVICE AGREEMENT        | 29                      | 180,857.41  |
| 5813                    | UNIFORM SERVICES                 | 1                       | 2,451.68    |
| 5814                    | TRANSPORTATION                   | 1                       | 5,129.52    |
| 5815                    | OPERATING SERVICES               | 120                     | 397,846.25  |
| 5816                    | NON-PUBLIC SCHOOL SERVICES       | 97                      | 413,173.48  |
| 5821                    | LEGAL FEES                       | 6                       | 40,192.51   |
| 5823                    | SPEC ED LEGAL SETTLEMENTS        | 4                       | 4,425.00    |
| 5828                    | SPED PARENT ATTORNEY FEES        | 2                       | 7,550.00    |
| 5852                    | NON-INSTRUCTIONAL, CONSULTANTS   | 4                       | 28,441.17   |
| 5853                    | CONTRACTUAL SERVICES             | 1                       | 1,709.80    |
| 5862                    | PHYSICALS FOR EMPLOYEES          | 9                       | 3,150.61    |
| 5911                    | POSTAGE/UPS/FEDEX                | 6                       | 571.87      |

GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
**FEBRUARY 1 THRU FEBRUARY 28, 2018**

| OBJECT<br>CODE                     | DESCRIPTION                  | NUMBER<br>OF<br>ENTRIES | AMOUNT                |
|------------------------------------|------------------------------|-------------------------|-----------------------|
| 5912                               | TELEPHONE                    | 8                       | 16,375.60             |
| 5914                               | DATA LINE                    | 1                       | 32.49                 |
| 5916                               | OTHER PHONES                 | 5                       | 6,932.83              |
| 6250                               | BUILDING CONSTRUCTION/IMPROV | 10                      | 18,088.18             |
| 6280                               | BUILDING INSPECTIONS         | 1                       | 500.00                |
| 8650                               | LEASES AND RENTALS           | 2                       | 2,763.00              |
| 8689                               | ALL OTHER FEES AND CONTRACTS | 1                       | 25.00                 |
| 9320                               | STORES                       | 1                       | 16,712.68             |
| 9530                               | FRINGE BENEFITS SUBS - H&W   | 4                       | 2,743,299.96          |
| 9551                               | SALES TAX PAYABLE            | 1                       | 433.23                |
| 9552                               | USE TAX PAYABLE              | 61                      | 4,436.65              |
| 9601                               | EMPLOYEE FINAL PAY LIABILITY | 1                       | 1,111.90              |
|                                    |                              | -----<br>2,581          | -----<br>6,038,764.75 |
| <b>12.0 CHILD DEVELOPMENT FUND</b> |                              |                         |                       |
| 4310                               | INST. MATERIALS & SUPPLIES   | 9                       | 1,045.40              |
| 4350                               | OFFICE & OTHER SUPPLIES      | 11                      | 1,570.57              |
| 4353                               | EDIBLE SUPPLIES              | 7                       | 1,469.00              |
| 4420                               | NON-CAP EQUIP -UNTAGGED      | 14                      | 1,797.46              |
| 5210                               | MILEAGE & CAR ALLOWANCES     | 2                       | 36.06                 |
| 5220                               | TRAVEL AND CONFERENCES       | 2                       | 278.74                |
| 5815                               | OPERATING SERVICES           | 3                       | 345.00                |
| 5911                               | POSTAGE/UPS/FEDEX            | 2                       | 40.07                 |
| 5916                               | OTHER PHONES                 | 1                       | 32.11                 |
| 9552                               | USE TAX PAYABLE              | 4                       | 21.50                 |
|                                    |                              | -----<br>55             | -----<br>6,635.91     |
| <b>13.0 CAFETERIA FUND</b>         |                              |                         |                       |
| 4350                               | OFFICE & OTHER SUPPLIES      | 9                       | 1,010.05              |
| 4351                               | PRINTING & REPRODUCTION      | 1                       | 707.92                |
| 4360                               | TIRES, FUEL AND OIL          | 2                       | 1,012.57              |
| 4380                               | MAINTENANCE SUPPLIES         | 2                       | 313.76                |
| 4395                               | NON-FOOD SUPPLIES            | 7                       | 31,017.26             |
| 4420                               | NON-CAP EQUIP -UNTAGGED      | 2                       | 1,342.51              |
| 4710                               | FOOD                         | 59                      | 260,182.53            |
| 5310                               | DUES AND MEMEBERSHIPS        | 2                       | 70.00                 |
| 5563                               | PEST CONTROL                 | 1                       | 968.10                |
| 5610                               | RENTALS, LEASES AND REPAIRS  | 5                       | 9,447.46              |
| 5815                               | OPERATING SERVICES           | 16                      | 10,090.23             |
| 5916                               | OTHER PHONES                 | 1                       | 153.94                |

GLENDALE UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
**FEBRUARY 1 THRU FEBRUARY 28, 2018**

| OBJECT<br>CODE | DESCRIPTION                                 | NUMBER<br>OF<br>ENTRIES | AMOUNT       |
|----------------|---|-------------------------|--------------|
| 6490           | CAPITALIZED EQUIPMENT                       | 7                       | 59,797.84    |
| 8634           | FOOD SERVICE SALES                          | 1                       | 176.10       |
| 9551           | SALES TAX PAYABLE                           | 1                       | 615.92       |
|                |   | -----                   | -----        |
|                |   | 116                     | 376,906.19   |
|                | <b>21.1 MEASURE S PROJECTS FUND</b>         |                         |              |
| 4420           | NON-CAP EQUIP -UNTAGGED                     | 5                       | 257.02       |
| 4430           | NON-CAP EQUIP - TAGGED                      | 2                       | 42,444.73    |
| 5210           | MILEAGE & CAR ALLOWANCES                    | 1                       | 274.64       |
| 5220           | TRAVEL AND CONFERENCES                      | 1                       | 1,049.00     |
| 5590           | OPERATIONS & OTH HOUSEKEEPING               | 1                       | 58.65        |
| 5610           | RENTALS, LEASES AND REPAIRS                 | 3                       | 488.23       |
| 5630           | REPAIRS                                     | 1                       | 385.69       |
| 5911           | POSTAGE/UPS/FEDEX                           | 5                       | 139.89       |
| 6210           | ARCHITECT FEES ON BUILDINGS                 | 10                      | 74,838.54    |
| 6228           | FEES-OTHER AGENCIES                         | 1                       | 1,519.71     |
| 6231           | DSA PLAN CHECK FEES                         | 3                       | 3,916.96     |
| 6250           | BUILDING CONSTRUCTION/IMPROV                | 12                      | 1,469,014.80 |
| 6251           | CONSTRUCTION MANAGEMENT                     | 2                       | 13,800.00    |
| 6252           | OTHER CONSTRUCTION                          | 19                      | 219,705.60   |
| 6275           | CONST TSTNG ON BLDNGS & IMPROV              | 1                       | 2,912.30     |
| 6280           | BUILDING INSPECTIONS                        | 7                       | 29,709.60    |
| 6293           | PRINTING & DISTRIBUTION                     | 2                       | 173.32       |
| 6455           | DATA/CABLING                                | 2                       | 1,311.75     |
| 9552           | USE TAX PAYABLE                             | 1                       | 51.48        |
|                |   | -----                   | -----        |
|                |   | 79                      | 1,862,051.91 |
|                | <b>21.2 CLEAN RENEWABLE ENERGY BONDS</b>    |                         |              |
| 6280           | BUILDING INSPECTIONS                        | 10                      | 21,280.00    |
|                |   | -----                   | -----        |
|                |   | 10                      | 21,280.00    |
|                | <b>40.1 SPEC RESERVE - CAPITAL PROJECTS</b> |                         |              |
| 5520           | ELECTRICITY SERVICES                        | 2                       | 417.26       |
| 5530           | WATER                                       | 1                       | 661.40       |
| 5562           | SEWER CHARGES                               | 2                       | 252.97       |
| 5610           | RENTALS, LEASES AND REPAIRS                 | 5                       | 8,146.00     |
| 5630           | REPAIRS                                     | 2                       | 375.00       |
| 5815           | OPERATING SERVICES                          | 2                       | 1,541.57     |
| 6210           | ARCHITECT FEES ON BUILDINGS                 | 1                       | 29,295.00    |



GLENDALE UNIFIED SCHOOL DISTRICT  
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
**FEBRUARY 1 THRU FEBRUARY 28, 2018**

| OBJECT<br>CODE | DESCRIPTION                                | NUMBER<br>OF<br>ENTRIES | AMOUNT                  |
|----------------|--|-------------------------|-------------------------|
| 6228           | FEES-OTHER AGENCIES                        | 2                       | 560.38                  |
| 6231           | DSA PLAN CHECK FEES                        | 2                       | 5,004.53                |
| 6262           | UTILITY SET-UP FEES-ELECTRICAL             | 1                       | 1,306.00                |
| 6293           | PRINTING & DISTRIBUTION                    | 2                       | 322.53                  |
|                |  | -----                   | -----                   |
|                |  | 22                      | 47,882.64               |
|                | <b>67.0 SELF-INSURANCE FUND</b>            |                         |                         |
| 5872           | DELTA ADMINISTRATIVE FEES                  | 2                       | 18,658.59               |
| 5873           | VSP CLAIMS                                 | 6                       | 29,466.33               |
| 5874           | VSP ADMINISTRATIVE FEES                    | 7                       | 4,136.93                |
| 5875           | DELTA PAYMENTS                             | 1                       | 294,211.74              |
| 5877           | MEDIMPACT CLAIMS                           | 1                       | 9,227.05                |
| 5878           | MEDIMPACT PAYMENTS                         | 1                       | 299,155.24              |
|                |  | -----                   | -----                   |
|                |  | 18                      | 654,855.88              |
|                | <b>67.1 WORKERS' COMPENSATION FUND</b>     |                         |                         |
| 5815           | OPERATING SERVICES                         | 2                       | 37,996.00               |
| 5852           | NON-INSTRUCTIONAL, CONSULTANTS             | 1                       | 11,814.92               |
|                |  | -----                   | -----                   |
|                |  | 3                       | 49,810.92               |
|                | <b>67.2 EARLY RETIREMENT BENEFITS FUND</b> |                         |                         |
| 5815           | OPERATING SERVICES                         | 1                       | 155,608.30              |
|                |  | -----                   | -----                   |
|                |  | 1                       | 155,608.30              |
|                | <b>73.0 FOUNDATION TRUST FUND</b>          |                         |                         |
| 7699           | ALL OTHER FINANCING USES                   | 1                       | 979.28                  |
|                |  | -----                   | -----                   |
|                |  | 1                       | 979.28                  |
|                | <b>76.0 WARRANT PASS-THROUGH FUND</b>      |                         |                         |
| 9517           | VOLUNTARY DEDUCTIONS                       | 17                      | 565,844.07              |
| 9518           | TAX SHELTER ANNUITY                        | 1                       | 336,506.00              |
| 9588           | ROTH IRA-LACOE USED ONLY                   | 1                       | 3,618.00                |
|                |  | -----                   | -----                   |
|                |  | 19                      | 905,968.07              |
|                | <b>TOTALS</b>                              | <b>2,905</b>            | <b>\$ 10,120,743.85</b> |

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 5

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
SUBJECT: **PURCHASE ORDER LISTING**

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The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,824,880.48 for the period of February 20, 2018 through March 16, as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM FEBRUARY 20, 2018 THROUGH MARCH 16, 2018.

| <b>Funding Source</b>               | <b>Number of Purchase Orders</b> | <b>Amount</b>       |
|-------------------------------------|----------------------------------|---------------------|
| UNRESTRICTED RESOURCES              | 255                              | 696,863.56          |
| FEDERAL RESTRICTED RESOURCES        | 51                               | 138,962.50          |
| STATE RESTRICTED RESOURCES          | 51                               | 138,803.56          |
| LOCAL RESTRICTED RESOURCES          | 124                              | 108,467.29          |
| CHILD DEVELOPMENT FUND              | 11                               | 10,194.27           |
| FOOD SERVICES FUND                  | 12                               | 36,828.81           |
| MEASURE S PROJECTS FUND             | 24                               | 165,203.66          |
| DEVELOPER FEE FUND                  | 1                                | 45.00               |
| CAPITAL PROJECTS & IMPROVEMENT FUND | 11                               | 488,291.83          |
| WORKERS' COMPENSATION FUND          | 1                                | 1,041,220.00        |
| <b>TOTAL</b>                        | <b>541</b>                       | <b>2,824,880.48</b> |

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| PO NUMBER  | UNRESTRICTED RESOURCES<br>VENDOR   | AMOUNT    |
|------------|--|-----------|
| 0001010093 | OFFICE DEPOT<br>PRINTING SERVICES - EDUCATIONAL SERVICES   | 53,880.25 |
| 0001010096 | CITY OF GLENDALE<br>PRINTING SERVICES - EDUCATIONAL SERVICES   | 1,087.41  |
| 0001010104 | CA ASSOCIATION OF SCHOOL BUSINESS  | 165.00    |
| 0001010107 | AMAZON CAPITAL SERVICES, INC.<br>AUDIOVISUAL EQUIPMENT - PUBLIC INFORMATION  | 1,838.39  |
| 0001010109 | OFFICE DEPOT<br>PRINTING SERVICES - EDUCATIONAL SERVICES   | 1,114.60  |
| 0001010110 | CITY OF GLENDALE   | 946.63    |
| 0001010111 | CA ASSOCIATION OF SCHOOL BUSINESS  | 510.00    |
| 0001010112 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR BOOKS - EDUCATIONAL SERVICES   | 500.00    |
| 0001010116 | OFFICE DEPOT   | 33.30     |
| 0001010117 | CITY OF GLENDALE<br>PRINTING SERVICES - EDUCATIONAL SERVICES   | 1,076.54  |
| 0001015541 | GALE SUPPLY COMPANY  | 346.13    |
| 0001015542 | CLEAN SWEEP SUPPLY CO INC  | 583.09    |
| 0001015543 | OFFICE DEPOT   | 62.71     |
| 0001015545 | OFFICE DEPOT   | 112.37    |
| 0001015546 | PLS DIRECT   | 397.70    |
| 0001015547 | AMAZON CAPITAL SERVICES, INC.<br>AUDIOVISUAL EQUIPMENT - ROOSEVELT MIDDLE SCHOOL   | 163.16    |
| 0001015548 | OAKLAND UNIFIED SCHOOL DISTRICT<br>INSTRUCTIONAL SUPPLIES - EDUCATIONAL SERVICES   | 1,040.00  |
| 0001015549 | DKG MEDIA, LP  | 770.27    |
| 0001015554 | COOPER, MICHAEL<br>CONSULTANT TO PROVIDE PIANO ACCOMPANIMENT TO THE CHOIR<br>CLASSES - TOLL MIDDLE SCHOOL, BOARD APPROVED 2/6/2018 | 1,260.00  |
| 0001015558 | LADANYI, KAY   | 350.00    |
| 0001015559 | BACA, ANGELA   | 300.00    |
| 0001015561 | YOUNG, DAVID   | 300.00    |
| 0001015562 | ALEXANDER WAGGONER   | 300.00    |
| 0001015563 | JENNIFER MUNDAY  | 300.00    |
| 0001015564 | FRAZIER, REBECCA   | 300.00    |
| 0001015565 | MOORE, PHIL  | 300.00    |
| 0001015567 | BARTON, LIONEL   | 400.00    |
| 0001015568 | FRANKLINCOVEY<br>SERVICE AGREEMENT TO PROVIDE PROFESSIONAL DEVELOPMENT FOR<br>ADMINISTRATORS - EDUCATIONAL SERVICES                | 7,500.00  |
| 0001015569 | ATKINSON, ANDELSON, LOYA, RUUD<br>PROFESSIONAL SERVICES - EDUCATIONAL SERVICES   | 3,374.30  |
| 0001015571 | FRANK'S FAMOUS KITCHEN   | 243.63    |
| 0001015572 | SCHOOL HEALTH CORP.  | 63.00     |

| PO NUMBER  | UNRESTRICTED RESOURCES (CONTINUATION)<br>VENDOR  | AMOUNT    |
|------------|--|-----------|
| 0001015573 | PEST OPTIONS INC<br>PEST CONTROL SERVICES- FACILITY AND SUPPORT OPERATIONS   | 6,221.54  |
| 0001015590 | COUNTY SANITATION DISTRICTS  | 361.21    |
| 0001015593 | PITNEY BOWES INC.  | 197.10    |
| 0001015594 | MAINTEX  | 320.97    |
| 0001015595 | PERSONNEL CONCEPTS<br>PUBLICATIONS - HUMAN RESOURCES   | 2,338.02  |
| 0001015601 | i-SAFE, INC.<br>SUBSCRIPTIONS - EDUCATIONAL TECHNOLOGY & INFORMATION<br>SERVICES                                       | 1,500.00  |
| 0001015602 | O.H. LYNN PRINTING   | 159.87    |
| 0001015607 | IMAGECUBE<br>PRINTING SERVICES - STUDENT SUPPORT SERVICES  | 1,201.34  |
| 0001015608 | CRESCENTA VALLEY PUBLISHING LLC  | 400.00    |
| 0001015610 | MAINTEX  | 773.98    |
| 0001015619 | LOWE'S   | 416.29    |
| 0001015625 | LESLIE'S POOL SUPPLIES   | 48.27     |
| 0001015626 | PLS DIRECT   | 262.80    |
| 0001015629 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>SCHOOL SERVICES OF CALIFORNIA - CONFERENCE EXPENSES - BUSINESS<br>SERVICES | 2,800.00  |
| 0001015630 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>CASBO - CONFERENCE EXPENSES - BUSINESS SERVICES                            | 55.00     |
| 0001015632 | WAXIE SANITARY SUPPLY  | 936.43    |
| 0001015634 | SCHOOL SERVICES OF CALIFORNIA  | 657.00    |
| 0001015635 | DAY WIRELESS SYSTEMS (20)  | 169.68    |
| 0001015637 | COOPERATIVE STRATEGIES, LLC  | 143.75    |
| 0001015638 | AARDVARK   | 485.07    |
| 0001015643 | COPY CENTRAL   | 264.99    |
| 0001015645 | COPY NETWORK   | 643.31    |
| 0001015646 | GRUBHUB FOR WORK   | 485.56    |
| 0001015647 | GRUBHUB FOR WORK   | 159.32    |
| 0001015648 | GRUBHUB FOR WORK   | 88.49     |
| 0001015650 | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL SUPPLIES - MUIR ELEMENTARY SCHOOL                                       | 1,233.00  |
| 0001015651 | SCHOOL SPECIALTY<br>BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - DUNSMORE<br>ELEMENTARY SCHOOL                         | 10,000.00 |
| 0001015652 | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - TOLL<br>MIDDLE SCHOOL                              | 5,000.00  |
| 0001015653 | SCHOOL SPECIALTY<br>BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - RD WHITE<br>ELEMENTARY SCHOOL                         | 1,000.00  |
| 0001015654 | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL                                     | 229.52    |

| PO NUMBER  | UNRESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT    |
|------------|---|-----------|
| 0001015656 | HALO BRANDED SOLUTIONS<br>OFFICE SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL  | 2,225.34  |
| 0001015657 | OFFICE DEPOT<br>INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL   | 1,000.00  |
| 0001015658 | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - VERDUGO<br>WOODLANDS ELEMENTARY SCHOOL              | 3,500.00  |
| 0001015659 | SOLUTION TREE<br>CONFERENCE EXPENSES - EDUCATIONAL SERVICES   | 2,277.00  |
| 0001015662 | GLENDALE CHAMBER OF COMMERCE  | 390.00    |
| 0001015663 | BALL/FROST GROUP LLC<br>BLANKET PURCHASE ORDER FOR PROFESSIONAL SERVICES - PUBLIC<br>INFORMATION                        | 5,000.00  |
| 0001015668 | WILLIAM V. MACGILL & CO.  | 45.93     |
| 0001015669 | GALE SUPPLY COMPANY   | 23.21     |
| 0001015670 | AMAZON CAPITAL SERVICES, INC.<br>BOOKS - MONTE VISTA ELEMENTARY SCHOOL  | 100.65    |
| 0001015671 | MCGRAW-HILL EDUCATION<br>BOOKS - HOOVER HIGH SCHOOL   | 4,669.48  |
| 0001015672 | ASSOCIATION FOR MIDDLE LEVEL EDUCATION  | 229.97    |
| 0001015674 | THE COLLEGE BOARD, WRO<br>CONFERENCE EXPENSES - CRESCENTA VALLEY HIGH SCHOOL  | 1,075.00  |
| 0001015678 | MAINTEX   | 128.97    |
| 0001015679 | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL MATERIALS - MONTE VISTA ELEMENTARY SCHOOL                                | 36.09     |
| 0001015682 | UNITED COMMUNICATIONS SYSTEMS   | 942.61    |
| 0001015683 | OFFICE DEPOT  | 529.61    |
| 0001015684 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS -<br>LA CRESCENTA ELEMENTARY SCHOOL | 500.00    |
| 0001015687 | BARNES & NOBLE<br>BOOKS - SECONDARY SERVICES  | 3,285.00  |
| 0001015688 | SCHOOL SPECIALTY  | 113.87    |
| 0001015692 | ORIENTAL TRADING INC.   | 42.08     |
| 0001015693 | SAMY'S CAMERA<br>AUDIOVISUAL EQUIPMENT - PUBLIC INFORMATION   | 1,462.31  |
| 0001015699 | NIPPON SHOSEKI HANBAI, INC.   | 40.24     |
| 0001015700 | ACCREDITING COMMISION FOR SCHOOLS<br>WASC ACCREDITATION VISIT EXPENSES - SECONDARY SERVICES                             | 1,760.00  |
| 0001015702 | SHARP BUSINESS SYSTEMS<br>DUPLICATING EQUIPMENT - VALLEY VIEW ELEMENTARY SCHOOL   | 10,372.18 |
| 0001015705 | PLS DIRECT  | 465.10    |

| PO NUMBER  | UNRESTRICTED RESOURCES (CONTINUATION)<br>VENDOR  | AMOUNT   |
|------------|--|----------|
| 0001015709 | AMERICAN EXPRESS CPS<br>ACCELWW.COM - COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY &<br>INFORMATION SERVICES         | 164.18   |
| 0001015710 | AMERICAN EXPRESS CPS<br>SPECTRATURF - SUPPLIES FOR ARTIFICIAL TURF MAINTENANCE-<br>FACILITY AND SUPPORT OPERATIONS | 369.80   |
| 0001015711 | AMERICAN EXPRESS CPS<br>BEST BUY - COMPUTER SUPPLIES - PUBLIC INFORMATION  | 49.24    |
| 0001015712 | AMERICAN EXPRESS CPS<br>SOUTHWEST AIRLINES - CONFERENCE EXPENSES - PUBLIC INFORMATION                              | 519.96   |
| 0001015713 | HOME DEPOT CREDIT SERVICES<br>INSTRUCTIONAL SUPPLIES - PUBLIC INFORMATION  | 1,508.34 |
| 0001015714 | AMAZON CAPITAL SERVICES, INC.<br>PROFESSIONAL DEVELOPMENT EXPENSES - WILSON MIDDLE SCHOOL                          | 219.89   |
| 0001015720 | SCHOOL SPECIALTY<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - MARSHALL<br>ELEMENTARY SCHOOL              | 1,000.00 |
| 0001015721 | FIRST STUDENT<br>BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - CLARK<br>MAGNET HIGH SCHOOL                  | 2,600.00 |
| 0001015722 | J.W. PEPPER & SON, INC.  | 274.32   |
| 0001015723 | N P E INC  | 237.00   |
| 0001015725 | CAL BLEND SOILS, INC<br>GARDENING SUPPLIES FOR VARIOUS SCHOOL SITES - FACILITY AND<br>SUPPORT OPERATIONS           | 6,219.60 |
| 0001015726 | M & M SHOP   | 433.65   |
| 0001015732 | D & J PIANO & ORGAN MOVING   | 130.00   |
| 0001015735 | VALLEY FLOOD-LITE SERVICE, INC<br>RENTAL EQUIPMENT TO MOVE ENGINEERING CONTAINER - SECONDARY<br>SERVICES           | 1,360.00 |
| 0001015736 | COPY CENTRAL   | 404.71   |
| 0001015737 | ATKINSON, ANDELSON, LOYA, RUUD<br>PROFESSIONAL SERVICES - EDUCATIONAL SERVICES                                     | 4,396.54 |
| 0001015738 | COPY NETWORK   | 75.56    |
| 0001015740 | CLEAN SWEEP SUPPLY CO INC  | 70.08    |
| 0001015742 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLES - EDISON ELEMENTARY SCHOOL                                       | 50.23    |
| 0001015743 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER EQUIPMENT - EDUCATIONAL TECHNOLOGY & INFORMATION<br>SERVICES             | 197.09   |
| 0001015744 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION<br>SERVICES              | 183.36   |

## UNRESTRICTED RESOURCES (CONTINUATION)

| PO NUMBER  | VENDOR   | AMOUNT     |
|------------|--|------------|
| 0001015746 | GOLDEN STAR TECHNOLOGY INC.  | 163.16     |
| 0001015747 | GOLDEN STAR TECHNOLOGY INC.  | 163.16     |
| 0001015749 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES                               | 166.35     |
| 0001015750 | COMMUSA  | 463.48     |
| 0001015752 | OFFICE DEPOT<br>COMPUTER EQUIPMENT FOR VARIOUS ELEMENTARY SCHOOLS -<br>EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES             | 51,495.41  |
| 0001015753 | OFFICE DEPOT<br>COMPUTER EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL  | 116,319.05 |
| 0001015754 | OFFICE DEPOT<br>COMPUTER EQUIPMENT FOR VARIOUS ELEMENTARY SCHOOLS -<br>EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES             | 20,295.25  |
| 0001015755 | PC & MAC EXCHANGE<br>COMPUTER EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL   | 13,676.55  |
| 0001015756 | PC & MAC EXCHANGE<br>COMPUTER EQUIPMENT - FREMONT ELEMENTARY SCHOOL  | 4,102.97   |
| 0001015759 | AMAZON CAPITAL SERVICES, INC.<br>OFFICE EQUIPMENT - CLARK MAGNET HIGH SCHOOL   | 272.66     |
| 0001015760 | MAINTEX  | 828.35     |
| 0001015761 | COMMUSA<br>COMMUNICATION EQUIPMENT - CERRITOS ELEMENTARY SCHOOL  | 1,242.02   |
| 0001015762 | AMAZON CAPITAL SERVICES, INC.<br>BOOKS FOR FLAG PROGRAM - EDUCATIONAL SERVICES   | 36.58      |
| 0001015767 | PSAT/NMSQT<br>INSTRUCTIONAL SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL  | 8,720.00   |
| 0001015769 | GRAINGER   | 281.98     |
| 0001015771 | WATSON, DR. VAJRA<br>CONSULTANT TO PROVIDE EQUITY TRAINING TO GUSD PRINCIPALS -<br>EDUCATIONAL SERVICES, BOARD APPROVED 2/6/2018 | 3,500.00   |
| 0001015772 | FRANK'S FAMOUS KITCHEN   | 243.63     |
| 0001015774 | FIREFLY DIGITAL, INC.<br>SERVICE CONTRACT TO PROVIDE ONLINE SERVICES - STUDENT SUPPORT SERVICES                                  | 13,084.00  |
| 0001015777 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>FAST DEER BUS CHARTER INC - TRANSPORTATION SERVICES - BUSINESS SERVICES              | 3,959.83   |
| 0001015778 | IVS COMPUTER TECHNOLOGY<br>SERVICE CONTRACT FOR TV INSTALLATION IN CONFERENCE ROOM -<br>ROOSEVELT MIDDLE SCHOOL                  | 3,046.16   |

## UNRESTRICTED RESOURCES (CONTINUATION)

| PO NUMBER  | VENDOR   | AMOUNT    |
|------------|--|-----------|
| 0001015779 | IVS COMPUTER TECHNOLOGY<br>SERVICE CONTRACT TO REPLACE SEVERAL PROJECTORS - CRESCENTA<br>VALLEY HIGH SCHOOL                    | 5,440.00  |
| 0001015780 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION<br>SERVICES                          | 207.94    |
| 0001015781 | GRAINGER   | 81.86     |
| 0001015783 | EARTH'S BIRTHDAY PROJECT   | 118.98    |
| 0001015784 | EARTH'S BIRTHDAY PROJECT   | 229.75    |
| 0001015787 | O.H. LYNN PRINTING   | 117.17    |
| 0001015790 | AMAZON CAPITAL SERVICES, INC.<br>AUDITORIUM EQUIPMENT - MANN ELEMENTARY SCHOOL   | 434.85    |
| 0001015792 | OFFICE DEPOT   | 300.00    |
| 0001015793 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES AND<br>EQUIPMENT - CLARK MAGNET HIGH SCHOOL | 500.00    |
| 0001015794 | HODGES BADGE COMPANY   | 39.42     |
| 0001015795 | MARK SCHMIDT   | 140.00    |
| 0001015797 | PORTOS BAKERY<br>FOOD PRODUCTS - TOLL MIDDLE SCHOOL  | 1,021.50  |
| 0001015798 | PORTOS BAKERY  | 884.50    |
| 0001015799 | OFFICE DEPOT   | 109.49    |
| 0001015802 | STATE OF CA DEPT OF INDUSTRIAL RELATIONS<br>ELEVATOR CONVEYANCE FEE - FACILITY AND SUPPORT OPERATIONS                          | 1,350.00  |
| 0001015809 | SO CAL TURF & TRACTOR  | 87.12     |
| 0001015814 | CERTIFIED WHOLESALE ELECTRIC   | 54.83     |
| 0001015815 | PHIL AND SONS TREE SERVICE   | 950.00    |
| 0001015817 | IMAGECUBE<br>PRINTING SERVICES - STUDENT SUPPORT SERVICES  | 1,098.71  |
| 0001015824 | CliftonLarsonAllen LLP<br>AUDIT SERVICES - FINANCIAL SERVICES  | 29,794.01 |
| 0001015828 | O.H. LYNN PRINTING   | 111.69    |
| 0001015831 | DAY WIRELESS SYSTEMS   | 64.56     |
| 0001015837 | GALE SUPPLY COMPANY  | 230.73    |
| 0001015838 | CHAMPION CHEMICAL COMPANY  | 100.61    |
| 0001015839 | CLEAN SWEEP SUPPLY CO INC<br>CUSTODIAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL  | 1,403.79  |
| 0001015840 | CHAMPION CHEMICAL COMPANY  | 251.52    |
| 0001015841 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>SKINIT - OFFICE SUPPLIES - TOLL MIDDLE SCHOOL                                      | 87.49     |
| 0001015844 | JOSTENS<br>GRADUATION SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL  | 4,336.20  |
| 0001015845 | OFFICE DEPOT   | 480.26    |



| PO NUMBER  | UNRESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT   |
|------------|---|----------|
| 0001015846 | AMERICAN EXPRESS CPS<br>SOUTHWEST AIRLINES - CONFERENCE EXPENSES - PUBLIC INFORMATION                                   | 519.96   |
| 0001015848 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>IFIXIT - TOOLS - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES              | 72.39    |
| 0001015850 | AMERICAN EXPRESS CPS<br>SOUTHWEST AIRLINES - CONFERENCE EXPENSES - EDUCATIONAL SERVICES                                 | 1,475.88 |
| 0001015851 | AMAZON CAPITAL SERVICES, INC.<br>OFFICE FURNITURE - SECONDARY SERVICES  | 222.27   |
| 0001015852 | JOSTENS<br>GRADUATION SUPPLIES - CLARK MAGNET HIGH SCHOOL   | 2,785.41 |
| 0001015856 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - DUNSMORE ELEMENTARY SCHOOL   | 149.73   |
| 0001015857 | SHARP BUSINESS SYSTEMS<br>DUPLICATING EQUIPMENT - COLUMBUS ELEMENTARY SCHOOL  | 8,743.58 |
| 0001015858 | OFFICE DEPOT  | 495.47   |
| 0001015859 | SCHOOLMART  | 493.97   |
| 0001015860 | REALLY GOOD STUFF   | 392.35   |
| 0001015862 | NEW MANAGEMENT<br>HARDWARE SUPPLIES - FACILITY AND SUPPORT OPERATIONS   | 5,962.28 |
| 0001015863 | AMAZON CAPITAL SERVICES, INC.<br>PE SUPPLIES - DAILY HIGH SCHOOL  | 282.15   |
| 0001015864 | OFFICE DEPOT  | 98.19    |
| 0001015866 | HOLLYWOOD SOUND SYSTEMS<br>AUDITORIUM SOUND EQUIPMENT -GLENDALE HIGH SCHOOL   | 9,501.32 |
| 0001015867 | PITNEY BOWES INC<br>MAILING SUPPLIES - GUSD WAREHOUSE   | 4,471.86 |
| 0001015868 | THE POWER CONNECTION  | 122.00   |
| 0001015872 | SOUTHLAND DISPOSAL  | 471.84   |
| 0001015876 | PRINTING BY HARVEY  | 128.12   |
| 0001015878 | TAUER, RICHARD<br>CONSULTANT TO COACH AND MENTOR ASSISTANT SUPERINTENDENT -<br>HUMAN RESOURCES, BOARD APPROVED 2/6/2018 | 5,000.00 |
| 0001015880 | JAMES, COREY G<br>CONSULTANT TO COACH AND MENTOR ASSISTANT SUPERINTENDENT -<br>HUMAN RESOURCES, BOARD APPROVED 2/6/2018 | 5,000.00 |
| 0001015881 | AMERICAN EXPRESS CPS<br>PLANET HOLLYWOOD RESORT/LAS VEGAS - CONFERENCE EXPENSES -<br>EDUCATIONAL SERVICES               | 2,649.69 |

| PO NUMBER  | UNRESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT    |
|------------|---|-----------|
| 0001015882 | TRUSTED MESSENGER MARKETING<br>BLANKET PURCHASE ORDER FOR SOCIAL MEDIA AND ONLINE<br>MANAGEMENT SERVICES - PUBLIC INFORMATION, BOARD APPROVED<br>2/6/2018 | 6,000.00  |
| 0001015883 | SYNERGISTIC SOLUTIONS<br>CONSULTANT TO DEVELOP AND ORGANIZE GUSD'S COMMUNITY AND<br>EDUCATION OUTREACH - PUBLIC INFORMATION, BOARD APPROVED<br>10/17/2017 | 59,500.00 |
| 0001015884 | ARDA CAMPAGNS LLC   | 715.88    |
| 0001015885 | LA COUNTY OFFICE OF EDUCATION   | 100.00    |
| 0001015886 | O.H. LYNN PRINTING  | 591.30    |
| 0001015890 | FOLLETT SCHOOL SOLUTIONS, INC.  | 450.00    |
| 0001015892 | O.H. LYNN PRINTING  | 54.20     |
| 0001015893 | S.O.S. SURVIVAL PRODUCTS<br>EMERGENCY SUPPLIES - STUDENT SUPPORT SERVICES   | 1,300.83  |
| 0001015899 | SHARP BUSINESS SYSTEMS  | 107.31    |
| 0001015902 | SCHOOL NURSE SUPPLY INC<br>HEALTH OFFICE SUPPLIES - CLARK MAGNET HIGH SCHOOL  | 1,400.00  |
| 0001015905 | OFFICE DEPOT  | 842.75    |
| 0001015906 | MALATHI BENJAMIN, PLC<br>PROFESSIONAL SERVICES - HUMAN RESOURCES  | 7,985.00  |
| 0001015915 | PURELAND SUPPLY LLC   | 266.23    |
| 0001015919 | SCHOOL SPECIALTY  | 550.00    |
| 0001015920 | AMERICAN FINGERPRINTING LIVESCAN  | 196.00    |
| 0001015921 | STEPHANIE KOLOKOTRONI-JONES   | 200.00    |
| 0001015923 | AMERICAN EXPRESS CPS<br>WALMART.COM - OFFICE SUPPLIES - ROSEMONT MIDDLE SCHOOL  | 254.15    |
| 0001015924 | AMERICAN EXPRESS CPS<br>EDUCATIONADMINWEBADVISOR - INSTRUCTIONAL MATERIALS -<br>EDUCATIONAL SERVICES  | 388.68    |
| 0001015925 | AMERICAN EXPRESS CPS<br>SPEEDSKIN.COM - INSTRUCTIONAL SUPPLIES - ROSEMONT MIDDLE<br>SCHOOL  | 10.94     |
| 0001015926 | SCANTRON/HARLAND TECHNOLOGY SERVICES<br>INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL   | 3,554.55  |
| 0001015929 | AMAZON CAPITAL SERVICES, INC.<br>LAPTOP BATTERY - CATEGORICAL PROGRAMS  | 43.79     |
| 0001015931 | OFFICE DEPOT  | 131.39    |
| 0001015932 | HOME DEPOT CREDIT SERVICES  | 35.43     |
| 0001015933 | HOME DEPOT CREDIT SERVICES  | 280.00    |
| 0001015936 | LA COUNTY OFFICE OF EDUCATION ECW 606B  | 150.00    |
| 0001015939 | CSUN - UNIVERSITY LIBRARY   | 50.00     |
| 0001015940 | ECHO PARENTING  | 95.00     |
| 0001015944 | EDUCATION WEEK  | 106.22    |

| UNRESTRICTED RESOURCES (CONTINUATION) |  |           |
|---------------------------------------|--|-----------|
| PO NUMBER                             | VENDOR   | AMOUNT    |
| 0001015945                            | SCHOOL MATE<br>INSTRUCTIONAL MATERIALS - LINCOLN ELEMENTARY SCHOOL   | 1,105.60  |
| 0001015946                            | GOPHER   | 382.30    |
| 0001015947                            | CRAIG CROTTY ARBOR CULTURE   | 750.00    |
| 0001015948                            | ADAPTCONN, INC.<br>ANNUAL SATELLITE PHONE SERVICES - FACILITY AND SUPPORT<br>OPERATIONS  | 1,600.00  |
| 0001015949                            | HOLLYWOOD SOUND SYSTEMS<br>RENTAL SUPPLIES AND EQUIPMENT FOR GRADUATION CEREMONY -<br>CRESCENTA VALLEY HIGH SCHOOL               | 2,240.30  |
| 0001015950                            | DILIGENT BUSINESS SOLUTIONS, INC.<br>BLUEPRINT SCANNING SERVICES FOR 12 MONTHS - FACILITY AND<br>SUPPORT OPERATIONS              | 8,795.00  |
| 0001015951                            | PITNEY BOWES INC.<br>BLANKET PURCHASE ORDER FOR MAILING SERVICES - FACILITY AND<br>SUPPORT OPERATIONS                            | 40,000.00 |
| 0001015954                            | PHIL AND SONS TREE SERVICE   | 998.00    |
| 0001015963                            | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS -<br>RD WHITE ELEMENTARY SCHOOL                               | 3,000.00  |
| 0001015964                            | EXPRESSMEDALS.COM  | 532.20    |
| 0001015966                            | ASCD   | 89.00     |
| 0001015968                            | AMERICAN EXPRESS CPS<br>BROOKS TRANSPORTATION - TRANSPORTATION SERVICES - BUSINESS<br>SERVICES                                   | 2,962.50  |
| 0001015969                            | AMERICAN EXPRESS CPS<br>PANERA BAKERY - EDIBLE SUPPLIES - EDUCATIONAL SERVICES   | 1,066.53  |
| 0001015970                            | READY REFRESH BY NESTLE (ARROWHEAD)  | 220.15    |
| 0001015971                            | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - JEFFERSON<br>ELEMENTARY SCHOOL                                      | 1,000.00  |
| 0001015972                            | LAKESHORE  | 6.99      |
| 0001015973                            | OFFICE DEPOT   | 500.00    |
| 0001015978                            | WAXIE SANITARY SUPPLY<br>CUSTODIAL SUPPLIES - FACILITY AND SUPPORT OPERATIONS  | 3,564.28  |
| 0001015979                            | HYDRAULIC INDUSTRIAL PLUMBING  | 931.21    |
| 0001015983                            | DESOTO SALES, INC.   | 52.91     |
| 0001015988                            | BOXWOOD TECHNOLOGY INC   | 250.00    |
| 0001015989                            | SCHOLASTIC MAGAZINES   | 831.60    |
| 0001015990                            | FRANKLINCOVEY  | 53.68     |
| 0001015991                            | FRONTLINE TECHNOLOGIES GROUP, LLC<br>PROFESSIONAL SERVICES - HUMAN RESOURCES   | 1,584.16  |
| 0001016002                            | AACI   | 560.00    |
| 0001016003                            | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>LOS ANGELES COUNTY OFFICE OF EDUCATION - CONFERENCE EXPENSES -<br>SECONDARY SERVICES | 25.00     |

## UNRESTRICTED RESOURCES (CONTINUATION)

| PO NUMBER  | VENDOR  | AMOUNT     |
|------------|---|------------|
| 0001016007 | FIRST STUDENT   | 400.00     |
| 0001016009 | O.H. LYNN PRINTING  | 434.00     |
| 0001016014 | RAPTOR TECHNOLOGIES LLC   | 510.00     |
| 0001016015 | OLD FASHION DELI & MARKET   | 975.00     |
| 0001016016 | TEK TIME SYSTEMS, LLC   | 53.40      |
| 0001016018 | O.H. LYNN PRINTING  | 273.76     |
| 0001016021 | NCSS MEMBERSHIP   | 65.00      |
| 0001016026 | COMMUSA   | 5,453.10   |
|            | COMMUNICATION EQUIPMENT - LINCOLN ELEMENTARY SCHOOL               |            |
| 0001016028 | AMAZON CAPITAL SERVICES, INC.                                     | 436.91     |
|            | OFFICE FURNITURE - ROOSEVELT MIDDLE SCHOOL                        |            |
| 0001016029 | AMAZON CAPITAL SERVICES, INC.                                     | 57.14      |
|            | OFFICE SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES   |            |
| 0001016031 | CORTES & LEE INC  | 875.00     |
| 0001016035 | OFFICE DEPOT  | 140.37     |
| 0001016036 | OFFICE DEPOT  | 872.24     |
| 0001016037 | OFFICE DEPOT  | 349.39     |
| 0001016039 | MC MASTER-CARR SUPPLY COMPANY                                     | 103.42     |
| 0001016040 | NAPA AUTO PARTS   | 120.73     |
| 0001016043 | EXECUTIVE ENVIRONMENTAL SERV.                                     | 946.06     |
| 0001016045 | TROPHY SHOPPE   | 63.20      |
| 0001016047 | OFFICE DEPOT  | 482.87     |
| 0001016048 | OFFICE DEPOT  | 4,000.00   |
|            | BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - CATEGORICAL PROGRAMS |            |
| 0001016049 | PORTOS BAKERY   | 250.00     |
| 0001016052 | LAKESHORE   | 700.00     |
| 0001016053 | SCHOOL SPECIALTY  | 800.00     |
| 0001016054 | SCHOLASTIC BOOK CLUBS   | 65.70      |
|            | TOTAL   | 696,863.56 |
|            | FEDERAL RESTRICTED RESOURCES                                      |            |
| 0001010113 | AMAZON CAPITAL SERVICES, INC.                                     | 1,057.77   |
|            | BOOKS - TOLL MIDDLE SCHOOL  |            |
| 0001015599 | TEACHER LEARNING CENTER   | 795.00     |
| 0001015600 | PC & MAC EXCHANGE   | 4,302.97   |
|            | COMPUTER EQUIPMENT - CLARK MAGNET HIGH SCHOOL                     |            |
| 0001015606 | NCS PEARSON   | 109.18     |
| 0001015681 | DEMCO   | 26.16      |
| 0001015685 | HOUGHTON MIFFLIN HARCOURT   | 4,606.23   |
|            | INSTRUCTIONAL SUPPLIES - SPECIAL EDUCATION                        |            |
| 0001015689 | WESTERN PSYCHOLOGICAL SERVICES                                    | 100.00     |
| 0001015690 | ACADEMIC THERAPY PUBLICATIONS                                     | 574.88     |
| 0001015695 | NCS PEARSON   | 678.90     |
| 0001015696 | LACOE   | 300.00     |
| 0001015697 | NCS PEARSON   | 170.16     |
| 0001015701 | SHARP BUSINESS SYSTEMS  | 5,108.52   |
|            | OFFICE EQUIPMENT - CLARK MAGNET HIGH SCHOOL                       |            |

| FEDERAL RESTRICTED RESOURCES (CONTINUATION) |   |           |
|---|---|-----------|
| PO NUMBER                                   | VENDOR  | AMOUNT    |
| 0001015707                                  | ASCD  | 276.36    |
| 0001015715                                  | COMPLETE BUSINESS SYSTEMS<br>OFFICE EQUIPMENT & SUPPLIES - CLARK MAGNET HIGH SCHOOL                   | 2,642.04  |
| 0001015719                                  | OFFICE DEPOT<br>OFFICE SUPPLIES - MUIR ELEMENTARY SCHOOL  | 15,000.00 |
| 0001015751                                  | LISTEN INNOVATION INC<br>SOFTWARE - TOLL MIDDLE SCHOOL  | 4,000.00  |
| 0001015763                                  | CENGAGE LEARNING<br>INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL                                  | 1,390.98  |
| 0001015765                                  | NCS PEARSON   | 351.47    |
| 0001015766                                  | MHS, INC  | 648.78    |
| 0001015770                                  | HAYNES, TIFFANY<br>PARENT REIMBURSEMENT - SPECIAL EDUCATION   | 1,127.89  |
| 0001015788                                  | FOLLETT SCHOOL SOLUTIONS, INC.<br>BOOKS - CLARK MAGNET HIGH SCHOOL                                    | 2,500.00  |
| 0001015796                                  | MINUTEMAN PRESS   | 235.43    |
| 0001015825                                  | PESI  | 219.99    |
| 0001015834                                  | OFFICE DEPOT<br>INSTRUCTIONAL SUPPLIES - MANN ELEMENTARY SCHOOL                                       | 5,000.00  |
| 0001015843                                  | OFFICE DEPOT<br>SOFTWARE - TOLL MIDDLE SCHOOL   | 24,634.87 |
| 0001015847                                  | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>BEST BUY - COMPUTER SUPPLIES - RD WHITE ELEMENTARY SCHOOL | 27.36     |
| 0001015849                                  | AMERICAN EXPRESS CPS<br>APPLE STORE - LAPTOP REPAIR - MANN ELEMENTARY SCHOOL                          | 510.63    |
| 0001015854                                  | AMAZON CAPITAL SERVICES, INC.<br>OFFICE SUPPLIES - TOLL MIDDLE SCHOOL                                 | 48.31     |
| 0001015879                                  | TEACHERS' CURRICULUM INSTITUTE (TCI)<br>INSTRUCTIONAL SUPPLIES - MANN ELEMENTARY SCHOOL               | 1,625.00  |
| 0001015888                                  | RUBBER STAMPS UNLIMITED, INC  | 62.03     |
| 0001015895                                  | ACADEMIC THERAPY PUBLICATIONS   | 421.58    |
| 0001015896                                  | CABE 2018 REGISTRATION<br>CONFERENCE EXPENSES - CATEGORICAL PROGRAMS                                  | 7,525.00  |
| 0001015898                                  | SHARP BUSINESS SYSTEMS<br>OFFICE EQUIPMENT LEASE CONTRACT - COLUMBUS ELEMENTARY<br>SCHOOL             | 5,498.34  |
| 0001015904                                  | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL                    | 2,500.00  |
| 0001015917                                  | AMERICAN EXPRESS CPS<br>DELTA AIRLINES - CONFERENCE EXPENSES FOR 12 - CATEGORICAL<br>PROGRAMS         | 2,541.88  |

| FEDERAL RESTRICTED RESOURCES (CONTINUATION) |  |            |
|---|--|------------|
| PO NUMBER                                   | VENDOR   | AMOUNT     |
| 0001015922                                  | WESTERN PSYCHOLOGICAL SERVICES   | 632.00     |
| 0001015927                                  | AMERICAN EXPRESS CPS<br>EBAY - CLASSROOM EQUIPMENT - MOUNTAIN AVENUE ELEMENTARY<br>SCHOOL  | 84.25      |
| 0001015928                                  | AMERICAN EXPRESS CPS<br>GLOBAL BUSINESS TRAVEL PROGRAM - CONFERENCE EXPENSES -<br>CATEGORICAL PROGRAMS   | 779.84     |
| 0001015935                                  | AMERICAN EXPRESS CPS<br>HOTEL MED PARK - CONFERENCE EXPENSES - CATEGORICAL PROGRAMS  | 7,530.14   |
| 0001015965                                  | SOLUTION TREE<br>SERVICE AGREEMENT TO PROVIDE ONE FULL-DAY SESSION OF<br>PROFESSIONAL DEVELOPMENT TO ENGLISH LANGUAGE DEVELOPMENT<br>TEACHERS - HOOVER HIGH SCHOOL   | 7,500.00   |
| 0001015986                                  | BELLA PRINTING SERVICES<br>PRINTING SERVICES - MANN ELEMENTARY SCHOOL  | 2,217.38   |
| 0001016001                                  | SHARP BUSINESS SYSTEMS<br>DUPLICATING EQUIPMENT - GLENDALE HIGH SCHOOL   | 17,487.15  |
| 0001016020                                  | AP* SI SAN GABRIEL   | 750.00     |
| 0001016022                                  | eSPECIAL NEEDS   | 137.92     |
| 0001016027                                  | OFFICE DEPOT<br>INSTRUCTIONAL SUPPLIES - HOOVER HIGH SCHOOL  | 2,252.40   |
| 0001016030                                  | AMERICAN EXPRESS CPS<br>POCKET FULL OF THERAPY - INSTRUCTIONAL SUPPLIES - SPECIAL<br>EDUCATION   | 25.32      |
| 0001016033                                  | SOUTHPAW ENTERPRISES   | 80.00      |
| 0001016046                                  | FISHER SCIENTIFIC  | 268.39     |
| 0001016050                                  | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - COLUMBUS<br>ELEMENTARY SCHOOL   | 2,600.00   |
|   | TOTAL  | 138,962.50 |
| STATE RESTRICTED RESOURCES                  |  |            |
| 0001010108                                  | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL   | 14.05      |
| 0001015556                                  | BONYADIAN, MARYAM<br>CONSULTANT TO PROVIDE INDIVIDUAL COUNSELING, IEP AND<br>ASSESSMENTS TO SPECIAL EDUCATION STUDENTS AND CONSULTING<br>SERVICES TO DISTRICT STAFF- SPECIAL EDUCATION, BOARD APPROVED<br>2/6/2018 | 40,000.00  |
| 0001015557                                  | KNIGHTON, LEEANE JOYCE<br>CONSULTANT TO PROVIDE INDIVIDUAL COUNSELING, IEP AND<br>ASSESSMENTS TO SPECIAL EDUCATION STUDENTS- SPECIAL EDUCATION,<br>BOARD APPROVED 2/6/2018   | 10,000.00  |

| PO NUMBER  | STATE RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR  | AMOUNT    |
|------------|--|-----------|
| 0001015597 | THOMSON WEST   | 137.86    |
| 0001015598 | APPLE COMPUTER   | 353.22    |
| 0001015603 | RICOH USA, INC   | 11.50     |
| 0001015604 | HATCH & CESARIO ATTORNEYS-AT-LAW<br>PROFESSIONAL SERVICES - SPECIAL EDUCATION  | 5,345.00  |
| 0001015605 | ATKINSON, ANDELSON, LOYA, RUUD<br>PROFESSIONAL SERVICES - SPECIAL EDUCATION  | 11,535.24 |
| 0001015609 | STATE OF CALIFORNIA<br>FILMING PERMIT FEES - SECONDARY SERVICES  | 1,487.50  |
| 0001015627 | AMAZON CAPITAL SERVICES, INC.<br>CLASSROOM EQUIPMENT - CLARK MAGNET HIGH SCHOOL  | 1,423.28  |
| 0001015636 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>FISHTANKDIRECT.COM - LABORATORY SUPPLIES - CRESCENTA VALLEY<br>HIGH SCHOOL             | 700.79    |
| 0001015639 | ROYAL AMERICAN PROD. CORP.   | 326.74    |
| 0001015660 | AMERICAN EXPRESS CPS<br>SOCALSEA - CONFERENCE EXPENSES - SPECIAL EDUCATION   | 25.00     |
| 0001015661 | JULES STEIN EYE INSTITUTE<br>SERVICE AGREEMENT TO PROVIDE VISION ASSESSMENTS FOR SPECIAL<br>EDUCATION STUDENTS - SPECIAL EDUCATION | 8,000.00  |
| 0001015676 | AMERICAN EXPRESS CPS<br>UNITED AIRLINES AND RAMADA WEST SACRAMENTO - CONFERENCE<br>EXPENSES - GLENDALE HIGH SCHOOL                 | 463.07    |
| 0001015703 | SHRED CONFIDENTIAL, INC.   | 233.50    |
| 0001015706 | OFFICE DEPOT   | 616.17    |
| 0001015724 | INTERMOUNTAIN LOCK & SECURITY SUPPLY   | 981.30    |
| 0001015757 | FREESTYLE SALES COMPANY, INC<br>INSTRUCTIONAL SUPPLIES - HOOVER HIGH SCHOOL  | 2,318.00  |
| 0001015758 | B & H PHOTO VIDEO  | 961.83    |
| 0001015764 | STATE OF CALIFORNIA<br>FILMING PERMIT FEES - SECONDARY SERVICES  | 1,127.50  |
| 0001015768 | CPI<br>INSTRUCTIONAL SUPPLIES - FOOTHILL SELPA   | 7,194.15  |
| 0001015775 | AMERICAN EXPRESS CPS<br>LEBEC MOTEL 6 - FIELD TRIP EXPENSES - CLARK MAGNET HIGH SCHOOL   | 3,726.72  |
| 0001015789 | O.H. LYNN PRINTING   | 41.62     |
| 0001015818 | ATKINSON, ANDELSON, LOYA, RUUD<br>PROFESSIONAL SERVICES - SPECIAL EDUCATION  | 4,290.68  |
| 0001015820 | LA CANADA UNIFIED SCHOOL DISTRICT<br>SALARIES & BENEFITS - FOOTHILL SELPA  | 3,480.71  |

| PO NUMBER  | STATE RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR  | AMOUNT   |
|------------|--|----------|
| 0001015821 | FEDERAL EXPRESS CORP.  | 68.94    |
| 0001015822 | LA CANADA UNIFIED SCHOOL DISTRICT  | 464.50   |
| 0001015823 | BURBANK UNIFIED SCHOOL DIST  | 347.50   |
| 0001015827 | CONWAY, KAREN<br>CONSULTANT TO PROVIDE INDEPENDENT PSYCHO EDUCATIONAL<br>ASSESSMENT - SPECIAL EDUCATION, BOARD APPROVED 2/6/2018 | 5,500.00 |
| 0001015853 | AMAZON CAPITAL SERVICES, INC.<br>BOOKS - GLENDALE HIGH SCHOOL/SPECIAL EDUCATION  | 84.29    |
| 0001015887 | LA CANADA UNIFIED SCHOOL DISTRICT<br>SALARIES & BENEFITS - FOOTHILL SELPA  | 7,078.20 |
| 0001015891 | AMERICAN EXPRESS CPS<br>C&C SUTLERY AND SPIRIT HORSE ENTERPRISES - INSTRUCTIONAL<br>SUPPLIES - CLARK MAGNET HIGH SCHOOL          | 2,625.59 |
| 0001015900 | AMAZON CAPITAL SERVICES, INC.<br>OFFICE SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL  | 43.04    |
| 0001015903 | ROYAL AMERICAN PROD. CORP.   | 275.00   |
| 0001015952 | EZ CHECK CASHING<br>BUS PASSES - COLLEGE VIEW  | 2,100.00 |
| 0001015953 | CITY OF GLENDALE   | 675.00   |
| 0001015987 | CLEMENTEL, VERONICA ANDREA   | 7.36     |
| 0001016000 | AMERICAN EXPRESS CPS<br>WELLA CORPORATION - CONFERENCE EXPENSES - GLENDALE HIGH<br>SCHOOL  | 1,400.00 |
| 0001016004 | DINA LOFTUS<br>PARENT REIMBURSEMENT - SPECIAL EDUCATION  | 1,220.96 |
| 0001016010 | O.H. LYNN PRINTING   | 402.96   |
| 0001016012 | HATCH & CESARIO ATTORNEYS-AT-LAW<br>PROFESSIONAL SERVICES - SPECIAL EDUCATION  | 4,568.80 |
| 0001016013 | TRANSCRIBING MARINERS  | 202.58   |
| 0001016017 | BILL LANE AND ASSOCIATES<br>SECURITY GUARD SERVICES - SPECIAL EDUCATION  | 2,194.79 |
| 0001016019 | JOHN FENYES  | 199.62   |
| 0001016032 | SOLUTION TREE<br>CONFERENCE EXPENSES - EDUCATIONAL SERVICES  | 4,014.00 |
| 0001016055 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES -<br>EEELP/MANN ELEMENTRY SCHOOL              | 459.00   |
| 1015257    | AMERICAN EXPRESS CPS<br>AMEX GLOBAL BUSINESS TRAVEL - SERVICE FEE - EDUCATIONAL<br>SERVICES                                      | 19.00    |



| STATE RESTRICTED RESOURCES (CONTINUATION) |  |            |
|---|--|------------|
| PO NUMBER                                 | VENDOR   | AMOUNT     |
| 1015258                                   | AMERICAN EXPRESS CPS<br>AMEX GLOBAL BUSINESS TRAVEL - SERVICE FEE - EDUCATIONAL SERVICES     | 19.00      |
| 1015259                                   | AMERICAN EXPRESS CPS<br>AMEX GLOBAL BUSINESS TRAVEL - SERVICE FEE - EDUCATIONAL SERVICES     | 19.00      |
| 1015319                                   | AMERICAN EXPRESS CPS<br>AMEX GLOBAL BUSINESS TRAVEL - SERVICE FEE - EDUCATIONAL SERVICES     | 19.00      |
|   | TOTAL  | 138,803.56 |
| LOCAL RESTRICTED RESOURCES                |  |            |
| 0001010114                                | OFFICE DEPOT<br>BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - SPECIAL EDUCATION               | 3,000.00   |
| 0001010118                                | GARDENER'S SUPPLY<br>GARDENING SUPPLIES & EQUIPMENT - FREMONT ELEMENTARY SCHOOL              | 1,145.11   |
| 0001015544                                | SOUTHWEST SCHOOL & OFFICE  | 100.26     |
| 0001015550                                | LILLIWORKS ACTIVE LEARNING FOUNDATION<br>INSTRUCTIONAL SUPPLIES AND EQUIPMENT - COLLEGE VIEW | 3,957.15   |
| 0001015551                                | NOVA COLOR   | 797.38     |
| 0001015555                                | STOUP, JO  | 200.00     |
| 0001015560                                | DR. DAVID BETANCOURT   | 200.00     |
| 0001015566                                | BETHANY PFLUEGER   | 200.00     |
| 0001015570                                | US GAMES   | 683.28     |
| 0001015574                                | H & H WHOLESALE PARTS  | 286.47     |
| 0001015575                                | NJP SPORTS, INC  | 27.38      |
| 0001015576                                | EWING IRRIGATION PRODUCTS  | 244.40     |
| 0001015577                                | TENNANT SALES AND SERVICE  | 394.31     |
| 0001015578                                | TORO AIRE  | 316.46     |
| 0001015579                                | ROOF LINE - BURBANK  | 243.69     |
| 0001015580                                | ROCKLER WOODWORKING & HARDWARE   | 81.51      |
| 0001015581                                | AQUATRON INC.  | 383.25     |
| 0001015582                                | AAA ELECTRIC MOTOR SALES<br>REPAIR SUPPLIES - FACILITY AND SUPPORT OPERATIONS                | 1,309.80   |
| 0001015583                                | REFRIGERATION HARDWARE SUPPLY CORP.  | 243.87     |
| 0001015584                                | VIRGIL'S GLENDALE HARDWARE CENTER  | 207.01     |
| 0001015585                                | INTERMOUNTAIN LOCK & SECURITY SUPPLY   | 260.92     |
| 0001015586                                | ALLEN GWYNN CHEVROLET INC  | 197.19     |
| 0001015587                                | PLUMBING AND INDUSTRIAL SUPPLY   | 141.26     |
| 0001015588                                | APPLE VALLEY COMMUNICATIONS<br>MAINTENANCE SUPPLIES - FACILITY AND SUPPORT OPERATIONS        | 3,694.88   |
| 0001015589                                | FAR WEST PLYWOOD COMPANY   | 785.80     |
| 0001015591                                | DESOTO SALES, INC.   | 145.89     |
| 0001015592                                | PATTON SALES CORP.   | 13.14      |
| 0001015611                                | BUILDERS FENCE CO INC  | 39.64      |

| PO NUMBER  | LOCAL RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT   |
|------------|---|----------|
| 0001015612 | AIRGAS USA, LLC   | 417.35   |
| 0001015613 | JOHNSTONE SUPPLY  | 201.90   |
| 0001015614 | BUILDERS FENCE CO INC   | 127.24   |
| 0001015615 | BSN SPORTS  | 177.06   |
| 0001015616 | J & J DOOR CLOSER SERVICE, INC  | 261.36   |
| 0001015617 | SCOTTY'S INDUSTRIAL PRODUCTS  | 504.92   |
| 0001015618 | AA1 GRAPHICS & SIGNS  | 229.95   |
| 0001015619 | LOWE'S<br>REPAIR MATERIALS - FACILITY AND SUPPORT OPERATIONS  | 1,034.72 |
| 0001015620 | PEP BOYS<br>AUTOMOTIVE SUPPLIES - FACILITY AND SUPPORT OPERATIONS   | 1,182.50 |
| 0001015621 | SUNBELT RENTALS, INC<br>EQUIPMENT RENTAL - FACILITY AND SUPPORT OPERATIONS  | 1,563.65 |
| 0001015622 | CALIFORNIA SMOG & TEST ONLY   | 120.00   |
| 0001015628 | KING'S CUSTOM SHEET METAL   | 136.88   |
| 0001015631 | SHARP BUSINESS SYSTEMS<br>OFFICE EQUIPMENT LEASE PLAN - VALLEY VIEW ELEMENTARY SCHOOL   | 1,000.00 |
| 0001015633 | BOILER DYNAMICS INC.<br>SERVICE CONTRACT TO INSTALL FIVE OPERATING GAUGES AND<br>TROUBLE SHOOT STEAM TRAPS IN BOILER AT GLENDALE HIGH SCHOOL -<br>FACILITY AND SUPPORT OPERATIONS | 1,945.00 |
| 0001015655 | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL SUPPLIES - EEELP/FREMONT ELEMENTARY SCHOOL   | 75.25    |
| 0001015666 | AMAZON CAPITAL SERVICES, INC.<br>INSTRUCTIONAL EQUIPMENT - EEELP/RD WHITE ELEMENTARY SCHOOL   | 240.74   |
| 0001015673 | VORTEX INDUSTRIES, INC<br>SERVICE CONTRACT TO INSTALL TWO ROLL UP DOORS IN MUSIC<br>BUNGALOW AT HOOVER HIGH SCHOOL - FACILITY AND SUPPORT<br>OPERATIONS                           | 4,849.38 |
| 0001015675 | DRAMA MANIACS<br>SERVICE AGREEMENT TO PROVIDE SIX WEEKS OF THEATER<br>ENRICHMENT TO 6TH GRADERS - MOUNTAIN AVENUE ELEMENTARY<br>SCHOOL  | 9,900.00 |
| 0001015686 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - EEELP/<br>RD WHITE ELEMENTARY SCHOOL   | 529.00   |
| 0001015691 | PONDELLA, SHANNON<br>CONSULTANT TO MODEL PRIMARY PHYSICAL EDUCATION LESSONS -<br>FREMONT ELEMENTARY SCHOOL, BOARD APPROVED 2/6/2018   | 5,400.00 |
| 0001015694 | LAKESHORE   | 835.00   |
| 0001015698 | NIPPON SHOSEKI HANBAI, INC.   | 106.36   |

| PO NUMBER  | LOCAL RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT   |
|------------|---|----------|
| 0001015717 | CORVUS INDUSTRIES, LTD<br>BLEACHER REPAIRS AT GLENDALE HIGH SCHOOL - FACILITY AND<br>SUPPORT OPERATIONS             | 3,664.00 |
| 0001015718 | SHELTER PARTNERSHIP, INC  | 100.00   |
| 0001015724 | INTERMOUNTAIN LOCK & SECURITY SUPPLY  | 641.62   |
| 0001015725 | CAL BLEND SOILS, INC<br>GARDENING SUPPLIES FOR STENGEL FIELD - FACILITY & SUPPORT<br>OPERATIONS                     | 1,226.40 |
| 0001015727 | BONNERS EQUIPMENT RENTALS   | 404.25   |
| 0001015728 | AMERICAN TIME   | 102.98   |
| 0001015730 | ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)  | 99.45    |
| 0001015731 | MILL SUPPLY, INC.   | 49.73    |
| 0001015741 | RYAN HERCO PRODUCTS CORP.   | 69.94    |
| 0001015748 | GOLDEN STAR TECHNOLOGY INC.   | 326.31   |
| 0001015782 | OFFICE DEPOT<br>ART SUPPLIES - RD WHITE ELEMENTARY SCHOOL   | 1,196.68 |
| 0001015785 | AMAZON CAPITAL SERVICES, INC.<br>PHYSICAL EDUCATION SUPPLIES - BALBOA ELEMENTARY SCHOOL                             | 492.01   |
| 1015786    | IBOOKPARK INC<br>BOOKS FOR FLAG PROGRAM AT MONTE VISTA ELEMENTARY AND TOLL<br>MIDDLE SCHOOLS - EDUCATIONAL SERVICES | 2,813.06 |
| 0001015800 | VALLEY FLOOD-LITE SERVICE, INC<br>CONTAINER BIN MOVING SERVICES - FACILITY AND SUPPORT<br>OPERATIONS                | 1,650.00 |
| 0001015801 | GMS ELEVATOR SERVICES, INC<br>ELEVATOR MAINTENANCE SERVICES - FACILITY AND SUPPORT<br>OPERATIONS                    | 3,800.00 |
| 0001015803 | CASTERS & INDUSTRIAL SUPPLIES   | 74.90    |
| 0001015804 | AIRGAS USA, LLC   | 497.84   |
| 0001015805 | TREMCO, INC.  | 461.00   |
| 0001015806 | AQUATRON INC.   | 204.77   |
| 0001015807 | DESOTO SALES, INC.  | 377.56   |
| 0001015808 | BUCHANAN GLASS  | 342.75   |
| 0001015810 | ADI   | 207.78   |
| 0001015811 | FERGUSON ENTERPRISES INC.#1350  | 621.51   |
| 0001015812 | GEARY PACIFIC SUPPLY  | 296.67   |
| 0001015813 | SUNBELT RENTALS, INC<br>EQUIPMENT RENTAL - FACILITY AND SUPPORT OPERATIONS  | 1,906.90 |
| 0001015816 | FIRST STUDENT<br>TRANSPORTATION SERVICES- MOUNTAIN AVENUE ELEMENTARY SCHOOL   | 4,500.00 |
| 0001015829 | OFFICE DEPOT  | 40.24    |
| 0001015833 | AMAZON CAPITAL SERVICES, INC.<br>PE SUPPLIES - EEELP  | 53.07    |
| 0001015842 | SHI INTERNATIONAL CORP.   | 267.95   |

| PO NUMBER  | LOCAL RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR   | AMOUNT   |
|------------|---|----------|
| 0001015861 | AMAZON CAPITAL SERVICES, INC.<br>ART SUPPLIES - MARSHALL ELEMENTARY SCHOOL  | 584.19   |
| 0001015865 | FIRST STUDENT   | 667.48   |
| 0001015869 | VER SALES, INC.   | 56.67    |
| 0001015870 | HUB CONSTRUCTION SPECIALTIES  | 208.96   |
| 0001015873 | JACOBSEN, A TEXTRON COMPANY   | 442.78   |
| 0001015874 | HOSE LINE   | 118.04   |
| 0001015875 | COAST APPLIANCE PARTS   | 460.56   |
| 0001015877 | FILLSPEED<br>PRINTING SERVICES - FRANKLIN ELEMENTARY SCHOOL   | 2,107.00 |
| 0001015889 | US GAMES  | 376.68   |
| 0001015894 | GOPHER  | 755.00   |
| 0001015897 | SCHOOLSFIRST FEDERAL CREDIT UNION - VISA<br>BACKDROPOUTLET.COM - RIBBON CUTTIG CEREMONY EXPENSES -<br>FREMONT ELEMENTARY SCHOOL | 216.81   |
| 0001015901 | PHENIX TRUCK BODIES & EQUIPMENT, INC  | 205.59   |
| 0001015907 | SCHOLARSHARE COLLEGE SAVINGS PLAN<br>SOFTWARE - PUBLIC INFORMATION  | 3,200.00 |
| 0001015914 | S & S WORLDWIDE   | 94.66    |
| 0001015930 | AMAZON CAPITAL SERVICES, INC.<br>OFFICE SUPPLIES - DUNSMORE ELEMENTARY SCHOOL   | 120.18   |
| 0001015937 | SIGNATURE FLOORING, INC<br>FLOOR COVERING SERVICES AT BALBOA - FACILITY AND SUPPORT<br>OPERATIONS                               | 2,929.48 |
| 0001015938 | SIGNATURE FLOORING, INC   | 981.00   |
| 0001015941 | M.W. GIBSON CONSTRUCTION CORP.  | 25.00    |
| 0001015955 | EWING IRRIGATION PRODUCTS   | 303.53   |
| 0001015956 | PEP BOYS<br>AUTOMOTIVE SUPPLIES AND REPAIRS - FACILITY AND SUPPORT<br>OPERATIONS  | 3,240.15 |
| 0001015957 | JOHNSTONE SUPPLY<br>POWER TOOLS & EQUIPMENT - FACILITY AND SUPPORT OPERATIONS   | 3,328.80 |
| 0001015959 | S & S WORLDWIDE   | 112.23   |
| 0001015960 | S & S WORLDWIDE   | 460.00   |
| 0001015961 | S & S WORLDWIDE   | 104.07   |
| 0001015962 | OFFICE DEPOT  | 722.46   |
| 0001015974 | PACIFIC RADIO ELECTRONICS   | 317.05   |
| 0001015975 | TOOL SHACK  | 72.00    |
| 0001015976 | PLASTIC DEPOT   | 159.58   |
| 0001015977 | FERGUSON ENTERPRISES INC.#1350  | 186.14   |
| 0001015980 | ROOF LINE - BURBANK   | 218.61   |
| 0001015981 | SUNBELT RENTALS, INC  | 582.35   |
| 0001015982 | CALIFORNIA SMOG & TEST ONLY   | 120.00   |
| 0001015984 | CALIFORNIA QUALITY PLASTICS   | 247.36   |
| 0001015985 | HARTER SURFACES   | 532.18   |
| 0001015998 | PAYLESS AIRLESS, INC  | 468.40   |

| PO NUMBER  | LOCAL RESTRICTED RESOURCES (CONTINUATION)<br>VENDOR  | AMOUNT     |
|------------|--|------------|
| 0001016005 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR ART SUPPLIES - VALLEY VIEW<br>ELEMENTARY SCHOOL                          | 316.93     |
| 0001016006 | OFFICE DEPOT   | 202.37     |
| 0001016008 | SCHOLARSHARE COLLEGE SAVINGS PLAN  | 900.00     |
| 0001016023 | S & S WORLDWIDE<br>INSTRUCTIONAL SUPPLIES - EEELP/ROSEMONT MIDDLE SCHOOL   | 1,105.00   |
| 0001016024 | S & S WORLDWIDE  | 142.68     |
| 0001016025 | S & S WORLDWIDE  | 179.57     |
| 0001016038 | GRAINGER   | 230.54     |
| 0001016041 | LOWE'S<br>MAINTENANCE SUPPLIES - FACILITY AND SUPPORT OPERATIONS   | 1,363.75   |
| 0001016042 | BUILDERS FENCE CO INC  | 673.78     |
| 0001016051 | FIRST STUDENT<br>BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - BALBOA<br>ELEMENTARY SCHOOL                                    | 2,000.00   |
|            | TOTAL  | 108,467.29 |
|            | CHILD DEVELOPMENT FUND   |            |
| 0001015585 | INTERMOUNTAIN LOCK & SECURITY SUPPLY   | 705.44     |
| 0001015667 | COMPLETE BUSINESS SYSTEMS  | 316.89     |
| 0001015724 | INTERMOUNTAIN LOCK & SECURITY SUPPLY   | 264.19     |
| 0001015830 | AMAZON CAPITAL SERVICES, INC.<br>TRAINING SUPPLIES - EEELP/CERRITOS ELEMENTARY SCHOOL  | 45.74      |
| 0001015832 | AMAZON CAPITAL SERVICES, INC.<br>YARD FURNITURE SUPPLIES - EEELP/CERRITOS ELEMENTARY SCHOOL<br>CHILD DEVELOPMENT FUND (CONTINUATION) | 81.38      |
| 0001015855 | AMAZON CAPITAL SERVICES, INC.<br>FIRST AID SUPPLIES - EEELP  | 51.63      |
| 0001015908 | CITYTENNIS, INC<br>SERVICE AGREEMENT FOR AFTERSCHOOL TENNIS PROGRAM - EEELP  | 3,680.00   |
| 0001015916 | DISCOUNT SCHOOL SUPPLY   | 285.00     |
| 0001015934 | DEPARTMENT OF SOCIAL SERVICES<br>LICENSING FEES - EEELP  | 2,662.00   |
| 0001015999 | FIRST RESPONSE<br>SERVICE AGREEMENT TO PROVIDE CPR CLASSES FOR STAFF - EEELP   | 1,885.00   |
| 0001016056 | AMAZON CAPITAL SERVICES, INC.<br>BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - EEELP/ LA<br>CRESCENTA ELEMENTRY SCHOOL         | 217.00     |
|            | TOTAL  | 10,194.27  |

| PO NUMBER  | FOOD SERVICES FUND<br>VENDOR   | AMOUNT    |
|------------|--|-----------|
| 0001015583 | REFRIGERATION HARDWARE SUPPLY CORP.  | 209.82    |
| 0001015623 | PALFINGER LIFTGATES, LLC.  | 484.00    |
| 0001015624 | STERLING PARTS & SERVICES, INC.  | 269.86    |
| 0001015640 | COUNTY OF LOS ANGELES<br>SAFETY INSPECTION FEE - FOOD SERVICES   | 4,650.00  |
| 0001015649 | HARRIS SCHOOL SOLUTIONS<br>BLANKET PURCHASE ORDER FOR ONLINE SERVICES - FOOD SERVICES                              | 10,000.00 |
| 0001015664 | AMERICAN EXPRESS CPS<br>STERNO DELIVERY - CAFETERIA EQUIPMENT - FOOD SERVICES                                      | 68.64     |
| 0001015716 | SAMCO FREEZERWEAR  | 75.11     |
| 0001015729 | REFRIGERATION HARDWARE SUPPLY CORP.  | 70.63     |
| 0001015745 | OFFICE DEPOT   | 266.40    |
| 0001015871 | THORSON GMC  | 235.64    |
| 0001015958 | UNITED REFRIGERATION, INC.   | 498.71    |
| 0001016034 | FORTRESS ARMORED SERVICES COMPANY<br>BLANKET PURCHASE ORDER FOR ARMORED TRANSPORTATION SERVICES<br>- FOOD SERVICES | 20,000.00 |
|            | TOTAL  | 36,828.81 |
|            | MEASURE S PROJECTS FUND  |           |
| 0001010088 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION<br>SERVICES              | 138.49    |
| 0001010106 | AMAZON CAPITAL SERVICES, INC.<br>OFFICE SUPPLIES - PLANNING, DEVELOPMENT & FACILITIES                              | 10.94     |
| 0001015641 | HOME DEPOT CREDIT SERVICES<br>MAINTENANCE SUPPLIES FOR REPAIR - BALBOA ELEMENTARY SCHOOL                           | 3,620.85  |
| 0001015642 | MAINTEX  | 548.10    |
| 0001015665 | AMAZON CAPITAL SERVICES, INC.<br>COMPUTER SUPPLIES - PLANNING, DEVELOPMENT & FACILITIES                            | 66.63     |
| 0001015677 | C.A.S.H.<br>CONFERENCE EXPENSES - PLANNING, DEVELOPMENT & FACILITIES   | 1,049.00  |
| 0001015680 | 4WALL ENTERTAINMENT<br>AUDITORIUM LIGHTING EQUIPMENT - GLENDALE HIGH SCHOOL  | 60,242.61 |
| 0001015708 | AMERICAN EXPRESS CPS<br>SOUTHWEST AIRLINES - CONFERENCE EXPENSES - PLANNING,<br>DEVELOPMENT & FACILITIES           | 287.96    |
| 0001015733 | INTERMOUNTAIN LOCK & SECURITY SUPPLY<br>BUILDING MAINTENANCE - VERDUGO WOODLANDS ELEMENTARY<br>SCHOOL              | 1,517.68  |
| 0001015734 | INTERMOUNTAIN LOCK & SECURITY SUPPLY   | 554.69    |

| PO NUMBER  | MEASURE S PROJECTS FUND (CONTINUATION)<br>VENDOR  | AMOUNT     |
|------------|---|------------|
| 0001015776 | EDUCATIONAL RESOURCE CONSULTANTS<br>CONSULTANT TO DEVELOP AND SUBMIT PROPOSAL FOR THE CAREER<br>TECHNICAL EDUCATION FACILITIES PROGRAM - CLARK MAGNET HIGH<br>SCHOOL, BOARD APPROVED 12/12/2017 | 22,000.00  |
| 0001015835 | SOF SURFACES INC.<br>PLAYGROUND SURFACING AT LA CRESCENTA ELEMENTARY SCHOOL -<br>PLANNING, DEVELOPMENT & FACILITIES   | 19,587.24  |
| 0001015909 | BOX SMART<br>PACKING BOXES FOR VARIOUS SITES - PLANNING, DEVELOPMENT &<br>FACILITIES  | 5,367.71   |
| 0001015910 | INTERMOUNTAIN LOCK & SECURITY SUPPLY  | 318.65     |
| 0001015911 | CONTRACTORS CRANE SERVICE<br>BUILDING MAINTENANCE - ROSEMONT MIDDLE SCHOOL  | 1,350.00   |
| 0001015967 | AMERICAN EXPRESS CPS<br>SOUTHWEST AIRLINES - CONFERENCE EXPENSES - PLANNING,<br>DEVELOPMENT & FACILITIES  | 381.96     |
| 0001015992 | PLUMBING AND INDUSTRIAL SUPPLY  | 35.92      |
| 0001015993 | VIRGIL'S GLENDALE HARDWARE CENTER   | 48.21      |
| 0001015994 | INTERMOUNTAIN LOCK & SECURITY SUPPLY  | 558.63     |
| 0001015995 | INTERMOUNTAIN LOCK & SECURITY SUPPLY<br>REPAIR MATERIALS - FREMONT ELEMENTARY SCHOOL  | 1,451.98   |
| 0001015996 | HYDRAULIC INDUSTRIAL PLUMBING   | 553.94     |
| 0001015997 | HYDRAULIC INDUSTRIAL PLUMBING   | 478.47     |
| 0001016044 | O.H. LYNN PRINTING  | 34.00      |
| 0808328    | BPI INSPECTION SERVICES<br>DSA INSPECTION SERVICES AT VERDUGO WOODLANDS ELEMENTARY<br>SCHOOL - PLANNING, DEVELOPMENT & FACILITIES   | 45,000.00  |
|            | TOTAL   | 165,203.66 |
|            | DEVELOPER FEE FUND  |            |
| 0001015596 | WESTERN STATES SURVEYING, INC   | 45.00      |
|            | TOTAL   | 45.00      |
|            | CAPITAL PROJECTS & IMPROVEMENT FUND   |            |
| 0001015552 | THE POWER CONNECTION  | 189.00     |
| 0001015553 | PHIL AND SONS TREE SERVICE  | 998.00     |
| 0001015644 | DIVISION OF THE STATE ARCHITECT<br>DSA INSPECTION OF RECORD FEE - GLENDALE HIGH SCHOOL  | 96,750.00  |
| 0001015704 | LOS ANGELES COUNTY PUBLIC HEALTH<br>FEES - GLENDALE HIGH SCHOOL   | 1,038.00   |
| 0001015739 | SCORPION PAINTING INC   | 395.00     |

| CAPITAL PROJECTS & IMPROVEMENT FUND (CONTINUATION) |  |                       |
|--|--|-----------------------|
| PO NUMBER  | VENDOR   | AMOUNT                |
| 0001015773   | SALEM ENGINEERING GROUP, INC.<br>PROFESSIONAL SERVICES - GLENDALE HIGH SCHOOL  | 6,950.00              |
| 0001015826   | PARSAM CONSTRUCTION, INC.<br>BUILDING MAINTENANCE - FRANKLIN ELEMENTARY SCHOOL | 2,300.00              |
| 0001015836   | THE BANK OF NEW YORK MELLON<br>BANKS - BUSINESS SERVICES                       | 378,363.75            |
| 0001015912   | ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)                                       | 92.50                 |
| 0001015913   | CALIFORNIA QUALITY PLASTICS  | 638.37                |
| 0001016011   | MONTEREY PARK FLOORING & WINDOW COVER  | 577.21                |
|  | TOTAL  | -----<br>488,291.83   |
|  |  |                       |
|  | WORKERS' COMPENSATION FUND   |                       |
| 0001015918   | ALLIANCE OF SCHOOLS FOR<br>INSURANCE - FINANCIAL SERVICES                      | 1,041,220.00          |
|  | TOTAL  | -----<br>1,041,220.00 |



**LIST OF PO CHANGE ORDER  
DURING THE PERIOD OF 2/20/2018 THROUGH 3/16/2018  
CONSENT CALENDAR NO, 5 - APRIL 3, 2018**

| Change Order Date | PO Number  | Vendor                          | Reason of Change Order                                | Original Amount | Net Increase / Decrease | New Total    |
|-------------------|------------|---------------------------------|---|-----------------|-------------------------|--------------|
| 12/14/2017        | 0001012699 | Absolute International Security | Increased PO for additional security services         | 8,000.00        | 7,000.00                | 15,000.00    |
| 2/14/2018         | 0001012699 | Absolute Security               | Increased PO for additional security guard services   | 8,000.00        | 7,000.00                | 15,000.00    |
| 2/20/2018         | 0001011281 | Office Depot                    | Increased PO to cover additional purchases            | 1,000.00        | 1,000.00                | 2,000.00     |
| 2/26/2018         | 0001010756 | Smart & Final                   | Increased PO to cover additional purchases            | 59.40           | 79.10                   | 138.50       |
| 2/26/2018         | 0001011129 | Office Depot                    | Increased PO for additional purchases                 | 4,500.00        | 1,500.00                | 6,000.00     |
| 2/26/2018         | 0001010955 | Porto's Bakery                  | Increased PO for additional purchases                 | 1,500.00        | 900.00                  | 2,400.00     |
| 2/26/2018         | 0001012555 | Office Depot                    | Increased PO for additional purchases                 | 10,000.00       | 950.00                  | 10,950.00    |
| 2/26/2018         | 0001011829 | ARC Construction                | Increased PO for additional work, BOE: 2/20/2018      | 74,000.00       | 7,107.83                | 81,107.83    |
| 2/26/2018         | 0001011830 | ARC Construction                | Increased PO for additional work, BOE: 2/20/2018      | 53,000.00       | 3,271.26                | 56,271.26    |
| 2/26/2018         | 0001011831 | ARC Construction                | Increased PO for additional work, BOE: 2/20/2018      | 69,000.00       | 6,871.23                | 75,871.23    |
| 2/26/2018         | 0001008141 | Oceanstate Development          | Increased PO for additional work, BOE: 2/20/2018      | 979,060.00      | 86,001.86               | 1,065,061.86 |
| 2/26/2018         | 0001014951 | Chalmers Construction           | Increased PO for additional work, BOE: 2/20/2018      | 119,500.00      | 11,926.36               | 131,426.36   |
| 2/27/2018         | 0001010607 | Apple Valley Communication      | Additional Funding to cover service through 6/30/2018 | 5,000.00        | 5,000.00                | 10,000.00    |
| 3/1/2018          | 0001010697 | Office Depot                    | Increased PO for additional office supplies           | 7,000.00        | 6,000.00                | 13,000.00    |
| 3/5/2018          | 0001013264 | David Meyerhof                  | Increased PO for additional services                  | 750.00          | 1,000.00                | 1,750.00     |
| 3/8/2018          | 0001014498 | American Express                | To cover additional purchases                         | 500.00          | 262.00                  | 762.00       |
| 3/14/2018         | 0001015154 | American Express                | To cover additional purchases                         | 400.00          | 60.36                   | 460.36       |
| 3/14/2018         | 0001014292 | Courtin, Olivia                 | Increased consultant's work hours                     | 3,600.00        | 8,243.00                | 11,843.00    |
| 3/14/2018         | 000905373  | ACC Contractor                  | Increased PO per BOE 9/19/17                          | 9,725,368.32    | 60,813.43               | 9,786,181.75 |
| 3/14/2018         | 0001012699 | Absolute Security               | Increased PO for additional security guard services   | 15,000.00       | 9,000.00                | 24,000.00    |
| 3/14/2018         | 000504350  | Osborn Architecture             | Increased PO per BOE: 11/28/17                        | 174,621.07      | 19,945.00               | 194,566.07   |

**LIST OF PO CHANGE ORDER  
DURING THE PERIOD OF 2/20/2018 THROUGH 3/16/2018  
CONSENT CALENDAR NO, 5 - APRIL 3, 2018**

| Change Order Date | PO Number  | Vendor              | Reason of Change Order                                | Original Amount | Net Increase / Decrease | New Total  |
|-------------------|------------|---------------------|---|-----------------|-------------------------|------------|
| 3/14/2018         | 0001013609 | SHARP               | Increased for overage charges                         | 5,864.82        | 493.29                  | 6,358.11   |
| 3/15/2018         | 0001012790 | Procure America Inc | Increased PO to pay additional invoices until 6/30/18 | 50,000.00       | 50,000.00               | 100,000.00 |
| 3/16/2018         | 0001012419 | Smart & Final       | Increased PO for additional purchases                 | 250.00          | 150.00                  | 400.00     |
| 3/19/2018         | 0001012259 | Smart & Final       | Increased PO for additional purchases                 | 136.22          | 156.98                  | 293.20     |
| 3/19/2018         | 0001011494 | Office Depot        | Increased PO for additional purchases                 | 1,000.00        | 1,000.00                | 2,000.00   |
| 3/19/2018         | 0001011942 | Smart & Final       | Increased PO for additional purchases                 | 1,020.60        | 449.17                  | 1,469.77   |
| 3/19/2018         | 0001010764 | Smart & Final       | Increased PO for additional purchases                 | 224.10          | 96.10                   | 320.20     |
| 3/19/2018         | 0001011492 | Office Depot        | Increased PO for additional purchases                 | 1,600.00        | 900.00                  | 2,500.00   |
| 3/19/2018         | 0001011129 | Office Depot        | Increased PO for additional purchases                 | 6,000.00        | 1,500.00                | 7,500.00   |
| 3/19/2018         | 0001011559 | Office Depot        | Increased PO for additional purchases                 | 20,000.00       | 5,000.00                | 25,000.00  |

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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 12.0 and Fund 13.0.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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              | \$87,333           |
| 8910-8999 Transfers In/Contributions    | \$0              | \$0                |
| <b>TOTAL REVENUES</b>                   | <b>\$0</b>       | <b>\$87,333</b>    |

| APPROPRIATION OBJECT                    | BUDGET TRANSFERS | BUDGET ADJUSTMENTS |
|---|------------------|--------------------|
| 1000 Certificated Salaries              | \$0              | \$754,050          |
| 2000 Classified Salaries                | \$77,000         | (\$747,092)        |
| 3000 Employee Benefits                  | (\$61,000)       | \$1,840            |
| 4000 Instructional Supplies             | (\$34,732)       | \$52,000           |
| 5000 Contract Services                  | \$3,413          | \$25,264           |
| 6000 Capital Outlay                     | \$15,319         | \$0                |
| 7000 Other Outgo/Indirect/Transfers Out | \$0              | \$0                |
| <b>TOTAL BUDGETED APPROPRIATIONS</b>    | <b>\$0</b>       | <b>\$86,062</b>    |

|  |            |                |
|--|------------|----------------|
| <b>NET INCREASE/DECREASE IN FUND BALANCE</b> | <b>\$0</b> | <b>\$1,271</b> |
|--|------------|----------------|

April 3, 2018  
 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:   |
|--------------|------------------------------------|-------|--------|----------|----------|---------|-------|-------|-------|-------|--------------------------------|
| Columbus     | Instructional                      | 0     | 0      | 0        | (8,744)  | 0       | 8,744 | 0     | 0     | \$0   | Capital Outlay                 |
| Mann         | Instructional                      | 0     | 1,000  | 0        | (1,000)  | 0       | 0     | 0     | 0     | \$0   | Classified Salaries            |
| FASO         | Community Services-Civic Center    | 0     | 0      | 0        | (6,575)  | 0       | 6,575 | 0     | 0     | \$0   | Capital Outlay                 |
| Columbus     | Instructional                      | 0     | 0      | 0        | 600      | (600)   | 0     | 0     | 0     | \$0   | Supplies                       |
| Columbus     | Instructional                      | 0     | 0      | 0        | 600      | (600)   | 0     | 0     | 0     | \$0   | Supplies                       |
| Roosevelt    | Instructional                      | 0     | 0      | 0        | 300      | (300)   | 0     | 0     | 0     | \$0   | Supplies                       |
| Columbus     | Instructional                      | 0     | 0      | 0        | 4,587    | (4,587) | 0     | 0     | 0     | \$0   | Supplies                       |
| Mann         | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Supplies                       |
| White        | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Supplies                       |
| District     | Grounds & Central Custodial-Budget | 0     | 76,000 | (61,000) | (27,000) | 12,000  | 0     | 0     | 0     | \$0   | Classified Salaries & Services |
| Columbus     | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Supplies                       |
| Columbus     | Special Education                  | 0     | 0      | 0        | 1,228    | (1,228) | 0     | 0     | 0     | \$0   | Supplies                       |
| Columbus     | Special Education                  | 0     | 0      | 0        | 772      | (772)   | 0     | 0     | 0     | \$0   | Supplies                       |
| Toll         | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Supplies                       |
| Toll         | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Services                       |
| Toll         | Instructional                      | 0     | 0      | 0        | 0        | 0       | 0     | 0     | 0     | \$0   | Supplies                       |

| 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:  |
|----------------------|------------------------------------|-----------|-------------|-----------|----------|----------|-------|-------|---------|-------------|-------------------------------------|
| Educational Services | Instrumental Music                 | 0         | 0           | 0         | 185      | 0        | 0     | 0     | 0       | \$185       | Supplies                            |
| Educational Services | Elementary Honors Orchestra        | 0         | 0           | 0         | 910      | 0        | 0     | 0     | 0       | \$910       | Supplies                            |
| District             | District                           | 0         | 0           | 0         | 0        | 0        | 0     | 0     | (475)   | (\$475)     | Adjustment (duplicated entry)       |
| Mountain Avenue      | Custodial                          | 0         | 123         | 0         | 0        | 0        | 0     | 0     | 0       | \$123       | Classified Certificated             |
| District             | Safety Program                     | 0         | 0           | 0         | 0        | 23,220   | 0     | 0     | 0       | \$23,220    | Services (Claim payment)            |
| FASO                 | Civic Center                       | 0         | 0           | 0         | 0        | 219      | 0     | 0     | 0       | \$219       | Services                            |
| District             | District                           | 0         | 0           | 0         | 0        | 0        | 0     | 0     | 1,746   | \$1,746     | Rebate                              |
| Educational Services | Instrumental Music                 | 0         | 0           | 0         | 49       | 0        | 0     | 0     | 0       | \$49        | Supplies                            |
| District             | District                           | 0         | 0           | 0         | 50,856   | 0        | 0     | 0     | 0       | \$50,856    | Supplies (Rebate)                   |
| CVHS                 | Athletics                          | 0         | 0           | 0         | 0        | 1,825    | 0     | 0     | 0       | \$1,825     | Stipend for Cheer coaches           |
| CVHS                 | Athletics                          | 0         | 6,835       | 1,840     | 0        | 0        | 0     | 0     | 0       | \$8,675     | Coaching stipend for Pep Squad      |
| District             | District                           | 1,045,382 | (737,137)   | (378,036) | 0        | 0        | 0     | 0     | 0       | (\$69,793)  | Projected Actuals Budget Adjustment |
| District             | Teaching & Learning Program-GF     | 209,076   | (16,913)    | 37,790    | 0        | 0        | 0     | 0     | 0       | \$229,953   | Projected Actuals Budget Adjustment |
| District             | Education Protection Account (EPA) | (500,408) | 0           | 340,248   | 0        | 0        | 0     | 0     | 0       | (\$160,160) | Projected Actuals Budget Adjustment |
|                      |                                    | \$754,050 | (\$747,092) | \$1,840   | \$52,000 | \$25,264 | \$0   | \$0   | \$1,271 | \$87,333    |                                     |

- 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  
 April 3, 2018  
 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              | \$100,000          |
| 8300-8599 Other State                   | \$0              | \$0                |
| 8600-8799 Local                         | \$0              | \$82,424           |
| 8910-8999 Transfers In/Contributions    | \$0              | \$0                |
| <b>TOTAL REVENUES</b>                   | <b>\$0</b>       | <b>\$182,424</b>   |

| APPROPRIATION OBJECT                    | BUDGET TRANSFERS | BUDGET ADJUSTMENTS |
|---|------------------|--------------------|
| 1000 Certificated Salaries              | (\$11,732)       | \$165              |
| 2000 Classified Salaries                | \$0              | \$680              |
| 3000 Employee Benefits                  | (\$2,726)        | \$219              |
| 4000 Instructional Supplies             | \$9,794          | \$153,385          |
| 5000 Contract Services                  | (\$32,842)       | \$2,975            |
| 6000 Capital Outlay                     | \$37,506         | \$25,000           |
| 7000 Other Outgo/Indirect/Transfers Out | \$0              | \$0                |
| <b>TOTAL BUDGETED APPROPRIATIONS</b>    | <b>\$0</b>       | <b>\$182,424</b>   |

|  |            |
|--|------------|
| <b>NET INCREASE/DECREASE IN FUND BALANCE</b> | <b>\$0</b> |
|--|------------|

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

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

BUDGET TRANSFERS

| Resource        | 1000       | 2000    | 3000      | 4000    | 5000       | 6000     | 7000 | 8000 | Total | Transfer provides funds for: |
|-----------------|------------|---------|-----------|---------|------------|----------|------|------|-------|------------------------------|
| Daily HS        | 0          | 0       | 0         | 0       | 0          | 0        | 0    | 0    | 0     | Supplies                     |
| CMHS            | 73705.0    | (6,332) | (2,726)   | 2,968   | 0          | 6,090    | 0    | 0    | 0     | Supplies and Capital Outlay  |
| College View    | 0          | 0       | 0         | 0       | 0          | 0        | 0    | 0    | 0     | Supplies                     |
| FASO            | 81900.0    | 0       | 0         | 0       | (32,500)   | 32,500   | 0    | 0    | 0     | Capital Outlay               |
| EEELP           | 60100.0    | 0       | 0         | 0       | (6,049)    | 6,049    | 0    | 0    | 0     | Capital Outlay               |
| EEELP           | 91100.0    | 0       | 0         | 0       | (3,617)    | 3,617    | 0    | 0    | 0     | Capital Outlay               |
| EEELP           | 91300.0    | 0       | 0         | 0       | 377        | 0        | 0    | 0    | 0     | Capital Outlay               |
| EEELP           | 91400.0    | 0       | 0         | 0       | (2,547)    | 2,547    | 0    | 0    | 0     | Capital Outlay               |
| EEELP           | 91500.0    | 0       | 0         | 0       | (6,326)    | 6,326    | 0    | 0    | 0     | Capital Outlay               |
| Mountain Avenue | 95100.0    | (5,400) | 0         | 0       | 5,400      | 0        | 0    | 0    | 0     | Services                     |
| Mountain Avenue | 95100.0    | 0       | 0         | 0       | 0          | 0        | 0    | 0    | 0     | Certificated salaries        |
| District        | 81500.0    | 0       | 0         | 6,526   | 13,474     | (20,000) | 0    | 0    | 0     | Supplies and Services        |
|                 | (\$11,732) | \$0     | (\$2,726) | \$9,794 | (\$32,842) | \$37,506 | \$0  | \$0  | \$0   |                              |

BUDGET ADJUSTMENTS

| Dept/Site                | Resource Code | Program Description                          | 1000  | 2000  | 3000  | 4000      | 5000    | 6000     | 7000 | 8000 | Total     | Adjustment appropriates funds for:            |
|--------------------------|---------------|--|-------|-------|-------|-----------|---------|----------|------|------|-----------|---|
| Categorical Program      | 94003.0       | Donation from Bridge of Knowledge            | 0     | 0     | 0     | 0         | 500     | 0        | 0    | 0    | \$500     | To allocate income                            |
| Planning & Development   | 94230.0       | Donation from Sandy Pringle Associates Inc   | 0     | 0     | 0     | 100       | 0       | 0        | 0    | 0    | \$100     | To allocate income                            |
| Planning & Development   | 94230.0       | Donation from IBP Architecture               | 0     | 0     | 0     | 100       | 0       | 0        | 0    | 0    | \$100     | To allocate income                            |
| Planning & Development   | 94230.0       | Donation from CN School and Office Solutions | 0     | 0     | 0     | 100       | 0       | 0        | 0    | 0    | \$100     | To allocate income                            |
| Verdugo Woodlands        | 95100.0       | Donation from MTGL, Inc                      | 0     | 0     | 0     | 100       | 0       | 0        | 0    | 0    | \$100     | To allocate income                            |
| Balboa                   | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 0         | 918     | 0        | 0    | 0    | \$918     | To allocate income (Field Trip)               |
| Fremont                  | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 0         | 600     | 0        | 0    | 0    | \$600     | To allocate income                            |
| Educational Services     | 94386.0       | Donation from Mr. & Mrs Tuggle               | 0     | 0     | 0     | 7,611     | 0       | 0        | 0    | 0    | \$7,611   | To allocate income (copy machines, equipment) |
| Lincoln                  | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 500       | 0       | 0        | 0    | 0    | \$500     | To allocate income                            |
| Toil Middle School       | 95100.0       | School Site Donations                        | 165   | 0     | 35    | 1,649     | 0       | 0        | 0    | 0    | \$1,849   | To allocate income (Playground equipment)     |
| Toil Middle School       | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 1,168     | 0       | 0        | 0    | 0    | \$1,168   | To allocate income                            |
| CMHS                     | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 151       | 0       | 0        | 0    | 0    | \$151     | To allocate income                            |
| Verdugo Woodlands        | 95100.0       | School Site Donations                        | 0     | 487   | 134   | 0         | 0       | 0        | 0    | 0    | \$621     | To allocate income                            |
| Fremont                  | 95100.0       | Donation from Starush Grigoryan              | 0     | 0     | 0     | 1,000     | 0       | 0        | 0    | 0    | \$1,000   | To allocate income                            |
| Fremont                  | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 300       | 0       | 0        | 0    | 0    | \$300     | To allocate income                            |
| Fremont                  | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 624       | 0       | 0        | 0    | 0    | \$624     | To allocate income                            |
| Categorical Program      | 94340.0       | Donation from Parker-Anderson Learning       | 0     | 0     | 0     | 50        | 0       | 0        | 0    | 0    | \$50      | To allocate income                            |
| Balboa                   | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 280       | 250     | 0        | 0    | 0    | \$530     | To allocate income                            |
| Balboa                   | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 281       | 0       | 0        | 0    | 0    | \$281     | To allocate income                            |
| GHS                      | 95100.0       | School Site Donations                        | 0     | 104   | 29    | 0         | 0       | 0        | 0    | 0    | \$133     | To allocate income                            |
| Koppel                   | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 0         | 103     | 0        | 0    | 0    | \$103     | To allocate income (Field Trip)               |
| Columbus                 | 95100.0       | Donation from Glendale Church of the Breth   | 0     | 0     | 0     | 250       | 0       | 0        | 0    | 0    | \$250     | To allocate income                            |
| Mountain Avenue          | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 0         | 423     | 0        | 0    | 0    | \$423     | To allocate income (MACCK)                    |
| Rosemont                 | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 0         | 330     | 0        | 0    | 0    | \$330     | To allocate income (drumline program)         |
| GHS                      | 95100.0       | School Site Donations                        | 0     | 79    | 21    | 0         | 0       | 0        | 0    | 0    | \$100     | To allocate income                            |
| Facts Program            | 95100.0       | Donation from Justin Stadel                  | 0     | 0     | 0     | 75        | 0       | 0        | 0    | 0    | \$75      | To allocate income                            |
| Verdugo Woodlands        | 95100.0       | Donation from Vikash and Purni Ahir          | 0     | 0     | 0     | 2,500     | 0       | 0        | 0    | 0    | \$2,500   | To allocate income                            |
| Monte Vista              | 95100.0       | School Site Donations                        | 0     | 0     | 0     | 1,794     | 0       | 0        | 0    | 0    | \$1,794   | To allocate income                            |
| District                 | 94302.4       | Donation from Glendale Educational Founda    | 0     | 0     | 0     | 0         | 21,969  | 0        | 0    | 0    | \$21,969  | To allocate income (kindergarten benches)     |
| Categorical Program      | 94340.0       | Adelante Latinos                             | 0     | 0     | 0     | 100       | 350     | 0        | 0    | 0    | \$450     | To allocate income (Science & Tech equipmen   |
| Early Educ. & Extended   | 94230.0       | School Site Donations                        | 0     | 0     | 0     | 15,114    | 0       | 0        | 0    | 0    | \$15,114  | To allocate income                            |
| Child Nutrition Services | 53140.0       | School Lunch Program Equipment Assista       | 0     | 0     | 0     | 25,000    | 0       | 0        | 0    | 0    | \$25,000  | To allocate income                            |
| District                 | 94302.1       | Donation from Glendee Education Foundat      | 0     | 0     | 0     | 0         | 21,969  | 0        | 0    | 0    | \$21,969  | To allocate income (VAPA-Ar Attack program    |
|                          |               |  | \$165 | \$680 | \$219 | \$153,385 | \$2,975 | \$25,000 | \$0  | \$0  | \$182,424 |   |

**Total Budget Adjustments**

Object Codes

1000 Certificated Salaries 7000 Other Outgo

2000 Classified Salaries 8000 Income

3000 Employee Benefits 9000 Designated Reserves

4000 Books & Supplies

5000 Services & Other Operating Expenses

6000 Capital Outlay

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

CHILD DEVELOPMENT FUND (12.0)

| 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             | (\$1,077)        | \$0                |
| 5000 Contract Services                  | (\$3,902)        | \$0                |
| 6000 Capital Outlay                     | \$4,979          | \$0                |
| 7000 Other Outgo/Indirect/Transfers Out | \$0              | \$0                |
| <b>TOTAL BUDGETED APPROPRIATIONS</b>    | <b>\$0</b>       | <b>\$0</b>         |

|  |            |            |
|--|------------|------------|
| <b>NET INCREASE/DECREASE IN FUND BALANCE</b> | <b>\$0</b> | <b>\$0</b> |
|--|------------|------------|



April 3, 2018  
 Consent Calendar No.6  
 BUDGET TRANSFER AND ADJUSTMENT DETAIL REPORT  
 CHILD DEVELOPMENT FUND (12.0)  
 BUDGET TRANSFERS

| Dept. | Program Description         | 1000 | 2000 | 3000 | 4000      | 5000      | 6000    | 7000 | 9000 | Total | Transfer provides funds for: |
|-------|-----------------------------|------|------|------|-----------|-----------|---------|------|------|-------|------------------------------|
|       | EEELP State Preschool (SPS) | 0    | 0    | 0    | (1,077)   | 0         | 1,077   | 0    | 0    | 0     | Capital Outlay               |
|       | EEELP Child Development Act | 0    | 0    | 0    | 0         | (2,694)   | 2,694   | 0    | 0    | 0     | Capital Outlay               |
|       | EEELP CA State Preschool (C | 0    | 0    | 0    | 0         | (1,208)   | 1,208   | 0    | 0    | 0     | Capital Outlay               |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       |                             |      |      |      |           |           |         |      |      |       |                              |
|       | 0                           | 0    | 0    | 0    | 0         | 0         | 0       | 0    | 0    | 0     |                              |
|       | Total Budget Transfers      | \$0  | \$0  | \$0  | (\$1,077) | (\$3,902) | \$4,979 | \$0  | \$0  | \$0   |                              |

| Dept. | Program Description      | 1000 | 2000 | 3000 | 4000 | 5000 | 6000 | 7000 | 9000 | Total | Adjustment appropriates funds for: |
|-------|--------------------------|------|------|------|------|------|------|------|------|-------|------------------------------------|
| 0     |                          | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     |                                    |
|       | Total Budget Adjustments | \$0  | \$0  | \$0  | \$0  | \$0  | \$0  | \$0  | \$0  | \$0   |                                    |

- Object Codes
- 1000 Certificated Salaries
  - 2000 Classified Salaries
  - 3000 Employee Benefits
  - 4000 Books & Supplies
  - 5000 Services & Other Operating Supplies
  - 6000 Capital Outlay

GLENDALE UNIFIED SCHOOL DISTRICT  
 April 3, 2018  
 CONSENT CALENDAR NO. 6  
 BUDGET TRANSFER AND ADJUSTMENT REPORT

NUTRITION SERVICES FUND (13.0)

| 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              | (\$10,510)         |
| 5000 Contract Services                  | \$0              | \$0                |
| 6000 Capital Outlay                     | \$0              | \$0                |
| 7000 Other Outgo/Indirect/Transfers Out | \$0              | \$0                |
| <b>TOTAL BUDGETED APPROPRIATIONS</b>    | <b>\$0</b>       | <b>(\$10,510)</b>  |

|  |            |                 |
|--|------------|-----------------|
| <b>NET INCREASE/DECREASE IN FUND BALANCE</b> | <b>\$0</b> | <b>\$10,510</b> |
|--|------------|-----------------|

GLENDALE UNIFIED SCHOOL DISTRICT  
 April 3, 2018  
 CONSENT CALENDAR NO. 6  
 Nutrition Services (13.0)

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> |                     |      |      |      |      |      |      |      |      |       |                              |

BUDGET ADJUSTMENTS

| Dept./Site                      | Program Description          | 1000 | 2000 | 3000 | 4000     | 5000 | 6000 | 7000 | 9000   | Total | Revision appropriates funds for: |
|---------------------------------|------------------------------|------|------|------|----------|------|------|------|--------|-------|----------------------------------|
|                                 |                              |      |      |      |          |      |      |      |        |       |                                  |
|                                 |                              |      |      |      |          |      |      |      |        |       |                                  |
| Nutrition Services              | Nutritional Services program | 0    | 0    | 0    | (10,510) | 0    | 0    | 0    | 10,510 | 0     | Refund- Abatement                |
|                                 |                              |      |      |      |          |      |      |      |        |       |                                  |
| <b>Total Budget Adjustments</b> |                              |      |      |      |          |      |      |      |        |       |                                  |

Total Budget Adjustments

|     |     |     |     |            |     |     |     |     |          |     |
|-----|-----|-----|-----|------------|-----|-----|-----|-----|----------|-----|
| \$0 | \$0 | \$0 | \$0 | (\$10,510) | \$0 | \$0 | \$0 | \$0 | \$10,510 | \$0 |
|-----|-----|-----|-----|------------|-----|-----|-----|-----|----------|-----|

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

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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: Jennifer Chin Gonzales, Director, Nutrition Services

SUBJECT: **Approval of Nutrition Services Membership in the San Gabriel Purchasing Cooperative**

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The Superintendent recommends that the Board of Education approve the GUSD Nutrition Services membership in the San Gabriel Purchasing Cooperative.

GUSD Nutrition Services Department is currently a member of the South Bay Purchasing Cooperative (South Bay Co-Op). Staff is recommending to terminate the Nutrition Services' membership with the South Bay Co-Op and join the San Gabriel Cooperative Purchasing Group (San Gabriel Co-Op).

The San Gabriel Co-Op has more member districts than the South Bay Co-Op, which will increase the District's purchasing power and the member districts are geographically closer to Glendale.

The San Gabriel Co-Op member districts include: Alhambra USD, Arcadia USD, Azusa USD, Baldwin Park USD, Basset USD, Burbank USD, Charter Oaks USD, Covina Valley USD, Duarte USD, East Whittier City SD, El Monte City SD, El Monte Union HSD, Garvey SD, Glendora USD, Lowell Joint SD, Lynwood USD, Mountain View SD, Pasadena USD, Rosemead SD, Rowland USD, San Gabriel USD, San Marino USD, South Pasadena USD, Temple City USD, Valle Lindo SD, Walnut Valley USD and West Covina USD .

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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: Kent Smith Director Facility and Support Operations  
Keith Jones, Assistant Director, Facility and Support Operations

SUBJECT: **Approval of Extension of Contract for Fire Extinguisher Inspection**

The Superintendent recommends that the Board of Education approve the extension of the contract with Sheldon Fire Extinguisher Co., Inc. for the inspection of District fire extinguishers for the amount of not to exceed \$22,000 per year.

On February 24, 2016, The District entered into a contract with Sheldon Fire Extinguisher Co., Inc. to provide all labor and material to perform the annual fire extinguisher inspection for GUSD for the amount of not to exceed \$22,000 per year.

Pursuant to California Education Code Section 17596, this contract may be extended up to five (5) years by mutual consent. Since the vendor has not increased their cost for this service, they have proposed to extend the term of the existing contract for the 2017-18 fiscal year, granting this second extension through June 30, 2018.

Staff recommends that the Board approve the contract extension between Glendale Unified School District and Sheldon Fire Extinguisher Co., Inc. to perform the annual fire extinguisher inspection for the District.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 9

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 on behalf of Student #327251, and refer the claim to the District's claims administrator for processing in accordance with applicable laws.

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GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 10

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 as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.

- A double deck oven located at Crescenta Valley High School cafeteria
- A microwave oven located at Clark Magnet High School
- Various computer equipment located at ETIS as listed on the attached.

| Asset Tag | Serial      | Title   Tag (if applicable) | Type       | Make  | Model | Site  | Date      |
|-----------|-------------|-----------------------------|------------|-------|-------|-------|-----------|
| 36684     | 3C14000399  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36680     | 3C14000215  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36776     | 3C12000168  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36681     | 3C12000109  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36779     | 3C14000417  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36659     | 3C14000349  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36688     | 3C14000197  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36661     | 3C12000324  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37019     | 3C13000459  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37007     | 3C14000168  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36662     | 3C12000312  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37008     | 3C14000068  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36785     | 3C12000017  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37020     | 3C12000302  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36672     | 3C14000382  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37051     | 3C13000809  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36786     | 3C12000319  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37058     | 3C13000352  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36780     | 3C14000342  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37039     | 3C13000568  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37055     | 3C13000734  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37052     | 3C13000787  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 40740     | 3C14001064  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37005     | 3C14000653  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37062     | 3C13000691  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37049     | 3C13000420  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37053     | 3C13000864  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37028     | 3C13000128  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37044     | 3C12000189  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37011     | 3C14000696  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37045     | 3C12000481  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37046     | 3C13000480  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 36675     | 3C14000404  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37054     | 3C13000817  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37056     | 3C13000862  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37050     | 3C13000563  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 37037     | 3C13000215  |                             | Chromebook | HP    | G1    | GHS   | 10/3/2017 |
| 15748     | CY4390YUPKM |                             | Monitor    | Apple | A1083 | ADMIN | 10/4/2017 |
| 26198     | cnu9060p0v  |                             | Laptop     | HP    | 6530b | White | 10/4/2017 |
| 26207     | cnu9060nwc  |                             | Laptop     | HP    | 6530b | White | 10/4/2017 |
| 26538     | cnu9160c9x  |                             | Laptop     | HP    | 6530b | White | 10/4/2017 |
| 26208     | cnu9060ntj  |                             | Laptop     | HP    | 6530b | White | 10/4/2017 |



| Asset Tag | Serial       | Title   Tag (if applicable) | Type       | Make  | Model          | Site        | Date       |
|-----------|--------------|-----------------------------|------------|-------|----------------|-------------|------------|
| 26200     | cnu9060nsb   |                             | Laptop     | HP    | 6530b          | White       | 10/4/2017  |
| 26213     | cnu9060nv0   |                             | Laptop     | HP    | 6530b          | White       | 10/4/2017  |
| 26667     | cnu9240gdy   |                             | Laptop     | HP    | 6530b          | White       | 10/4/2017  |
| 26542     | cnu9060c9b   |                             | Laptop     | HP    | 6530b          | White       | 10/4/2017  |
| 26211     | cnu9060nvq   |                             | Laptop     | HP    | 6530b          | White       | 10/4/2017  |
|           | JPBCB1T05V   |                             | PRINTER    | HP    | CP4025         | DHS         |            |
| 37799     | 3C12000418   |                             | Chromebook | HP    | G1             | Rosemont MS | 10/10/2017 |
| 37870     | 3C14000025   |                             | Chromebook | HP    | G1             | Rosemont MS | 10/10/2017 |
|           |              |                             |            |       | HP ProBook 650 |             |            |
| 36552     | CNU35292MX   |                             | Laptop     | HP    | G1             | Measure S   | 10/11/2017 |
| 23890     | CNU8250789   | 803100                      | Laptop     | HP    | 6710b          | Admin       | 10/13/2017 |
| 26620     | CNU9163FQX   | 804175                      | Laptop     | HP    | 6730b          | Toll        | 10/13/2017 |
| 20151     | CNU0163FQW   | 804495                      | Laptop     | HP    | 6730b          | Toll        | 10/13/2017 |
| 18842     | CNU9010CVZ   |                             | Laptop     | HP    | 6730b          | ETIS        | 10/13/2017 |
| 28269     | 4CZ12212BT   |                             | laptop     | HP    | 6560b          | Hoover      | 10/13/2017 |
| 24508     | 4CZ1210BLY   |                             | Laptop     | HP    | 6560b          | Hoover      | 10/13/2017 |
| 32607     | 5CB2141Y1T   |                             | Laptop     | HP    | 6560b          | ADMIN       | 10/13/2017 |
| 18841     | CNU9010CTM   |                             | Laptop     | HP    | 6730b          | Admin       | 10/13/2017 |
| 22971     | MXL74709K1   |                             | Desktop    | hp    | DC5700         | Hoover      | 10/13/2017 |
|           |              |                             |            |       | Macbook(late   |             |            |
| 29083     | 4514828XF5W  |                             | Laptop     | Apple | 2009)          | Wilson      | 10/13/2017 |
| 18817     | CNU9010CP3   |                             | Laptop     | HP    | 6730b          | ETIS        | 10/13/2017 |
| 20157     | CNU0163FS7   |                             | Laptop     | HP    | 6730b          | Toll        | 10/13/2017 |
| 14446     | CNDY600301   |                             | PRINTER    | HP    | 4300 m         | admin       | 10/16/2017 |
| 32170     | C02H97ASDV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/18/2017 |
| 37244     | 5CD5141764   |                             | Chromebook | HP    | G3             | WWS         | 10/18/2017 |
| 40544     | 5CD608143N   |                             | Chromebook | HP    | G4             | WWS         | 10/18/2017 |
|           | C02JF36RDTY4 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/23/2017 |
|           | W8031KTDATM  |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/23/2017 |
| 33022     | C02J1BV3DV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/23/2017 |
| 33022     | C02LF0VEDV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/23/2017 |
| 32291     | C02H798KDV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 38866     | C02K28N7DV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 38876     | C02L93FVDV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 32269     | C02H97E0DV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 33004     | C02J16SYDV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 32767     |              |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
|           | C02LD1ZBDV33 |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 32699     | C02HN3XUDV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 21280     | C02HFDHEDV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |
| 32777     | C02HN4ULDV7L |                             | Laptop     | Apple | Macbook Pro    | Measure S   | 10/24/2017 |

| Asset Tag | Serial       | Title   Tag (if applicable) | Type       | Make    | Model                  | Site      | Date       |
|-----------|--------------|-----------------------------|------------|---------|------------------------|-----------|------------|
| 37543     | 3C14000218   |                             | Chromebook | HP      | G1                     | WWS       | 10/26/2017 |
| 40718     | 3C18001471   |                             | Chromebook | HP      | G1                     | ETIS      | 10/26/2017 |
|           | CNU9010CQQ   |                             | Laptop     | HP      | Compaq 6730b           | ETIS      | 10/26/2017 |
|           | w89083UUZE2  |                             | Imac       | Apple   | iMac a1224             | Balboa    | 11/6/2017  |
| 16176     | CNDXC14523   |                             | printer    | HP      | Laserjet 4250n         | RMS       | 11/6/2017  |
| 39303     | C02L53LMDV33 |                             | Laptop     | Apple   | Macbook Pro            | Measure S | 11/6/2017  |
| 18453     | 2UA8200P9K   |                             | Desktop    | HP      | dc 7800                | MAN       | 11/6/2017  |
|           | XB81911ACT9  | 801156                      | Desktop    | Apple   | G3 All in One          | MAR       | 11/7/2017  |
| 32159     | C02H97BVDV7L |                             | Laptop     | Apple   | Macbook Pro            | Measure S | 11/9/2017  |
| 40680     | 3C18003055   |                             | Chromebook | HP      |                        | WWS       | 11/13/2017 |
| 40768     | 3C14001104   |                             | Chromebook | HP      |                        | WWS       | 11/13/2017 |
| 17834     | CNTBD30670   |                             | printer    | HP      | Color Laserjet<br>3600 | GLK       | 11/13/2017 |
| 41723     | 5CD439495W   |                             | Chromebook | HP      | Chromebook G3          | EDI       | 11/14/2017 |
| 23031     | cnu7381nd8   |                             | Laptop     | HP      | 6510b                  | FRK       | 11/14/2017 |
| 38156     | MXL313063P   |                             | Desktop    | HP      | 8300                   | DHS       | 11/16/2017 |
| 21929     | C02L83WFDV33 |                             | LAPTOP     | MAC     | MACBOOK PRO            | MEASURE S | 11/17/2017 |
| 38155     | MXL313063S   |                             | Desktop    | HP      | 8300                   | DHS       | 11/20/2017 |
| 38160     | MXL313063N   |                             | Desktop    | Hp      | 8300                   | DHS       | 11/20/2017 |
| 38158     | MXL313063T   |                             | Desktop    | HP      | 8300                   | DHS       | 11/20/2017 |
| 38157     | MXL313063Q   |                             | Desktop    | HP      | 8300                   | DHS       | 11/20/2017 |
| 38159     | MXL313063R   |                             | Desktop    | HP      | 8300                   | DHS       | 11/20/2017 |
| 21654     | 5cb3130kQ3   |                             | LAPTOP     | hp      | 6570b                  | DHS       | 11/20/2017 |
| 21127     | 5cb2076z89   |                             | LAPTOP     | hp      | 6560b                  | DHS       | 11/20/2017 |
| 24968     | C02GF13ZDHJF |                             | Desktop    | Apple   | Imac                   | GHS       | 11/27/2017 |
| 40521     | 5CD6081K3Y   |                             | Chromebook | Hp      | Chromebook G4          | WWS       | 11/27/2017 |
| 32692     | C02HN4BGDV7L |                             | Laptop     | Apple   | Macbook pro            | Admin     | 12/6/2017  |
| 23497     | ym5190vkscg  |                             | Desktop    | Apple   | emac                   | col       | 12/7/2017  |
| 15226     | ym409b05ppa  |                             | desktop    | Apple   | emac                   | col       | 12/7/2017  |
| 11381     | 11bhwa9      |                             | pntr       | lexmark | optra t610             | col       | 12/7/2017  |
| 11291     | lkm1223      |                             | pntr       | abc     | altima 65              | col       | 7-Dec      |
| 15209     | ym409b15ppa  |                             | desktop    | apple   | emac                   | col       | 12/7/2017  |
| 15210     | ym409b1jppa  |                             | desktop    | apple   | emac                   | col       | 12/7/2017  |
| 15188     | ym4095dppa   |                             | desktop    | apple   | emac                   | col       | 12/7/2017  |
| 15194     | ym409awkppa  |                             | desktop    | apple   | emac                   | col       | 12/7/2017  |
| 27327     | cndx127954   |                             | pntr       | hp      | 4014                   | col       | 12/7/2017  |
| 14216     | 1v2akqdz30rp |                             | laptop     | compaq  | evo n1000c             | col       | 12/7/2017  |
| 23363     | 13990052     | 802893                      | doc cam    | toshiba | t1pc001                | col       | 12/7/2017  |
| 15223     | ym409b0jppa  |                             | desktop    | apple   | emac                   | col       | 12/7/2017  |
|           | W89083WUZE2  |                             | Desktop    | Apple   | iMac                   | BAL       | 12/8/2017  |

| Asset Tag | Serial       | Title   Tag (if applicable) | Type      | Make   | Model          | Site | Date       |
|-----------|--------------|-----------------------------|-----------|--------|----------------|------|------------|
| 18626     | 2UA816002Q   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18648     | 2UA8160034   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18637     | 2UA816002T   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18638     | 2UA8160028   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18644     | 2UA816003B   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18636     | 2UA8160032   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18464     | 2UA8200NWV   |                             | desktop   | hp     | 7800           | dun  | 12/8/2017  |
| 18639     | 2UA816002V   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18630     | 2UA8160037   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18614     | 2UA8160030   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18647     | 2UA816002D   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18653     | 2UA816002C   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18616     | 2UA816003D   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18645     | 2UA8160035   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 13907     | YM22931KN0Q  |                             | desktop   | hp     | emac           | dun  | 12/8/2017  |
| 26296     | MXL909105S   |                             | desktop   | hp     | 7900           | dun  | 12/8/2017  |
| 18618     | 2UA816003J   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18632     | 2UA8160036   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 18650     | 2UA816002M   |                             | desktop   | hp     | 5700           | dun  | 12/8/2017  |
| 10573     | USBNH34335   |                             | Printer   | HP     | C8050A         | adm  | 12/11/2017 |
| 23151     | MXL74114SH   |                             | desktop   | HP     | 5700           | adm  | 12/11/2017 |
| 18472     | 2UA8200P9Q   |                             | desktop   | HP     | 7800           | adm  | 12/11/2017 |
| 26856     | MXL9240RTM   |                             | desktop   | HP     | 7900           | adm  | 12/11/2017 |
|           | MXL7510Y8Z   |                             | desktop   | HP     | 5700           | adm  | 12/11/2017 |
|           | MXL9240RT9   |                             | desktop   | HP     | 7900           | adm  | 12/11/2017 |
| 22805     | MXL7340ML0   |                             | desktop   | hp     | 5700           | adm  | 12/11/2017 |
| 26863     | MXL9240YQC   |                             | desktop   | hp     | 7900           | adm  | 12/11/2017 |
| 18883     | MXL9010D9Q   |                             | desktop   | hp     | 5800           | adm  | 12/11/2017 |
| 27445     | M3VF9Z1261L  |                             | Projector | Epson  | Powerlite S7   | RMS  | 12/11/2017 |
| 27447     | M3VF9Z1260L  |                             | Projector | Epson  | Powerlite S7   | RMS  | 12/11/2017 |
| 14142     | uslnh38475   |                             | Printer   | hp     | laserjet 4100n | adm  | 12/12/2017 |
| 18422     | MXL81406ZK   |                             | desktop   | hp     | 7800           | adm  | 12/13/2017 |
| 23760     | MXL73219PQ   |                             | desktop   | hp     | 5700           | adm  | 12/13/2017 |
| 22770     | 2UA81316K0   |                             | desktop   | hp     | 5700           | paec | 12/13/2017 |
| 18482     | CNU75210XT   |                             | LAPTOP    | compaq | 6710b          | bal  | 12/14/2017 |
| 10990     | W207JYHZB508 |                             | Desktop   | Compaq | Evo            | GHS  | 12/15/2017 |
| 26099     | W88312SDZE4  |                             | Desktop   | Apple  | imac           | CLA  | 12/15/2017 |
| 18643     | 2UA816003H   |                             | DESKTOP   | hp     | 5700           | ADM  | 12/15/2017 |
| 18625     | 2UA816002N   |                             | DESKTOP   | HP     | 5700           | ADM  | 12/15/2017 |
| 23519     | MXL7450RGD   |                             | DESKTOP   | HP     | 5700           | ADM  | 12/15/2017 |
| 25124     | D25FK0HEDHJQ |                             | DESKTOP   | Apple  | IMAC           | RVM  | 12/15/2017 |

| Asset Tag | Serial       | Title   Tag (if applicable) | Type       | Make  | Model               | Site      | Date       |
|-----------|--------------|-----------------------------|------------|-------|---------------------|-----------|------------|
| 27723     | W80122HA5PE  |                             | DESKTOP    | Apple | IMAC                | CER       | 12/15/2017 |
| 32281     | C02H97DSDV7L |                             | LAPTOP     | Apple | Macbook Pro         | Measure S | 12/18/2017 |
| 32274     | C02H97C9DV7L |                             | LAPTOP     | Apple | Macbook Pro         | mta       | 12/18/2017 |
| 49659     | 8CG6324HHR   |                             | Chromebook | HP    | 11 G5               | ADM       | 12/18/2017 |
| 32219     | C02H9FU1DV7L |                             | LAPTOP     | Apple | Macbook Pro         | MTA       | 12/18/2017 |
| 23580     | W874305GWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23611     | W87440AEWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23592     | W87480U2WRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23582     | QP7390BPWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23608     | QP7490EVWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23604     | QP75000FWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23594     | QP7490ABWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 22894     | W87450AMWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23609     | QP7490BHWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 22897     | W874508SWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23605     | QP75000QWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 22428     | QP724049WH4  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 22855     | W8746004WRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 22036     | W87020JUVUX  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23601     | qp75004wrc   |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23612     | W87490DYWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23590     | QP7490UAWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23603     | QP750003WRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23579     | W87440AMWRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23586     | W87480SwwrQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23614     | W87393G7WRQ  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23610     | qp74904awro  |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 23598     | na           |                             | DESKTOP    | Apple | IMAC                | FRE       | 12/19/2017 |
| 32237     | C02H9DUHdv7L |                             | DESKTOP    | Apple | Macbook Pro         | MTV       | 12/19/2017 |
| 33105     | C02J27CSDV33 |                             | DESKTOP    | Apple | Macbook Pro         | ADM       | 12/19/2017 |
| 33032     | C02J1BWHdv33 |                             | DESKTOP    | Apple | Macbook Pro         | FRK       | 12/19/2017 |
| 24933     | C02GK0UYDRJC |                             | DESKTOP    | Apple | Macbook Pro         | GLK       | 12/19/2017 |
| 17682     |              |                             | Monitor    | Apple | CinemaDisplay       | Admin     | 1/2/2018   |
| 26850     | MXL9241C29   | 804295                      | Desktop    | HP    | DC7900 CMT          | Admin     | 1/2/2018   |
| 26845     | MXL9241C2B   | 804299                      | Desktop    | HP    | DC7900 CMT          | Admin     | 1/2/2018   |
| 20048     | 2UA8240C6P   | 802124                      | Desktop    | HP    | DC7900 CMT          | Admin     | 1/2/2018   |
| 18549     | 2UA81909NJ   |                             | Desktop    | HP    | DC7900 CMT          | Admin     | 1/2/2018   |
| 16539     | 2A5490CXUFZ  | 16539                       | Monitor    | Apple | CinemaDisplay       | Admin     | 1/2/2018   |
| 24865     | MXL1380Y5K   |                             | Desktop    | HP    | 6000 Pro All In One | Admin     | 1/2/2018   |
| 20824     | MXL1381BSF   |                             | Desktop    | HP    | 6000 Pro All In One | Admin     | 1/2/2018   |

| Asset Tag | Serial          | Title   Tag (if applicable) | Type            | Make    | Model               | Site      | Date      |
|-----------|-----------------|-----------------------------|-----------------|---------|---------------------|-----------|-----------|
| 26454     | cncc88W08R      |                             | Printer/Scanner | HP      | Combo prntr scanner | Admin     | 1/2/2018  |
| 33840     | 5CB2461GT2      |                             | LAPTOP          | HP      | PROBOOK 6570B       | ADMIN     | 1/3/2018  |
| 33414     | 5CB234081W      |                             | LAPTOP          | HP      | PROBOOK 6560B       | ADMIN     | 1/3/2018  |
| 21134     | 5CB2076ZBK      |                             | LAPTOP          | HP      | PROBOOK 6560B       | ADMIN     | 1/3/2018  |
| 33399     | 5CB234080X      |                             | LAPTOP          | HP      | PROBOOK 6560B       | ADMIN     | 1/3/2018  |
|           | U62270F15748518 |                             | PRINTER/Scanner | Brother | DCP-8085DN          | ADMIN     | 1/3/2018  |
| 33785     | 5CB24409YZ      |                             | LAPTOP          | HP      | Probook 6570b       | Measure S | 1/3/2018  |
| 32799     | C02HK5MJDV7L    |                             | LAPTOP          | Apple   | Macbook Pro         | Measure S | 1/3/2018  |
| 24749     | 4CZ1310NCG      |                             | LAPTOP          | HP      | Probook 6560b       | RVM       | 1/3/2018  |
| 32321     | C02H9CXEDV7L    |                             | LAPTOP          | Apple   | Macbook Pro         | Measure S | 1/3/2018  |
| 33139     | C02J27QZDV33    |                             | LAPTOP          | Apple   | Macbook Pro         | RVM       | 1/3/2018  |
| 32779     | C02HN4UMDV7L    |                             | LAPTOP          | Apple   | Macbook Pro         | Measure S | 1/3/2018  |
| 32220     | C02H9FYSDV7L    |                             | LAPTOP          | Apple   | Macbook Pro         | MTV       | 1/5/2018  |
| 22334     | W87243QQYA8     |                             | LAPTOP          | Apple   | Macbook             | VRW       | 1/8/2018  |
| 22351     | W87243R9YA8     |                             | LAPTOP          | Apple   | Macbook             | VRW       | 1/8/2018  |
| 22330     | W87243R2YA8     |                             | LAPTOP          | Apple   | Macbook             | VRW       | 1/8/2018  |
| 30939     | F9FPT2JSFCM5    |                             | Tablet          | Apple   | iPad Mini           | ADMIN     | 1/10/2018 |
| 22679     | CNU7231LBH      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22683     | CNU7231JP5      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22675     | CNU7231L7Z      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22709     | CNU7270T4D      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22681     | CNU7231JLY      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22678     | CNU7231L7R      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22710     | CNU7270T1B      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22677     | CNU7231L7T      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22676     | CNU7231L9X      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 22680     | CNU7231L97      |                             | Laptop          | HP      | nc6320              | FRK       | 1/11/2018 |
| 25142     | F2340300044     | 805511                      | Copier          | Savin   | 3360DNP             | GHS       | 1/16/2018 |
| 12319     | CZ1130201       |                             | Copier          | Toshiba | 1360                | TL        | 1/17/2018 |
|           | FCTY157554      |                             | Printer         | Epson   | FX-2190             | SELPA     | 1/17/2018 |
|           | CY3270F3LFA     |                             | Monitor         | Apple   | CinemaDisplay       | ADMIN     | 1/18/2018 |
| 17879     | CNU6491SH0      |                             | Laptop          | HP      | nc6320              | Clark     | 1/22/2018 |
| 22684     | CNU7231L99      |                             | Laptop          | HP      | nc6320              | Franklin  | 1/22/2018 |
| 22682     | CNU7231JYR      |                             | Laptop          | HP      | nc6320              | Franklin  | 1/22/2018 |
| 26516     | MXL91610LB      |                             | Desktop         | HP      | dc7900              | GHS       | 1/23/2018 |
| 37078     | 3C13000616      |                             | Chromebook      | HP      | G1 11" White        | MAN       | 1/24/2018 |
| 21877     | C02L83WKDV33    |                             | Macbook         | Apple   | A1286               | COL       | 1/30/2018 |

| Asset Tag     | Serial       | Title   Tag (if applicable) | Type         | Make  | Model           | Site              | Date      |
|---------------|--------------|-----------------------------|--------------|-------|-----------------|-------------------|-----------|
| 20026         | MXL9240RT8   |                             | Desktop      | HP    | dc7900          | CER EEELP         | 1/30/2018 |
| 26885         | MXL924100T   |                             | Desktop      | HP    | dc7900          | CER EEELP         | 1/30/2018 |
|               | 5CD30235D0   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235DB   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235DD   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235BX   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235CS   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235D1   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235BP   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
|               | 5CD30235CZ   |                             | Laptop       | HP    | Mini 1104       | CER EEELP         | 1/30/2018 |
| 024091 022671 | CNU72611L8   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504C01   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504BXF   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504BGV   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504BZ2   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504BFS   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504CH4   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504CHS   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504CDV   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504BX5   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
|               | CNU7504C1J   |                             | Laptop       | HP    | 6710b           | CER EEELP         | 1/30/2018 |
| 18421         | MXL81406ZJ   |                             | Desktop      | HP    | dc7800          | CER EEELP         | 1/30/2018 |
| 26928         | MXL924100W   |                             | Desktop      | HP    | dc7900          | CER EEELP         | 1/30/2018 |
| 26886         | MXL924100V   |                             | Desktop      | HP    | dc7900          | CER EEELP         | 1/30/2018 |
| 18352         | W875012CXA   |                             | Laptop       | Apple | MacBook Pro     | ADMIN             | 1/30/2018 |
| 27332         | CNDX322881   |                             | Printer      | HP    | Laserjet P4014N | COL               | 1/30/2018 |
| 38807         | C02L8328DV33 |                             | mac book pro | mac   | mac book pro    | Cerritos          | 1/30/2018 |
| 32252         | C02H9F55DV7L |                             | mac book pro | mac   | mac book pro    | Cerritos          | 1/30/2018 |
| 32707         | c02hn4ekdv7l |                             | mac book pro | mac   | mac book pro    | Verdugo woodlands | 1/31/2018 |
| 26836         | 2UA92412YC   |                             | SFF PC       | HP    | DC7900          | LIN               | 2/1/2018  |
|               | C02K483YDV33 |                             | Macbook      | Apple | mac book pro    | ADMIN             | 2/1/2018  |
| 22666         | CNU72611L2   |                             | Laptop       | HP    | Compaq 6710b    | MTVEEELP-01       | 2/2/2018  |
| 22717         | CNU7270SVM   |                             | Laptop       | HP    | Compaq nc6320   | MTVEEELP-02       | 2/2/2018  |
| 22668         | CNU7260V7Z   |                             | Laptop       | HP    | Compaq 6710b    | MTVEEELP-03       | 2/2/2018  |
| 18485         | CNU75210QF   |                             | Laptop       | HP    | Compaq 6710b    | MTAEEELP-02       | 2/2/2018  |
| 222556        | CNU7261208   |                             | Laptop       | HP    | Compaq 6710b    |                   | 2/2/2018  |
| 22773         | CNU7261P9R   |                             | Laptop       | HP    | nc6320          | CVCart-01         | 2/2/2018  |
| 24866         | MXL1380Y5L   |                             | All-in-One   | HP    | 6000 Pro Aio    | FASO              | 2/2/2018  |
| 9631          | USBB197817   |                             | Printer      | HP    | Laserjet 4050N  | ADM               | 2/5/2018  |

| Asset Tag | Serial       | Title   Tag (if applicable) | Type            | Make   | Model          | Site | Date      |
|-----------|--------------|-----------------------------|-----------------|--------|----------------|------|-----------|
| 24918     | C02GG7HBDRJC |                             | Laptop          | Apple  | Macbook Pro    | adm  | 2/5/2018  |
| 37526     | 3C13000191   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40242     | 3C18003336   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40289     | 3C17000458   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40049     | 3C18001531   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40041     | 3C18001555   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40060     | 3A04002642   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 40051     | 3C18001527   |                             | Chromebook      | HP     | G1 11" White   | WWS  | 2/6/2018  |
| 17550     | CNU6242XZV   |                             | Laptop          | HP     | nc6120         | LIN  | 2/7/2018  |
| 23153     | CNU74211TT   |                             | Laptop          | HP     | 6510B          | LIN  | 2/7/2018  |
| 18017     | CNU6200KKZ   |                             | Laptop          | HP     | NC6120         | LIN  | 2/7/2018  |
| N/A       | N/A          |                             | Laptop          | HP     | NC6120         | LIN  | 2/7/2018  |
| 18576     | CNU8241YZT   |                             | Laptop          | HP     | 6510b          | LIN  | 2/7/2018  |
| 38792     | C02LC13TDV33 |                             | Laptop          | HP     | MacBook Pro    | DHS  | 2/14/0208 |
| 11915     | 5Y1CKHYZC02V |                             | Laptop          | Compaq | N160           | ADM  | 2/14/2018 |
| 24464     | C17FQEN4DH2G |                             | Laptop          | Apple  | MacBook Pro    | Mur  | 2/20/2018 |
| 22316     | CNRXK54258   |                             | Printer         | HP     | LJ4250         | ADM  | 2/21/2018 |
| 21209     | 1228096      | 803831                      | Document Camera | ELMO   | TT-12          | dhs  | 2/23/2018 |
| 23755     | 2UA81316JR   |                             | Desktop         | HP     | dc5700         | CLV  | 2/23/2018 |
| 15746     | USGNM46972   |                             | Printer         | HP     | LJ 4200n       | ADM  | 3/2/2018  |
| 21181     | E01B077519   |                             | Smart Elmo      |        | Smart Document | KEP  | 2/28/2018 |
| 5349      |              |                             | Printer         | HP     | Laserjet 4000N | KEP  | 2/28/2018 |

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 11

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Dr. Lena Richter, Director  
Categorical Programs & Intervention

SUBJECT: **Consolidated Programs Single Plan for Student Achievement  
Addendum**

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The Superintendent recommends that the Board of Education approve the 2017-2018 Consolidated Programs Single Plans for Student Achievement (SPSAs) Addendum for schools participating in one or more state/federal programs.

School Site Councils and staff members from all sites have developed SPSAs to utilize the Categorical Programs funds to improve student achievement.

These plans are based on the Local Educational Agency (LEA) Plan and include updates to reflect the LCFF Supplemental funding source. All individual 2017-2018 SPSAs were approved by each School Site Council in the Spring of 2017, and approved by the GUSD Board on June 20, 2017. Recently, all SPSAs were amended and approved by School Site Councils to match the actual budget amounts that were released in January 2018.

The current SPSA utilizes the online template developed by the California Department of Education (CDE). Plan development began in the Spring with the review of available achievement data. Annual goals, actions and budget are completed by school site teams and the School Site Council (SSC), and then approved by SSC. The SPSAs are aligned to support the District's LCAP and revised annually based on updated data and budget information. All SPSAs must be reviewed and approved by the Governing Board of the District. In addition, the SPSAs have been reviewed by the Categorical Programs Office with the provisions of applicable state/federal laws and regulations and for consistency with District Board Policies, Board Priorities, and the Glendale Unified School District Strategic Plan.



Glendale Unified School District  
Consent Calendar No. 11  
April 3, 2018  
Page 2

Copies of all SPSAs are available for review at the school sites and Categorical Programs Office.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 12

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

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

**SUBJECT: Renewal with Follett for Destiny Maintenance and Support**

The Superintendent recommends that the Board of Education renew the Destiny District Member Library License with Follett School Solutions, Inc. for \$22,384.03.

In 2008, GUSD began subscribing to Follett's Destiny Library System. Destiny is the District's library system and provides students with a variety of resources from both inside and outside the District network. Resources available to students include:

- Encyclopedia.com
- Dictionary
- Factmonster.com
- Links to textbook material
- Reserving books for checkout

The cost to renew for another one-year term is \$22,384.03. The Destiny subscription will be funded by the Educational Technology and Information Services budget as in previous years.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Dr. Rebeca Andrade, Director  
Early Education and Extended Learning Programs

SUBJECT: **Approval of Adjustment to Early Education and  
Extended Learning Programs Self-Supporting Program  
Fees for 2018-2019**

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The Superintendent recommends that the Board of Education approve a fee increase for the Early Education and Extended Learning Programs self-supporting programs to be in compliance with state regulations. This fee increase applies only to self-supporting full-time and three-quarters time preschool and school-age before and after school programs.

Effective July 1, 2018, the Early Education and Extended Learning Programs Department (EEELP) will raise fees for its self-supporting programs to be in compliance with the California Budget Act of 2017 that increased the Standard Reimbursement Rates (SRR).

The fee increase applies only to the following self-supporting programs:

- School-Age Before- and After-School Programs
- Self-Supporting Preschool

Fees were previously raised on January 1, 2017, for school-age programs and on July 1, 2017, for full-day preschool as an interim step towards full compliance. This additional increase matches the fees charged to self-supporting families to the State reimbursement rate. All self-supporting child care programs are required to charge no less than the State's reimbursement rate for subsidized programs.

The Board of Education was informed of the proposed fee increase at its meeting held on March 6, 2018.

**School-Age Self-Supporting Proposed Fees**

|  | <b>Current Daily Fee</b>                                | <b>Proposed Daily Fee</b> | <b>EEELP Program</b>   |
|--|---|---------------------------|--|
| <b>Full-Time (6.5-10.5 hours)</b>        | \$44  | \$46                      | Non-school days: Fall, Winter, Spring and Summer Camps and days when school is not in operation. |
| <b>Three-Quarters Time (4-6.5 hours)</b> | \$26.50   | \$34.50                   | Before and After school during school days   |
| <b>Half-Time (under 4 hours)</b>         | \$12.50<br>(Morning Only)<br>\$13.50<br>(Kinder Bridge) | No Change                 | School-age care under 4 hours, Morning Only and Kinder Bridge                                    |

**Self-Supporting Preschool Proposed Fee**

|                                   | <b>Current Monthly Fee</b> | <b>Proposed Monthly Fee</b> |
|-----------------------------------|----------------------------|-----------------------------|
| <b>Full-Time</b>                  | \$890                      | \$938                       |
| <b>Three-Quarters Time</b>        | \$595                      | \$703                       |
| <b>Half-Time (Inclusion only)</b> | \$450                      | \$510                       |

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 14

TO: Board of Education

FROM: Winfred B. Roberson Jr., Superintendent

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

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

SUBJECT: **Approval of Services Agreement Between Glendale Unified School District and Royal Health**

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The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Royal Health in the amount of \$30,000 to provide contracted nursing staff to meet the needs of students.

Royal Health is an agency that provides contracted nursing staff to meet the needs of students, as needed. It is estimated that \$30,000 will be needed to pay for services for the remainder of 2017-2018 school year. Special Education resources will be used to pay for these services.

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

**SERVICES AGREEMENT**

This **Agreement** for Professional Services (“Agreement”) is made and entered into as of the 12<sup>th</sup> day of March, 2018 by and between the Glendale Unified School District, (“District”) and Royal Health Homecare Agency, Inc. a corporation, whose place of business is Covina, CA [City], herein referring to as (“Contractor”), (together, “Parties”).

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

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

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on March 12, 2018 and will diligently perform as required and complete performance by June 30, 2018
2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- X   Signed Agreement
- X   Workers' Compensation Certification
- X   Fingerprinting/Criminal Background Investigation Certification
- X   Insurance Certificates and Endorsements
- X   W-9 Form
- X   Non-collusion Declaration
- X   Tuberculosis Clearance

3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) Thirty thousand dollars (\$ 30,000.00 ) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

**Note:** Accounts Payable will not process payment until the services have been completed. Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses.** District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District, except as follows:
  - 4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. In the performance of the work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.
6. **Materials.** Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
  - 8.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
  - 8.2. **Without Cause by Contractor.** Contractor may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
  - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
    - 8.3.1. material violation of this Agreement by the Contractor; or
    - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
    - 8.3.3. Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency.

Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District’s notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

9. **Indemnification.** To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, Contractors, employees, trustees, and volunteers (“the indemnified parties”) from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity (“Claim”), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors’ and/or attorneys’ fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the indemnified parties.

10. **Insurance.**

10.1. The Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

| Type of Coverage  | Minimum Requirement              |
|---|----------------------------------|
| <b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments<br>Each Occurrence<br>General Aggregate | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Automobile Liability Insurance - Any Auto</b><br>Each Occurrence<br>General Aggregate  | <br>\$ 1,000,000<br>\$ 1,000,000 |
| <b>Professional Liability</b>   | \$ 1,000,000                     |
| <b>Workers Compensation</b>   | Statutory Limits                 |
| <b>Employer’s Liability</b>   | \$ 1,000,000                     |

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



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

10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the Contractor shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

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

10.2. **Proof of Carriage of Insurance.** The Contractor shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

10.2.1. A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."

10.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.

10.2.3. An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, Contractors, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Contractor's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

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

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

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

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **Certificates/Permits/Licenses.** Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **Anti-Discrimination.** District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, the Contractor agrees to require like compliance by all of its subcontractor(s).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
  - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
  - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

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

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

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other party; 3) is received from, or was made available to, a third party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the party required to make the disclosure under the law shall give prompt notice of this to the other party prior to such disclosure so that the other party may seek an appropriate protective order or give its consent to such disclosure.

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

**District:**

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

**Contractor:**

Royal Homecare Agency  
1272 Center Court Drive  
Covina, CA 91724  
Christopher Chen

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

22. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. . In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.
23. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California, in the County of Los Angeles. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District’s administrative offices are located.
24. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
25. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
26. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.
27. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney’s fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

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

30. **Calculation of Time.** For the purposes of this Agreement, “days” refers to calendar days unless otherwise specified.
31. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.
32. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **Force Majeure Clause.** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor’s expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.
41. **Conduct on District Premises.** Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District’s premises, possession or distribution of contraband, or the access to, and security of, the Party’s real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the other Party’s premises. The operation of vehicles by either Party’s personnel on the other Party’s property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party’s property and involving either Party’s personnel shall be reported promptly to the appropriate Party’s personnel. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the

other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. They should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

42. **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

SIGNATURE PAGE

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

Company Name Royal Health Homecare Agency, Inc.

By: \_\_\_\_\_ Administrator  
Signature \_\_\_\_\_ Title:  
Christopher Chen \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18  
Print Name \_\_\_\_\_

By: \_\_\_\_\_ Office Manager  
Signature \_\_\_\_\_ Title:  
Maria Fay Medina \_\_\_\_\_ Dated: \_\_\_\_\_, 20 18  
Print Name \_\_\_\_\_

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

Information regarding Contractor:

License No.: \_\_\_\_\_

743094485 :

Address: 1272 Center Court Drive

Employer Identification and/or Social Security Number

Covina, CA 91724

Telephone: (818)597-5300

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

Facsimile: (626)858-1825

E-Mail: royalhca@yahoo.com

Type of Business Entity:

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

Glendale Unified School District

By: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent, Educational Services

**ATTACHMENT A**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

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

Contractor may provide the following General Services:

Consultant, as needed, to provide nursing services during school hours for Special Education students.

One nurse per student basis at the rate of \$32/hour



**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

**EXHIBIT "B"**  
**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

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

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

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

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor or Company: \_\_\_\_\_

Representative's Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**EXHIBIT "C"**

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

The undersigned declares:

I am the \_\_\_\_\_ of Royal Health Homecare Agency, Inc., the party making the foregoing bid.

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

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

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

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

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

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

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

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources

SUBJECT: **Approval of Revisions to Board Policies Relating to Personnel and Students-Welfare**

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The Superintendent recommends that the Board of Education approve revisions to Board Policies BP 4200 (Classified Personnel); BP 4119.21/4219.21/4319.31 (Professional Standards-Code of Ethics); and (BP) 5145.12 (Search and Seizure) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 4200 – Classified Personnel**

CSBA Update December 2017  
Last GUSD Update February 2004

This policy was updated to add material regarding the employment of substitute or short-term employees and to clarify that the length of service of a short-term employee must be no longer than 195 days per year.

**BP 4119.21/4219.21/4319.21 – Professional Standards-Code of Ethics**

CSBA Update December 2017  
Last GUSD Update February 2004

This policy was updated to reflect new law which requires any district that has an employee code of conduct addressing employee interactions with students to post that section of its code of conduct on each school's website (or on the district website if a school does not maintain one) and to provide it to parents/guardians at the beginning of the school year.

Glendale Unified School District  
Consent Calendar No. 15  
April 3, 2018  
Page 2

**BP 5145.12 – Search and Seizure**

|                  |               |
|------------------|---------------|
| CSBA Update      | November 2008 |
| Last GUSD Update | January 2003  |

In review of safety procedures and policies, Board Policy (BP) 5145.12 - Search and Seizure is being updated to reflect current California School Boards Association (CSBA) language, Education Code, and federal and state laws.

Upon approval of the policies, updates to the accompanying Administrative Regulations will be made as needed following current District procedures.

Copies of the revised policies are included with this report.

## Personnel

### Classified Personnel

The Governing Board recognizes that classified personnel provide essential services that support and enhance the District's educational program. The Board shall fill each of its classified positions with qualified persons, consistent with position requirements.

The Board shall classify all employees and positions not requiring certification qualifications as the classified service, except for those employees and positions specifically exempt from classified service. (Education Code 45103)

Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position. (Education Code 45104)

Each classified position shall have a designated title and regular minimum number of assigned hours per day, days per week, and months per year.

Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

Each classified employee shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations in accordance with collective bargaining agreements.

### Substitute and Short-Term Employees

The District may employ a substitute employee to replace a classified employee who is temporarily absent from duty. (Education Code 45103)

If the District is in the process of hiring a permanent employee to fill a classified position, the Board may fill the vacancy with one or more substitute employees for no more than 60 calendar days, unless the applicable collective bargaining agreement provides for a different period of time. (Education Code 45103)

The District may employ a short-term employee to perform a service for the District when that service or similar services will not be extended or needed on a continuing basis. Before employing a short-term employee, the Board, at a regularly scheduled meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service. The Board may shorten or extend the ending date, but the date shall not be extended beyond 195 work days per year, including holidays, sick leave, vacation, and other leaves of absence, irrespective of the number of hours worked per day. (Education Code 45103)

Personnel

Classified Personnel

Legal Reference: Education Code Sections 45100-45139; 45160-45169; 45190-54210;  
45220-45320; 49406; 51760-51769.5  
Websites: California School Employees Association: <http://www.csea.com>

Policy Adopted: 02/03/2004

Policy Amended 04/03/2018



## Personnel

### Professional Standards-Code of Ethics

The Governing Board expects District employees to maintain the highest ethical standards, behave professionally, follow District policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the District, advances the goals of the District's educational programs, and contributes to a positive school climate.

The Board of Education fully supports a Code of Ethics for the Glendale Unified School District based on the twelve principals of Respect, Honesty, Trustworthiness, Loyalty, Courtesy, Self-Discipline, Integrity, Fairness, Responsibility, Cooperation, Citizenship, and Compassion.

The Board of Education directs the Superintendent to develop a document entitled "Glendale Unified School District Code of Ethics," that reflects twelve guiding principles of ethical conduct.

Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of district students.

### Inappropriate Conduct

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon.
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child.
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student.
5. Possessing or viewing any pornography on school grounds, or possessing or viewing

Personnel

Professional Standards-Code of Ethics

- child pornography or other imagery portraying children in a sexualized manner at any time.
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members.
  7. Willfully disrupting District or school operations by loud or unreasonable noise or other action.
  8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity.
  9. Dishonesty with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records.
  10. Divulging confidential information about students, District employees, or District operations to persons or entities not authorized to receive the information.
  11. Using District equipment or other District resources for the employee's own commercial purposes or for political activities.
  12. Using District equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity.  
  
Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of District technological resources at any time without the employee's consent.
  13. Causing damage to or engaging in theft of property belonging to students, staff, or the District.
  14. Wearing inappropriate attire

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the Principal or Superintendent or designee. An employee

Personnel

Professional Standards-Code of Ethics

who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the District's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The District prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the District's complaint process shall be subject to discipline.

The section(s) of the District's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or District web sites. (Education Code 44050)

Legal Reference:      Education Code 200-262.4; 44050; 44242.5; 48980  
                                 Penal Code 11164-11174.4  
                                 Code of Regulations, Title 5, 80303; 80331-80338  
                                 Management Resources:  
                                 Commission on Teacher Credentialing Publications  
                                 California Professional Standards for Educational Leaders, February 2014  
                                 California Standards for the Teaching Profession, 2009  
                                 Council of Chief State School Officers Publications  
                                 Professional Standards for Educational Leaders, 2015  
                                 National Education Association Publications  
                                 Code of Ethics of the Education Profession, 1975  
                                 WestEd Publications  
                                 Moving Leadership Standards into Everyday Work: Descriptions of  
                                 Practice, 2003

Personnel

Professional Standards-Code of Ethics

Web Sites

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

California Department of Education: <http://www.cde.ca.gov>

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Council of Chief State School Officers: <http://www.ccsso.org>

WestEd: <http://www.wested.org>

Policy Adopted: 03/07/2000

Policy Amended: 07/03/2001; 10/16/2001; 02/03/2004; 09/01/2015; 04/03/2018

Formerly BP 4025

Students - Welfare

Search and Seizure

The Board of Education is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may search students, their property, and/or District property under their control and may seize illegal, unsafe, or otherwise prohibited items.

The Board urges that employees exercise discretion and good judgment. When conducting a search or seizure, employees shall act in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee shall ensure that staff who conduct student searches receive training regarding the requirements of the District's policy and administrative regulation and other legal issues, as appropriate.

A. Individual Searches

1. School officials may search any individual student, his/her property, or District property under his/her control when there is a reasonable suspicion that the search will uncover evidence that he/she is violating the law, Board policy, administrative regulation, or other rules of the District or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, student vehicles parked on District property, cellular phones, or other electronic communication devices.
2. Any search of a student, his/her property, or District property under his/her control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged violation.
3. Employees shall not conduct strip searches or body cavity searches of any

Students - Welfare

Search and Seizure

student. (Education Code 49050)

4. Searches of individual students shall be conducted in the presence of at least two District employees.
5. The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.

B. Searches of Multiple Student Lockers/Desks

1. All student lockers and desks are the property of the District. The principal or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.
2. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.

C. Use of Metal Detectors

1. The Board believes that the presence of weapons in the schools threatens the District's ability to provide the safe and orderly learning environment to which District students and staff are entitled. The Board also believes that metal detector searches offer a reasonable means to keep weapons out of the schools and mitigate the fears of students and staff.

The Superintendent or designee shall use metal detectors at District schools as necessary to help provide a safe learning environment. He/she shall establish a plan to ensure that metal detector searches are conducted in a uniform and consistent manner.

D. Use of Contraband Detection Dogs

1. In an effort to keep the school site free of dangerous contraband, the District may use specially trained, nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or Board policy.

Students - Welfare

Search and Seizure

2. The dogs may sniff the air around lockers, desks, or vehicles on District property or at District-sponsored events. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without their consent.

Legal Reference: Education Code, Sections 32280-32289; 35160; 35160.1; 48900-48927; 49050-49051; 49330-49334  
Penal Code, Sections 626.9; 626.10  
California Constitution Article I, Section 28(c)  
Court Decisions:  
Redding v. Safford Unified School District, (9th Cir. 2008) 531 F.3d 1071  
B.C. v. Plumas, (9th Cir. 1999) 192 F.3d 1260  
Jennings v. Joshua Independent School District, (5th Cir. 1989) 877 F.2d 313  
O'Connor v. Ortega, (1987) 480 U.S. 709  
New Jersey v. T.L.O. (1985) 469 U.S. 325  
Horton v. Goose Creek Independent School District, (5th Cir. 1982) 690 F.2d 470  
Zamora v. Pomerou (10th Cir. 1981) 6399 F.2d 662  
Attorney General Opinions:  
83 Ops. Cal. Atty. Gen. 257 (2001)  
75 Ops. Cal. Atty. Gen. 155 (1992)

Policy Adopted: 08/14/2001

Policy Amended: 01/14/2003; 04/03/2018

Formerly BP 5335

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 16

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

**SUBJECT: Acceptance of DonorsChoose Award**

The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support a project submitted by Roosevelt Middle School.

DonorsChoose is an organization that connects concerned individuals, called "Citizen Philanthropists," with classroom teachers, to provide funds or materials for class projects. Public school teachers create student project proposals and submit the one-page essay and list of resources needed. These concerned individuals fund the student projects of their choice, in whole or in part.

DonorsChoose purchases the student materials and ships items directly to the school, using a network of partnerships and vendors. Teachers are required to complete a feedback package, including documenting the project with photographs, which in turn are shared with the individual that funded the project.

The following project was submitted and awarded by DonorsChoose:

Roosevelt Middle School – Mohammed Elzanaty, Teacher

Project: Safe and Appropriate Soccer Goals for Our School!

This project was awarded full-size soccer goals, corner flags, a first aid kit, goalie gloves and soccer balls valued at \$1,576.98. The goals and equipment will be used by Roosevelt soccer teams for every practice and every home game.



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

SUBJECT: **Clinical Affiliation Agreement, Cal State Fullerton**

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The Superintendent recommends that the Board of Education approve a Clinical Affiliation Agreement between Glendale Unified School District and California State University, Fullerton and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

This Agreement will commence upon full execution and shall continue for three years. In accordance with the provisions of Sections 44225 and 44227 of the California Education Code, the Governing Board of any school district is authorized to enter into agreements with the California State Universities and Colleges, the University of California, or any other university or college approved by the Commission on Teacher Credentialing as a teacher education institution to provide teaching experience through practice teaching to students enrolled in teacher education curriculum of such institutions.

## CLINICAL AFFILIATION AGREEMENT

This Agreement is entered into by and between the State of California acting through the Trustees of the California State University on behalf of **CALIFORNIA STATE UNIVERSITY, FULLERTON**, hereinafter called the (“University”) and **GLENDALE UNIFIED SCHOOL DISTRICT**, hereinafter called the (“District”). The parties may be referred to collectively as the “Parties” and singularly as a “Party”.

- A. University is an institution of higher learning authorized pursuant to California law to offer fully accredited health science programs and to maintain classes and such programs at District for the purpose of providing clinical training for students in such classes.
- B. District operates clinical facility which is suitable for University’s Clinical training programs offered in BSN; School Nurse credential; MSN: Leadership, Women’s Health Care, School Nursing, Nurse Educator, FNP Concentrations; and DNP. (“Program” or “Programs”).
- C. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Programs at District.
- D. The parties will both benefit by making a Program available to University students at District.

### THE PARTIES AGREE AS FOLLOWS:

#### I. GENERAL INFORMATION ABOUT THE PROGRAM

- A. The maximum number of University students who may participate in the Program during each training period shall be mutually agreed by the parties at least 30 days before the training period begins.
- B. The starting date and length of each Program training period shall be determined by mutual agreement.

#### II. UNIVERSITY’S RESPONSIBILITIES

- A. Academic Responsibility. University shall develop the curriculum of the Programs and shall be responsible for offering health care education programs eligible, if necessary, for accreditation and approval by any state board or agency.
- B. Schedule of Assignments. University shall notify District’s Program supervisor of student assignments, including the name of the student, level of academic preparation, and length and dates of proposed clinical experience.
- C. Orientation Program. University shall provide orientation to all students and ensure that all students receive clinical instruction and have necessary basic skills prior to the clinical experience at District.

D. Records. University shall maintain all personnel records for its staff and all attendance academic records for its students participating in the Programs. University shall implement and maintain an evaluation process of the students' progress throughout the Programs.

E. Discipline. University shall be responsible for counseling, controlling and disciplining students.

F. Health Clearance. University shall inform students of the students' need to comply with District's requirements for immunizations and tests, including but not limited to an annual health examination, negative tuberculin skin test/and or chest x-ray as required. Also, University shall inform students of the students' need to comply with District's policies and procedures regarding blood-borne pathogens, including but not limited to, universal precautions.

G. Student Responsibilities. University shall notify students in the Program that they are responsible for:

- 1) Complying with District's clinical and administrative policies, procedures, rules and regulations, including undergoing and passing any required background check;
- 2) Arranging for their own transportation and living arrangements if not provided by University;
- 3) Assuming responsibility for their personal illnesses, necessary immunizations, tuberculin tests, and annual health examinations;
- 4) Maintaining the confidentiality of patient information:
  - a) No student shall have access to or have the right to receive any medical record, except when necessary in the regular course of the clinical experience. The discussion, transmission, or narration in any form by students of any individually identifiable patient information, medical or otherwise, obtained in the course of the Program is forbidden except as a necessary part of the practical experience;
  - b) Neither University nor its employees or agents shall be granted access to individually identifiable information unless the patient has first given consent using a form approved by District that complies with applicable state and federal law, including the Health Insurance Portability and Accountability Act ("HIPAA") and its implementing regulations;
  - c) District shall reasonably assist University in obtaining patient consent in appropriate circumstances. In the absence of consent, students shall use de-identified information only in any discussions about the clinical experience with University, its employees, or agents.
- 5) Complying with District's dress code and wearing name badges identifying themselves as students;
- 6) Attending an orientation to be provided by their University instructors;
- 7) Notifying District immediately of any violation of state or federal laws by any student; and

8) Providing services to District's patients only under the direct supervision of the University faculty and/or District's professional staff.

H. Payroll Taxes and Withholdings. University shall be solely responsible for any payroll taxes, withholdings, Workers' Compensation and any other insurance or benefits of any kind for University's employees and agents, if any, who provide services to the Program under this Agreement. Students are not employees or agents of the University and shall receive no compensation for their participation in the Program, either from University or District.

I. Background Checks. If required by District, ensure that students complete any background check required by District and submit such results to District for review and approval.

J. Workers' Compensation. University will at its cost provide students with Workers' Compensation coverage while students are participating in District's clinical training program.

### III. DISTRICT'S RESPONSIBILITIES

A. Clinical Experience. District shall accept from University the mutually agreed upon number of students enrolled in the Program and shall provide the students with clinical experience during the agreed upon dates and times (for pre-licensure students, the University faculty will be supervising the students).

B. Implementation of Programs. District agrees to cooperate with and assist in the planning and implementation of the Programs at District for the benefit of students from University.

C. Orientation Program for University Instructors. District shall provide an orientation for University instructors who will oversee students in the Program, and shall include all information and materials that University instructors are to provide during the student orientation required in paragraphs II.C and II.G.6) above.

D. Access to Facilities. District shall permit students enrolled in the Program access to District facilities as appropriate and necessary for their Program, provided that the students' presence shall not interfere with District's activities.

E. Records and Evaluations. University shall maintain complete records and reports on each student's performance and District staff shall provide input on student performance to University as requested (Only faculty can evaluate student performance for grading; District staff provide input on student performance at the precicensure level).

F. Withdrawal of Students. District may request that University withdraw from the program any student who District determines is not performing satisfactorily, refuses to follow District's administrative policies, procedures, rules and regulations, or violates any federal or state laws. Such requests must be in writing and must include a statement as to the reason or reasons for District's request. University shall comply with the written request within five (5) days after actually receiving it.

G. Emergency Health Care/First Aid. District shall, on any day when a student is receiving training at its facilities, provide to that student necessary emergency health care or first aid for accidents occurring in its facilities. Any emergency health care or first aid provided by District

shall be billed to the student at District's normal billing rate for private-pay patients. Except as provided in this paragraph, District shall have no obligation to furnish medical or surgical care to any student.

H. Student Supervision. In the absence of University faculty, District shall permit students to perform services for patients only when under the supervision of a registered, licensed, or certified clinician/professional on District's staff. Such clinicians or professionals are to be certified or licensed in the discipline in which supervision is provided. Students shall train (students train vs. work), perform assignments, and participate in ward rounds, clinics, staff meetings, and in-service educational programs at the discretion of their University faculty and/or District-designated supervisors. Students are to be regarded as trainees, not employees, and are not to replace District's staff.

I. District's Confidentiality Policies. As trainees, students shall be considered members of District's "workforce," as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103, and shall be subject to District's policies respecting confidentiality of medical information. In order to ensure that students comply with such policies, District shall provide students with substantially the same training that it provides to its regular employees.

#### IV. AFFIRMATIVE ACTION AND NON-DISCRIMINATION

The parties agree that all students receiving clinical training pursuant to this Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, gender identity, sexual orientation, age or veteran status.

#### V. STATUS OF UNIVERSITY AND DISTRICT

The parties expressly understand and agree that the students enrolled in the Program are in attendance for educational purposes, and such students are not considered employees of either District or University for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or Workers' Compensation insurance. Students are, however, considered members of District's "workforce" for purposes of HIPAA compliance.

#### VI. INSURANCE

A. University Insurance. The State of California has elected to be self-insured for its general liability, worker's compensation, professional liability, motor vehicle liability, and property exposures through an annual appropriation from the General Fund. As a State agency, the California State University, Office of the Chancellor, the Trustees, and its system of campuses are included in this self-insured program.

The Office of Risk Management in the Chancellor's Office administers the general liability, workers' compensation, property, and professional liability programs. The State Office of Risk and Insurance Management administers the motor vehicle liability program.

Under this form of insurance, the State and its employees (as defined in Section 810.2 of the Government Code) are insured for any tort liability that may develop through carrying out official activities, including state official operations on non-state owned property. Should any claims arise by reason of such operations or under an official contract or license agreement, they should be referred to the California State University, Office of Risk Management, 401 Golden Shore, 5<sup>th</sup> Floor, Long Beach, CA 90802-4210.

B. Student Insurance. The California State University Risk Management Authority maintains a Student Professional Liability Insurance Program (SPLIP).

Coverage is provided on a "claims-made" basis for claims which are both made against the Insured during the Policy Period and reported to the Carrier as soon as practicable, but not later than three (3) years after the Policy Period for claims arising from Professional Services which are rendered or Incidents which occurred during the Policy Period.

Insureds include CSU students enrolled in required credited coursework in addition to employees, faculty and staff of the CSU.

Coverage includes General, Professional, & Educator's Errors and Omissions Liability. Coverage limits are two million (\$2,000,000) each loss and four million (\$4,000,000) aggregate for all Covered Parties, and not per student. A party to whom the University is obligated by written agreement to provide such coverage are included as additional insureds.

C. District Insurance. District shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by its employees. Coverage under such professional and commercial general liability insurance shall be not less than one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the aggregate. Such coverage is to be obtained from a carrier rated A VII or better by AM Best or a qualified program of self-insurance. District shall also maintain and provide evidence of workers' compensation and disability coverage for its employees as required by law. District shall provide University with evidence of the insurance coverage required by this paragraph. District shall promptly notify University of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

## VII. INDEMNIFICATION.

A. The University agrees to defend all claims of loss, indemnify and hold harmless the District and its officers, agents and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of the University or its employees, officers, or volunteers in the performance of this Agreement.

B. The District agrees to defend all claims of loss, indemnify, and hold harmless the State of California, the Trustees of the California State University, California State University Fullerton and their officers, agents, volunteers and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of the District or its employees, agents or volunteers in the performance of this Agreement.

## VIII. TERM AND TERMINATION

A. Term. This term of this Agreement shall be effective upon execution and shall continue for three (3) years.

- B. Renewal. This Agreement may be renewed by mutual agreement.
- C. Termination. This Agreement may be terminated at any time by written agreement or upon 30 days' advance written notice by one party to the other, PROVIDED, HOWEVER, that in no event shall termination take effect with respect to currently enrolled students, who shall be permitted to complete their training for any semester in which termination would otherwise occur.

IX. GENERAL PROVISIONS

- A. Amendments. In order to ensure compliance with HIPAA, the following provisions of this Agreement shall not be subject to amendment by any means during the term of this Agreement or any extensions: Section II, Paragraph G, subdivisions 4.a), 4.b), and 4.c); Section II, Paragraph H, to the extent it provides that students are members of District's "workforce" for purposes of HIPAA; Section III, Paragraphs H and I; and Section V. This Agreement may otherwise be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be reduced to writing and signed by the parties.
- B. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported assignment in violation of this paragraph shall be void.
- C. Captions. Captions and headings in this Agreement are solely for the convenience of the parties, are not a part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement or any of its provisions.
- D. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.
- E. Entire Agreement. This Agreement is the entire agreement between the parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.
- F. Governing Law. The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.
- G. Electronic Signatures. This Agreement may be executed by facsimile or scanned signature of any party hereto, it being agreed that the facsimile or scanned signature of any party hereto shall be deemed an original for all purposes.
- H. Notices. Notices required under this Agreement shall be sent to the parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below.

**TO UNIVERSITY:**

California State University, Fullerton  
Contracts & Procurement  
2600 Nutwood Ave., Suite 300  
Fullerton, CA 92831  
Attn: Karen Pearson, Buyer II

**TO DISTRICT:**

Glendale Unified School District  
223 N. Jackson St.  
Glendale, CA 91206  
Attn: Glida Keshishyan

X. EXECUTION

By signing below, each of the following represent that they have authority to execute this Agreement and to bind the party on whose behalf their signature is made.

CALIFORNIA STATE UNIVERSITY  
FULLERTON

GLENDALE UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_

By: Cynthia M. Foley

Name: Karen Pearson

Name: Cynthia M. Foley

Title: Buyer II

Title: Assistant Supt., HR

Date: \_\_\_\_\_

Date: 3/20/18

s.



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 18

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

SUBJECT: **Educational Affiliation Agreement, Cal State Long Beach**

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The Superintendent recommends that the Board of Education approve an Educational Affiliation Agreement between Glendale Unified School District and California State University, Long Beach and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

This Agreement will commence upon full execution and is in effect until terminated by either party upon 30 days written notice. In accordance with the provisions of Sections 44225 and 44227 of the California Education Code, the Governing Board of any school district is authorized to enter into agreements with the California State Universities and Colleges, the University of California, or any other university or college approved by the Commission on Teacher Credentialing as a teacher education institution to provide teaching experience through practice teaching to students enrolled in teacher education curriculum of such institutions.



EDUCATIONAL AFFILIATION AGREEMENT

This agreement ("Agreement") is between the Trustees of the California State University (CSU) on behalf of California State University Long Beach ("University") and Glendale Unified School District ("District").

University offers degree programs in a wide variety of disciplines, which are academically enhanced by practical experiences outside of the traditional classroom setting. For this Agreement, the District shall provide practical experience pursuant to the terms of this agreement and serve as a learning site offering facilities, resources and supervision to students. In consideration the mutual promises and conditions set forth below, the University and the District ("Party or Parties") agree as follows:

I. EDUCATIONAL PROGRAMS - The following University educational programs are included in this Agreement and are governed by the corresponding Exhibit(s), incorporated as if fully stated herein:

Check all that apply:

- Exhibit A - Early Fieldwork, consisting of one (1) page
Exhibit B - Basic Credential Programs, consisting of five (5) pages
Exhibit C - Educational Administration, consisting of three (3) pages
Exhibit D - School Counseling, consisting of three (3) pages
Exhibit E - School Psychology, consisting of four (4) pages

II. GENERAL PROVISIONS

A. Term of Agreement - The term of this Agreement shall be operative from date of full execution until terminated. Either Party may terminate this agreement upon thirty (30) days written notice. If either Party sends a Notice of Termination prior to the completion of an academic semester, all students performing services under this Agreement shall be allowed to continue their placement until the end of that academic semester.

B. Relationship of Parties - District (including its employees and agents) shall act in an independent capacity and not as officers, employees or agents of CSU or University. Nothing in this Agreement shall be construed to constitute a partnership, joint venture or any other relationship other than that of independent contractors.

C. Indemnification - University shall be responsible for damages caused by the negligence of its directors, officers, agents and employees, as defined by law, and agrees to indemnify and hold harmless District (including its officers, agents and employees) from any and all liability arising out of the negligent acts, omissions or willful misconduct of University directors, officers, agents or employees in the performance of this Agreement.

District shall be responsible for damages caused by the negligence of its directors, officers, agents and employees, and agrees to indemnify and hold harmless CSU and University (including its officers, agents and employees) from any and all liability arising out of the negligent acts, omissions or willful misconduct of District's directors, officers, agents or employees in the performance of this Agreement.

D. Insurance- Each Party to this agreement shall maintain General Liability Insurance (or a program of self-insurance), comprehensive or commercial form, with minimum limits of \$1,000,000 for each occurrence and \$3,000,000 general aggregate, and workers compensation coverage as required by law. Students shall maintain general and professional liability, as well as educator's errors & omissions coverage, through the Student Professional Liability Insurance (SPLIP) program, in the amount of \$2,000,000 each occurrence and \$4,000,000 general aggregate.

E. Confidential Student Information- Student records shall remain confidential as required by the Family Educational Rights and Privacy Act (FERPA). Neither Party shall release any protected student information without written consent of the student, unless required to do so by law or as dictated by the terms of this Agreement.

F. Finger-Printing- If District determines that the services provided by University's students involve more than limited contact with District's students, University students shall be finger-printed as required by the District before services commence pursuant to California Education Code §45125.1.

G. Services Responsibility- District retains professional and administrative responsibility for services rendered at the District.

H. Tuberculosis Testing- If District determines that the services provided by University students involve more than limited contact with District's students, University students shall provide District the results of a recent tuberculosis test.

- I. **Student Safety and Personal Risk**- The District shall inform the participating student of any potential health or safety risks associated with their field placement.
- J. **Governing Law** – This agreement shall be construed in accordance with and governed by the laws of the State of California, except where superseded by federal law. All actions or proceedings arising in connection with this Agreement shall be subject to the exclusive jurisdiction of the state courts of the County of Los Angeles, State of California.
- K. **Assignments** - This Agreement is not assignable in whole or in part.
- L. **Renewal** - This agreement may be renewed by mutual written consent of authorized representatives of the parties. Nothing herein guarantees any such renewal(s).
- M. **Endorsement** - Nothing contained in this Agreement shall be construed as conferring on any Party hereto any right to use the other Party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore, nothing in this Agreement shall be construed as endorsement of any commercial product or service by University its officers or employees.
- N. **Fair Labor Standards Act and Displacement of Organization Employees** – It is not the intention of this Agreement for students to perform services that would displace or replace regular employees of the District.
- O. **Nondiscrimination** - During the performance of this Agreement, the Parties may not deny placement under this Agreement to any student on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor may they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40) or sex. The parties will insure that the evaluation and treatment of students are free of such discrimination.
- P. **Severability** - If any provision of this agreement is held invalid by any law, rule, order of regulation of any government, or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.
- Q. **Authority** - Each Party represents and warrants that the person(s) signing below on its behalf has the authority to enter into this Agreement and that this Agreement does not violate any of its existing agreements or obligations.
- R. **Entire Agreement** - This document contains the entire agreement and understanding of the Parties, and supersedes all prior agreements, arrangements, and understandings with respect to the subject matter of this document. No amendment, alternation or variation of the terms of the Agreement shall be valid unless made in writing and signed by the Parties hereto.

**UNIVERSITY:**  
 California State University, Long Beach  
 1250 Bellflower Blvd., BH-346  
 Long Beach, CA 90840-0123

**DISTRICT:**  
 Glendale Unified School District  
 223 N Jackson  
 Glendale, CA 91206  
 \_\_\_\_\_  
 Phone Number                      E-mail

\_\_\_\_\_  
 Authorized Signature                      Date

\_\_\_\_\_  
 Name and Title

*Cynthia M. Foley* 3/20/18  
 \_\_\_\_\_  
 Authorized Signature                      Date

*Cynthia M. Foley, Assistant Supt, HR*  
 \_\_\_\_\_  
 Print Name and Title

CALIFORNIA STATE UNIVERSITY, LONG BEACH  
DISTRICT AFFILIATION AGREEMENT

Exhibit B

**BASIC CREDENTIAL PROGRAMS: STUDENT TEACHING**

WHEREAS, the District is authorized to enter into agreements with the University, to provide single subject, multiple subject, and/or education specialist student teaching experience through practice teaching to students enrolled in teacher training curricula of the University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the Master Teacher as compensation for and recognition of services performed for the student teacher in the supervisory teacher's charge;

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:

The State University and the District are as follows:

California State University, Long Beach  
1250 Bellflower Blvd, BH-345  
Long Beach, CA 90840

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SPECIAL PROVISIONS

1. **Scope of Services:** The District shall provide to University students teaching experience through practice teaching in schools and classes of the District not to exceed the units of practice teaching set forth in these Special Provisions. Such practice teaching shall be provided in such schools or classes of the District and under the direct supervision and instruction of such employees of the District as the District and the University through their duly authorized representatives may agree upon.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional or intern credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. **Rates:** Contingent upon the availability of funds each semester, the University may pay the District for the performance by the District for all services required to be performed under this agreement at the rates set forth below for each semester unit of practice teaching. The District shall be notified not less than 60 days prior to the semester if a change in the compensation rate is to be made due to the availability of funds.

If payment is made by the University, the RATE AND AMOUNT will be \$20.00 per semester unit the student is enrolled in for the practice teaching experience.

3. **Assignment:** An assignment of a student of the University to practice teaching in schools or classes of the District shall be at the discretion of the University. An assignment is typically for approximately eight (8) weeks or for approximately twenty (20) weeks, but the length of an assignment can vary depending on the program and student.

The assignment of a student of the University to practice teaching in the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the University to practice teaching is terminated by the University for any reason, the District shall receive payment on account of such student except that if such assignment is terminated before the end of the eighth week of the term of the assignment, the District shall receive payment for an assignment for eight (8) weeks only. If a student is assigned by the University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. **Payment:** Contingent upon funds being available to University, and written notification of availability of funds to District, the District, within 45 days following the close of each semester or quarter of the University, shall submit an invoice and stipend report to the University for payment at the rate provided herein for all units of practice teaching provided by the District under and in accordance with this agreement during said semester or quarter. The Master Teacher Stipend Report shall be executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount of the invoice. A sample stipend report is attached.

The University will pay the amount of such invoice from monies made available for such purpose by or pursuant to the laws of the State. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the Special Provisions.

5. **Termination:** The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall at any time terminate the assignment of any student of the University to practice teaching in the District. The University may, upon good cause, withdraw from practice teaching at any time any student of the University assigned to practice teaching in the District.

SCHOOL DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_

\_\_\_\_\_  
(Title)

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on \_\_\_\_\_, 20\_\_\_\_.

"It was moved, seconded and carried that the attached contract with the Trustees of The California State University on behalf of California State University, Long Beach, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the \_\_\_\_\_ is hereby authorized to execute the same."

\_\_\_\_\_  
(District)

\_\_\_\_\_  
(County)

By \_\_\_\_\_

\_\_\_\_\_  
Clerk, Secretary (strike one) of the Governing Board of the School District

California State University, Long Beach  
 \_\_\_\_\_ Multiple Subject Student Teaching \_\_\_\_\_ Single Subject Student Teaching  
 Phone (562) 985-4508 FAX (562) 985-7018  
 www.ced.csulb.edu/fpo  
 Master Teacher Stipend Report  
 \_\_\_\_\_ Spring \_\_\_\_\_ Fall \_\_\_\_\_ Summer Year 20 \_\_\_\_\_

First Assignment: \_\_\_\_\_  
 Second Assignment: \_\_\_\_\_

| Student Last Name | Student First Name | School Site | Master Teacher Name | Stipend | District | Sem | Stat | For District Use |
|-------------------|--------------------|-------------|---------------------|---------|----------|-----|------|------------------|
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Total Payment: \_\_\_\_\_

Note: Please sign below and mail the signed copy with your invoice to:

College of Education  
 Multi or Single Subject Teaching Office  
 California State University, Long Beach  
 1250 Bellflower Boulevard  
 Long Beach, CA 90840-2201

Approved: \_\_\_\_\_ Designated District Representative  
 Date: \_\_\_\_\_

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 19

TO: Board of Education  
FROM: Winfred B. Roberson, Jr., Superintendent  
PREPARED IN: Office of the Superintendent  
SUBJECT: **Board of Education Meeting Schedule 2018-2019**

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The Superintendent recommends that the Board of Education approve its Board meeting schedule for the 2018-2019 school year.

Board of Education meetings are held at the Administration Center, 223 N. Jackson Street, on the first and third Tuesday of the month, unless otherwise specified. At its meeting on February 20 and March 6, 2018, the Board of Education discussed its meeting schedule for 2018-19. The schedule is now being presented for final approval.

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2018

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July 17

August 14

September 4, 17 (*Monday*)

October 2, 16

**November 5 (*Monday*), 27 (*1<sup>st</sup> and 4<sup>th</sup> week*)**

December 11

(*Winter recess: December 24 – January 6*)

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2019

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January 15

February 5, 19

March 12

(*Spring recess: March 18-22, 2019*)

April 2, 16 (*reorganization meeting*)

May 7, 21, and 28\*

(\**meeting is for recognitions only*)

June 4, 18

Note: Last day of school for students is June 11



GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

CONSENT CALENDAR NO. 20

TO: Board of Education

FROM: Winfred B. Roberson, Jr., Superintendent

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

PREPARED BY: Dr. René Valdés, Director, Student Support Services

**SUBJECT: Amendment to Reclassification of Student Records 2015**

The Superintendent recommends that the Board of Education authorize the amendment to the reclassification of the student records listed in this Board Report dated August 18, 2015 (Consent Calendar No. 20) as Class 3 Records, not required by law to be neither retained nor worthy of further preservation by the school district.

According to California Code of Regulations, Title 5, Section 437 (c), Mandatory Interim Records of students no longer in school may be destroyed in the third year following their classification as Class 3, Disposable.

Each year, the Office of Student Support Services organizes the reclassification of GUSD student records and destruction of already reclassified records.

Roosevelt Middle School has notified District staff that there are 30 boxes of Old Mandatory Interim Records on campus that need to be destroyed this year.

Staff requests for the Board of Education to approve the amendment to the Board Report dated August 18, 2015 (Consent Calendar No. 20), to change the number of boxes reclassified from 0 to 30 for Roosevelt Middle School.

GLENDALE UNIFIED SCHOOL DISTRICT

April 3, 2018

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. Balboa Elementary School PTA wish to donate to the District \$600.00 to be used to purchase an outdoor clock for use at Balboa Elementary School.
- b. Glendale College Foundation, Inc. wishes to donate to the District \$1,994.04 to be used to cover cost of text books for GIS-GCC dual enrollment class at Clark Magnet High School.
- c. Glendale Church of the Brethren wish to donate to the District \$250.00 to be used to purchase instructional materials and supplies for use at Columbus Elementary School.
- d. Mr. & Mrs. Tuggle wish to donate to the District \$500.00 to be used to purchase books and materials to support the Japanese Library at Dunsmore Elementary School.
- e. John C. Fremont PTA wish to donate to the District \$7,611.01 to be used for copy machine, outdoor furniture, and workroom supplies and equipment at Fremont Elementary School.
- f. John C. Fremont PTA wish to donate to the District \$544.46 to be used toward a garden sculpture at Fremont Elementary School.
- g. Samantha Jackson-Kittle through YourCause, LLC Trustee for New York Life wishes to donate to the District \$80.00 to be used to purchase instructional materials and supplies for use at Fremont Elementary School.
- h. Bridge of Knowledge, LLC, DBA Sylvan Learning Center-Glendale wish to donate to the District through the Categorical Programs Department \$500.00 to be used to support the GATE-Scholastic Bowl.
- i. Parker-Anderson Learning Center LA wishes to donate to the District through the Categorical Programs Department \$250.00 to be used to support the GATE-Scholastic Bowl.

- j. Clark Magnet High School wishes to donate to the District through the Categorical Programs Department \$50.00 to be used to support the Adelante Latinos event.
- k. Ms. Nayiri Nahabedian wishes to donate to the District through the Categorical Programs Department \$100.00 to be used to support the Adelante Latinos event.
- l. Glendale Educational Foundation wish to donate to the District through the Categorical Programs Department \$50.00 to be used to support the Adelante Latinos event.
- m. Glendale Community College Foundation Inc. wishes to donate to the District through the Categorical Programs Department \$100.00 to be used to support the Adelante Latinos event.
- n. Dr. Cathy Durham wishes to donate to the District through the Categorical Programs Department \$150.00 to be used to support the Adelante Latinos event.
- o. Mrs. Joanna Junge wishes to donate to the District through the Categorical Programs Department \$50.00 to be used to support the Adelante Latinos event.
- p. PGT Education, Inc. wish to donate to the District through the Educational Services Department \$4,200.00 to be used to support the Japanese FLAG Program at Dunsmore Elementary School.
- q. MTGL, Inc. wish to donate to the District through the Planning & Development Department \$100.00 to be used to support the Ribbon Cutting Ceremony at Fremont Elementary School.
- r. CN School and Office Solutions, Inc. wish to donate to the District through the Planning & Development Department \$100.00 to be used to support the Ribbon Cutting Ceremony at Fremont Elementary School.
- s. tBP Architecture wish to donate to the District through the Planning & Development Department \$100.00 to be used to support the Ribbon Cutting Ceremony at Fremont Elementary School.
- t. Sandy Pringle Associates Inspection Consultants, Inc. wish to donate to the District through the Planning & Development Department \$100.00 to be used to support the Ribbon Cutting Ceremony at Fremont Elementary School.
- u. Justin Stadel wishes to donate to the District \$101.00 to be used to reimburse bus cost for student field trip at Hoover High School.

- v. Lincoln Elementary School PTA wish to donate to the District \$1,649.00 to be used to purchase playground equipment for use at Lincoln Elementary School.
- w. Monte Vista Elementary PTA wish to donate to the District \$1,794.00 to be used toward the purchase of Kindergarten benches for use at Monte Vista Elementary School.
- x. M.A.C.K. wish to donate to the District \$422.50 to be used toward additional music classes at Mountain Avenue Elementary School.
- y. Toll Foundation wishes to donate to the District \$267.95 to be used to purchase a color printer for the Black Stallions at Toll Middle School.
- z. Special Olympics Southern California wish to donate to the District \$900.00 to be used to purchase supplies for students with disabilities at Toll Middle School.
- aa. Valley View Elementary PTA wish to donate to the District \$4,760.00 to be used to provide flood lighting in the parking lot at Valley View Elementary School.
- bb. Margarita Gevondyan through Edison YourCause matching gift program wishes to donate to the District \$600.00 to be used to purchase instructional materials and supplies for use at Verdugo Woodlands Elementary School.
- cc. Verdugo Woodlands Elementary PTA wish to donate to the District \$631.23 to be used to pay for custodial overtime during the Fall Festival at Verdugo Woodlands Elementary School.
- dd. Siranush Grigoryan wishes to donate to the District \$1,000.00 to be used to purchase instructional materials and supplies for use in the classrooms at Verdugo Woodlands Elementary School.
- ee. Vikash and Purvi Ahir wish to donate to the District \$2,500.00 to be used toward the purchase of equipment for use at Verdugo Woodlands Elementary School.