

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

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

October 7, 2019  
Meeting No. 7  
Regular Meeting

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

**BOARD OF EDUCATION MEETING NO. 7**  
**Administration Center**

**October 7, 2019**

*“Preparing our students for their future.”*

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

<b>Please Note Times</b>	
<b>4:30 P.M. -</b>	<b>Opening, Acknowledgements &amp; Recognitions, Presentations, Student Board Member Report, Public Hearing, Public Communications, Superintendent’s Update,</b>
<b>Closed Session</b>	
<b>7:00 P.M. -</b>	<b>Regular Meeting, Public Communications, Information, Action, Consent Calendar, Reports</b>

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

**AGENDA**

**ITEM**

**PAGE**

**A. OPENING – 4:30 P.M.**

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance led by Michelle Nersesyan, a 4<sup>th</sup> grade student from Balboa 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**

## **B. ACKNOWLEDGEMENTS AND RECOGNITIONS**

**a. *Week of the School Administrator*** – The Board would like to recognize the contributions that school administrators make to help our students succeed. The second week in October is recognized as the “Week of the School Administrator”.

**b. *Suzanne McDonnell*** – Jefferson Elementary School teacher has been selected as the Glendale Unified Teacher of the Year for 2019-2020.

**c. *Glendale Youth Alliance*** – The Board would like to recognize the Glendale Youth Alliance for their hard work with beautification efforts at several of the Glendale Unified School sites. GYA staff worked diligently clearing weeds, trimming trees and shrubs, and further enhancing the curb appeal of the District's campuses during the summer prior to the start of the 2019-20 school year.

## **C. PRESENTATIONS**

**a. *Filipino American History Month*** – Filipino American History Month is celebrated in the United States during the month of October to commemorate the arrival of the first Filipinos who landed in what is now Morro Bay, California, which occurred on October 18, 1587. In California, Filipino American History Month was first recognized statewide in 2006, when the California Department of Education placed it on its celebrations calendar. During this month, various activities and events are being held to bring awareness of the significant role Filipinos have played in American History.

**b. *Rotary Club of Glendale (noon)*** – Rotary Club of Glendale would like to present a check from the proceeds of the 2019 Cars4Cops event to the Board of Education.

**c. *March 2020 Election and Protocols*** – City Clerk Ardashes Kassahkian will be providing information to the Board of Education on elections protocols, timeline, and voter information.

**d. *Glendale Unified School District Presents Promotional Video*** - Staff will share with the Board the newly completed Roosevelt Middle School promotional video.

## **D. STUDENT BOARD MEMBER REPORT**

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

## **E. PUBLIC HEARING**

1. **Public Hearing for the Determination of Sufficient Textbooks and Instructional Materials for Fiscal Year 2019-2020, Resolution No. 5 (Refer to Action Report No. 5)**

## **F. COMMUNICATIONS FROM PUBLIC**

1. **Public Communications**

ADDRESSING THE BOARD OF EDUCATION—An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a request card. Speakers are requested to state their name 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. A Speaker's allotted time cannot be deferred to another speaker. Board Members may question the speaker but there will be no debate or decision. The Superintendent may refer the matter to the proper department for review. A student's parent/guardian, or a student if age 18 or older, may request that the minutes exclude the student's directory information, as defined in Education Code 49061, or a parent/guardians' personal information, as defined in Education Code 49073.2. The request to exclude such information shall be made in writing to the secretary or clerk of the Board.

## **G. SUPERINTENDENT'S UPDATE**

**H. CLOSED SESSION**

1. **Instructing designated representative, Dr. Vivian Ekchian, Superintendent of Schools, regarding collective bargaining matters pursuant to Government Code §54957.6.**
2. **Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957.**
3. **Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957.**
4. **Conference with Legal Counsel - Anticipated Litigation – Initiation of litigation pursuant to Government Code section 54956.9(c): One potential case**
5. **Conference with Legal Counsel - Anticipated Litigation – Initiation of litigation pursuant to Government Code section 54956.9(d)(4): Two potential cases**

**I. RETURN TO REGULAR MEETING**

1. **Call to Order**

**J. COMMUNICATIONS FROM PUBLIC**

1. **Public Communications**

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**K. INFORMATION**

1. **Update and Next Steps Regarding Potential Territory Transfer** **10**  
  
GUSD is disappointed that the Los Angeles County Committee on School District Organization went against their staff recommendation and voted to approve the Sagebrush transfer at their meeting on October 2, 2019. The Board of Education will discuss available options, next steps and move forward with the option that is in the best interest of our students.
2. **Positive Behavior Interventions and Supports, Restorative Practices, and Inclusion Committee in the Glendale Unified School District** **11**

This report will provide the Board of Education with the work of Positive Behavior Interventions and Supports (PBIS), Restorative Practices and the Inclusion Committee.

**K. INFORMATION - continued**

- 3. 2018-19 12<sup>th</sup> Grade Attendance Update 20**
- This report will provide the Board of Education with additional data and next steps on 12<sup>th</sup> Grade attendance trends as lost instructional time has a devastating impact on student academic achievement and social emotional growth.
- 4. Red Ribbon Week – October 21-25, 2019 23**
- The national Red Ribbon Campaign theme for 2019 is “SEND A MESSAGE. STAY DRUG FREE.” In this spirit, the Glendale Unified School District is joining with the Glendale Parent Teacher Association (PTA) in promoting Red Ribbon Week activities during the week of October 21-25, 2019. This theme will be reinforced by school site and classroom activities and lessons asking students to engage the 4C’s of 21<sup>st</sup> Century Teaching and Learning. The Office of Student Support Services, in implementing its Violence Prevention and Tobacco Use Prevention Education (TUPE) Programs, recommends both prevention activities and intervention strategies appropriate to each age level.
- 5. Proposed New and Revised/Retired Board Policies Relating to Personnel, Students, and Instruction 25**
- This report will provide the Board of Education with information on the need to create new or revise or retire existing Board Policies BP 4030 (Non-Discrimination – Tolerance/Appreciation of Differences); BP 4119.24/4219.24/4319.24 (Maintaining Appropriate Adult-Student Interactions); BP 4218 (Suspension/Demotion/Dismissal/Disciplinary Action); BP 4218.1 (Dismissal/Suspension/Disciplinary Action (Merit System); BP 5123 (Promotion/Acceleration/Retention); and BP 6179 (Supplemental Instruction) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
- 6. Acknowledgements of Service 46**
- 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.
- 7. Update on Measure S and Facility Programs 48**
- There will be a presentation including an update on the Superintendent’s Facility Advisory Committee meeting, a review of the action items on the agenda, as well as a discussion of future items that will be brought to the Board for consideration.

**L. ACTION**

- 1. Resolution No. 4 - Ordering Biennial Governing Board Member Election 49**
- The Superintendent recommends that the Board of Education adopt Resolution No. 4 ordering the Los Angeles County Superintendent of Schools (County Superintendent) to call an election on March 3, 2020, to submit to the voters of the District the question of whether two (2) members shall be elected to the Governing Board of Education in accordance with Education Codes §5302, §5304, and §5322.
- 2. Approval for Microsoft Annual Software Subscription Renewal 51**
- The Superintendent recommends that the Board of Education approve the renewal of the Microsoft software licensing subscription for one year in the total amount of \$94,513.57.
- 3. Approval of Services Agreement between Glendale Unified School District and Heal the Hurt Counseling 54**
- The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Heal the Hurt Counseling in the amount of \$49,356.00 to provide services to students at Wilson Middle School for the 2019-2020 school year.

**L. ACTION - continued**

**4. Acceptance of the California Newcomer Education and Well-Being (CalNEW) Project Funds 70**

The Superintendent recommends that the Board of Education accept the California Newcomer Education and Well-Being (CalNEW) Project funding in the amount of \$162,560 for the 2019-2020 school year.

**5. Resolution No. 5 – Determination of Sufficient Textbooks and Instructional Materials for Fiscal Year 2019-2020 71**

The Superintendent recommends that the Board of Education adopt Resolution No. 5 which stipulates that each pupil in each school in the District will have sufficient textbooks or instructional materials consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education and in accordance with Education Code 60119 (as revised by Chapter 704, Statutes of 2006 and California code of Regulations, Title 5, Section 9531).

**M. 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 75**

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

- a. Regular Meeting No. 6, September 17, 2019

**2. Certificated Personnel Report No. 6 85**

The certificated report recommends approval of the following:

Maternity leaves of absence, change of maternity leaves of absence, extension of maternity leaves of absence, parental leaves of absence, a change of parental leave of absence, health leaves of absence, extension of health leaves of absence, family & medical leaves of absence, change of family & medical leaves of absence, extension of family & medical leaves of absence, a home responsibility leave of absence, additional assignments, a voluntary decrease in assignment, change in assignments, elections, elections hourly/daily, additional compensation, transportation authorizations, revision to previous personnel reports, personal services agreements and conference/workshop/meeting authorizations.

**3. Classified Personnel Report No. 5 140**

The classified report recommends approval of the following:

Medical leave of absence; extension of medical leave of absence; unpaid home responsibility leave of absence; election from eligibility list; additional assignment temporary - at established rate of pay; change of assignments; revisions to previous board report; election of classified hourly substitutes; election of classified/non classified hourly substitutes; personal services agreements; and transportation authorizations.

**4. Warrants 158**

The Superintendent recommends that the Board of Education approve Warrants totaling \$8,473,076.37 for September 11, 2019 through October 1, 2019.

**5. Purchase Orders 159**

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$5,555,322.23 for the period of September 9, 2019 through September 20, 2019.

**M. CONSENT CALENDAR - continued**

- 6. Appropriation Transfer and Budget Revision Report 181**
- 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. Amendment to the Agreement with AbilityFirst of Southern California for Use of School Facilities 186**
- The Superintendent recommends that the Board of Education approve an amendment to the agreement with AbilityFirst of Southern California for the use of District facilities for the operation of an extended day care recreational program for 2019-2020 (formerly operated by Easter Seals of Southern California).
- 8. Extension of RFP No. P-66-17/18 for Kitchen Hood Cleaning Services to Shannon Diversified, Inc. 188**
- The Superintendent recommends that the Board of Education approve extension of award of RFP No. P-66-17/18 for Kitchen Hood Cleaning Services with Shannon Diversified, Inc.
- 9. Adoption of Piggybackable Contracts for Equipment, Materials, and Supplies 189**
- The Superintendent recommends that the Board of Education approve adoption of piggybackable contracts for the purchase of equipment, materials, and supplies for the 2019-2020 school year.
- 10. Approval of Notice of Completion for Bid No. 180-18/19 with SS+K Construction, Inc. for the Roosevelt Middle School Walk-In Freezer Replacement Project 190**
- The Superintendent recommends that the Board of Education approve a Notice of Completion for Bid No. 180-18/19 with SS+K Construction, Inc. for the Roosevelt Middle School walk-in freezer replacement project.
- 11. Authorization to Dispose of Surplus Property 192**
- The Superintendent recommends that the Board of Education declare machinery located at Crescenta Valley High School and a portable building located at Cloud Preschool as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.
- 12. Agreement with Emerson College 193**
- The Superintendent recommends that the Board of Education approve a Clinical Affiliation Agreement for Speech Language Pathologist students with Emerson College and that the Assistant Superintendent, Human Resources, be authorized to execute the agreement.
- 13. Agreement with Loma Linda University 200**
- The Superintendent recommends that the Board of Education approve the Amendment No. 1 to contract for Clinical Affiliation and Instructional Programs with Loma Linda University and that the Assistant Superintendent, Human Resources, be authorized to execute the agreement.
- 14. Agreement with California State University, Los Angeles 213**
- The Superintendent recommends that the Board of Education approve the First Amendment to the Student Teaching Agreement with California State University, Los Angeles, and that the Assistant Superintendent, Human Resources, be authorized to execute the agreement.

**M. CONSENT CALENDAR - continued**

- 15. Approval of Services Agreement with Los Angeles Universal Preschool (Child 360) for the 2019-2020 School Year 220**
- The Superintendent recommends that the Board of Education approve a Services Agreement between the Glendale Unified School District and Los Angeles Universal Preschool (Child 360) in the amount of \$19,890 to perform Early Childhood Environmental Rating Scale-Revised assessments and professional development for the Early Education and Extended Learning Programs.
- 16. Approval of Services Agreement between Glendale Unified School District and Sports for Learning for Edison Elementary School for 2019-2020 235**
- The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Sports for Learning in the amount of \$35,260 to provide PLC assistance to staff and engage students in STEM instruction at Edison Elementary School in the 2019-2020 school year.
- 17. Quarterly Uniform Complaint Report Summary, Williams Settlement Legislation 251**
- The Superintendent recommends that the Board of Education approve the submission of the Quarterly Uniform Complaint Report Summary, as mandated under the Williams Court Case Settlement, to the Superintendent of the Los Angeles County Office of Education.
- 18. Approval of Services Agreement between Glendale Unified School District and Junge Educational Services, Inc. 253**
- The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Junge Educational Services, Inc. in the amount of \$30,000 to provide support as needed at Clark Magnet High School for the 2019-2020 school year.
- 19. Approval of Revised Course Title for Use in High Schools in the Area of English 269**
- The Superintendent recommends that the Board of Education approve the revision to the course of study title, Mock Trial, for use in high schools in the area of English.
- 20. Acceptance of DonorsChoose Awards 275**
- The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support projects submitted by Wilson Middle School.
- 21. Agreement with Impact Canine Solutions to Provide Dangers of Vaping Presentations in all GUSD Schools in 2019-2020 277**
- The Superintendent recommends that the Board of Education approve an agreement with Impact Canine Solutions in an amount not to exceed \$32,000, funded by School Safety and Student Support Services, to conduct e-cigarette/vape presentations to elementary students (grades 5-6 only) and all middle and high school students in the 2019-2020 school year.
- 22. Approval of Memorandum of Understanding with California State University, Los Angeles for Social Work Interns 294**
- The Superintendent recommends that the Board of Education approve the Memorandum of Understanding between California State University, Los Angeles and Glendale Unified School District to provide interns with an opportunity to gain practical fieldwork experience in the field of social work.



**M. CONSENT CALENDAR - continued**

**23. Approval of New and Revised Board Policies Relating to Instruction 303**

The Superintendent recommends that the Board of Education approve new or revised Board Policies BP 6146.11 (Alternative Credits Toward Graduation) and BP 6146.2 (Certificate of Proficiency/High School Equivalency) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**24. Acceptance of Gifts 308**

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

**N. REPORTS AND CORRESPONDENCE**

**1. Board**

**2. Superintendent**

**O. ADJOURNMENT**

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

**SUBJECT: Update and Next Steps Regarding Potential Territory Transfer**

GUSD is disappointed that the Los Angeles County Committee on School District Organization went against their staff recommendation and voted to approve the Sagebrush transfer at their meeting on October 2, 2019. The Board of Education will discuss available options, next steps and move forward with the option that is in the best interest of our students.

At this time, we believe the options include:

1. Appeal the Decision to the State Board of Education (SBE) - Notice of Appeal must be filed by November 1, 2019, then the Statement of Reasons must be submitted within 15 days after filing the Notice of Appeal.
2. Challenge the Mitigated Negative Declaration (MND) - File suit in superior court challenging the MND by November 1, 2019. This can be done at the same time as Option 1.
3. Allow the Process to Continue - The County Committee will determine the election area and call for an election in November 2020.

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Mary Mason, Executive Director, Elementary Education  
Dr. Deb Rinder, Executive Director, Special Education  
Dr. Christopher Coulter, Director, Teaching and Learning

SUBJECT: **Positive Behavior Interventions and Supports, Restorative Practices and Inclusion Committee in the Glendale Unified School District**

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This report will inform the Board of Education on the work to date in Positive Behavior Interventions and Supports (PBIS), Restorative Practices, and the Inclusion Committee. Training and support in each of these areas will build upon the work done over the previous year and work done on various committees.

**Positive Behavior Interventions and Supports (PBIS)**

Positive Behavior Interventions and Supports (PBIS) provides a multi-tiered system of supports for school sites to organize evidence based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. PBIS is aligned with the *Every Student Succeeds Act* and with the LCAP in the areas of school climate and student engagement. The foundation of this program is that *“Teaching behavior as relentlessly as we teach reading or other academic content is the ultimate act of prevention, promise, and power underlying PBIS and other preventive interventions in America’s schools.”*

Glendale Unified School District has contracted with LACOE’s Student Support Services to provide Positive Behavior Interventions and Supports (PBIS) consultation and training to District leadership teams, site administrators and coaches. Schools attend training for four years. Each year, the training consists of nine full days of training broken out below:

PBIS School Leadership Team	3 days
Site Administrator and Coach	3 days
District Coach/District Leadership	3 days

All GUSD schools and some departments have engaged in PBIS training.

- **Cohort 1** (started 2014 - County Training Complete): Franklin, Glenoaks, Jefferson, Mann, Roosevelt
- **Cohort 2** (started 2015 - County Training Complete): Balboa, Columbus, Marshall, Muir, Rosemont
- **Cohort 3** (started 2016 - Last year of County Training): Dunsmore, Keppel, Mountain Avenue, Valley View, Toll, Wilson, Glendale, Hoover, EEELP
- **Cohort 4** (started 2017): Cerritos, Edison, La Crescenta, Lincoln, Monte Vista, Verdugo Woodlands, R.D. White
- **Cohort 5** (started 2018): FACTS, Fremont, Crescenta Valley, Clark, Daily

Data collection is an important piece of PBIS implementation. Each year, PBIS school teams complete two surveys to collect data that measure a school's level of implementation: Tiered Fidelity Inventory (TFI) and the Self-Assessment Survey (SAS). The TFI is a walkthrough tool to gauge the level of implementation and the SAS is a self-assessment taken by all members of the school staff. Using these multiple measures assists site teams in assessing the effectiveness of PBIS implementation.

Overall, to move up tiers of implementation, a score of 70%, or better, is required across three consecutive TFI administrations combined with an 80%, or better, subscale implementation average score on the SAS data tool.

The TFI is administered three times each year (fall, winter, and spring) with an External Evaluator and the PBIS Site Team participating in a walkthrough, student and staff interviews, and an online assessment. The SAS is administered twice each year (fall and spring) with the entire adult staff (certificated and classified) of each school responding to the online SAS survey. Based on the results of these assessments, many GUSD schools have received awards for the progress toward full implementation. The awards are described below:

**Bronze Level Award Schools (Developing):** Bronze (Developing) level schools can document evidence of a comprehensive system of behavioral supports at Tier I. The Essential Elements related to Tier I are implemented with fidelity and consistency across all school settings. Bronze level schools consistently utilized data-based problem solving in existing team structures. These schools could produce evidence of organized team meeting notes and data-based program planning. First year schools are only eligible for Bronze Level Recognition.

**Silver Level Schools (Proficient):** Silver (Proficient) level schools must meet all the characteristics of Bronze level schools and implement with a higher level of fidelity. These schools also implement Tier II and/or Tier III supports as needed. Tier I, II and/or III supports are provided through a data-based problem-solving process within existing team structures. These schools can produce evidence of advanced tiers of PBIS implementation as a result of data-based decision making. Schools in year 2 of implementation or beyond are eligible for Silver Level Recognition.

**Gold Level Schools (Accomplished):** Gold (Accomplished) level schools must meet all the characteristics of Bronze and Silver level schools and implement with the highest level of fidelity. These schools also maintain Tier II and Tier III supports as needed. A multi-tiered system of support is provided through a data-based problem-solving process within existing team structures. These schools can produce evidence of advanced tiers of PBIS implementation as a result of data-based decision making (pbisapps.org). Gold level schools can produce evidence of well-established systems to provide FBA's (Functional Behavioral Assessments), BIP's (Behavioral Intervention Plans), and inter-agency collaboration to meet the needs of all students. Gold level schools have a history of involvement and support of other schools in their efforts to develop PBIS supports. Schools in year 2 of implementation or beyond are eligible for Gold Level Recognition. The following schools have received PBIS awards:

**Gold:** Marshall Elementary

**Silver:** Balboa, Cerritos, Columbus, Dunsmore, Edison, Franklin, Fremont, Glenoaks, Jefferson, Keppel, La Crescenta, Lincoln, Mann, Monte Vista, Mountain Avenue, Muir, R.D. White, Valley View and Verdugo Woodlands Elementary Schools; Roosevelt, Rosemont, Toll and Wilson Middle Schools; Clark, Daily, Glendale and Hoover High Schools

**Bronze:** Early Bird/FACTS and Crescenta Valley High School

Schools in Cohorts 3-5 will continue receiving training from Los Angeles County. Cohorts 1-2 will continue to receive coaching support from Craig Lewis, Teacher Specialist, Teaching and Learning.

### **Restorative Practices (RP)**

Restorative Practices (RP) in schools is an alternative to typical punish and suspend methods of discipline. It shifts to a focus on the relationship as central to learning and healthy school climate for students and adults. The use of the restorative community

building circle protocol helps to develop social emotional learning and create safe spaces to address difficult issues and trauma and promote healing.

Restorative Practices Training over the past three years has broadened and, over time, has encompassed stakeholder groups to include District and site administration; Glendale Schools Management Association; school psychologists; counselors; parents/community members; school site teams; special education support staff; teacher specialists; Early Education and Extended Learning Program site leaders and faculty; and school secretaries/nurses.

**Introductory/Exposure Training (3 hours or less)**

School Year	2016-2017	2017-2018	2018-2019	2019-2020
No. of Training Days	1	12	14	2
No. of Participants	40	80	360	100
Schools/Groups/ Departments	Roosevelt	Site Admin. District Admin.	Dunsmore Fremont Franklin Mountain Ave. Muir Elem. PE Teachers EEELP GSMA Teacher Specialists Counselors Psychologists Parents	Clark Columbus La Crescenta

**Comprehensive Training (2-Day IIRP or 4-Day NEA)**

School Year	2016-2017	2017-2018	2018-2019	2019-2020
No. of Training Days	4	6	13	16
No. of Participants	14	71	162	170
Schools/Groups/ Departments	Roosevelt	Roosevelt Various District RP Support Team	Roosevelt (Tier II) Glendale High (Tier II and III) Hoover Rosemont Various District RP Support Team	Various District

A District Support Team consisting of Parent Teacher Association and Glendale Teachers Association members, teachers, teacher specialists, District staff and site administrators have worked on developing support resources, a parent brochure, and the green triangle

graphic describing all tiers of restorative practices. Tier I, which is the foundation piece of all Restorative Practices, is Community Building. Ninety percent of the work in the GUSD has focused on building community through conducting circles in classrooms as well as in staff and faculty meetings.

Professional development is coordinated through the Teaching & Learning Department as follows:

- Authorized International Institute for Restorative Practices (IIRP) trainers: Karen Junker (outside consultant) and Craig Lewis (GUSD in-house trainer)
- Community Justice for Youth Institute (outside consultants)

Tier I training provides an understanding of the circle process and its potential for building relationships within the school community; promoting healthy communication; preventing and resolving conflicts; developing social emotional learning and youth competencies; and creating safe spaces to address difficult issues, trauma, and healing. Participants learn the stages and flow of the circle and practice the fundamental elements of the community circle process, including ritual, storytelling, establishing shared values, building trust, and consensus decision-making. At the conclusion of the training, participants will be able to facilitate community building circles.

Tier II and III level training supports students to develop: self-management – to manage their emotions and behaviors to achieve their goals; self-awareness – to recognize their emotions, values, strengths, and challenges; social awareness – to have an understanding and empathy for others; relationship skills – to work together, manage conflict and form positive relationships; and responsible decision-making – to make good decisions and choices about their personal and social behavior.

Training staff in working restoratively and relationally will build classrooms where:

- 1) Students are recognized and valued.
- 2) There is high support and high expectations.
- 3) Students learn to self-regulate their behavior.
- 4) Students know how to hold each other accountable.
- 5) Students are able to resolve difficulties and learn from mistakes.
- 6) There is connectedness, inclusivity, group identity, and responsible citizenship to the overriding school culture.

The key goals of restorative practices include the following:

- To understand the harm and develop empathy for the harmed and the harmer.
- To listen and respond to the needs of the person harmed and the person who harmed.

- To encourage accountability and responsibility through personal reflection.
- To reintegrate the harmer (and, if necessary, the harmed) into the community.
- To prevent shaming.
- To avoid labeling the child as bad.

Restorative Practices run contrary to traditional discipline, which focuses on doing things to students in a punitive, exclusionary, and somewhat shaming manner, such as issuing time outs, office referrals, and suspensions to name a few. Rather, restorative practices are a collaborative process where teachers and/or administrative staff are working with students to problem solve.

Schools that incorporate restorative practices find that students are happier, more cooperative and productive, and more likely to make positive changes when those in positions of authority do things with them, rather than to them or for them.

Restorative practices are:

- Proactive - focus on communication, collaboration, and problem-solving.
- Systemic - clear guidelines and principles in place to govern student interventions at all sites, i.e. everyone is doing the same thing, and implementation is phased in carefully and in coordinated fashion.
- Transparent - school staff, students, families and other community members understand the process and have a voice in refining and customizing them.

The GUSD established a Restorative Practices Task Force in the spring of 2018. The mission and objectives of the task force are as follows:

- Develop short-term goals and a common mission & vision.
- Advise on the development of a multi-year strategic plan, including research and planning.
- Advocate for the work of Restorative Practices and seek out support and funding amongst community groups.

The Task Force makes recommendations to the Superintendent and staff. Task Force members assist staff in presentations regarding the implementation of Restorative Practices to the Board and community. The Task Force consists of 19 members and 4 facilitators, and it meets for two years until June 2020. Task Force members were required to have had previous training in restorative practices and were selected through an application process. Task Force members represent a cross section of the District and include high school students, parents, classified and certificated staff, a community representative and site administration.



Currently, the Task Force is working on finalizing a mission statement, vision, and values of restorative practices, as well as a Board proclamation. The Task Force created a short video of community building circles to post on the website. This year, to deepen the work of restorative practices and examine ways to exemplify becoming a restorative practices district, the Task Force is seeking to develop a list of adult restorative behaviors as well as a long-range strategic plan. A section on Restorative Practices has been added to the GUSD website to inform the GUSD community about this work.

### **Inclusion Committee**

The Inclusion committee was established in March 2017, made up of a team of 36 participants that included management, certificated, and classified staff. During initial meetings, objectives included: 1) setting the context for the committee by sharing the LCAP Board Priorities; and 2) discussing areas of strength and areas for growth.

At the beginning of the 2017-2018 school year, the committee had grown to 33 members on the Secondary team and 32 members on the Elementary team, representing a cross section from both General and Special Education teachers (including GTA representation), staff, and administrators. The committee continued to be co-chaired by Mrs. Beatriz Bautista, Director, Special Education, and Dr. Mary Mason, Executive Director, Elementary Education.

The overall objectives for this committee were three-fold:

- 1) Evaluate current inclusion structures and practices.
- 2) Develop deep understanding and capacity for inclusion K-12.
- 3) Plan and implement Best Practices for 2018-2019 and subsequent years.

These goals were, in part, influenced by internal reviews of increasing the number of students in inclusion across GUSD. Currently, 49.9% of Special Education students are integrated into an inclusion model, and GUSD continues the goal of increasing this number every year.

At the start of the 2017-2018 school year, a survey was sent out to schools to gather input on best practices for Inclusion district-wide. Five meetings were scheduled throughout the school year.

Dr. Wendy Murawski was enlisted to assist the committee define a vision and mission statement for GUSD, develop a glossary of terms that could be disseminated district-wide to provide consistency in the agreed upon model of inclusion, and create a long-range multi-year plan for professional development and support for the preferred model in

GUSD. Dr. Murawski has a wealth of experience and expertise in this area. She is a tenured full professor in the Department of Special Education and the Executive Director and Eisner Endowed Chair for the Center for Teaching and Learning at California State University, Northridge. She obtained her M.A. in Special Education and her Ed.S. in Educational Administration from the College of William & Mary and her Ph.D. from University of California, Riverside with an emphasis in Special Education, Collaboration and Research.

Moving forward, the committee agreed to:

- Provide clarity and support across GUSD.
- Develop a practical, ongoing, and sustainable system of support.
- Provide clarity and consistency of inclusion.
- Develop an implementation plan: a. Budget, b. Timeline, c. Action Steps, d. District approval.
- Address the needs of all students.
- Create a common language and definitions.

The committee spent time reviewing and discussing the overall mission and vision of inclusion in GUSD. Ultimately, it was decided to not create a separate mission statement but to add the word *inclusive* to the existing GUSD mission statement. The Vision Statement promotes shared values and incorporates the major areas of focus for inclusion in GUSD.

### **An Inclusive Mission**

*The Glendale Unified School District provides an inclusive, high quality education that addresses the unique potential of each student in a safe, engaging environment.*

### **Vision Statement for Inclusion in GUSD:**

*Glendale Unified School District faculty and staff will:*

- 1) *Work collaboratively to ensure all students succeed,*
- 2) *Embrace best practices to support multiple means of representation, expression and engagement so that all students have an opportunity to access high-quality instruction and content, and*
- 3) *Demonstrate an inclusive philosophy through the use of differentiation for all students.*

Several meetings were spent refining a list of common terms and definitions. These reflect best practices and the most current research in the field of education.

As the Inclusion Committee concluded its last meeting of the 2018-2019 school year, there was an understanding that more work still needed to be done in this area to refine the plan. The work of this committee will continue into the 2019-2020 school year to solidify the common terms and promote these throughout the organization. The Inclusion Committee has divided into five working groups. These groups have each identified specific areas to work on and have developed specific goals that will be met.

**The Administration Working Group**

- Will examine the development of training in legally defensible IEPs and creating well-articulated matriculation paths.

**The Media & Messaging Working Group**

- Will develop a video on Inclusion and create information for the GUSD website.

**The Elementary Working Group**

- Is working on a pilot for an inclusion model in GUSD and developing tools and strategies for professional development.

**The Secondary Working Group**

- Is developing clear terminology and best practices across all secondary schools.

**The Professional Development Working Group**

- Is developing a checklist of inclusive practices and a plan for professional development targeted to specific needs in this area.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 1: Maximize Student Achievement***

*“Analyze and assess student data to strengthen attendance and personalize learning that builds college, career, and life readiness pathways for success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Ilin Magran, Assistant Director, Child Welfare and Attendance  
Dr. Stepan Mekhitarian, Coordinator III, Assessment and Accountability

SUBJECT: **2018-19 12th Grade Attendance Update**

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This report will provide the Board of Education with additional data and next steps on 12<sup>th</sup> Grade attendance trends as lost instructional time has a devastating impact on student academic achievement and social emotional growth.

Background

During the 2018-19 data review on August 13, 2019, additional information was requested on one of the data points presented. The data showed that 12<sup>th</sup> graders were among the most frequently absent students in the District. Additional data was compiled to identify trends and patterns.

**Number of Students Chronically Absent by Grade Level in 2018-19**

TK/K	1	2	3	4	5	6	7	8	9	10	11	12	Total
246	148	90	104	91	103	109	114	165	119	136	190	261	<b>1,876</b>

**2018-19 12<sup>th</sup> Grade Percentage of Absences by Days of the Week**

12 <sup>th</sup> Grade	Monday	Tuesday	Wednesday	Thursday	Friday	Count
Excused	11%	5%	10%	13%	61%	<b>122</b>
Illness	18%	18%	18%	19%	27%	<b>12,983</b>
Illness: Doctor Note	17%	19%	22%	22%	19%	<b>1,578</b>
Other	15%	14%	15%	19%	36%	<b>4,198</b>
Suspended	18%	20%	15%	19%	28%	<b>188</b>
Truancy	16%	19%	18%	20%	26%	<b>20,445</b>
Verified	12%	11%	12%	18%	46%	<b>955</b>
<b>Grand Total</b>	<b>17%</b>	<b>18%</b>	<b>18%</b>	<b>20%</b>	<b>28%</b>	<b>40,469</b>

The data showed that the majority of the absences and truancies occurred on Fridays.

**2018-19 12<sup>th</sup> Grade Percentage of Absences/Truancies by Month**

12 <sup>th</sup> Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Excused	2%	2%	5%	7%	4%	52%	5%	7%	9%	4%	2%
Illness	1%	8%	10%	9%	7%	11%	12%	11%	12%	16%	2%
Illness: Doc Note	2%	7%	9%	9%	8%	11%	14%	10%	13%	14%	2%
Other	3%	6%	10%	7%	5%	7%	10%	8%	14%	27%	5%
Suspended	4%	3%	18%	4%	7%	6%	14%	14%	21%	8%	0%
Truancy	1%	5%	8%	7%	6%	9%	10%	11%	13%	20%	9%
Verified	4%	3%	15%	9%	7%	14%	6%	14%	10%	15%	2%
<b>Grand Total</b>	<b>2%</b>	<b>6%</b>	<b>9%</b>	<b>8%</b>	<b>6%</b>	<b>10%</b>	<b>11%</b>	<b>11%</b>	<b>13%</b>	<b>19%</b>	<b>6%</b>

The data also showed increased truancies and absences from January to May with the most truancies occurring in May. The total number of period absences and truancies for 12<sup>th</sup> Grade during the 2018-19 school year is 40,469.

Next Steps

To address absenteeism in 12<sup>th</sup> grade, the following steps will be taken:

- Systemically monitor chronic absenteeism using the Dynamic Dashboard by school sites and the Child Welfare & Attendance office (with a specific team for Foster & Homeless Youth).
- Set special events on high absenteeism dates to encourage attendance.
- Contact with parents/guardians by Nurses and Health Clerks on students who are out sick.
- Establish attendance awards for achievement and growth.
- Increase wellness checks.
- Increase communication with families to develop positive relationships, identify barriers, and offer support.

- Review Board Policy 5127 expectations on attendance/senior activities.
- Consult with Principals
- Consult with Student Advisory Council

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 1: Maximize Student Achievement***  
*“Analyze and assess student data to strengthen attendance and personalize learning that builds college, career, and life readiness pathways for success.”*

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Hagop Eulmessekian, Director, Student Support Services

**SUBJECT: Red Ribbon Week – October 21-25, 2019**

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**BACKGROUND**

Since its beginning in 1985, the annual National Red Ribbon campaign has served as a catalyst to mobilize communities to educate youth and encourage participation in drug prevention activities. Red Ribbon Week continues to be recognized and celebrated by the Glendale Unified School District. The Red Ribbon Campaign was initiated as a result of an incident in 1985 when DEA Agent Enrique “Kiki” Camarena, a dedicated undercover officer in the U.S. Drug Enforcement Administration, was slain. Before joining the DEA Camarena told his mother, “I’m only one person, but I want to make a difference.” In the true spirit of Camarena’s belief that one person can make a difference in the fight against drugs, the Glendale Unified School District supports this voluntary activity in its schools.

**THE RED RIBBON THEME FOR 2019**

The national Red Ribbon Campaign theme for 2019 is “*SEND A MESSAGE. STAY DRUG FREE.*” In this spirit, the Glendale Unified School District is joining with the Glendale Parent Teacher Association (PTA) in promoting Red Ribbon Week activities during the week of October 21-25, 2019. This theme will be reinforced by school site and classroom activities and lessons asking students to engage the 4C’s of 21<sup>st</sup> Century Teaching and Learning. GUSD campuses are safe and drug-free environments where students focus on their educational goals and build positive and life-long healthy habits. The Office of Student Support Services, in implementing its Violence Prevention and Tobacco Use Prevention Education (TUPE) Programs, recommends both prevention activities and intervention strategies appropriate to each age level.

The PTA assists with Red Ribbon Week activities and the purchase of Red Ribbon Week-themed materials such as bracelets, pencils, etc., for students and staff. Schools without a PTA are supported by Student Support Services and receive the Red Ribbon Week-themed materials as well.

Various PTA-sponsored activities at the schools may include assemblies, essay contests, and daily themes for students to show school spirit.

The District's goal of reducing student tobacco usage is further supported by offering tobacco-specific, research-validated educational instruction and activities to high school students that build knowledge as well as social skills through the TUPE program. In addition, the Office of Student Support Services has partnered up with Impact Canine Solutions to conduct presentations about the "Dangers of Vaping" for elementary students in grades 5 and 6, and for all grade levels in middle and high schools to further promote the District's goal of reducing student tobacco usage.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*"Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success."*



GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources

SUBJECT: **Proposed New and Revised/Retired Board Policies Relating to Personnel, Students, and Instruction**

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This report will provide the Board of Education with information on the need to create new and revise or retire existing Board Policies BP 4030 (Non-Discrimination - Tolerance/Appreciation of Differences); BP 4119.24/4219.24/4319.24 (Maintaining Appropriate Adult-Student Interactions); BP 4218 (Suspension/Demotion/Dismissal/Disciplinary Action); BP 4218.1 (Dismissal/Suspension/Disciplinary Action (Merit System)); BP 5123 (Promotion/Acceleration/Retention); and BP 6179 (Supplemental Instruction) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 4030 – Nondiscrimination in Employment**

CSBA Update: March 2019  
Last GUSD Update: November 2010

This policy reflects new law, which adds a definition of national origin and make it an unlawful employment practice to inquire into or discriminate against an employee on the basis of immigration status. It also reflects new law which prohibits districts from requiring an employee, in exchange for a raise or bonus or as a condition of employment, to sign a nondisparagement agreement or release the right to file claim against the District for unlawful acts in the workplace, including sexual harassment. The policy also provides that a district may be responsible for any harassment of employees by nonemployees if the district knows or should have known of the conduct and failed to take action. It further revises a section to reflect a requirement to post the California Department of Fair Employment and Housing (DFEH) poster on workplace discrimination and harassment and to add the requirement to post the DFEH poster on the rights of transgender employees.

**BP 4119.24, 4219.24, 4319.24 – Maintaining Appropriate Adult-Student Interactions**

CSBA Update: July 2019  
Last GUSD Update: N/A

Staff recommends that the District adopt this Board Policy (BP), which addresses the avoidance of unlawful and inappropriate interactions between staff and students, an employee's responsibility to report another employee's violation of this policy, disciplinary consequences for staff, referral to law enforcement when appropriate, the requirement to post the code of conduct on school and/or district websites, and examples of conduct that are inappropriate or can create the appearance of impropriety.

**BP 4218 – Suspension/Demotion/Dismissal/Disciplinary Action**

CSBA Update: July 2019  
Last GUSD Update: October 2006

Staff recommends this Board Policy be retired as it will be replaced by BP 4218.1, which directly addresses disciplinary action for Merit System districts. BP 4318 will remain intact as it addresses disciplinary action for management personnel.

**BP 4218.1 – Dismissal/Suspension/Disciplinary Action (Merit System)**

CSBA Update: July 2019  
Last GUSD Update: N/A

BP 4218.1 will replace BP 4218 ,which will be retired, and addresses the same information but not specific to Merit System districts. This policy addresses requirements for disciplinary proceedings for classified employees in merit system districts. This BP contains material formerly in BP 4118 – Dismissal/Suspension/Disciplinary Action for certificated employees. The policy also reflects new law, which requires the Personnel Commission to delegate its authority to an administrative law judge in cases involving allegations of egregious misconduct with a minor.

**BP 5123 – Promotion/Acceleration/Retention**

CSBA Update: July 2019  
Last GUSD Update: October 2017

Staff is recommending the Board update this mandatory policy using California School Boards Association (CSBA) suggested language to make minor revisions reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.

**BP 6179 – Supplemental Instruction**

CSBA Update: July 2019  
Last GUSD Update: October 2017

Staff is recommending the Board update this mandatory policy using CSBA suggested language to reflect current law requiring the provision of remedial instruction to students who are recommended for retention or are identified as being at risk for retention. Policy also deletes reference to federal Title I program improvement, which is no longer operational, and clarifies that schools identified for comprehensive or targeted school improvement may, but are not required to, offer supplemental instruction.

The proposed new, revised, and retired 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 October 22, 2019, Board meeting for approval. Further, upon approval of the policies, updates to the accompanying Administrative Regulations will be made as needed following current District procedures.

Copies of the proposed new and revised/retired policies are attached to this report.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 1: Maximize Student Achievement***

*“Analyze and assess student data to strengthen attendance and personalize learning that builds college, career, and life readiness pathways for success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*

Personnel

Non-Discrimination - Tolerance/Appreciation of Differences

The Governing Board is determined to provide a safe, positive environment where all District employees are assured of full and equal employment access and opportunities, protection from harassment and intimidation and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. For purposes of this policy, employees include job applicants, interns, volunteers, or persons who contracted with the District to provide services as applicable.

No District employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics.

~~The Governing Board prohibits unlawful discrimination against and/or harassment of District employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religious creed, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender or sexual orientation, at or related to any District site and/or activity. The Board also prohibits retaliation against any District employee or job applicant who complains, testifies or in any way participates in the District's complaint procedures instituted pursuant to this policy.~~

The District shall not inquire into any employee's immigration status nor discriminate against an employee on the basis of immigration status unless there is clear and convincing evidence that it is necessary to comply with federal immigration law. (2 CCR 11028)

~~It is the policy of the Glendale Unified School District to comply with federal and state non-discrimination laws in all activities and programs conducted by the District and its schools, and to require the maintenance of an educational and work environment that is free of unlawful discrimination, harassment or other conduct that is inherently disruptive of the educational or work environment. No employee may participate in, or fail to discourage, any demeaning, hostile, offensive statements or conduct based upon race, color, national origin, ancestry, ethnicity, religion, gender, sex, sexual orientation, disability or other status protected by law. Nor shall any qualified persons be excluded from participation in, or denied the benefits of, any District or school program or activity based upon race, color, national origin, ancestry, ethnicity, religion, gender, sex, sexual orientation, disability or other status protected by law.~~

Personnel

Non-Discrimination - Tolerance/Appreciation of Differences

~~As role models to students and as contributors to a positive work environment that supports tolerance, all District employees are expected to carry out their duties and responsibilities in a manner which is free from statements or conduct that harass or discriminate against students or fellow employees in any of the unlawful manners referred to above.~~

~~Any District employee who engages in unlawful discrimination or harassment shall be subject to disciplinary action up to and including dismissal.~~

~~Any District employee who permits unlawful discrimination or harassment may be subject to disciplinary action up to and including dismissal. A District employee shall be deemed to have permitted unlawful discrimination or harassment if he/she fails to take remedial action and/or report an observed incident of discrimination and/or harassment, whether or not the victim complains.~~

Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment.
2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training.
3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.
4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:
  - a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status.
  - b. Religious creed discrimination based on an employee's religious belief or observance, including religious dress or grooming practices, or based on the District's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an

Personnel

Non-Discrimination - Tolerance/Appreciation of Differences

employment requirement.

- c. Requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity
- d. Failure to make reasonable accommodation for the known physical or mental disability of an employee, or to engage in a timely, good faith, interactive process with an employee who has requested such accommodations in order to determine the effective reasonable accommodations, if any, to be provided to the employee

The Board also prohibits retaliation against any District employee who opposes any discriminatory employment practice by the District or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the District's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940; 2 CCR 11028)

No employee shall, in exchange for a raise or bonus or as a condition of employment or continued employment, be required to sign any document that releases the employee's right to file a claim against the District or to disclose information about harassment or other unlawful employment practices. (Government Code 12964.5)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment, including harassment of an employee by a nonemployee, shall report the incident to the Superintendent or designated District coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The District shall protect any employee who reports such incidents from retaliation.

The Superintendent or designee shall use all appropriate means to reinforce the District's nondiscrimination policy, including providing training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the District's policies and regulations regarding discrimination. The

Personnel

Non-Discrimination - Tolerance/Appreciation of Differences

Superintendent or designee shall regularly review the District's employment practices and, as necessary, shall take action to ensure District compliance with the nondiscrimination laws.

Any District employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

Legal Reference:      Education Code, Sections 200-262.4  
                                 Civil Code, Section 51.7  
                                 Government Code, Sections 11135; 11138; 12900-12996; 12940-12952;  
                                 12960-12976  
                                 Penal Code, Section 422.56  
                                 Code of Regulations, Title 2, Sections 11006-11086; 11013; 11019;  
                                 11023; 11024; 11027-11028  
                                 Code of Regulations, Title 5, Sections 4900-4965  
                                 United States Code, Title 20, Sections 1681-1688  
                                 United States Code, Title 29, Sections 621-634; 794  
                                 United States Code, Title 42, Sections 2000d-2000d-7; 2000e-2000e-17;  
                                 2000ff-2000ff-11; 2000h-2-2000h-6; 6101-6107; 12101-12213  
                                 Code of Federal Regulations, Title 28, Sections 35.101-35.190  
                                 Code of Federal Regulations, Title 34, Sections 100.6; 104.7; 104.8;  
                                 106.8; 106.9; 110.1-110.39  
                                 Court Decisions: Thompson V. North American Stainless Lp, (2011) 131  
                                 S.Ct. 863; Shephard V. Loyola Marymount, (2002) 102 Cal.App.4th 837

Policy Adopted:      04/21/1992

Policy Amended:      07/03/2001, 02/05/2002; 02/03/2004; 11/16/2010; --/--/2019

Formerly BP 4001, 4002, 4003

PersonnelMaintaining Appropriate Adult-Student Interactions

The Governing Board desires to provide a positive school environment that protects the safety and well-being of District students. The Board expects all adults with whom students may interact at school or in school-related activities, including employees, independent contractors, and volunteers, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting. Such adults shall not engage in unlawful or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Employees are prohibited from entering into or attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee shall protect anyone who reports a violation from retaliation. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.

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)

Inappropriate Conduct

Employees shall remain vigilant of their position of authority and not abuse it when relating with students. Examples of employee conduct that can undermine professional adult-student



Personnel

Maintaining Appropriate Adult-Student Interactions

interactions or create the appearance of impropriety include, but are not limited to:

1. Initiating inappropriate physical contact.
2. Being alone with a student outside of the view of others.
3. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent.
4. Maintaining personal contact with a student that has no legitimate educational purpose, by phone, letter, electronic communications, or other means, without including the student's parent/guardian or the principal.

When communicating electronically with students, employees shall use District equipment or technological resources when available. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of District technology at any time without advance notice or consent.

5. Creating or participating in social networking sites for communication with students, other than those created by the District, without the prior written approval of the principal or designee.
6. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business.
7. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students.
8. Addressing a student in an overly familiar manner, such as by using a term of endearment.
9. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities.
10. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose.

Personnel

Maintaining Appropriate Adult-Student Interactions

11. Transporting a student in a personal vehicle without prior authorization.
12. Encouraging students to confide their personal or family problems and/or relationships.
13. Disclosing personal, family, or other private matters to students or sharing personal secrets with students.

Legal Reference:        Education Code, Sections 44030.5; 44050; 44242.5; 44940; 8980  
                                 Penal Code, Sections 11164-11174.3  
                                 Code Of Regulations, Title 5, Sections 80303; 80304

Policy Adopted: --/--/2019

Personnel

Suspension/Demotion/Dismissal/Disciplinary Action

Termination of Probationary Employment

At any time prior to the expiration of the probationary period, the Superintendent or designee may, at his/her discretion, dismiss a probationary classified employee from District employment.

Suspension Without Pay, Demotion, Reduction of Pay Step in Class, or Dismissal of Permanent Classified Employees

Permanent classified employees shall be subject to personnel action (suspension without pay, demotion, reduction of pay step in class, dismissal) only for cause.

Definitions

- A. Suspension defined: Temporary removal of an employee from a position (with loss of pay) as a disciplinary measure or removal from the position preliminary to an investigation of charges pending demotion or dismissal. Suspension may be for varying periods, but shall not exceed 30 working days.
- B. Demotion defined: Reduction of an employee from a given class (or group of similar positions combined under a common title) to a class having a lower salary rate is deemed to be a "demotion."
  - 1. For disciplinary purposes an employee may be subjected to temporary or permanent demotion with a reduction in salary (for reasonable cause) when the seriousness of an offense is insufficient to warrant dismissal.
  - 2. An employee who has given unsatisfactory service in one classification may be demoted to a lower classification in accordance with provisions of these rules if it is the judgment of the administrator and the Assistant Superintendent, Human Resources.
- C. Dismissal defined: Separation, discharge, or permanent removal of an employee from a position (for cause) in accordance with the provisions of the Education Code and these rules.

Personnel

Suspension/Demotion/Dismissal/Disciplinary Action

Causes

1. Incompetency or inefficiency in the performance of the duties of his position based upon consecutive performance reports of "Below Expected Standards" and/or "Unsatisfactory."
2. Insubordination (including, but not limited to, refusal to do assigned work or to accept directions from superiors).
3. Carelessness or negligence in the performance of duty or in the care or use of District property.
4. Discourteous, offensive, or abusive conduct or language toward or in the presence of other employees, pupils, or the public.
5. Dishonesty.
6. Drinking alcoholic beverages on the job, or reporting for work while intoxicated.
7. Addiction to the use of narcotics.
8. Personal conduct unbecoming an officer or employee of the District.
9. Engaging in political activity during assigned hours of employment.
10. Conviction of any crime involving moral turpitude.
11. Arrest for a sex offense as defined in Education Code, Section 44010.
12. Repeated and unexcused absence or tardiness.
13. Abuse of sick leave privileges.
14. Falsifying any information supplied to the school District, including, but not limited to, information supplied on application forms, employment records, or any other school District record.

Personnel

Suspension/Demotion/Dismissal/Disciplinary Action

15. Persistent violation or refusal to obey safety rules or regulations made applicable to public schools by the governing board or by any appropriate state or local governmental agency.
16. Offering of anything of value or offering any service in exchange for special treatment in connection with the employee's job or employment, or the accepting of anything of value or any service in exchange for granting any special treatment to another employee or to any member of the public.
17. Willful or persistent violation of the Education Code or rules of the governing board.
18. Any willful failure of good conduct tending to injure the public service.
19. Abandonment of position.
20. Advocacy of overthrow of federal, state, or local government by force, violence or other unlawful means.
21. Membership in the Communist Party.

Legal Reference: Education Code, Sections 45303

Policy Adopted: 01/06/1959

Policy Amended: 09/20/1960; 08/20/1963; 11/04/1986; 02/03/2004; 10/17/2006; --/--/2019

Formerly BP 4206, 4207

Personnel

Dismissal/Suspension/Disciplinary Action (Merit System)

The Governing Board expects all employees to perform their jobs satisfactorily and exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law, any applicable collective bargaining agreement, Board policy and administrative regulation, and the rules of the personnel commission.

Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal.

The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

A probationary classified employee may be dismissed by the Superintendent or designee at any time prior to the expiration of the probationary period.

Any classified employee designated as a permanent employee shall be subject to disciplinary action only for cause as specified in administrative regulation. (Education Code 45302)

Procedures for Disciplinary Proceedings

If a permanent classified employee receives a notice from the Superintendent or designee of a recommended suspension, demotion, involuntary reassignment, or dismissal, the employee may request a hearing on the matter.

If the employee fails to request a hearing within the time specified in the notice, the employee shall be deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately.

If a timely request is submitted, the hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The parties shall be notified of the time and place of the hearing.

The matter shall be heard by the Board in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957)

The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel. The Board may use the services of its legal counsel in ruling upon procedural

Personnel

Dismissal/Suspension/Disciplinary Action (Merit System)

questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records that were contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board.

At any time before a matter is submitted to the Board for decision, the Superintendent or designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegation may be made orally at the hearing and shall be noted on the record.

An employee may appeal the Board's decision to the personnel commission in accordance with Education Code 45305-45307. The decision of the personnel commission shall be final. (Education Code 45306)

However, if the matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. The ruling of the administrative law judge shall be binding on the District and the employee. (Education Code 45312)

Legal Reference: Education Code, Sections 35161; 44009; 44010; 44011; 44031; 44940; 44940.5; 44990-44994; 45101; 45109; 45123; 45124; 45202; 45240-45320; 45302-45307  
Code of Civil Procedure, Section 1286.2  
Government Code, Sections 11500-11529; 12900-12996; 54957  
Health and Safety Code, Sections 11054; 11055; 11056; 11357-11361; 11363; 11364; 11370.1  
Penal Code, Sections 187; 667.5; 830.32; 1192.7; 11165.2-11165.6  
Vehicle Code, Section 1808.8  
United States Code, Title 42, Sections 12101-12213  
Court Decisions: California School Employees Association v. Bonita Unified School District, (2008) No. B200141; California School

Personnel

Dismissal/Suspension/Disciplinary Action (Merit System)

Employees v. Livingston Union School District, (2007) 149 Cal.App 4th 391; CSEA v. Foothill Community College District, (1975) 52 Cal. App. 3rd 150, 155-156, 124 Cal. Rptr 830

Policy Adopted: --/--/2019



Students

Promotion/Acceleration/Retention

The Board of Education expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

A. Promotion and Non-Promotion

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable.

1. Promotion will be primarily based on evidence that students meet established subject and grade level academic standards and other established measures of success.
2. Students may not be retained in Transitional Kindergarten. Students who participate in Transitional Kindergarten may not be retained at any time in Grades K-6 if retention would cause the student to exceed the maximum age of 13 years 6 months of age at the completion of 6<sup>th</sup> grade.
3. Students who attend Transitional Kindergarten are eligible to continue in kindergarten the following school year. Students who attend Transitional Kindergarten are not eligible to attend first grade the following year.
4. Teachers shall identify students who should be retained or who are at risk of being retained at their current grade levels at the following grade levels: (Education Code 48070.5)
  - a. Between grades 2 and 3
  - b. Between grades 3 and 4
  - c. Between grades 4 and 5
  - d. Between the end of the intermediate grades and the beginning of the middle school grades

Students

Promotion/Acceleration/Retention

- e. Between the end of the middle school grades and the beginning of the high school grades
5. Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades and the following additional indicators of academic achievement:
    - a. Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading.
    - b. Proficiency in reading, English Language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between ~~grades 5 and 6, and between 8th grade and 9th grade.~~, intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)
  6. The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.
  7. When a student in grades 2-9 is retained or recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. ~~The district also may offer supplemental instruction to a student in grades 2-6 who is identified as being at risk for retention.~~ (Education Code 48070.5)
- B. Acceleration - When high academic achievement is evident, the teacher may recommend a student for acceleration to a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student. Acceleration is defined as the advancement of a student beyond the grade level or course that the student would be usually expected to take.

Students

Promotion/Acceleration/Retention

Legal Reference: Education Code Sections ~~37252-37254.1~~; ~~41505-41508~~; 46300; 48010;  
48011; 48070-48070.5; 56345; 60640-60649; ~~60850-60859~~  
Code of Regulations, Title 5, Sections 200-202

Policy Adopted: 06/12/1999

Policy Amended: 05/16/2000; 08/15/2000; 01/14/2003; 02/21/2012; 01/17/2017; --/--/2019

Formerly BP 5113

Instruction

Supplemental Instruction

~~The Board of Education shall provide supplemental instructional programs to motivate and support students to~~ The Board of Education recognizes that high-quality supplemental instruction can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, attain grade-level academic standards, and/or acquire critical skills, as defined in District Policy and Regulations 5113. The District shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction shall be offered in accordance with law and may be used to assist the District in meeting its goals for student achievement.

Supplemental instruction may be offered during and outside the regular school day, including during the summer, before school, after school, on Saturday, and/or during intersessions. When supplemental instruction is offered during the regular school day, it shall not supplant the student's instruction in the core curriculum areas or physical education.

~~The District shall offer direct, systematic and intensive supplemental instruction for students in grades 9 through 12 who need support to successfully complete courses required for graduation.~~

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

~~A student may be required to participate in supplemental instruction outside the regular day. In such cases, written parent/guardian consent shall be obtained for the student's participation.~~

~~The District shall offer alternative supports designed to increase the academic achievement of socioeconomically disadvantaged students attending schools identified by the California Department of Education for program improvement for two or more consecutive years.~~

When determined to be necessary by the principal or designee and when written parent/guardian consent is obtained for the student's participation, a student may be required to participate in supplemental instruction outside the regular school day.

Supplemental instruction shall be offered to students who are recommended for retention, or are identified as being at risk for retention, at their current grade level. (Education Code 48070.5)

~~As funding, facilities and staffing permit, In addition, supplemental instruction may be offered to:~~

Instruction

Supplemental Instruction

- ~~1. Students who are identified as being at risk for retention based on state assessment results, grades, or other indicators.~~
1. 2. Students who demonstrate academic deficiencies that may jeopardize their attainment of academic standards.
2. 3. High school students who need support to successfully complete courses required for graduation.

Legal Reference: Education Code, Sections ~~420-428~~, 37200-37202; 37223; ~~37252-37252.5~~; 42238.01-42238.5; ~~42239-42239.2~~, ~~44259~~, 46100; 48070-48070.5~~6~~; 48200; 48985; 51210-51212; 51220-21228; 52060-52077; ~~53025-53031-53081-53084~~, ~~60640-60649~~; ~~60850-60856~~, 99223  
Code of Regulations, Title 5, Sections 11470-11472  
United States Code, Title 20, Section 6311

Policy Adopted: 10/15/2002

Policy Amended: 12/14/2010; 10/17/2017; ~~--/--/2019~~

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, 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. Agbame, Benedicta Effective 9/09/19  
Early Education Teacher  
R.D. White Elementary/EEELP
2. Argil, Serena Effective 10/11/19  
Behavior Intervention Assistant  
Special Education Department
3. Esraelian, Krestena Effective 9/30/19  
Early Education Teacher  
Pacific Avenue Education Center
4. Hamilton, Claudia Effective 10/11/19  
Special Education Teacher  
R.D. White Elementary/  
Jefferson Elementary
5. Isagholi, Ayda Effective 6/12/19  
Cafeteria Worker I  
Wilson Middle School

Resignations - Continued

- |     |  |                    |
|-----|--|--------------------|
| 6.  | Madrid, Danielle<br>Early Education Teacher<br>Cerritos Elementary/EEELP             | Effective 10/04/19 |
| 7.  | Moradi, Tamik<br>Education Assistant ASES/RAP Site Leader<br>Roosevelt Middle School | Effective 10/7/19  |
| 8.  | Puma Santos, Betsy<br>Education Assistant I<br>PAEC                                  | Effective 9/19/19  |
| 9.  | Soto Acuna, Oscar<br>Custodian I<br>Columbus Elementary School                       | Effective 9/24/19  |
| 10. | Sibulo, Maribel<br>Library Assistant<br>Valley View Elementary School                | Effective 10/11/19 |

Retirements:

- |    |   |   |
|----|---|---|
| 1. | Rivas, Emilio<br>Translator/Interpreter<br>Intercultural Department | Effective 10/28/19<br>28 years of service |
| 2. | Sims, Lisa<br>Typist Clerk II<br>Glendale High School               | Effective 11/01/19<br>39 years of service |

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

INFORMATION REPORT NO. 7

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
PREPARED BY: Hagop Kassabian, Administrator: Planning, Development & Facilities  
SUBJECT: **Update on Measure S and Facility Programs**

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

1. Superintendent's Facility Advisory Committee (SFAC)
  - The next meeting is scheduled for October 14, 2019
2. Items on this Agenda
  - **Approval of Notice of Completion for Bid No. 180-18/19 with SS+K Construction, Inc. for the Roosevelt Middle School Walk-In Freezer Replacement Project**

On April 2, 2019, the Board approved the award of Bid No. 180-18/19 to SS+K Construction, Inc. for the Roosevelt Middle School walk-in freezer replacement project in the amount of \$97,960.00.

This project had no Change Orders and was completed in a satisfactory manner as of August 16, 2019 for a total cost of \$97,960. This project is funded by Nutrition Services (40.2) funds.
3. Study Session Follow Up
  - Staff will discuss next steps following the Study Session held on September 10, 2019, including cost options for the recommended priority list and methods for addressing school safety and security needs.

*In support of Board Priority No. 2 – Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.*



GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

ACTION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Resolution No. 4 - Ordering Biennial Governing Board Member Election**

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The Superintendent recommends that the Board of Education adopt Resolution No. 4 - ordering the Los Angeles County Superintendent of Schools (County Superintendent) to call an election on March 3, 2020, to submit to the voters of the District the question of whether two (2) members shall be elected to the Governing Board of Education in accordance with Education Codes §5302, §5304, and §5322.

The Board of Education, at its meeting on December 12, 2017, adopted Resolution No. 15 to consolidate its Board member elections with the Statewide Primary Elections pursuant to Election Code Section 1302(b). This means that the upcoming Board member elections on March 3, 2020 will be consolidated with Los Angeles County and will be administered by the Los Angeles County Registrar-Recorder/County Clerk's office.

Resolution No. 4 has been prepared in accordance with requirements of the Education Code and the Election Code and provides notice to the Los Angeles County Superintendent of Schools.

*To Support of Board Priority No. 3 - Increase Engagement - Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.*

GLENDALE UNIFIED SCHOOL DISTRICT  
RESOLUTION TO ORDER BIENNIAL GOVERNING BOARD ELECTION  
RESOLUTION NO. 4

Order of Election for the Glendale Unified School District of Los Angeles County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

RESOLVED that pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, §5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, March 3, 2020. Voting for the election shall take place during the periods identified pursuant to Sections 4007 and 14401 of the California Elections Code.

The purpose of the election is to submit to the voters of the district the question of whether two (2) members shall be elected to the Governing Board of the Glendale Unified School District.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The Glendale Unified School District will pay the costs of the election. If any agency holds an election on March 3, 2020, the Glendale Unified School District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Code.

IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 130 days prior to the date set for the election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the Glendale Unified School District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Signed: \_\_\_\_\_  
Clerk of the Governing Board

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I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named herein at a duly constituted meeting of the said Governing Board, held on October 7, 2019, as it appears upon the minutes of the said meeting on October 7, 2019.

Signed: \_\_\_\_\_  
Clerk of the Governing Board

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REGISTRAR-RECORDER INFORMATION

Public Note Election Announcement

Listing of newspaper: Glendale News Press

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

ACTION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval for Microsoft Annual Software Subscription Renewal**

The Superintendent recommends that the Board of Education approve the renewal of the Microsoft software licensing subscription for one year in the total amount of \$94,513.57.

GUSD uses several Microsoft software products, including the Windows operating system, MS Office, Windows Servers and network management. On October 20, 2015, the Board approved the subscription to Microsoft licensing through the California Educational Technology Professionals Association and Microsoft Strategic Alliance (CAMSA) program to benefit from cost savings, standardizing software versions, and addressing security concerns that would otherwise be cost prohibitive. It is recommended to renew this subscription to continue receiving these benefits.

This purchase is being made under the authority of California Public Contract Code Section 20118, which authorizes the District to order against other competitive bids. Softchoice was selected as the reseller for the Microsoft Academic Licensing Program issued by the King County Office of Education RFP #061119, awarded on July 31, 2019.

The renewal of this subscription will be funded by the monies received from the Microsoft Voucher reimbursement program.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 4: Maintain District Solvency & Financial Responsibility***

*“Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.”*



**Softchoice Corporation**  
 314 W Superior Street, Ste 400  
 Chicago, IL, 60654

**Sales/Order desk**  
 Phone: (800) 268-7638 Fax: (800) 268-7639

<b>Quote</b>	<b>8825338</b>
<b>Date</b>	18-Sep-2019
<b>Reference</b>	01090548

**QUOTE**

Ship To: 1057172

Bill To: 1057172

GLENDALE UNIFIED SCHOOL DISTRICT  
 223 N JACKSON ST  
 GLENDALE, CA 91206-4380

GLENDALE UNIFIED SCHOOL DISTRICT  
 223 N JACKSON ST  
 GLENDALE, CA 91206-4380

Attn: SEAN ARORA

Attn: SEAN ARORA

All currency in this quote is in US dollars.

<b>Quote Prepared For</b>	Sean Arora Glendale Unified School District Phone: (818) 241-3111 Fax:
<b>Quote Sent By</b>	Braeden Carr Braeden.Carr@softchoice.com Phone: (312) 260-9890 x323244 Fax: (800) 268-7639

Item #	Mfg Sku #	Description	Qty	Unit Price	Extended Price
MEMO		Please note all items have been priced according to the CAMSA Microsoft Licensing Agreement			
MEMO		Anniversary 11/1 (current enrollment 84961408)			
MEMO		CAMSA EES LVL C pricing			
MEMO					
MEMO		*Kings COE PIGGYBACK RFP NO. 061119			
MEMO					
VB2851	AAA-73004 ES-FNM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - M365 EDU A3 SHRDSVR ALNG SUBSVL MVL PERUSR ALL LANGUAGES SAAS MS EES FAC NSM	1914	\$48.10	\$92,063.40
MEMO		*M365 A3 based on knowledge worker count			
MEMO					
VB3499	AAA-73002 ES-SNM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - M365 EDU A3 SHRDSVR ALNG SUBSVL MVL PERUSR STUUSEBNFT ALL LANGUAGES SAAS MS EES P2 CSN	30000	\$0.00	\$0.00
MEMO		*M365 Student Use Benefit			
MEMO					
WA6599	54R-00098 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - MSIMGNACDMY ALNG SUBSVL MVL SRVCS ALL LANGUAGES E-CERTIFICATE MS EES P2 CAM	1	\$1,280.46	\$1,280.46
UC6983	NK5-00001 ES-ANM	MS POWER BI PRO - PWRBIPROFOREDU SHRDSVR ALNG SUBSVL MVL PERUSR ALL LANGUAGES E-CERTIFICATE MS EES P2 CAM	1	\$22.58	\$22.58
HJ3792	228-04437 ES-ANY	MS ENROLLMENT FOR EDUCATION SOLUTIONS - SQL SERVER STANDARD EDITION L/SA PACK ALL LANGUAGES E-CERTIFICATE MS EES P2 CAN	1	\$71.51	\$71.51
RB5528	7NQ-00302 ES-ANY	MS ENROLLMENT FOR EDUCATION SOLUTIONS - SQL SVR STANDARD CORE L/SA PACK ALL LANGUAGES E-CERTIFICATE MS EES P2 CAN	2	\$285.57	\$571.14
UQ5021	9EA-00039 ES-ANY	WINSVRDCCORE ALNG LICSPK MVL 2LIC CORELIC ALL LANGUAGES E-CERTIFICATE MS EES P2 CAN	8	\$36.76	\$294.08
MEMO		Win Server DC (16cores total)			



**Softchoice Corporation**  
 314 W Superior Street, Ste 400  
 Chicago, IL, 60654

**Sales/Order desk**  
 Phone: (800) 268-7638 Fax: (800) 268-7639

<b>Quote</b>	<b>8825338</b>
<b>Date</b>	18-Sep-2019
<b>Reference</b>	01090548

**QUOTE**

Item #	Mfg Sku #	Description	Qty	Unit Price	Extended Price
UX3300	9EM-00265 ES-ANY	WINSVRSTDCORE ALNG LICAPK MVL 16LIC CORELIC ALL LANGUAGES E- DOWNLOAD MS EES P2 CAN	5	\$42.08	\$210.40
MEMO		Win Server Std (QTY 5 16core licenses)			
MP6299	M6K-00001 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - OFFICE 365 PLAN A2 PER USER ALL LANGUAGES SAAS MS EES P2 CAM (PROMOTIONAL)	653	\$0.00	\$0.00
MEMO		*A1 License for "Light Users"			
MEMO					
MEMO		12 months coverage			
MEMO					
				<b>SUB TOTAL</b>	<b>\$94,513.57</b>
				DELIVERY:Economy	NO CHARGE
All currency in this quote is in US dollars.				<b>TOTAL -USD</b>	<b>\$94,513.57</b>
				<b>Estimated Monthly Lease Payment \$2,910 per month*</b>	

\*Please note that the estimated monthly payment shown above is an option based on a 36 month term with a USD\$1.00 buyout at the end of the term. Fair market value buyout and monthly payments may vary depending on your creditworthiness as determined by Softchoice. 1 and 2 year Service Agreements, Subscriptions, License and Support contracts are not eligible for 36 month payment plans; 12 or 24 month payment options may be available upon request. Shipping and applicable taxes are not included in the above estimate. Payment options in the United States of America are in US Dollars and not billable in other currencies. All monthly lease payment options are subject to credit approval and execution of a lease contract.

Pricing, availability and special offers are subject to change at any time.

Softchoice Corporation is legally obligated to collect fees levied under the Electronic Waste Recycling Fee Program (California State Board of Equalization) associated with the transaction(s) listed on this document

This purchase is subject to Softchoice's online terms of sale, unless you have a separate purchase agreement signed by both your company and Softchoice, in which case, that separate agreement will govern. Softchoice's terms of sale can be found at:  
<http://m.softchoice.com/files/pdf/terms/TermsAndConditionsForProductPurchases.pdf>

If you will be prepaying for this order by check, please ensure to phone or e-mail your order request to Sales. After placing your order, write the order number given to you by Sales on the front of the check and remit payment to:

Attention: Finance  
 Softchoice Corporation  
 16609 Collections Center Drive  
 Chicago, IL  
 60693-0166

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

ACTION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Intervention

SUBJECT: **Approval of Services Agreement between Glendale Unified School District and Heal the Hurt Counseling**

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The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Heal the Hurt Counseling in the amount of \$49,356.00 to provide services to students at Wilson Middle School for the 2019-2020 school year.

Glendale Unified School District will contract with Heal the Hurt Counseling to assist Wilson Middle School students who are struggling emotionally and need support to help them overcome their challenges and excel academically. Psychotherapists will provide early intervention through one-on-one individual counseling sessions and group counseling sessions for multiple students to improve student academics, attendance, and social-emotional relationships.

The agreement is effective from October 8, 2019, through June 30, 2020. The total cost for these services is \$49,356, which will be covered by Wilson Middle School Title I Alternative Support funds.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***  
*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

**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 1st day of OCTOBER, 2019 by and between the Glendale Unified School District, (“District”) and HEAL THE HURT COUNSELING a corporation, whose place of business is LA CRESCENTA [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 OCTOBER 8, 2019 and will diligently perform as required and complete performance by JUNE 30, 2020
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:

- Signed Agreement
- Workers' Compensation Certification
- Fingerprinting/Criminal Background Investigation Certification
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration
- 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) Forty-Nine Thousand Three Hundred Fifty-Six dollars (\$ 49,356.00 ) 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	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 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, customer list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other party; 3) is received from, or was made available to, a third party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the party required to make the disclosure under the law shall give prompt notice of this to the other party prior to such disclosure so that the other party may seek an appropriate protective order or give its consent to such disclosure.

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

**District:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: DR. KELLY KING

**Contractor:**

HEAL THE HURT COUNSELING  
2152 FOOTHILL BLVD #4  
LA CRESCENTA, CA 91214

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 HEAL THE HURT COUNSELING

By:   
Signature  
LARA MEKHITARIAN  
Print Name

LICENSED MARRIAGE & FAMILY THERAPIST/CLINICAL DIRECTOR

Title:  
Dated: 10-1-, 2019

By: \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Print Name

Title: \_\_\_\_\_  
Dated: \_\_\_\_\_, 20\_\_

\*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary; ) 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.: MFC #78395

83-4352665;  
Employer Identification and/or  
Social Security Number

Address: 2512 FOOTHILL BLVD #4

LA CRESCENTA, CA 91214

Telephone: 626-376-7872

Facsimile: 818-338-0998

E-Mail: LARA@HEALTHEHURT.COM

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

Type of Business Entity:

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

Glendale Unified School District

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

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

Print Name: DR. KELLY KING

Print Title: ASSISTANT SUPERINTENDENT



**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:

The program will provide early intervention and help to prevent challenges from further effecting students' educational goals and personal life. The goal is to improve academics, attendance, and social emotional relationships of the students involved in the program. Students are referred to the program through the school psychologist, school counselors, request of parents, and school administration.

Therapist will assess the student once consent is received to determine severity of needs and create a treatment plan. Students will be provided on-campus support to help motivate them and educate them about coping strategies. Therapist will provide students with resources as needed. Once sessions are completed, therapist will reassess student.

---

Program Services:

The following services will be offered by Heal the Hurt Counseling to Wilson Middle School:

- one-on-one individual counseling sessions to students (1x/week for 1 hr sessions at \$80/hr)
  - group counseling sessions for multiple students (\$80/hr)
  - scheduling and pairing of students with therapists
  - maintenance of all pertinent permissions and student records in a confidential manner
  - supervision of all Heal the Hurt Counseling employees
-

EXHIBIT "A"

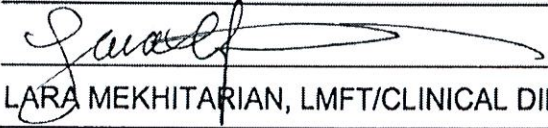
WORKERS' COMPENSATION CERTIFICATION

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: 10-1-19  
Name of Contractor: HEAL THE HURT COUNSELING  
Signature:   
Print Name and Title: LARA MEKHITARIAN, LMFT/CLINICAL DIRECTOR

(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: HEAL THE HURT COUNSELING

Title: LMFT/CLINICAL DIRECTOR

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: 10-1-19

Name of Contractor or Company: HEAL THE HURT COUNSELING

Representative's Name and Title: LARA MEKHITARIAN, LMFT/CLINICAL DIRECTOR

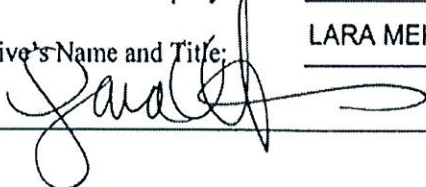
Signature: 

EXHIBIT "C"

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

The undersigned declares:

I am the CLINICAL DIRECTOR/OWNER of HEAL THE HURT COUNSELING, 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 10-1-19 [date], at GLENDAL [city], CALIFORNIA [state].

  
Signature

LARA MEKHITARIAN, LMFT

Print Name

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

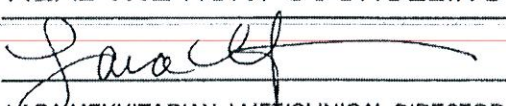
The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the HEAL THE HURT COUNSELING ("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: 10-1-19  
Name of Contractor: HEAL THE HURT COUNSELING  
Signature:   
Print Name and Title: LARA MEKHITARIAN, LMFT/CLINICAL DIRECTOR

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

ACTION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Interventions

SUBJECT: **Acceptance of the California Newcomer Education and Well-Being (CalNEW) Project Funding**

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The Superintendent recommends that the Board of Education accept the California Newcomer Education and Well-Being (CalNEW) Project funding in the amount of \$162,560 for the 2019-2020 school year.

The California Department of Social Services (CDSS) announced the receipt of state funding under the California Newcomer Education and Well-Being (CalNEW) Project for the fiscal year of 2019-2020. The CDSS has been awarded \$10,000,000 to provide additional services for refugees and other eligible school-age students served by the federal Office of Refugee Resettlement. In addition to the federal Refugee Student Impact (RSI) funds received by the District, Glendale Unified School District was awarded \$81,280 for fiscal year 2018-2019 by the California Department of Social Services to implement its CalNEW Project over the course of three years. Funding for the second and third year has been awarded, bringing the total to \$162,560 for Glendale Unified School District for 2019-2020.

With the new state funds from the CalNew Project, refugees and eligible school-age students who have been in the U.S. five years or less will receive additional services to improve their academic performance and social adjustment through activities such as supplemental English language instruction; additional after-school tutoring hours to service those currently on the wait list; enhance the after-school/summer programs by including educational field trips; and partner with local community organizations to train refugee high school students and parents in job search readiness and employment skills.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 4: Maintain District Solvency & Financial Responsibility***

*“Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.”*

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

ACTION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Resolution No. 5 - Determination of Sufficient Textbooks and Instructional Materials for Fiscal Year 2019-2020**

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The Superintendent recommends that the Board of Education adopt Resolution No. 5, which stipulates that each pupil in each school in the District will have sufficient textbooks or instructional materials consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education and in accordance with Education Code 60119 (as revised by Chapter 704, Statutes of 2006 and California Code of Regulations, Title 5, Section 9531).

Education Code (EC) Section 60119 requires local governing boards to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects. The instructional materials must be aligned to the academic content standards under EC 60605 and 60605.8, and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education. The local educational agency's (LEA) adopted resolution shall certify compliance with EC 60119.

In order to be eligible to receive funds available for provisions of Education Code Section 60119, the governing board shall take the following actions:

- A. The Governing Board shall hold a public hearing or hearings at which the governing board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders, and shall make a determination, through a resolution, as to whether each pupil in each school in the district will have sufficient textbooks or instructional materials, or both, in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:

1. Mathematics
  2. Science
  3. History-Social Science
  4. English/Language Arts, including the English Language Development component of an adopted program.
- B. The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school for that year. A school district that operates schools on a multi-track, year-round calendar shall hold the hearing on or before the end of the eighth week from the first day pupils attend school for that year.
- C. As part of the hearing, the Governing Board shall also make a written determination as to whether each pupil enrolled in a foreign language or health course will have sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the State Board for those subjects. The Governing Board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades 9 to 12, inclusive. The provision of the textbooks, instructional materials or science equipment specified in the subparagraph is not a condition of receipt of funds provided by this subdivision.
- D. If the governing board determines that there are insufficient textbooks or instructional materials, or both, the governing board shall provide information to classroom teachers and to the public and to the public setting forth, for each school in which an insufficiency exists, the reasons that each pupil does not have sufficient textbooks or instructional materials, or both, and take any action, except an action that would require reimbursement by the Commission on State Mandates, to ensure that each pupil has sufficient textbooks or instructional materials, or both, within two months of the beginning of the school year in which the determination is made.
- E. In carrying out paragraph (D), the Governing Board may use money in any of the following funds:
1. Any funds available for textbooks, or instructional materials, or both, from categorical programs, including any funds allocated to school districts that have been appropriated in the annual Budget Act.



2. Any funds of the school district that are in excess of the amount available for each pupil during the prior fiscal year to purchase textbooks or instructional materials, or both.
3. Any other funds available to the school district for textbooks or instructional materials, or both.
  - (a) The Governing Board shall provide 10 days notice of the public hearing or hearings. The notice shall contain the time, place, and purpose of the hearing and shall be posted in three public places in the school district. The hearings shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours.
  - (b) For purposes of this section, “sufficient textbooks or instructional materials” means that each pupil, including English learners, will have a textbook or instructional materials, or both, to use in class and to take home. This paragraph does not require two sets of textbooks or instructional materials for each pupil.
  - (c) Sufficient textbooks or instructional materials does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.
  - (d) Except for purposes of Section 60252, governing boards of school districts that receive funds for instructional materials from any state source, are subject to the requirements of this section only in a fiscal year in which the Superintendent of Public Instruction determines that the base revenue limit for each school district will increase by at least one percent per unit of average daily attendance from the prior fiscal year.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 4: Maintain District Solvency & Financial Responsibility***

*“Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.”*

## **Resolution No. 5**

### **Determination of Sufficient Textbooks and Instructional Materials 2019-2020**

**WHEREAS**, the governing board of Glendale Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on October 7, 2019 at 4:30 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours.

**WHEREAS**, the Governing Board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing.

**WHEREAS**, the Governing Board encouraged participation by parents, teachers, members of the community and bargaining unit leaders in the public hearing.

**WHEREAS**, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district.

**WHEREAS**, the definition of “sufficient textbooks or instructional materials” means that each pupil will have a textbook or instructional materials, or both, to use in class and to take home.

**WHEREAS**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

**WHEREAS**, Glendale Unified School District has surveyed the schools and determined that there were sufficient textbooks, instructional materials and laboratory science equipment as applicable to high school science laboratory courses, for each student (including those enrolled in a foreign language or health course), for the 2019-2020 fiscal year.

**WHEREAS**, Glendale Unified School District has identified that there would be sufficient textbooks and/or instructional materials for each student, for the 2019-2020 school year.

**THEREFORE**, be it resolved that the Glendale Unified School District provides assurance to the Superintendent of Public Instruction that it has complied with the requirements of Education Code 60119 (c).

The foregoing resolution is adopted by the Governing Board of the Glendale Unified School District on the 7<sup>th</sup> of October, 2019.

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Jennifer Freemon, President

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 1

TO: Board of Education  
FROM: Dr. Vivian Ekchian, 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. 6, September 17, 2019

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

**BOARD OF EDUCATION MEETING NO. 6**  
**UNADOPTED MINUTES**  
**REGULAR MEETING, September 17, 2019**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Glendale Unified School District Board of Education was called to order by Jennifer Freemon, president of the Board of Education, at 4:30 p.m. on Tuesday, September 17, 2019, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Dr. Armina Gharpetian, Mr. Greg Krikorian, Ms. Nayiri Nahabedian, Mr. Shant Sahakian, and Mrs. Jennifer Freemon.

The following administrators were present: Dr. Vivian Ekchian, Dr. Kelly King, Mr. Stephen Dickinson, Dr. Cynthia Foley, Dr. Mary Mason, and Dr. Deb Rinder.

**PLEDGE OF ALLEGIANCE**

Aleen Soghomonian, a 12<sup>th</sup> grade student from Clark Magnet High School, led the Pledge of Allegiance.

**CERTIFICATE OF COMPLIANCE**

Mrs. Freemon 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 Dr. Gharpetian and seconded by Mr. Sahakian to amend the agenda, as follows: Under Consent Calendar #2, withdraw Personal Services Agreement #11, listed on page 141 of the agenda, withdraw Consent Calendar #10, and accept a revised report for Action Report #3. Motion approved by the following vote: AYES —Gharpetian, Krikorian, Nahabedian, Sahakian, and Freemon.

**PRESENTATION**

1. *Hispanic Heritage Month* - Each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America. In honor of Hispanic Heritage Month, students from Horace Mann Elementary Ballet Folklorico Dance Troupe performed.

PRESENTATION (Continued)

2. *Seating of Student Board Member* – Janet Louie of Glendale High School was elected by the Student Advisory Council to serve as the Student Member of the Board of Education for the 2019-2020 school year.

GHS Principal Dr. Ben Wolf introduced Janet Louie and President Freemon administered the Oath of Office.

3. *Introduction of Student Advisory Council* – Members of the 2019 - 2020 Student Advisory Council were introduced to the Board of Education.

PUBLIC COMMUNICATION

1. Todd Black, spoke on Action Report #2, Clark Magnet CTE building project. The new building offers no more technical space than already exists. The objective was to have more technical space to house machines and allow for better hands-on instruction. Additional concerns leave the district exposed to substantial fees for change orders. It is imperative that any design includes all electrical and mechanical systems as part of the building's original design and that these systems are designed around the facility's operational requirements. The site limitation, eliminating any future expansion, would dictate allocating additional funding for a second floor. He asked the Board to request a new design, direct staff to collaborate closely with the Clark engineering leadership staff, and approve the allocation of additional funding of \$4 million to ensure the building is constructed in a way that maximizes use of the limited land on the site and preserve the program needs well into the future.
2. David Black, engineering/robotics teacher at Clark Magnet High, addressed the Board regarding the CTE building project (Action report #2). While the vision for a larger and proper space has been in discussion for many years, he wants to make sure we design a building to accommodate current and future needs of the program. We need to do it right, because the opportunity may not happen again. When things are rushed, it could cost us later. It is important to look at the details. He would like to continue his involvement in this project and prepared some renderings of a proposed building for the Board and staff. He is looking forward to working with our facility staff and architect so we can bring the entirety of the program under one roof.
3. CVHS students spoke about Ally Week. It is an event for the entire school. Over the course of a week, beginning September 30, there will be different activities, which include wearing ribbons and stickers to show one's support. It is a school-wide effort about inclusion, making everyone feel accepted. GSA appreciates the support that is demonstrated during Ally Week. The 2017 GLSEN school climate survey found that hostile school climate negatively affects LGBTQ students' mental health and educational outcomes. The message of Ally Week is to appreciate being an active ally. School-based support continues to have a positive impact on students. CVHS's GSA is by far the most impactful in the district because they get support; most schools do not. That is why they need Ally Week. It is so easy for LGBTQ students to feel isolated and different. Ally Week is there to change that narrative. They invited everyone to join them in the activities at CV's Ally Week.

PUBLIC COMMUNICATIONS (Continued)

4. Members from the Armenian Bone Marrow Donor Registry (ABMDR) spoke about the ABMDR Walk of Life event. The sole mission of ABMDR is to collect and match donors in the registry to save lives for those with blood-borne diseases throughout the world. They have over 30,000 donors registered already and have saved 32 lives. This is a community event to raise awareness about their organization. The 5K walk will be on Saturday, October 5, and begins at City Hall. It is a great event with music and food. They do encourage schools to form teams on their website, [www.abmdr.am](http://www.abmdr.am). The organization is made up of all volunteers. Registration is \$25 for adults; students' fee will be waived if they sign up as a team.
5. Nalini Lasiewicz is one of the petitioners who is behind the territory transfer. It is so easy to get caught up in the details as to why the petitioners want this. She wanted to express that she does understand the district's viewpoint and appreciates the district's work. Should the county commission vote to move forward with the transfer, it will then require a vote by the voters. The next hearing is October 2, and members of the community are invited to attend. They will be expressing their reasons for the transfer. She thanked the Board for caring for our community.
6. Neda Farhoumand spoke about a disturbing community event that occurred, in which Mayor Najarian and Council Member Gharpetian were asked to leave a homeowners association meeting. Approximately 40 million Americans are foreign-born. As an immigrant nation, which prides itself as being a melting pot, one would assume that everyone would have equal worth as citizens. That was not the case at this homeowners association meeting, where she is certain a breach of civility, peace and decorum took place. Mayor Najarian and Mr. Gharpetian attended representing the City of Glendale. She condemns the shameful behavior. There needs to be a clear line about behaving in a civil manner. She requested the Board of Education to explore opportunities to heighten awareness and allocate funding to address illicit bias to ensure that our next generation of citizens is free to enter and access our city and our schools freely.

SUPERINTENDENT'S UPDATE

Superintendent Dr. Vivian Ekchian said we will be focusing on enrollment. We have identified trends by schools. We have also studied patterns of individuals moving out of our district and analyzed student population. She looks forward to examining that data with the Board of Education and the public. We are all about analyzing the performance of our students and ways in which we meet their needs. We need to come together and learn how to personalize education for every child in every school. She looks forward to that presentation.

MINUTES: September 17, 2019 – Regular Board Meeting

CLOSED SESSION

The Board recessed to Closed Session at 5: 35 p.m. to discuss the following:

1. Instructing designated representative, Dr. Vivian Ekchian, Superintendent of Schools, regarding collective bargaining matters pursuant to Government Code §54957.6
2. Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957
3. Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957
4. Conference with Legal Counsel – Anticipated Litigation – Initiation of litigation pursuant to Government Code §54956.9(c): Two potential cases
5. Conference with Legal Counsel - Anticipated Litigation – Initiation of litigation pursuant to Government Code section 54956.9(d)(4): One potential case

CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 7 p.m.

REPORTING OUT OF CLOSED SESSION

None.

PUBLIC COMMUNICATIONS

No one addressed the Board at this time.

PUBLIC HEARING

1. Glendale Unified School District Reopener Proposal with California School Employees Association (Refer to Action Report No. 5)

Mrs. Freemon opened the public hearing at 7:01 p.m. and asked if anyone wished to speak. Hearing none, she closed the public hearing at 7:01 p.m.

INFORMATION

1. Summary of Revenue and Expenditures for 2018-19 and 2019-20 Budget to Reflect the Related Technical Corrections (Refer to Action Report No. 1)
2. Preliminary Student Enrollment Data for 2019-2020
3. Proposed New and Revised Board Policies Relating to Instruction

MINUTES: September 17, 2019 – Regular Board Meeting

INFORMATION (Continued)

4. Term Limits – Board Members
5. Proposed Student Voice Panel
6. Glendale Teachers Association Proposal for 2019-2020 Contract Reopener Negotiations
7. International Walk to School Day 2019-2020
8. Acknowledgements of Service
9. Update on Measure S and Facility Programs

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

Motion to move the Consent Calendar before Action Reports was made by Mr. Krikorian, and seconded by Mr. Sahakian. AYES—Gharpetian, Krikorian, Nahabedian, Sahakian, and Freemon.

CONSENT CALENDAR

1. Minutes
  - a) Regular Meeting No. 4, September 3, 2019
  - b) Special Meeting No. 5, September 10, 2019
2. Certificated Personnel Report No. 5
3. Classified Personnel Report No. 4
4. Warrants totaling \$16,174,775.40 for August 1, 2019 through September 10, 2019.
5. Purchase Orders \$3,235,692.04 for the period of August 26, 2019 through September 6, 2019
6. Appropriation Transfer and Budget Revision Report
7. Approval of Credit Change Order No. 1 to Contract with American Modular Systems (AMS) for the Purchase of Gen7 Modular Building for the Crescenta Valley High School CTE Sports Medicine Building and Notice of Completion
8. Authorization to Dispose of Surplus Property



MINUTES: September 17, 2019 – Regular Board Meeting

CONSENT CALENDAR (Continued)

9. Approval of Interagency Agreement Between the Los Angeles County Department of Children and Family Services; the Los Angeles County Office of Workforce Development, Aging and Community Services; the Los Angeles County Office of Education; and Glendale Unified School District for a Long-Term Transportation Plan for Foster Care Youth
10. ~~Approval of Services Agreement Between Glendale Unified School District and International Institute for Restorative Practices for the 2019-2020 School Year~~  
(This item was not voted on).
11. Approval of New, Revised, and Deleted Board Policies Relating to Business and Noninstructional Operations; Instruction; and Bylaws of the Board
12. District Review Committee Membership 2019-2020
13. Administrative Panel for Expulsion Hearings 2019-2020 School Year
14. Acceptance of Grant Funds from the Korean Education Center (KEC) for the FLAG/Korean Dual Immersion Programs for Keppel and Monte Vista Elementary Schools and Toll Middle School
15. Acceptance of Gifts

It was moved by Mr. Krikorian and seconded by Mr. Sahakian to approve the Consent Calendar, as amended (withdrawing Consent Calendar No. 10 and withdrawing Item #11 under Personal Services Agreement under Consent Calendar No. 2). Motion approved unanimously, except on Consent Calendar No. 2, in which Mr. Krikorian abstained. AYES—Gharpetian, Krikorian, Nahabedian, Sahakian, and Freemon.

Mr. Krikorian left the meeting at 8:54 p.m.

ACTION REPORTS

1. Summary of Revenue and Expenditures for 2018-19 (Unaudited) and Technical Corrections to the 2019-20 Adopted Budget

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

2. Approval of Project Authorization Addendum No. 1 with NAC Architecture for Architectural Services at Clark Magnet High School CTE Building Project

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

ACTION REPORTS (Continued)

3. Approval of Credit Change Order No. 2 to Contract with SunPower Corporation Systems for the Design, Construction, and Installation of Solar Photovoltaic Systems at Nine (9) School Sites and Notice of Completion  
(A revised report was submitted. Refer to Attachment #1)

Based on the revised report, it was moved by Ms. Nahabedian and seconded by Dr. Gharpetian to approve Action Report No. 3, as recommended. Motion approved by the following vote: AYES—Gharpetian, Nahabedian, Sahakian, and Freemon. ABSENT—Krikorian.

4. Approval of Contract between Glendale Unified School District and Los Angeles County Office of Education for Positive Behavior Interventions and Support Services

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

5. Adoption of District Proposal to California School Employees Association

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

REPORTS FROM THE BOARD

Ms. Nahabedian spoke about CVHS Ally Week. She appreciated our students explaining the program. Monday, she will be going to the LACSTA meeting. She was pleased with the Hispanic Heritage Month presentation. It's really about the importance of being mindful about honoring who our students are, where they come from, and making sure we prepare them for their future. She expressed her disappointment of hearing that two of our council members were asked to leave a homeowners event.

Dr. Gharpetian said last night GHS PTSA had its first potluck meeting of the year. Dr. Ekchian was there as well. She enjoyed the 9/11 motorcade organized by the CV Chamber of Commerce. The motorcade passed by all of our CV schools. We want our students to be proud Americans and to remember those lost in that unfortunate incident. She thanked Ms. Nahabedian for mentioning the incident where her husband was mistreated. He had to publicly come forward and share his experience. It was an ordeal for their family. We teach our students about inclusiveness, kindness, and respect. We need to do something as a community. She appreciated those who spoke up to condemn the action of a few. The incident adversely affected her husband, Mayor Najarian and her family.

REPORTS FROM THE BOARD (Continued)

Mr. Sahakian said it was great way to start our meeting with our Hispanic Heritage presentation. We see our young students performing folklorico in celebration of the Hispanic culture. He expressed his sorrow to the Gharpetian and Najarian families for what they had to endure. Council member Gharpetian and Mayor Najarian were there with good intentions. No one in our community should be treated that way. We work so hard in our schools to instill good values in our young students. Moreover, it is disturbing when we see bad behavior in adults. It reaffirms the importance of what we do as educators in influencing our future community. He joins everyone in strongly condemning the action. He is hopeful we will not have another incident like this.

Mrs. Freemon said today is U.S. Constitution and Citizenship Day. Students at every school are learning about the importance of the Constitution. She also participated in the 9/11 CV Motorcade. She has been asked why don't we extend it to the other schools. The CV Chamber organizes this event. If someone in Glendale would like to partner in a similar program, they would participate. The Sagebrush meeting is October 2, 2019 at the LA County Office of Education. The State of the Schools breakfast is October 3, 2019. As an educational institution, we are also in self-reflection. A lot of us have spent time on how we interact with each other. We have started conversations on implicit bias training.

REPORT FROM THE SUPERINTENDENT

Dr. Ekchian said as she visits schools every day, she sees how amazing our students are. They actually model what our adults should be doing. The conversation around implicit bias does not change the behavior of adults who made up their minds over a long period, but it does educate us by recognizing it and taking action. If we sit back and watch it happen, we are just as guilty. We will collaborate with the City and GCC. It is something that needs to be done citywide. We are going to take advantage of that unfortunate incident and make it into something wonderful by bringing a positive program to this community. She hopes to be co-leading that effort. In addition, she reported two losses of GUSD: Mr. Carlos Hernandez, custodian at Valley View Elementary and Mr. Gabe Trevis, former lead custodian at CV High. She asked that this meeting be adjourned in their memories.

ADJOURNMENT

There being no further business, President Freemon adjourned the meeting in memory of Mr. Carlos Hernandez and Mr. Gabe Trevis at 9:10 p.m.

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Jennifer Freemon  
President, Board of Education

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Shant Sahakian  
Clerk, Board of Education

GLENDALE UNIFIED SCHOOL DISTRICT

September 17, 2019

ACTION REPORT NO. 3 – **REVISED 09/16/2019**

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Hagop Kassabian, Administrator: Planning, Development, and Facilities

SUBJECT: **Approval of Credit Change Order No. 2 to Contract with SunPower Corporation Systems for the Design, Construction, and Installation of Solar Photovoltaic Systems at Nine (9) School Sites and Notice of Completion**

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The Superintendent recommends that the Board of Education approve Change Order No. 2 to the contract with SunPower Corporation Systems for the design, construction, and installation of solar photovoltaic systems at nine (9) school sites for a credit of \$146,380.32, and a Notice of Completion.

This item is in support of Board Priority #2 - Create a Culture of Learning. On December 13, 2016, the Board approved the award of contract to SunPower Corporation Systems for the design, construction, and installation of solar photovoltaic systems at nine (9) school sites in the amount of \$9,855,715. These sites include Hoover and Glendale High Schools; Toll and Wilson Middle Schools; and Mann, Cerritos, Muir, R.D. White, and Jefferson Elementary Schools.

On August 13, 2019, the Board approved Change Order No. 1 in the amount of \$19,848.44 for various changes to the contract, including delays on the project.

Change Order No. 2 for a credit of \$146,380.32 accounts for various changes to the project, including a reduction in the scope of work. This Change Order represents a cumulative decrease of 0.01% of the original contract, and decreases the original contract total to \$9,729,183.12.

The District will also be receiving a reimbursement from the contractor in the amount of \$416,226.71 due to delays on the project that resulted in a loss of energy savings. These funds will be used to reimburse a portion of pre-construction costs prior to solar installation at Glendale and Hoover High Schools.

This project was completed in a satisfactory manner as of September 5, 2019, and was funded by Clean Renewable Energy Bond (CREB) funds.

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CERTIFICATED PERSONNEL REPORT NO. 6

CONSENT CALENDAR NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: CERTIFICATED PERSONNEL REPORT NO. 6

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

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Maternity Leave of Absence</u>		
1.	Atneyel, Sharareh Psychologist Special Education	11/18/19 through 1/09/20
2.	Diaz, Jennifer Psychologist Special Education	9/10/19 through 10/22/19
3.	Gonzales, Karla Counselor Hoover High School	1/28/20 through 3/20/20
4.	Hernandez, Erica Teacher, Early Education Preschool Pacific Avenue (EEELP)	11/20/19 through 2/17/20
5.	Urban, Wendy Teacher, Regular Kindergarten Cerritos Elementary	1/07/20 through 2/28/20
<u>Change of Maternity Leave of Absence</u>		
1.	Royse, Shannon Teacher, Regular 1 <sup>st</sup> Grade Muir Elementary	9/27/19 through 12/03/19

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Maternity Leave of Absence (Cont.)</u>		
2.	Tevosyan, Zhanna Teacher, Regular 5 <sup>th</sup> Grade Balboa Elementary	9/09/19 through 11/11/19
<u>Extension of Maternity Leave of Absence</u>		
1.	Herrera, Andrea Teacher, Regular Science Toll Middle School	8/02/19 through 11/10/19
2.	Lee, Eun Jung Christine Teacher, Regular 5 <sup>th</sup> Grade Valley View Elementary	7/21/19 through 10/13/19
3.	Masouris, Nicoleta Teacher, Regular Visual & Performing Arts Glendale High School	7/03/19 through 10/15/19
4.	Micev, Mary Teacher, Regular 5 <sup>th</sup> Grade Columbus Elementary	7/25/19 through 10/04/19
<u>Parental Leave of Absence</u>		
1.	Lee, Eun-Jung Christine Teacher, Regular 5 <sup>th</sup> Grade Valley View Elementary	10/14/19 through 12/01/19
2.	Masouris, Nicoleta Teacher, Regular Visual & Performing Arts Glendale High School	10/16/19 through 12/16/19
3.	Pinsker, Jason Teacher, Regular Art Hoover High School	10/01/19 through 10/14/19
4.	Walgenbach, Aaron Teacher, Special Education TRECK FACTS Program	10/18/19 through 11/15/19

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Parental Leave of Absence</u>		
1.	Micev, Mary Teacher, Regular 5 <sup>th</sup> Grade Columbus Elementary	10/05/19 through 11/18/19
<u>Health Leave of Absence</u>		
1.	Briggs, Jessica Teacher, Regular Physical Education Wilson Middle School	9/04/19 through 9/25/19
2.	DiFusco, Annette Language, Speech & Hearing Specialist Special Education	10/02/19 through 11/04/19
3.	Ly, Veronica Teacher, Regular History/English Wilson Middle School	9/11/19 through 9/27/19
4.	Wick, Jennifer Teacher, Regular SAI Marshall Elementary	9/19/19 through 12/20/19
<u>Extension of Health Leave of Absence</u>		
1.	Conrad, Sarah Language, Speech & Hearing Specialist Special Education	9/06/18 through 10/31/19
2.	Foster, Dennis Teacher, Regular Construction Academy Glendale High School	9/04/19 through 10/13/19
3.	Safarloo, Araks Teacher, Early Education Glenoaks Elementary EEELP	8/14/19 through 1/20/20

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Family &amp; Medical Leave of Absence</u>			
1.	Briggs, Jessica	Teacher, Regular Physical Education Wilson Middle School	9/04/19 through 9/25/19
2.	Diaz, Jennifer	Psychologist Special Education	9/10/19 through 10/22/19
3.	Gonzales, Karla	Counselor Hoover High School	1/28/20 through 3/20/20
4.	Hernandez, Erica	Teacher, Early Education Preschool Pacific Avenue (EEELP)	11/20/19 through 2/17/20
5.	Ly, Veronica	Teacher, Regular History/English Wilson Middle School	9/11/19 through 9/27/19
6.	Pinsker, Jason	Teacher, Regular Art Hoover High School	10/01/19 through 10/14/19
7.	Urban, Wendy	Teacher, Regular Kindergarten Cerritos Elementary	1/07/20 through 2/28/20
8.	Walgenbach, Aaron	Teacher, Special Education TRECK FACTS Program	10/18/19 through 11/15/19
9.	Wick, Jennifer	Teacher, Regular SAI Marshall Elementary	9/19/19 through 12/20/19
<u>Change of Family &amp; Medical Leave of Absence</u>			
1.	Royse, Shannon	Teacher, Regular 1 <sup>st</sup> Grade Muir Elementary	9/27/19 through 12/03/19



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Family &amp; Medical Leave of Absence (Cont.)</u>		
2.	Tevosyan, Zhanna Teacher, Regular 5 <sup>th</sup> Grade Balboa Elementary	9/09/19 through 11/11/19
<u>Extension of Family &amp; Medical Leave of Absence</u>		
1.	Foster, Dennis Teacher, Regular Construction Academy Glendale High School	9/04/19 through 10/13/19
2.	Lee, Eun-Jung Christine Teacher, Regular 5 <sup>th</sup> Grade Valley View Elementary	7/21/19 through 11/12/19
3.	Masouris, Nicoleta Teacher, Regular Visual & Performing Arts Glendale High School	7/03/19 through 11/12/19
4.	Safarloo, Araks Teacher, Early Education Glenoaks Elementary EEELP	8/14/19 through 11/06/19
<u>Home Responsibility Leave of Absence</u>		
1.	Orue-Perea, Gabriela Teacher, Regular History Glendale High School	11/04/19 through 6/11/20

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment</u>			
1.	Augustine, Natalie Li, Katie Traber, Allister Satchyan, Adrineh Simonian, Hasmig Zakharian, Lianna Agazaryan, Marine Sharp, Gerald Hambarsumian, Melineh Makhmuryan, Anahit	Teachers, as needed, to participate in grade level PLC collaboration and Planning Marshall Elementary	8/21/19 through 6/10/20 Hourly rate of pay Not to exceed 20 hours each
2.	Seaton, Kori Traber, Allister	Teachers, as needed, to provide yard duty supervision Marshall Elementary	8/21/19 through 6/10/20 Hourly rate of pay Not to exceed \$500.00 01.0 00000.0 19201 10000 1130 3600000
3.	Augustine, Natalie Li, Katie Traber, Allister Satchyan, Adrineh Simonian, Hasmig Zakharian, Lianna Agazaryan, Marine Sharp, Gerald Hambarsumian, Melineh Makhmuryan, Anahit	Teachers, as needed, to participate in grade level PLC collaboration and planning Marshall Elementary	8/21/19 through 6/10/20 \$27.00 per hour to plan Not to exceed \$6,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 3600000
4.	Epstein, Jennifer Partika, Ryan	Teacher, Teacher Specialist, as needed, for Assistant to the Principal Fremont Elementary	8/19/19 through 6/11/20 Not to exceed \$793.32 each Educational Services 01.0 00000.0 11301 10000 1170 0005616

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment (Cont.)</u>			
5.	Joelson, DeAnna (Lead Teacher) LeClear, William (Provisional Teacher)	Teacher, as needed, to organize, coordinate and supervise the after school tutoring program at Hoover High School	8/19/19 through 6/11/20 \$30.00 per hour to teach \$27.00 per hour to plan Not to exceed \$5,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 0300000
6.	Boggs, Arusiag	Teacher, as needed, to provide music experience for grades 1 <sup>st</sup> through 6 <sup>th</sup> at Valley View Elementary	8/21/19 through 6/12/20 Not to exceed \$1,032.00 per semester 01.0 00000.0 17001 10000 1170 4100000
7.	David, Barbara	Teacher, as needed, to work with Special Education students Special Education	8/21/19 through 6/10/19 Daily rate of pay Not to exceed 100 days Special Education – SAI Core 01.0 65000.0 57707 11200 1130 0000600
8.	Galvez-Grado, Sylvia	Teacher Specialist, as needed, to open and close the 19-20 school year, preparing and completing required tasks and documents at Cerritos Elementary School	8/02/19 through 6/30/20 Regular rate of pay Not to exceed 6 days total Title I 01.0 30100.0 11100 100000 1130 2200000
9.	Khodagulyan, Tatevik	Teacher, as needed, to serve as a second Assistant to the Principal at Columbus Elementary	8/19/19 through 6/11/20 Not to exceed \$70.00 per month 01.0 00000.0 11301 10000 1170 2300000
10.	Lapostol, Diane	Elementary Teacher/ Assistant to the Principal at La Crescenta Elementary	8/21/19 through 6/11/20 Not to exceed \$793.32 for the school year 01.0 00000.0 11301 10000 1170 0005616

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment (Cont.)</u>		
11.	Markos, Chris Teacher, as needed, to be a coach, to prepare, organize, coordinate and supervise the after-school basketball program at Wilson Middle School	8/21/19 through 6/05/20 \$30.00 per hour to work with students Not to exceed \$750.00 total Supplemental 01.0 01000.0 11100 10000 1130 0800000
12.	Markos, Chris Teacher, as needed, to be an Athletic Director at Wilson Middle School	8/21/19 through 6/05/20 \$27.00 per hour for planning Not to exceed 63 hours or \$1,705.00 total Supplemental 01.0 01000.0 11100 10000 1130 0800000
13.	Nelson, Hayley Teacher, as needed, for Choral Director during the Spring Semester Monte Vista Elementary	2/03/19 through 5/01/20 Not to exceed \$1,063.00 01.0 00000.0 17001 10000 1170 3700000
14.	Rizzo, Christopher Teacher, as needed, to be a coach, to prepare, organize, coordinate and supervise the after-school coed football program at Wilson Middle School	8/21/19 through 6/05/20 \$30.00 per hour to work with students Not to exceed \$750.00 total Supplemental 01.0 01000.0 11100 10000 1130 0800000
15.	Widholm, Carolyn Teacher, as needed, for Choral Director during the Fall Semester Monte Vista Elementary	9/12/19 through 3/06/20 Not to exceed \$1,063.00 01.0 00000.0 17001 10000 1170 3700000

Voluntary Decrease in Assignment

1.	Salmassi-Arakelian, Talma Psychologist Special Education	Effective 7/01/19 From 100% to 80%
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		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Assignment</u>			
1.	#39855	TO: Teacher Specialist Dunsmore Elementary/ Keppel Elementary	Effective 10/23/19 186 days
2.	#13809	TO: Teacher Specialist Roosevelt Middle School	Effective 10/23/19 186 days
<u>Election</u>			
1.	Afuape, Olufunmilayo	Teacher, Temp Contract Itinerant Special Education	10/08/19 through 6/11/20
2.	Lackey, Bryan J.	Teacher, Temp Contract Hoover High School	9/25/19 through 6/11/20
3.	Moradi, Tamik	Teacher, Temp Contract Balboa/Verdugo Woodlands ES EEELP	10/08/19 through 6/11/20
<u>Election Hourly/Daily</u>			
1.	Ames, Betsy Hakopian, Angel Hubanks, Darlene Humphreys, Julien Mahoney, Bridget You, Carolina	Substitute/Retired Teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG	8/21/19 through 6/11/19 \$30.00 per hour Not to exceed \$25,000.00 01.0 95100.0 11100 10000 1130 3100000
2.	Ainian, Juliet Baldwin, Justine Bamberger, Debra Betpera, Tenee Buckhoff, Suzanne Brohier, Ruwani Camelio, Danielle Cannon, Melissa Choi, Unis Chung, Joanne	Teachers, as needed, to support the educational process at Keppel Elementary	8/21/19 through 6/11/19 \$27.00 per hour Not to exceed \$10,000.00 01.0 95100.0 11100 10000 1130 3100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
2.	Consalvi, Jennifer Dreyfuss, Kellie Duncan, Laura Giorgi, Olivia Hewitt, Michael Hohensee, Susan Hong, Jenny Kim, Ji Soo Kim, Liz Lee, Ellyn Lee, Su Youn Manukyan, Edita Nazarian, Vie Oh, Sae Pak, Eunice Park, Julie Park, Yoon Pimenta, Michelle Ricasa, Christine Rosen, Suzanne Sahakian, Lala Shelton, Ray Shin, Ah Reum Sim, Soo Hyun Winder, Talisen Wolfe, Tanya Wong, Naehi Yi, Judy You, Esther Youn, Darae	
3.	Ames, Betsy Hakopian, Angel Hubanks, Darlene Humphreys, Julien Mahoney, Bridget You, Carolina	Substitute/Retired teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG
		9/05/19 through 6/11/20 \$30.00 per hour Not to exceed \$20,916.00 01.0 30100.0 11100 10000 1130 3100865

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
4.	Chadwick, Janet Duncan, Cheryl Gwilt, Terry Oliver, Susan Soule-Maggio, Stephen Wray, Donna	Retirees, as needed, to assist with all GATE activities including administration, Assessment, Spelling Bee, Invention Convention, Math Field Day (District and County) and Scholastic Bowl Categorical Programs
		9/03/19 through 6/30/20 \$27.00 per hour for planning \$30.00 per hour for working with students Not to exceed \$8,000.00 total Supplemental Program 01.0 01000.0 11100 10000 1130 0000673
5.	Bishop, Joshua Black, David Blattner, Charles Dale, Frank Davarhanian, Patrick Davis, Christopher Davis, Jennifer Day Blattner, Alex Der-Gevorkian, Narbeh Doom, Nicholas Evans, Dominique Frazer, Steven Gabriel, Michelle Ghavam, Amir Gruss, Gerald Guarino, Maral Isayan, Sevada Khachatryan, Narine Khodagulyan, Armond Kursinski, Eric Marucci, Victoria McGrath, Diana Melville, Julie Mikaelian, Ani Mikayelyan, Vardan Minassian, Zovig O’Gara, Melissa	Teachers, as needed, to work with students to focus on literacy skills at Clark Magnet High School
		8/21/19 through 6/30/20 \$30.00 per hour to teach Not to exceed \$8,000.00 total Title I 01.0 30100.0 11100 10000 1130 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
5.	Ohanian, Erebuni Paronikyan, Yeranui Pruitt, Conrad Schmit, Tinky Scott-Sawyer, Shari Siqueido, Laurie Snyder, Oralia Vardanyan, Armine Witler, Esther Woods, Geoffrey Yahiayan, Hrant Yougurtian, Melanie Zamlich, Gregory Zendejas, Joanna	
6.	Arora, Rita Flamenco, Lorena Kianian, Hilda Ortiz, Rafael Schwarzmann, Dana	Teachers, as needed, for incoming kinder assessments for the 19-20 school year Muir Elementary
		8/12/19 through 8/14/19 Substitute rate of pay Not to exceed 3 days total Supplemental 01.0 01000.0 11100 100000 1130 4000000
7.	Austin, Annette Chaldaris, Tanya Echeverria, Diana Manalo, Michelle Peroomian, Caroline Rodriguez, Analilia Tatevosian, Mary	Meetings of Instructional Leadership Team (ILT) to plan PD for school Muir Elementary
		8/12/19 Substitute rate of pay Not to exceed 6.5 hours for each teacher Supplemental 01.0 01000.0 11100 100000 1130 4000000
8.	Arayama, Melanie Erlewine, Naomie Foster, Yoko Fujie, Chie Jaffe, Michael Koga, Yuri Shiomi, Audrey Tanabe, Saki Yamashita, Kazusa	Teachers, as needed, to translate instructional materials to Japanese Teaching & Learning
		7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 50 hours each 01.0 07405.0 11100 10000 1130 0000618



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
9.	Petriella, Libera Pino, Daniela	Teachers, as needed, to translate instructional materials to Italian Teaching & Learning
		7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 100 hours 01.0 07405.0 11100 10000 5811 0000618
10.	Avetic, Sandy Barhoum, Nadia Carbajal, Laura Castro, Roxana Cota, Pamela Gabai, Jessica Gargiulo, Jill Goodman, Kimberly Hartel, Antonella Hewitt, Gloria Mazza, Cristina Miller, Robert Moine-Webster, Catherine Petriella, Libera Pino, Daniela Quinn, Tanja Rodriguez, Sonya Sanchez, Myrna Sardella, Simona Satamian, Taline Schmeltz, Justin Schneider, Ute Tacata, Jessica Tupanjanin, Elke Valdivia-Abdallah, Vera Whittington, Karen	Teachers, as needed, to teach intervention or enrichment classes after school at Franklin Magnet Elementary School for the 19-20 school year
		10/01/19 through 6/08/20 \$27.00 per hour to teach, plus prep time Not to exceed the sum of \$5,000.00 total General Fund Donation 01.0 95100.0 11100 1000 5811 2700000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
11.	Arzumanyan, Mary Bogossian, Hilda Lazar, Maia Oskanian, Sevan Strand, Bonnie	Substitute teachers, as needed, for Early Education & Extended Learning Programs
		8/19/19 through 6/30/20 \$165.00 per day Not to exceed 186 days Child Development Activities 12.0 50251.0 85000 10000 1160 0000671 Self-Supporting Combined 01.0 91500.0 85000 10000 1160 0000671 Child Development Activities 12.0 61051.0 85000 10000 1160 0000671 Self-Support Daycare 01.0 91400.0 85000 10000 1160 0000671 State Preschool 12.0 61050.0 85000 10000 1160 0000671 After School Education & Safety 01.0 60100.0 11100 10000 1160 0000671 Self-Support Preschool 01.0 91300.0 85000 10000 1160 0000671 California State Preschool 12.0 61052.0 85000 10000 1160 0000671 LCAP 01.0 00000.0 11100 10000 1130 0001671
12.	Ames, Betsy Hakopian, Angel Hubanks, Darlene Humphreys, Julien Mahoney, Bridget You, Carolina	Substitute/retired teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG
		8/21/19 through 6/11/20 \$30.00 per hour Not to exceed \$16,500 total 01.0 30100.0 11100 10000 1130 3100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
13.	Ames, Betsy Hakopian, Angel Hubanks, Darlene Humphreys, Julien Mahoney, Bridget You, Carolina	Substitute/retired teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG
		8/21/19 through 6/11/20 \$30.00 per hour Not to exceed \$12,359 total 01.0 42030.0 11100 10000 1130 3100673
14.	Ames, Betsy Hakopian, Angel Hubanks, Darlene Humphreys, Julien Mahoney, Bridget You, Carolina	Substitute/retired teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG
		8/21/19 through 6/11/20 \$30.00 per hour Not to exceed \$5,617 total 01.0 02000.0 11304 10000 1130 3100000
15.	Avanessian, Karineh Ayala, Peter Boras, Angela Bowers, Rebecca Chavez, Julianna Cruz, Sylvia Dembekjian, Nicole Hernandez, Pearl Hunt, Chelsie Keshishian, Melissa Miranda, Emily Pelka, Ashley Peterson, Julia Ramirez, Christine Reiber, Carla Singh, Claudia Torabyan, Hermine Urban, Wendy	Teachers, as needed, to provide after school intervention in the areas of English language arts or math at Cerritos Elementary School
		9/16/19 through 6/05/20 \$27.00 per hour to plan \$30.00 per hour to work with students Not to exceed \$11,000.00 total Title I 01.0 30100.0 11100 10000 1130 2200000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
16.	Bailey, Robert Gebeshian, Peter Lazo, Erika Jahshan, Nabila Jarvis, Donald Keefer, Jonathan Keefer, Lisa Kolodinski, Reiner Orue-Perea, Gabriela Okuda, Tae O'Malley, James Palmer, Kelly Ravitz, Cindy Sinclair, Kimberley Masouris, Nicoleta Whithorne, Marcus	Teachers, as needed, to work in Tutoring Program at Glendale High School	10/01/19 through 5/15/20 \$30.00 per hour for 15 hours each Not to exceed \$6,750.00 total Title I 01.0 30100.0 11100 10000 1130 0200000
17.	Ciotti, Holly Kelly, Darnell Morrison, Sarah Shiroyan, Hasmik	Teachers, as needed, to work in Tutoring Program at Glendale High School	10/01/19 through 5/15/20 \$30.00 per hour for 30 hours for each teacher Not to exceed \$3,600.00 total Title I 01.0 30100.0 11100 10000 1130 0200000
18.	Bishop, Joshua Black, David Blattner, Charles Chiu, Paul Dale, Frank Davarhanian, Patrick Davis, Christopher Davis, Jennifer Day Blattner, Alex Der-Gevorkian, Narbeh Doom, Nicholas Evans, Dominique Frazer, Steven Gabriel, Michelle	Teachers, as needed, to create assessments and to write curriculum to improve presentation of content to students at Clark Magnet High School	8/01/19 through 6/30/20 \$27.00 per hour Not to exceed \$5,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
18.	Ghavam, Amir Gruss, Gerald Guarino, Maral Isayan, Sevada Khachatryan, Narine Khodagulyan, Armond Kursinski, Eric Marcucci, Victoria McGrath, Diana Melville, Julie Ann Mikaelian, Ani Mikaelian, Armineh Mikayelyan, Vardan Minassian, Zovig O’Gara, Melissa Ohanian, Erebuni Paronikyan, Yeranui Pruitt, Conrad Schmit, Tinky Scott-Sawyer, Shari Siqueido, Laurie Snyder, Oralia Vardanyan, Armine Witler, Esther Woods, Geoffrey Yahaiyan, Hrant Yogurtian, Melanie Zamlich, Gregory Zendejas, Joanna	

19.	Extra-Curricular Assignments	Spring 2018-2019 Boys’ Sports
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CRESCENTA VALLEY HIGH SCHOOL

Keshavarz, James	Track (Head)
Smith, Brent Louis	Track (Asst.)
Taix, Martin	Track (Asst.)

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
20.	Almazan, Seth Bergman, Anya Luna, Mariana Meza, Emily Salazar, Vittorio Tiscareno, Araceli	Teachers, as needed, for Robotics, Student Debate, VAPA Edison Elementary
		8/19/19 through 6/30/20 \$30.00 per hour to work with students \$27.00 per hour for planning Not to exceed \$6,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 2500000
21.	Bucur, Mary Cassell, Rebecca Chia, Janet De La Paz, Catherine Derusha, Lisa Dolgin, Elaine Lapostol, Diane Meza, Cynthia Naka, Kimberli Quinonez, Yvonne Reyes, Cara Sarkisyan, Mery Savage, Suzanne Simitian, Rosine Sivaborvorn, Sandra Tarverdians, Christina Tsimanis, Daniella Williams, Teresa	Teacher, as needed, to support the instructional program at La Crescenta Elementary
		8/21/19 through 6/10/20 \$30.00 per hour Not to exceed 22 hours each Supplemental Program 01.0 01000.0 11100 10000 1130 3200000
22.	Chia, Janet Lapostol, Diane Quinonez, Yvonne Sarkisyan, Mery Tsimanis, Danielle	Teachers, as needed, for meetings to analyze students' assessment scores and to discuss next steps for students meeting and not meeting proficiency La Crescenta Elementary
		9/01/19 through 6/10/20 \$30.00 per hour Not to exceed \$820.00 total 01.0 02000.0 11304 10000 1130 3200000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
23.	Grigorian, Aileen Shermer, Bonnie	Head teacher, as needed, for Early Education & Extended Learning Programs	8/21/19 through 6/30/20 \$30.00 per hour Not to exceed \$2,130.00 each After School Education & Safety 01.0 60100.0 11100 10000 1130 0000671 Recreational After School Program 01.0 91100.0 85000 10000 1130 0000671
24.	Quinn, Tanja Shakra, Nadia	Teachers, as needed, to translate instructional materials to German Teaching & Learning	7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 50 hours each 01.0 07405.0 11100 10000 1130 0000618
25.	Castro, Roxana Cota, Pamela Goodman, Kimberly Hartel, Antonella Mazza, Cristina Quinn, Tanja Shakra, Nadia Whittington, Karen	Teacher, as needed, to have report card prep time for all upper grade FLAG students for the 2019-2020 school year Franklin Elementary	10/01/19 through 3/13/19 \$27.00 per hour Not to exceed \$1,500.00 total FLAG Support Program 01.0 00000.0 00000 21004 1130 0008682

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
26.	Extra-Curricular Assignments	First Semester 2019-2020
<u>CERRITOS ELEMENTARY</u>		
Ramirez, Christine	Robotics	
<u>EDISON ELEMENTARY</u>		
Chaney, Sandra Montes, Karen	Invention Convention Spelling Bee	
<u>FREMONT ELEMENTARY</u>		
Partika, Ryan	Invention Convention Spelling Bee	
<u>JEFFERSON ELEMENTARY</u>		
Bendgen, Krista	Spelling Bee Math Field Day GATE	
Stanley, Christopher	Spelling Bee Math Field Day GATE	
<u>LINCOLN ELEMENTARY</u>		
Meguerditchian, Houry Rovello, Cindy Vales, Heather	Robotics Robotics Robotics	
<u>MANN ELEMENTARY</u>		
Burt, Christina Lewis, Thomas Tam, Anamarie	Academic Coaching Robotics Academic Coaching	



Effective Dates  
And Salary Rate

Position

Election Hourly/Daily (Cont.)

MONTE VISTA ELEMENTARY

26. Weingarten, Jon

GATE

MOUNTAIN AVENUE ELEMENTARY

Garrubba, Jennifer  
Haydt, Christina

Kerbal Space Club  
Science Club

VALLEY VIEW ELEMENTARY

Hamel, Cheryl  
McCreary, Scott

Robotics  
Spelling Bee

VERDUGO WOODLANDS ELEMENTARY

Haug, Lisa  
Moreno, Heidi

Spelling Bee  
Spelling Bee  
Invention Convention

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
27.	Extra-Curricular Assignments	Summer 2019 Boys' Sports

CRESCENTA VALLEY HIGH SCHOOL

Afzali, Makan	Soccer	
Clark, Grant	Soccer	
Evans, Mark	Cross Country	
Evans, Robert	Cross Country	
Gossard, Hudson	Football	
Kim, Doil	Tennis (Varsity)	
	Tennis (Junior Varsity)	
Kim, Peter	Water Polo	
Lowe, Alex	Cross Country	
Maniccia, Joseph	Basketball (JV)	
Mendoza, David	Athletic Director	
Merlo, Reid	Football	
Mulder, Jerry	Volleyball	
Nelson, John	Volleyball	
	Football	
Sakonju, Jan	Water Polo	
Samford, Mark	Basketball (Frosh.)	
Schilling, Paul	Football	
Stillwell, Benjamin	Soccer	
Taix, Martin	Football	
Torres, Phil	Baseball	
Zargarian, Shahin	Basketball (Varsity)	
28.	Extra-Curricular Assignments	Summer 2019-2020

CRESCENTA VALLEY HIGH SCHOOL

Atwal, Aneeka	Pep Squad Coach
Soto, Gianni	Pep Squad Coach

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>	
<u>Election Hourly/Daily (Cont.)</u>			
29.	Almazan, Seth Avanes-Aghcheghalen, Polien Barcena-Gallegos, Rosalinda Batista, Ileana Bergman, Anya Calva-Despard, Michelle Camacho, Jennifer Chaney, Sandra Collaso, Margarita Gureghian, Sarine Hagopian, Ashken Huleis, Rana Labinger, Kimberly Luna, Mariana Mancilla, Susana Matevosian, Arpine McCabe, Rosemarie McTear, Brady Medina, Rocio Meza, Emily Montes, Karen Navarro, Nancy Ojeda Colindres, Marisol Ortega, Claudia Prado, Iracema Reuter, Andrea Salazar, Vittorio Schultz, Margarita Switzer, Ann Tiscareno, Araceli Turdjian, Lusine Valdez, Cynthia Varela, Miriam Williams, Caitlin Wisinski, Robyn Yang, Juyoung	Teachers, as needed, to provide after school intervention with students and or attend after school P.D. Edison Elementary	8/19/19 through 6/30/20 \$30.00 per hour to work with students \$27.00 per hour for planning Title I 01.0 30100.0 11100 10000 1130 2500000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
30.	Arzumanian, Rene Pawlik, Matthew	Substitute teachers, as needed	9/01/19 through 7/15/20 \$165.00 per day 01.0 00000.0 19004 10000 1160 0004615
31.	Akopian, Varoujan	Teacher, Regular Math 6 <sup>th</sup> Toll Middle School	9/18/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000
32.	Alarcon, Jamie	Teacher, Regular Comprehensive Support & Improvement Daily High School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 31820.0 11100 10000 1110 0400000
33.	Allen, Jonathan	Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
34.	Alvarado, Paul	Teacher, Regular ELL Support Roosevelt Middle School	8/19/19 through 12/20/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0500000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
35.	Extra-Curricular Assignments	First Semester 2019-2020
	<u>R.D. WHITE ELEMENTARY</u>	
	Ambartsumyan, Narine	Spelling Bee
36.	Arakelian, Talin Teacher, Regular Science Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000
37.	Belou, Natasha Teacher, Regular English Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000
38.	Bishoff, Cristina Substitute teacher, as needed to pull out program for EL students twice a week for 30 minute groups as part of the elementary intervention plan Muir Elementary	9/01/19 through 6/10/20 Substitute daily rate of pay Twice a week Not to exceed \$16,924.00 Title III – EL 01.0 42030.0 11100 10000 1130 4000673
39.	Black, David Teacher, Regular Engineering Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
40.	Blackwood, Vanessa M. Teacher, Regular World Language Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
41.	Blattner, Charles Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
42.	Briner, Martin Teacher, Regular Verdugo Academy	8/21/19 through 6/11/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 33000 10000 1100 0410000
43.	Browne, Nicole Teacher, Regular Culinary Toll Middle School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000
44.	Brownstein, Gina Teacher, Regular TUPE Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 66950.0 11100 10000 1110 0000682

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
45.	Call, Sylvia	Teacher, Regular World Language Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
46.	Capdevila, Maria	Teacher, Regular Spanish 1-2 Toll Middle School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000
47.	Cerda, Humberto	Teacher, Regular Physical Education Roosevelt Middle School	8/19/19 through 12/20/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0500000
48.	Chadwick, Janet	Retired teacher, as needed, to provide reading intervention to at-risk students at Valley View Elementary	10/01/19 through 4/30/20 \$30.00 per hour to work with students \$27.00 per hour for planning Not to exceed \$5,670.00 total Supplemental 01.0 01000.0 11100 10000 1130 4100000
49.	Collins, Kathleen	Teacher, Regular Comprehensive Support & Improvement Daily High School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 31820.0 11100 10000 1110 0400000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
50.	Contreras, Andrea	Teacher, Regular WASC Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
51.	Davis, Chris	Teacher, as needed, to provide instruction for the after school sports program at Rosemont Middle School	10/01/19 through 6/30/20 \$30.00 per hour Not to exceed \$1,500.00 Donations 01.0 95100.0 11100 10000 1130 0600000
52.	Day-Blattner, Alex	Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
53.	Daylami, Tahereh	Retired/Substitute Teacher, as needed, to provide ELA intervention for ELL students Roosevelt Middle School	10/01/19 through 6/30/20 \$30.00 per hour Not to exceed 250 hours Title III EL Plan 01.0 42030.0 11100 10000 1130 0500673
54.	De Kruyf, Anna K.	Teacher, Regular Special Education Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
55.	Der Gevorkian, Narbeh Teacher, Regular TUPE Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 66950.0 11100 10000 1110 0000682
56.	Engen, Christina M. Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
57.	Evans-Bye, Dominique Teacher, Regular Biology Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
58.	Evans, Robert V. Teacher, Regular English Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
59.	Fishback, Cassandra L. Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
60.	Flower, Michael H. Teacher, Regular Art Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
61.	Franck, Dawn Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
62.	Frank, Kimberly Teacher, Regular Physical Education Toll Middle School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000
63.	Freemon, Allen W. Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
64.	Galoyan, Armine Substitute Teacher, as needed, to provide math intervention for students Roosevelt Middle School	10/08/19 through 6/30/20 \$30.00 per hour Not to exceed 328 hours Title I Alternative Support 01.0 30100.0 11100 10000 1130 0500865

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
65.	Gao, Hezhu Teacher, as needed, to provide instruction and assistance to struggling students in Integrated Math I after school Glendale High School	10/08/19 through 6/10/20 \$30.00 per hour to work with students Not to exceed 90 hours Title I 01.0 30100.0 11100 10000 1130 0200000
66.	Ghavam, Amir Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
67.	Gruss, Gerald Teacher, Regular Physics Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
68.	Hall, Gavin C. Teacher, Regular Social Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
69.	Hayrikyan, Lucin Teacher, Regular ELD Glendale High School	8/27/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
70.	Jahshan, Nabila	Teacher, Regular Science Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000
71.	Junge, Linda	Administrator, as needed, for Principal Coaching Secondary Education	8/01/19 through 12/31/19 Hourly rate of pay Not to exceed \$15,000.00 01.0 00000.0 00000 27004 1331 0001616
72.	Junge, Linda	Administrator, as needed, for Principal Coaching Secondary Education	1/01/20 through 6/30/20 Hourly rate of pay Not to exceed \$15,000.00 01.0 00000.0 00000 27004 1331 0001616
73.	Katzer, Whitney E.	Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
74.	Keenan, Owen P.	Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
75.	Khachatryan, Narine Teacher, Regular English Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
76.	Khodagulyan, Armond Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
77.	Kim, Peter S. Teacher, Regular Physical Education Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
78.	Kursinski, Eric Teacher, Regular Tech Lit Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
79.	Kurtz, Cheryce Teacher, Regular History Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
80.	Lee, Jen Ku	Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
81.	Lim, Jessie	Teacher, Regular Korean FLAG Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
82.	Lim, Mee H.	Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
83.	Lombardi, John D.	Teacher, Regular Science Wilson Middle School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0800000
84.	Lopez, Laura	Teacher, as needed, to supervise students for Alternative for Suspension (ATS) and Saturday School Student Support Services	9/01/19 through 6/30/20 \$30.00 per hour Not to exceed 3 hours per week for ATS and 4 hours per week for Saturday School 01.0 00000.0 19028 10000 1130 0001682

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
85.	Lowe, Kristine Teacher, Regular AP CAPSTONE Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
86.	Mangahis, Carmela Substitute teacher, as needed, to support and provide Reading Intervention for students at La Crescenta Elementary	9/01/19 through 6/10/20 \$30.00 per hour Not to exceed 180 hours \$5,400.00 total Title III – EL 01.0 42030.0 11100 10000 1130 3200000 Intervention 01.0 02000.0 11304 10000 1130 3200000
87.	Mazza, Christina Teacher, as needed, to translate instructional materials to Italian Teaching & Learning	7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 50 hours 01.0 07405.0 11100 10000 1130 0000618
88.	McCleod, Amber E. Teacher, Regular Social Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
89.	Extra-Curricular Assignments	Second Semester 2019-2020
<u>VALLEY VIEW ELEMENTARY</u>		
	McCreary, Scott Math Field Day	

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
90.	Melik-Stepanyan, Edgar	Teacher, Regular Social Science Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
91.	Melkonian, Miganoush	Teacher, as needed, to translate instructional materials to Armenian Teaching & Learning	7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 100 hours 01.0 07405.0 11100 10000 5811 0000618
92.	Merlo, Reid P.	Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
93.	Mikaelian, Ani	Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
94.	Minassian, Zovig	Teacher, Regular Biology Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000



		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
95.	Palmer, Kelly	Teacher, Regular English Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000
96.	Peterson, Tyraysha	Teacher, Regular Art Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
97.	Pinsker, Jason	Teacher, Regular Technology Coordinator Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
98.	Platt, David	Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
99.	Pogroszewski, Denise	Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
100.	Pruitt, Conrad Teacher, Regular English Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
101.	Quock, Gar Teacher, Regular College & Career Prep. Daily High School	9/05/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 02000.0 32000 10000 1110 0400000
102.	Reuter, Andrea Teacher, as needed, to conduct DRA/EDL2 Training/Refresher on Spanish reading assessment at Edison Elementary	9/24/19 \$33.00 per hour Not to exceed 4 hours total FLAG Support Program 01.0 000000.0 00000 21004 1130 0008682
103.	Rodriguez, Corina Teacher, Regular Dance Roosevelt Middle School	8/19/19 through 12/20/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0500000
104.	Rogers, Emily Teacher, Regular French FLAG 7/8 Toll Middle School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
105.	Sakonju, Jan T. Teacher, Regular Social Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
106.	Sanamyan, Diana Teacher, as needed, to translate instructional materials to Armenian Teaching & Learning	7/01/19 through 6/30/20 \$27.00 per hour Not to exceed 50 hours 01.0 07405.0 11100 10000 5811 0000618
107.	Sarkissian, Adrineh Teacher Specialist, as needed, to handle the ASB Account for La Crescenta Elementary	8/19/19 through 6/11/20 \$27.00 per hour Not to exceed 2 hours per week School Site Donations 01.0 95100.0 11100 10000 1130 3200000
108.	Satamian, Taline Teacher, as needed, to assess language fluency of students applying for dual immersion in French at Franklin Elementary School	9/17/19 through 5/31/20 \$30.00 per hour Not to exceed 5 hours total FLAG Support Program 01.0 000000.0 00000 21004 1130 0008682
109.	Saw, Win K. Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
110.	Schilling, Paul A. Teacher, Regular English Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
111.	Sheridan, Saul M. Teacher, Regular Math Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
112.	Smiley, James W. Teacher, Regular Social Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
113.	Smith, Herbert W. Teacher, Regular CTE Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
114.	Smith, Susan M. Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
115.	Spink, Anne S. Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
116.	Stewart, Allison Teacher, Regular MAAC Academy Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
117.	Switzer, Ann Teacher, as needed, as piano accompanies for the music program to practice & perform at winter and spring concerts at Edison Elementary	10/01/19 through 6/10/20 \$27.00 per hour Not to exceed \$400.00 01.0 95100.0 11100 1130 2500000
118.	Tcharkhoutian, Vahe Teacher, Regular Math 6 Toll Middle School	8/21/19 through 6/10/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0700000
119.	Tuason, Orenda F. Teacher, Regular Science Crescenta Valley High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
120.	Umansky, Jason Teacher, Regular Soccer Coach Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
121.	Venier, Daniel Teacher, Regular Science Glendale High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0200000
122.	Witt, Kevin Teacher, Regular Water Polo Coach Hoover High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0300000
123.	Woods, Geoffrey Teacher, Regular Math Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
124.	Yahiayan, Hrant Avik Teacher, Regular Chemistry Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
125.	Zamlich, Gregory Teacher, Regular Tech Lit Clark Magnet High School	8/21/19 through 12/19/19 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0900000
<u>Additional Compensation</u>		
1.	Balcomb, Kimberly Boyd, Mark Dyer, Amanda Hayhurst, Karen Ishoo, Sabrina Rivera-Elekes, Vanessa Sasse, Collin Zimmerman, Anders Teachers, as needed, for prep. and presentation for parent involvement through parent involvement through parent information night (upper grade student activities and available programs) Columbus Elementary	8/19/19 through 6/30/20 \$27.00 per hour to plan \$33.00 per hour to work Not to exceed \$1,000.00 total Title I 01.0 30100.0 11100 10000 1130 2300000
2.	Ponziano, Domenico Witt, Kevin Teachers, as needed, to travel (walk) between Toll and Hoover Toll Middle School	8/21/19 through 6/10/19 Hourly rate of pay Not to exceed .25 hours per day 01.0 00000.0 11303 10000 1130 0700000
3.	Estep, Amy Huber, David Lim, Jessie Luna, Javier Rogers, Emily Teachers, as needed, to travel (walk) between Toll and Hoover Hoover High School	8/21/19 through 6/10/19 Hourly rate of pay Not to exceed .25 hours per day 01.0 00000.0 11303 10000 1130 0300000
4.	Hernandez, Sebastian Teacher, as needed, to move to another classroom Crescenta Valley HS	7/01/19 through 8/01/20 Daily rate of pay Not to exceed 2 days 01.0 00000.0 11303 10000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Compensation (Cont.)</u>		
5.	Hickman, Beverly Teacher, as needed, to move classrooms the weekend before school started at Mountain Avenue Elementary	8/17/19 through 8/18/19 Daily rate of pay Not to exceed 2 days General Fund 01.0 00000.0 19005 10000 1130 0000612

Transportation Authorization

1.	Aghazaryan, Silva Ahmadi, Atossa Ake, Silvana Alvarez, Nuvia Amiriyah, Artineh Andreasyan, Nargiz Barsegyan, Anush Chartier, Brian Chobanyan, Vera Christiansen, Nonita Contreras, Bernardo Cooke, Kiyoh Cubias, Ingrid Derbedrosian, Lucia Duvardo, Jackie Fabian, Marilyn Galstians, Pamela Gasparyan, Nazeli Ghanbary, Evelina Gollas, Yazmin Guerra, Yesenia Gullessarian, Tamar Hacopian, Alina Hartounian, Carmen Heckmann, Lindsey Hernandez, Erica Hernandez, Keren- Happuch Hodges, La Wanda Karamanoukian, Gohar	Mileage Authorization for EEELP Teachers	7/01/19 through 6/30/20 58 cents per mile Child Development Activities 12.0 61051.0 85000 10000 5210 0000671 Self-Support Combined 01.0 91500.0 85000 10000 5210 0000671 Self-Support Daycare 01.0 91400.0 85000 10000 5210 0000671 California State Preschool 12.0 61052.0 85000 10000 5210 0000671 After School Education & Safety 01.0 60100.0 11100 10000 5210 0000671 RAP 01.0 91100.0 85000 10000 5210 0000671 LCAP 01.0 00000.0 11100 10000 5210 0001671
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Effective Dates  
And Salary Rate

Position

Transportation Authorization (Cont.)

- |    |   |  |  |
|----|---|--|--|
| 1. | Lara, Cecilia<br>Madrid, Danielle<br>Maly, Dana<br>Manoukian, Anita<br>Mason, Michelle<br>Minasian, Alina<br>Mirzakhanian, Helen<br>Montoya, Rebecca<br>Orue, Martha<br>Orue, Noruma<br>Piloyan, Ester<br>Pineda, Rhina<br>Puranan, Maliwan<br>Rafael, Janice<br>Reyes, Maria<br>Rodriguez, Lilian<br>Ruiz-Zendejas, Maria<br>Salas, Aydee<br>Sanchez, Griselda<br>Sanchez, Martha<br>Sokalska-Bochniak, Beata<br>Thiesmeyer, Yolanda<br>Valijan, Rima<br>Yaghoub, Arpik<br>Ziraki, Diana |  |  |
| 2. | Choi, Unis<br>Melkoian, Miganoush<br>Taylor, Aya  | Reimbursement for<br>transportation expenses<br>for travels to and from<br>schools and district<br>office in the performance<br>of duties as Teacher<br>Specialist in charge of<br>different languages under<br>the FLAG Program<br>Educational Services | 8/01/19 through 6/30/20<br>58 cents per mile<br>Administration – Ed Services<br>01.0 00000.0 00000 71001 5210<br>0007616 |

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report</u>		
1.	Revision to Board Report No. 1, July 16, 2019	
	<u>Page 34, Item 3</u>	
	Various names	
	PBIS members, to attend PBIS meetings as needed	7/01/19 through 6/30/20 58 cents per mile
	Teaching & Learning	Mileage Reimbursement 01.0 00000.0 00000 21010 5210 0000618
	Add the following name: Yi, Joseph	
2.	Revision to Board Report No. 2, August 13, 2019	
	<u>Page 8, Item 5</u>	
	Avanessian, Karine	
	Bond, Emily	
	Gharabighi, Aylin	
	Grado-Galvez, Sylvia	
	Hernandez, Lizette	
	Isco, Jessica	
	Nazarian, Vie	
	Veloz, Torrey	
	Teachers, as needed, to work outside of their contractual dates for SpringBoard ELA/ELD Training	7/31/19 through 8/16/19 Daily substitute rate of pay Not to exceed 2 days
	Teaching & Learning	01.0 07405.0 11100 10000 1130 0000618
	Add the following names: Larson, Sarah McPherson, Lynda Parker, Derek	

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
3.	Revision to Board Report No. 2, August 13, 2019	
	<u>Page 6, Item 4</u>	
	Various names	7/31/19 through 8/16/19 Daily substitute rate of pay Not to exceed one day 01.0 07405.0 11100 10000 1130 0000618
	Teachers, as needed, to work outside of their contractual dates for Benchmark ELA/ELD training Teaching & Learning	
	Add the following names:	
	Aiken, Sherri	
	Aldaco, Ruby	
	Almazan, Seth	
	Arutyunyan, Anahit	
	Baird, Lynette	
	Becker, Brian	
	Bowers, Rebecca	
	Castro, Roxana	
	Chobanyan, Hasmik	
	Choi, Chaninporn	
	Cicciarelli, Meagan	
	Contreras, Kathy	
	De Felice, Kendra	
	DeBruijn, Janejira	
	Haghnazarian, Elin	
	Harvey, Rebecca	
	LaFee, Cassidy	
	Lee, Michelle	
	Mazur, Maggie	
	Miranda, Emily	
	Moran, Laura	
	Pak, Eunice	
	Pomerantz, Lindsay	
	Ricasa, Christine	
	Rodriguez, Analilia	
	Sato, Akiko	
	Sehic-Okabe, Mieko	
	Smith, Katherine	

Effective Dates  
 And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

- 3. Tacata, Jessica  
 Tashkesen, Arthur  
 Turner, Katherine  
 Velasquez, Arturo  
 Villagran, Ashley  
 Zecena-Rubio, Debora

- 4. Revision to Board Report No. 1, July 16, 2019

Page 26, Item 14

Cicarelli, Meagan (sub)	Teachers and substitute	8/05/19 through 8/16/19
Hong, Sunny	teachers, as needed, for	Substitute rate of pay
Kim, Hye	planning the FLAG	Not to exceed 1 day each total
Kim, Jinhee (sub)	Korean 19-20	Supplemental
Lee, Michelle	Curriculum at Monte	01.0 01000.0 11100 10000 1130
Manaka, Patricia	Vista Elementary	3700000
Oh, Jenifer		

Remove the following name:  
 Kim, Jinhee (sub)

Add the following name:  
 Kim, Jinnie (sub)

- 5. Revision to Board Report No. 5, September 17, 2019

Page 6, Item 2

Der-Gevorkian, Narbeh	Teachers, as needed, to	8/21/19 through 6/10/20
Frazer, Steven	provide supervision	Regular rate of pay
Gabriel, Michelle	during snack and lunch	Not to exceed \$15,000.00
Isayan, Sevada	periods	01.0 00000.0 11303 10000 1110
Kursinski, Eric	Clark Magnet High School	0900000

Add the following name:  
 Zamlich, Gregory

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

6. Revision to Board Report No. 5, September 17, 2019

Page 45, Item 34

Grant, Stacey  
 Hoang, Kevin  
 Kracker, Shannon  
 Peters, Carol  
 Welsh, Janet

Teacher, as needed, to  
 work with students in  
 the production and  
 dissemination of TUPE  
 materials for Wilson  
 Middle School's TUPE  
 Project ABCD  
 Rosemont Middle School

8/19/19 through 6/30/20  
 \$30.00 per hour  
 Not to exceed 30 hours each  
 TUPE Grades 6-12, Cohort L,  
 Tier 2  
 01.0 66950.1 11100 10000 1130  
 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000 1130  
 0002682

Add the following name:  
 Baldwin, Amanda

7. Revision to Board Report No. 4, September 3, 2019

Page 12, Item 2

Various names

Teachers, as needed, to  
 provide extra supervision  
 at lunchtime at Rosemont  
 Middle School

8/01/19 through 6/30/20  
 \$30.00 per hour  
 Not to exceed \$14,450.00  
 School Law Enforcement  
 Partnership  
 01.0 00000.0 11309 10000 1130  
 0600000

Add the following names:  
 Cheon, Yunseong  
 Perez-Santamaria, Jennifer

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
8.	Revision to Board Report No. 4, September 3, 2019	
	<u>Page 13, Item 4</u>	
	Various names	Teachers, as needed, for after school activities and end of the year planning at Rosemont Middle School
		8/01/19 through 6/30/20 \$27.00 per hour to plan \$30.00 per hour to teach \$33.00 per hour to teach adults Not to exceed \$16,500.00 total Supplemental 01.0 01000.0 11100 10000 1130 0600000
	Add the following names: Cheon, Yunseong Perez-Santamaria, Jennifer	
9.	Revision to Board Report No. 4, September 3, 2019	
	<u>Page 24, Item 18</u>	
	Der Gevorkian, Narbeh	Teacher, as needed, to provide instruction connected with instructional focus on literacy skills at Clark Magnet High School
		8/21/19 through 6/10/20 \$30.00 per hour to work with students Not to exceed \$6,750.00 total Title I 01.0 30100.0 11100 10000 1130 0900000
	Add the following names: Bishop, Joshua Black, David Blattner, Charles Dale, Frank Davarhanian, Patrick Davis, Christopher Davis, Jennifer Day-Blattner, Alex Doom, Nicholas Evans, Dominique Frazer, Steven	

Effective Dates  
And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

- 9. Gabriel, Michelle
- Ghavam, Amir
- Gruss, Gerald
- Guarino, Maral
- Isayan, Sevada
- Khachatryan, Narine
- Khodagulyan, Armond
- Kursinski, Eric
- Marcucci, Victoria
- McGrath, Diana
- Melville, Julie Ann
- Mikaelian, Ani
- Mikaelian, Armineh
- Mikayelyan, Vardan
- Minassian, Zovig
- O’Gara, Melissa
- Ohanian, Erebuni
- Paronikyan, Yeranui
- Pruitt, Conrad
- Schmit, Tinky
- Scott-Sawyer, Shari
- Siqueido, Laurie
- Snyder, Oralia
- Vardanyan, Armine
- Witler, Esther
- Woods, Geoffrey
- Yahiayan, Hrant Avik
- Yogurtian, Melanie
- Zamlich, Gregory
- Zendejas, Joanna

Personal Services Agreement

- |    |                |  |  |
|----|----------------|--|--|
| 1. | Diaz, Fernando | Consultant, as needed, to provide instruction for the drumline program at Rosemont Middle School | 9/01/19 through 6/01/20<br>Not to exceed \$4,000.00 total<br>Donations<br>01.0 95100.0 11100 10000 5811<br>0600000 |
|----|----------------|--|--|

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Personal Services Agreement (Cont.)</u>		
2.	Hastings, Mark  Licensed MFT will provide 45-50 minute therapy sessions for at-risk students identified through SST or counselor recommendation Glendale High School	10/08/19 through 6/30/20 \$80.00 per hour Not to exceed \$53,077 Title I – Alternative Support 01.0 30100.0 11100 10000 5811 0200865
3.	Kami, Andrew Dr.  Consultant to provide parent workshops on the topics of American public school system, the rights and obligations of families, acceptable discipline methods, basic information about ages and stages of child development, intergenerational communication and the impact of television and media literacy Roosevelt Middle School	10/01/19 through 5/30/20 Not to exceed \$6,000.00 total Title I 01.0 30100.0 11100 10000 5811 0500000
4.	Kaz, Edward  Retired teacher for the Human Resources Benefits consultation	8/01/19 through 6/30/20 \$50.00 per hour Not to exceed 40 hours per month 01.0 00000.0 00000 72002 5811 0001615



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Personal Services Agreement (Cont.)</u>		
5.	Mercier, Kathleen Consultant, as needed, to provide transition assessments for Special Education students and provide professional development on performing transition assessments Special Education	9/18/19 through 3/31/20 \$50.00 per hour \$1,000 per assessment Not to exceed \$10,000.00 01.0 65000.0 50011 21000 5811 00006600
6.	Weber, Chris Consultant, as needed, professional development to support Glendale High School staff with developing a focused, rigorous and relevant Guaranteed Viable Curriculum (GVC), with a particular emphasis on English Learners and to develop common formative assessments (CFAs) and protocols for analyzing the data collected Glendale High School	9/11/19 through 6/10/20 \$3,000 per day Not to exceed \$24,000.00 Title I 01.0 30100.0 11100 10000 5811 0200000
7.	Yeh, Wendy O.D. Consultant, as needed, to provide vision therapy and developmental vision evaluation services to Special Education students	8/10/19 through 1/31/20 \$125.00 per hour Not to exceed \$10,000.00 Special Education 01.0 65000.0 50011 21000 5811 0000600

Position Effective Dates  
And Salary Rate

Conference/Workshop/Meeting Authorization

In accordance with Board of Education Policy 4011 pertaining to conference and workshop attendance, approval has been given to the following persons to attend the conference as designated, with reimbursement for actual and necessary expenses in accordance with Board Policy:

A. The following workshop authorizations are not paid from District General Funds:

1. It is recommended that approval be given to Sandra Garcia to attend the “Western History Association Conference” to be held at the Westgate Resort in Las Vegas, Nevada from October 17-19, 2019. We would like to cover the cost of substitute teacher not to exceed \$400.00. Ms. Garcia will cover all other expenses.

Supplemental Program  
01.0 01000.0 11100 10000 1160 0500000

2. It is recommended that approval be given for Guadalupe Arellano Vigil, Foothill SELPA Teacher of the Visually Impaired, to attend the Getting in Touch with Literacy Conference in Seattle, Washington, from November 13 through 16, 2019, with travel, registration and lodging to be paid, not to exceed \$850.00. This is Non-District Funded.

SELPA Regionalized Services  
01.0 65001.0 50500 22000 5220 0000668

3. It is recommended that approval be given to Dominique Evans-Bye to travel out of state, to attend the “2019 Education Summit” to be held at the National Geographic Headquarters, in Washington D.C., October 2, 2019 to October 4, 2019. Cost of air fare and lodging to be paid by conference organizer. Additional expenses, ground transportation, meals and substitute teacher coverage, to be paid, not to exceed \$900.00.

CTE  
01.0 63880.0 38000 1000 5220 0000684  
01.0 63880.0 38000 1000 1160 0000684

4. It is recommended that approval be given for Suzan Dunbar, Foothill SELPA Program Manager, to visit Foothill SELPA students attending Nonpublic Residential Treatment Centers in Utah from October 28 through October 30, 2019, with hotel and transportation expenses to be paid, not to exceed \$750.00

SELPA Regionalized Services  
01.0 65001.0 50500 22000 5220 0000668

<u>Position</u>	<u>Effective Dates And Salary Rate</u>
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Conference/Workshop/Meeting Authorization (Cont.)

5. It is recommended that approval be given to Dominique Evans-Bye to travel out of state, to attend the “Excellence Awards in Science and Engineering (EASE) Program” to be held at the National Science Foundation, in Washington D.C., October 15, 2019 to October 18, 2019. Cost of air fare and lodging to be paid by conference organizer. Additional expenses, ground transportation, meals and substitute teacher coverage, to be paid, not to exceed \$1,500.00.

CTEIG  
01.0 63870.3 38000 10000 5220 0000684

6. It is recommended that approval be given for administrators, teachers, parents, students and other staff members of R.D. White Elementary School to attend Parent Education, Staff Development Programs, parent engagement programs, and school site council meetings to be held from September 24, 2019 to June 11, 2020, with all necessary expenses, including food and supplies, to be paid, not to exceed \$1,000.00.

School General Fund  
01.0 00000.0 11301 10000 4353 4300000

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CLASSIFIED PERSONNEL REPORT NO. 5

CONSENT CALENDAR NO. 3

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources  
SUBJECT: CLASSIFIED PERSONNEL REPORT NO. 5

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

	<u>Location</u>	<u>Months/Hours, and Salary Rating</u>
<u>Medical Leave of Absence</u>		
1. <u>Behavior Intervention Assistant</u> Rusenko, Michele	Special Education	09/04/19 through 09/30/19
<u>Extension of Medical Leave of Absence</u>		
1. <u>Behavior Intervention Assistant</u> Rusenko, Michele	Special Education	09/04/19 through 10/10/19
<u>Unpaid Home Responsibility Leave of Absence</u>		
1. <u>Education Assistant II</u> Garabetian, Flora	Roosevelt	09/30/19 through 10/14/19

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Election from Eligibility List</u>		
1. <u>Education Assistant I</u> Allahverdi, Remik	Cerritos	09/03/19; 9.25/3.5; 3-1 12.0 61052.0 85000 10000 2110 0000671
Kalayjian, Marlene	Toll	09/19/19; 9.25/3.5; 3-1 01.0 60100.0 11100 10000 2110 0700000
Nguyen, Chuyen	Lincoln	09/19/19; 12/3.5; 3-1 01.0 91500.0 85000 10000 2110 0000671
2. <u>Elementary Yard Duty Leader</u> Caporicci, Laura	La Crescenta	08/19/19; 9.25/3.5; 6-1 01.0 00000.0 19021 10000 2910 3200000
3. <u>Health Assistant LVN/RN</u> Tarmanian, Anahid	Mann	10/07/19; 10/8; 16-5 01.0 00000.0 00000 27004 2410 3500000

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay</u>		
1. <u>Assistant Physically Handicapped</u>		
Galustian, Herachik	Hoover	08/19/19 through 06/11/20 Not to exceed \$6,360.00 total Supplemental 01.0 01000.0 11100 10000 2130 0300000
Carvajal, Carmen	Categorical	08/21/19 through 06/30/20 Not to exceed \$3,000.00 total Supplemental 01.0 01000.0 11100 10000 2130 0000673
2. <u>Education Assistant II</u>		
Medina, Olmedo Olmedo, Norma	Categorical	08/21/19 through 06/30/10 Not to exceed \$3,000.00 total Supplemental 01.0 01000.0 11100 10000 2130 0000673
Ghazaryan, Laura	Clark	08/19/19 through 06/30/20 Not to exceed \$4,000.00 total Title I 01.0 30100.0 11100 10000 2130 0900000
Choo, Insook Buenrostro, Olivia Ghazarian, Alice Karakhanyan, Narine	Mountain Avenue	09/05/19 through 06/10/20 Not to exceed \$1,000.00 total Supplemental 01.0 01000.0 11100 10000 2130 3900000
3. <u>Education Assistant I</u>		
Witt, Daniel Zaroukian, Geri	EEELP	08/19/19 through 06/30/20 Child Development Activities 12.0 61051.0 85000 10000 2160 0000671 Child Development Activities 12.0 61051.0 85000 10000 2130 0000671 Self Supporting Combined 01.0 91500.0 85000 10000 2130 0000671

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay - Continued</u>		
4. <u>Library Assistant</u> Amranyan, Gissell	Cerritos	08/19/19 through 06/11/20 Not to exceed \$284.00, total Supplemental 01.0 01000.0 11100 10000 2930 2200000
5. <u>Typist Clerk II</u> Perez-Cruz, Marilu	Marshall	08/09/19 through 08/12/19 Not to exceed 6 hours per day Not to exceed 2 days, total Supplemental 01.0 01000.0 00000 27000 2430 3600000

<u>Change of Assignment</u>	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<b>1. <u>Involuntary Demotion to Former Classification</u></b>		
a. <u>Custodian I</u> Lepe, Brandon	FASO From Custodian II	09/17/19; 11-3 01.0 00000.0 00000 81006 2211 0000640
<b>2. <u>Change of Location</u></b>		
a. <u>Cafeteria Worker I</u> Hartounian, Nora	Glendale From Cerritos	10/07/19 13.0 53100.0 00000 37000 2212 0200000
<b>3. <u>Provisional Assignment</u></b>		
a. <u>Cook/Baker</u> Jarian, Shakeh	Crescenta Valley From Cafeteria Worker I, 1-9	08/26/19 through 08/30/19 8 hours a day 9-6 13.0 53100.0 00000 37000 2212 0100000
Rostamians, Armineh	Glendale From Cafeteria Worker I, 1-9	09/30/19 through 10/18/19 8 hours a day 9-6 13.0 53100.0 00000 37000 2212 0200000
Ruiz, Eloisa	Glendale From Cafeteria Worker I, 1-6	10/21/19 through 11/08/19 8 hours a day 9-4 13.0 53100.0 00000 37000 2212 0200000
b. <u>Custodian II</u> Hernandez, Nicole	PAEC From Custodian I, 11-4	08/16/19 through 10/08/19 8 hours a day (days) 16-3 01.0 00000.0 00000 81006 2211 0000256



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment - Continued

3. Provisional Assignment - Continued

c. Manager Cafeteria, Secondary School – Transport

Avedian, Jasmen	Hoover From Mgr. Cafeteria Secondary School Non-Transport M4-7	10/01/19 through 11/22/19 8 hours a day M12-6 13.0 53100.0 00000 37005 2310 0000662
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d. Manager Cafeteria, Secondary School – Non-Transport

Tarverdians, Laris	Rosemont From Cook/Baker 9-6	10/01/19 through 11/22/19 8 hours a day M4-1 13.0 53100.0 00000 37005 2310 0000662
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e. Education Assistant ASES/RAP Site Leaders

Avedian, Verjineh	Mt Avenue From Education Assistant I, 3-3	08/26/19 through 06/11/20 6-3 Recreation After School Program 01.0 91100.0 85000 10000 2110 0000671
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Keshishyan, Narine	Fremont From Education Assistant I, 3-4	09/10/19 through 06/11/20 6-4 Recreation After School Program 01.0 91100.0 85000 10000 2110 0000671
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Penkoff, Marietta	Verdugo Woodlands From Education Assistant I, 3-4	09/06/19 through 06/11/20 6-4 Recreation After School Program 01.0 91100.0 85000 10000 2110 0000671
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Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revisions to Previous Board Reports

1. Revision to Personnel Report #4, September 17, 2019

Page 23

Simmons, Daniel Lee	Consultant, as needed to develop and coordinate Music lessons	08/19/19 through 06/11/20 Not to exceed \$8,000.00 total Donations 01.0 95100.0 11100 10000 5811 2800000
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Delete Board Action

2. Revision to Personnel Report #4, September 17, 2019

Page 19

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Figueroa, Juana	Mann	08/22/19 through 06/10/20 \$12.00 per hour 01.0 00000.0 19021 10000 2930 3500000
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Add name to read:

Calvillo, Elizabeth

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revisions to Previous Board Reports - Continued

3. Revision to Personnel Report #3, September 3, 2019

Page 12

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Aguilar, Sonya	Edison	08/19/19 through 06/12/20
Almanza, Gabriella		\$12.00 per hour
Arabajyan, Marine		Not to exceed 3.5 hours per day, each
Argueta, Catherine		01.0 01000.0 19021 10000 2930 2500000
Franco, Grace		
Luna, Martha		
Navarrez, Leticia Lejia		
Olmedo, Leticia		
Quezada, Martha		
Shams, Simin		

Add name to read:

Change name to read:

Change account to read:

Fonth, Rosa

Quezada Rodriguez, Martha

01.0 00000.0 19021 10000 2930 2500000

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Revisions to Previous Board Reports - Continued

4. Revision to Personnel Report #2, August 13, 2019

Page 16

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Gaither, Doris	Lincoln	08/21/19 through 06/11/20
Rendo, Melanie		\$12.00 per hour
Shepherd-Nelson, Deborah		01.0 00000.0 19021 10000 2930 3300000
Tokatlian, Celine		

Add name to read:

Loder, Erika

5. Revision to Personnel Report #3, September 3, 2019

Page 12

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Aghakhanian, Hasmik	Balboa	08/21/19 through 06/10/20
Aghazaryan, Armine		\$12.00 per hour
Abnousian, Rashel		01.0 00000.0 19021 10000 2930 2000000
Amirkhanian, Anzhela		
Bagdasaryan, Nadya		
Flores, Rosa		
Hovhannisyan, Nare		
Khachatourian, Anita		
Margharian, Atina		
Sarkessian, Kathrene		
Shahkarani, Roobina		

Add name to read:

Aghakhani, Judith

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revisions to Previous Board Reports - Continued

6. Revision to Personnel Report #3, September 3, 2019

Page 12

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Barcena, Laura	Mountain Avenue	08/20/19 through 06/30/20
Davoudi, Shrin		\$12.00 per hour
Habuni, Sue		01.0 01000.0 19021 10000 2930 3900000
Kaschalk, Roberta		
Stauffer-Rubio, Melissa		
Shahbazian, Nora		
Yessai, Juliet		

Add name to read:

Darabedian, Karmen

Change account to read:

01.0 00000.0 19021 10000 2930 3900000

Effective Dates,  
Months/Hours, and  
Salary Rating

Location

Revisions to Previous Board Reports - Continued

7. Revision to Personnel Report #3, September 3, 2019

Page 13

Election of Classified/Non Classified Hourly Substitutes through 06/30/20

Yard Duty Assistants

Aslanian, Armineh	Jefferson	08/20/19 through 06/10/20
Davoudi, Nora		\$12.00 per hour
Henriquez, Bessy		General Fund
Hernandez-Montague, Sofia		01.0 01000.0 19021 10000 2930 3000000
Margarian, Carolin		
Mehrabi, Melina		
Moradyan, Marine		
Ordubegian, Marita		
Rodriguez-Mercado, Nancy		
Sehwani, Kiran		
Shirvanian, Karineh		
Sinany, Manoosh		
Patel, Priti		
Shirinyanes, Melina		

Add names to read:

Yaqoobi Masihi, Markarit  
Sarkisian, Siran

Change account number to read:

01.0 00000.0 19021 10000 2930 3000000

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Election of Classified Hourly Substitutes through 06/30/20</u>		
Abnosian, Edna		07/01/19 through 06/30/20
Aghadjani, Ramela		
Arakelian, Alvert		
Baumann, Tara		
Bell, Jo Anne		
Cayco, Anna		
Jones, Diana		
Mousakhani, Karolin		
Nahabeet, Annett		
Sarkisov, Kamelia	Balboa	08/12/19 through 08/2019 Not to exceed \$2,000.00 total Supplemental 01.0 01000.0 11100 10000 2930 2000000
Baumann, Tara	Fremont	09/16/19 through 06/11/20 Not to exceed \$6,300.00 total Donations 01.0 95100.0 11100 10000 2930 2800000
Gayle, Michael	Wilson	08/21/19 through 06/05/20 Not to exceed \$750.00 total Supplemental 01.0 01000.0 15000 42000 2170 0800000
Lopez, Victor Hugo	Wilson	08/21/19 through 06/05/20 Not to exceed \$750.00 total Supplemental 01.0 01000.0 15000 420000 2170 0800000
Ter Minasyan, Mkrtych	Wilson	08/21/19 through 06/05/20 \$25.00 per hour Not to exceed \$750.00 total Supplemental 01.0 01000.0 15000 42000 2170 0800000

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Election of Classified Hourly Substitutes through 06/30/20 - Continued</u>		
<u>BBS Associate RS Counselor</u> Faust, Shannon	Special Education	09/11/19 through 06/11/20 \$25.00 per hour Not to exceed 6 hours a day Special Ed-Mental health Services 01.0 65120.0 50011 21000 2930 0000600
<u>Yard Duty Assistants</u> Aguilar, Sonya Almanza, Gabriela Aragahyan, Marine Argueta, Catherine Franco, Grace Luna, Martha Navarrez, Leticia Quezada Rodriguez, Martha Olmedo, Leticia Shams, Simin	Edison	08/21/19 through 06/10/19 \$12.00 per hour Not to exceed \$976.00 total Supplemental 01.0 01000.0 11100 10000 2930 2500000
Rahman, Patricia	Monte Vista	09/10/19 through 06/10/20 \$12.00 per hour Not to exceed 1 hour per day 01.0 00000.0 19021 10000 2930 3700000



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election of Classified/Non Classified Hourly Substitutes through 06/30/19

1. Student Stage Crew I

Halstead, Ashley Tamazyan, Roman	Hoover	09/16/19 through 06/30/20 \$12.00 per hour 01.0 00000.0 81000 50001 2980 0000640
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Ahn, Juliana Archer, Ian Daly, Audrey Fowler, Zachary Gamez, Chiara Hanlin, Markies Karabidian, Angin Peterson, Eric Pinchbeck, Rebecca Torosian, Artin Raghavachary, Rebecca Yoshioka, Jennifer	Crescenta Valley	09/01/19 through 06/30/20 \$12.00 per hour 01.0 00000.0 81000 50001 2980 0000640
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Aviles-Maya, Sebastian Bautista, Nicole Covian, Aaron Galstyan, Feliks Gamero Gonzalez, Ashley Gumushian, Garo Janoyan, Shahane Ledesma, Emily Montes, Stephanie Perez Felipe, Brianna Stepanyan, Arpi	Glendale	09/16/19 through 06/30/20 \$12.00 per hour 01.0 00000.0 81000 50001 2980 0000640
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Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election of Classified/Non Classified Hourly Substitutes through 06/30/19 - Continued

2. Student Stage Crew III

Bedrossian, Mariam Campbell, Robert Schulze, Sydney	Crescenta Valley	09/01/19 through 06/30/20 \$12.25 per hour 01.0 00000.0 81000 50001 2980 0000640
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Armstrong, Lilly	Glendale	09/16/19 through 06/30/20 \$12.25 per hour 01.0 00000.0 81000 50001 2980 0000640
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3. Student Assistant I

Malallah, Rita	Glendale	10/01/19 through 06/10/19 \$12.00 per hour 13.0 53100.0 00000 37000 2280 0000662
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Barrios-Maravilla, Alejandro Franco, Joseph Harris, Jaimie Mansoorian, Arka Marmorstein, Genevieve Monasterio, Nathaniel Navarro, Breana Nayebyan, Tina Ramos, Leonel Rodriguez, Briana Rosas Lopez, Miriam Wiest, Kyle	SELPA	09.03/19 through 06/30/20 \$12.00 per hour Workability 01.0 65200.0 57700 11133 2180 0000668
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Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Election of Classified/Non Classified Hourly Substitutes through 06/30/19 - Continued

3. <u>Student Assistant I</u> - Continued		
Ambriz, Alejandro	SELPA	09.03/19 through 06/30/20
Arista, Cesar		\$12.00 per hour
Armentrout Wiswall, Alexander		Workability
Brown, Justin		01.0 65200.0 57700 11133 2180 0000668
Burston, Dylan		
Cardona, Victoria		
Ives, Lucien		
Juarez Gonzalez, Daphne		
Juarez, Rodrigo		
Hampton, Jacob		
Krigorian, Natalie		
Love-Coronel, Huntington		
Martinez, Adam		
Medina, Isak		
Mehdikhonian Fard, Bretny		
Pisua, Giulian		
Rawlins, Peter		
Reza, Jonathan		
Rivera, Jan		
Ruelas Martinez, Efren		
Tenuta, Krista		
Urbina Linares, Reina		
Wasley, Benjamin		
Williams, Austin		

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Personal Services Agreement</u>		
1. Giblin, Nicolette	Consultant, as needed to provide additional tutorial support during Dance Elective CTE Pathway Course	09/18/19 through 06/10/20 Not to exceed \$7,500.00 total Supplemental 01.0 01000.0 11100 10000 5811 0500000
2. Lee, Hee Eun	Consultant, as needed to provide lessons in the art of Korean Rice Cake Making to FLAG Korean Classes at Monte Vista and Keppel Elementary School, Rosemont and Toll Middle School and Hoover High School	08/26/19 through 05/30/20 Not to exceed \$3,450.00 total Monte Vista Korean Donation 01.0 94374.0 11100 10000 5811 0000611=\$900.00 Keppel Korean Donation 01.0 94376.0 11100 10000 5811 0000611=\$800.00 Toll Korean Donation 01.0 94382.0 11100 10000 5811 0000611=\$500.00 Rosemont Korean Donation 01.0 94370.0 11100 10000 5811 0000611=\$600.00 Hoover Korean Donation 01.0 94384.0 11100 10000 5811 0000611=\$650.00

Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Personal Services Agreement - Continued

- |                    |  |  |
|--------------------|--|--|
| 3. McCleese, Ariel | Consultant,<br>as needed<br>to provide<br>Art to<br>students at<br>Franklin<br>Magnet<br>Elementary<br>School<br>for the<br>2019-2020<br>school year | 09/18/19 through 06/08/20<br>Not to exceed \$16,000.00 total<br>General Fund donation<br>01.0 95100.0 11100 10000 5811 2700000 |
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Transportation Authorization – 2019-2020

1. It is recommended that the individuals be authorized to receive transportation expenses at the rate of 58.0¢ per mile, effective July 1, 2019, through June 30, 2020:

Education Assistant I

Avedian, Verjineh    EEELP  
 Keshishyan, Narine  
 Penkoff, Marietta

08/19/19 through 06/30/20: 58.0¢  
 Recreation After School Program RAP  
 01.0 91100.0 85000 10000 5210 0000671  
 ASES  
 01.0 60100.0 11100 10000 5210 0000671

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 4

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

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The Superintendent recommends that “A” Form (Payroll Warrants) issued September 11, 2019 – October 1, 2019 as shown below totaling \$8,473,076.37, 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
252-C	6331860 - 6331860	Certificated	\$ 116.01
252-N	6331861 - 6331870	Classified	1,340.46
253-N	6332459 - 6332469	Classified	6,713.32
254-N	6332912 - 6332913	Classified	1,320.34
255-N	6333732 - 6333734	Classified	686.95
256-N	6335382 - 6335387	Classified	2,190.77
259-N	6335525 - 6335525	Classified	310.29
261-N	6336994 - 6336994	Classified	40.92
E4E-N	6338324 - 6338420	Classified	1,271,077.83
266-N	6344993 - 6344993	Classified	382.33
C1C-C	6348231 - 6348298	Certificated	7,190,303.08
270-N		Classified	(1,405.93)
<b>TOTAL</b>			<b>\$ <u>8,473,076.37</u></b>

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*To Support Board Priority No. 4 - Maintain District Solvency & Financial Responsibility - Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.#*

GLENDALE UNIFIED SCHOOL DISTRICT

SEPTEMBER 3, 2019

CONSENT CALENDAR NO. 5

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

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The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$5,555,322.23 for the period of September 9, 2019 through September 20, 2019 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM SEPTEMBER 9, 2019 THROUGH SEPTEMBER 20, 2019

<b>Funding Source</b>	<b>Number of Purchase Orders</b>	<b>Amount</b>
UNRESTRICTED RESOURCES	162	\$ 3,664,725.85
FEDERAL RESTRICTED RESOURCES	52	107,227.07
STATE RESTRICTED RESOURCES	70	667,646.80
LOCAL RESTRICTED RESOURCES	61	218,631.57
CHILD DEVELOPMENT FUND	1	3,400.00
FOOD SERVICES FUND	5	2,776.73
MEASURE S PROJECTS FUND	3	659.79
DEVELOPER FEE FUND	4	2,052.67
CAPITAL PROJECTS & IMPROVEMENT FUND	8	2,052.67
WORKERS' COMPENSATION FUND	1	882,846.00
<b>TOTAL</b>	<b>370</b>	<b>\$5,555,322.23</b>

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PO NUMBER	UNRESTRICTED RESOURCES VENDOR	AMOUNT
0020100030	COLLEGE ENTRANCE EXAMINATION BOARD BLANKET PURCHASE ORDER FOR TEXTBOOKS FOR VARIOUS SITES - EDUCATIONAL SERVICES	363,533.27
0020101868	TOSHIBA FINANCIAL SERVICES BLANKET PURCHASE ORDER FOR LEASE OF COPIERS - CERRITOS ELEMENTARY SCHOOL	10,000.00
0020101869	NATIONAL STUDENT CLEARINGHOUSE STUDENT TRACKERS FOR HIGH SCHOOL - STUDENT SUPPORT SERVICES	1,700.00
0020101871	COMPLETE BUSINESS SYSTEMS PRINTING SUPPLIES - R. D. WHITE ELEMENTARY SCHOOL	2,147.23
0020101874	SCHOOL SPECIALTY BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	1,500.00
0020101875	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	1,500.00
0020101876	WHY TRY, INC.	99.00
0020101879	SCHOOL SPECIALTY INSTRUCTIONAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	2,272.73
0020101880	IMPACT CANINE SOLUTIONS	420.00
0020101881	ACCO BRANDS USA LLC.	547.71
0020101884	SONRISE ELECTRIC INC	555.00
0020101887	O.H. LYNN PRINTING	661.50
0020101888	O.H. LYNN PRINTING	595.35
0020101889	SCHOOL SPECIALTY BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - WILSON MIDDLE SCHOOL	3,000.00
0020101891	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - WILSON MIDDLE SCHOOL	9,000.00
0020101892	O.H. LYNN PRINTING	37.49
0020101893	O.H. LYNN PRINTING	37.49
0020101900	UPS	69.33
0020101901	TOSHIBA FINANCIAL SERVICES BLANKET PURCHASE ORDER FOR LEASE OF COPIER - VERDUGO WOODLANDS ELEMENTARY SCHOOL	1,920.00



PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101907	HOUGHTON MIFFLIN HARCOURT	338.94
0020101909	AUDIOMETRICS	287.76
0020101910	AUDIOMETRICS	36.20
0020101912	CURRICULUM ASSOCIATES INC	294.50
0020101914	BARNES & NOBLE	21.12
0020101915	BARNES & NOBLE	374.57
0020101920	LAKESHORE LEARNING	333.07
0020101921	AMAZON CAPITAL SERVICES, INC. CLASSROOM MATERIALS - MONTE VISTA ELEMENTARY SCHOOL	230.81
0020101924	AMAZON CAPITAL SERVICES, INC. SAFETY SUPPLIES - TOLL MIDDLE SCHOOL	148.66
0020101925	COMMUSA	230.50
0020101926	DICK BLICK ART MATERIALS	81.74
0020101927	DICK BLICK ART MATERIALS	96.69
0020101931	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - COLUMBUS ELEMENTARY SCHOOL	34.11
0020101932	AMAZON CAPITAL SERVICES, INC. OFFICE EQUIPMENT - BALBOA ELEMENTARY SCHOOL	85.95
0020101933	LACOE / COMMUNICATION DEPARTMENT	225.00
0020101935	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA AMAZON - COMPUTER SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	885.00
0020101937	WAXIE SANITARY SUPPLY	258.85
0020101938	CDW GOVERNMENT CLASSROOM EQUIPMENT - BALBOA ELEMENTARY SCHOOL	2,293.20
0020101939	NORTHSTAR AV	120.17
0020101940	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - ROSEMONT MIDDLE SCHOOL	299.16
0020101941	CDW GOVERNMENT	96.12
0020101944	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - R. D. WHITE ELEMENTARY SCHOOL	46.29
0020101946	PARTY PLAZA	467.86
0020101947	RAD OWL	80.00
0020101950	CMEA SOUTHWESTERN SECTION	425.00
0020101951	AMERICAN EXPRESS CPS PANERA BREAD - EDIBLE SUPPLIES - HUMAN RESOURCES	29.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101954	AMERICAN EXPRESS CPS COURTYARD MARRIOTT - CAMARILLO - CONFERENCE EXPENSES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	480.00
0020101955	GLENDALE POLICE DEPARTMENT SERVICE AGREEMENT TO PROVIDE GLENDALE POLICE OFFICERS DURING VARSITY FOOTBALL GAMES AT GLENDALE HIGH SCHOOL, BOE 9/3/2019 - STUDENT SUPPORT SERVICES	11,088.00
0020101956	THE COLLEGE BOARD, WRO	195.00
0020101957	ORANGE COUNTY COUNCIL OF GATE	90.00
0020101958	AMERICAN EXPRESS CPS EXPENSES RELATED TO CALSSD, CSBA AND BOARD MEETINGS - SUPERINTENDENT'S OFFICE	1,030.56
0020101966	SMARDAN SUPPLY CO DRINKING FOUNTAIN SYSTEM - CRESCENTA VALLEY HIGH SCHOOL	11,298.42
0020101970	VISTA HIGHER LEARNING BOOKS - ROOSEVELT MIDDLE SCHOOL	5,049.85
0020101971	LIVING JUSTICE PRESS BOOKS - EDUCATIONAL SERVICES	2,250.90
0020101972	HEXAGRAMMBOOKS	818.97
0020101975	BARNES & NOBLE	44.04
0020101977	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	193.95
0020101978	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	115.70
0020101979	AMAZON CAPITAL SERVICES, INC. HEALTH SUPPLIES - EDISON ELEMENTARY SCHOOL	44.09
0020101982	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA EDIBLE SUPPLIES EXPENSES RELATED TO MEETINGS - HUMAN RESOURCES	60.99
0020101986	ACSA FOUNDATION FOR EDUCATIONAL ADMINISTRATION	650.00
0020101987	NORTHSTAR AV	178.61
0020101989	APPLE COMPUTER	41.90

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101991	O.H. LYNN PRINTING BLANKET PURCHASE ORDER FOR PRINTING SERVICES - MARSHALL ELEMENTARY SCHOOL	3,000.00
0020101992	SUPPLYWORKS BLANKET PURCHASE ORDER FOR CUSTODIAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	1,000.00
0020101993	ABSOLUTE INTERNATIONAL SECURITY BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - HOOVER HIGH SCHOOL	86,000.00
0020101995	ABSOLUTE INTERNATIONAL SECURITY BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - CRESCENTA VALLEY HIGH SCHOOL	120,000.00
0020101996	TIAA COMMERCIAL FINANCE, INC BLANKET PURCHASE ORDER FOR COPIER LEASE - MARSHALL ELEMENTARY SCHOOL	2,200.00
0020101997	WELLS FARGO FINANCIAL LEASING, INC BLANKET PURCHASE ORDER FOR COPIER LEASE - MARSHALL ELEMENTARY SCHOOL	3,300.00
0020101998	SMART & FINAL IRIS COMPANY	300.00
0020101999	COMPLETE BUSINESS SYSTEMS	950.00
0020102001	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - CLARK MAGNET HIGH SCHOOL	5,000.00
0020102002	HOME DEPOT CREDIT SERVICES	35.04
0020102003	O.H. LYNN PRINTING	130.10
0020102004	FIREFLY DIGITAL, INC. ONLINE SERVICES - STUDENT SUPPORT SERVICES	7,500.00
0020102007	GALE SUPPLY COMPANY	260.45
0020102008	SCHOOL HEALTH CORP.	600.38
0020102016	LINGT LANGUAGE, INC	168.00
0020102017	AMAZON CAPITAL SERVICES, INC. CLASSROOM SUPPLIES - CLARK MAGNET HIGH SCHOOL	82.63
0020102018	KAREN JUNKER SERVICE AGREEMENT TO CONDUCT RESTORATIVE PRACTICES CONSULTATION TO GLENDALE UNIFIED SCHOOL DISTRICT STAFF FOR THE 2019-2020 SCHOOL YEAR, BOARD APPROVED 9/3/19 - EDUCATIONAL SERVICES	12,000.00
0020102024	CDW GOVERNMENT	339.39

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102026	CDW GOVERNMENT	273.43
0020102027	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	144.34
0020102028	AMAZON CAPITAL SERVICES, INC. SAFETY SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	251.26
0020102029	OFFICE DEPOT	233.73
0020102030	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	99.23
0020102036	STUDIES WEEKLY	33.74
0020102038	CARD INTEGRATORS	711.18
0020102039	OFFICE DEPOT	132.29
0020102040	OFFICE DEPOT	128.14
0020102041	CAMCOR, INC.	614.03
0020102043	OFFICE DEPOT BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - MARSHALL ELEMENTARY SCHOOL	5,000.00
0020102044	O.H. LYNN PRINTING	500.00
0020102045	TIAA COMMERCIAL FINANCE, INC BLANKET PURCHASE ORDER FOR COPIER LEASE - HOOVER HIGH SCHOOL	4,500.00
0020102047	GRUBHUB FOR WORK	119.69
0020102051	SCHOOL EMPLOYERS ASSOCIATION MEMBERSHIPS - HUMAN RESOURCES	2,610.00
0020102052	A. JOSEPH GLASER, PH.D., Q.M.E. EMPLOYEE MEDICAL EVALUATION - HUMAN RESOURCES	3,250.00
0020102053	O.H. LYNN PRINTING	297.68
0020102062	HESS AND ASSOCIATES MAINTENANCE AND SUPPORT FOR CENTRALIZED ELECTRONIC TIME AND ATTENDANCE (ETA) AND PART-TIME TRACKING - FINANCIAL SERVICES	15,000.00
0020102063	OLSON, JACQUELINE PROVIDE TRANSLATION OF INSTRUCTIONAL MATERIALS TO FRENCH, BOARD APPROVED 9/3/19 - EDUCATIONAL SERVICES	2,700.00
0020102065	SUBWAY EDIBLE SUPPLIES FOR COLLEGE CAREER FAIR - SECONDARY SERVICES	1,572.75
0020102066	SCHOOL SPECIALTY BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	1,500.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102067	VENDOR REGISTRY INC. ONLINE SUBSCRIPTIONS - PROCUREMENT & CONTRACT SERVICES	2,800.00
0020102068	KATHY BARNETT	13.00
0020102069	RENAISSANCE LEARNING INC SUBSCRIPTIONS - MUIR ELEMENTARY SCHOOL	6,235.00
0020102078	O.H. LYNN PRINTING	34.00
0020102079	CERTIFIED CONTRACTING SERVICES REMOVE WATER DAMAGED DRYWALL AT ROSEMONT MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	4,540.00
0020102082	LACSTA	25.00
0020102083	AMERICAN EXPRESS CPS SOUTHWEST AIRLINES - CONFERENCE EXPENSES - SUPERINTENDENT'S OFFICE	499.96
0020102084	CRESCENTA VALLEY TOWN COUNCIL	180.00
0020102096	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - ROOSEVELT MIDDLE SCHOOL	985.08
0020102097	OFFICE DEPOT	214.98
0020102100	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ALLPOSTERS.COM - INSTRUCTIONAL SUPPLIES - TOLL MIDDLE SCHOOL	83.11
0020102105	HOME DEPOT CREDIT SERVICES REPAIR SUPPLIES AND MATERIALS FOR VARIOUS SITES - FACILITY & SUPPORT OPERATIONS	1,498.10
0020102108	CAL BLEND SOILS, INC LANDSCAPE MATERIALS FOR STENGEL FIELD - FACILITY & SUPPORT OPERATIONS	1,080.45
0020102114	ULINE SHIPPING SUPPLY TOOLS - FACILITY & SUPPORT OPERATIONS	1,928.74
0020102115	S.O.S. SURVIVAL PRODUCTS	303.06
0020102116	SHIFFLER EQUIPMENT SALES, INC.	449.16
0020102119	BURBANK IRRIGATION SUPPLY	138.74
0020102129	SOUTHLAND DISPOSAL WASTE DISPOSAL SERVICES - FACILITY & SUPPORT OPERATIONS	1,001.16
0020102130	PEP BOYS	25.10
0020102133	BUCKEYE CLEANING CENTERS	491.13
0020102135	PITNEY BOWES INC	527.08
0020102136	RIVERSIDE RUBBER STAMP AND ENGRAVING	33.36

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102138	IMAGEWORKS PES INC.	450.00
0020102139	UPS	18.64
0020102140	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - DAILY HIGH SCHOOL	23.13
0020102141	VENUETIZE, LLC EQUIPMENT MAINTENANCE AGREEMENT FOR RAPID ASP RESPONDER SERVICE - STUDENT SUPPORT SERVICES	1,495.32
0020102142	ACADEMIC HALLMARKS	67.00
0020102143	OFFICE DEPOT BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - R. D. WHITE ELEMENTARY SCHOOL	2,500.00
0020102144	SURVEYMONKEY.COM, LLC	264.00
0020102146	SMART & FINAL IRIS COMPANY BLANKET PURCHASE ORDER FOR EDIBLE SUPPLIES - KEPPEL ELEMENTARY SCHOOL	1,000.00
0020102147	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - COLUMBUS ELEMENTARY SCHOOL	6,000.00
0020102149	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - BALBOA ELEMENTARY SCHOOL	10,000.00
0020102156	SUPPLYWORKS	604.18
0020102158	SCHOLASTIC MAGAZINES SUBSCRIPTIONS - KEPPEL ELEMENTARY SCHOOL	5,920.20
0020102160	O.H. LYNN PRINTING	70.56
0020102168	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - ASSESSMENT & ACCOUNTABILITY	38.58
0020102169	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - STUDENT SUPPORT SERVICES	222.64
0020102171	BLACKBOARD INC. SOFTWARE - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	8,000.00
0020102172	NORTHSTAR AV	285.27
0020102176	CDW GOVERNMENT	179.81
0020102178	SUPPLYWORKS	277.10
0020102182	QUE/ZANGLE NATIONAL USERS' GROUP CONFERENCE EXPENSES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	1,140.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102187	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - GLENDALE HIGH SCHOOL	96.23
0020102188	S.O.S. SURVIVAL PRODUCTS	32.94
0020102189	SCHOLASTIC MAGAZINES	418.41
0020102195	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA WRIST-BAND.COM - INSTRUCTIONAL SUPPLIES - STUDENT SUPPORT SERVICES	800.00
0020102196	PEARSON CUSTOMER SUPPORT	276.67
0020102197	FOUNDATION FOR KOREAN LANGUAGE & CULTURE BOOKS - CRESCENTA VALLEY HIGH SCHOOL	2,761.90
0020102203	LA COUNTY OFFICE OF EDUCATION / ITO	45.00
0020102204	CRESCENTA VALLEY TOWN COUNCIL	60.00
0020102210	OFFICE DEPOT	107.48
0020102211	GOLDEN STAR TECHNOLOGY INC. COMPUTERS - BALBOA ELEMENTARY SCHOOL	1,620.16
0020102212	FIRST	335.27
0020102213	FIRST	200.00
0020102214	CDW GOVERNMENT	191.60
0020102218	AMERICAN EXPRESS CPS GSGLA - ROBOTICS TOURNAMENT ADMISSION FEE - ROOSEVELT MIDDLE SCHOOL	250.00
0020102219	CPM EDUCATIONAL PROGRAM BOOKS - PACIFIC AVENUE & EDUCATIONAL CENTER	3,924.14
0020102220	SHARP BUSINESS SYSTEMS AUDIOVISUAL EQUIPMENT - MANN ELEMENTARY SCHOOL	1,653.03
0020102221	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	33.05
002012021	AMERICAN EXPRESS CPS CALIFORNIA COALITION DEDICATED TO DUAL ENROLLMENT - CONFERENCE EXPENSES - SECONDARY SERVICES	350.00
020100493A	ALC SCHOOLS, LLC BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES FOR SPECIAL EDUCATION STUDENTS - SPECIAL	2,866,342.50
	TOTAL	3,664,725.85

PO NUMBER	FEDERAL RESTRICTED RESOURCES VENDOR	AMOUNT
0020101883	SCHOLASTIC MAGAZINES	408.37
0020101886	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - MUIR ELEMENTARY SCHOOL	10,000.00
0020101906	SCHOOL SPECIALTY	401.31
0020101908	QFUSION LABS INC INSTRUCTIONAL SUPPLIES - ROOSEVELT MIDDLE SCHOOL	18,159.46
0020101913	SCHOOL SPECIALTY	33.07
0020101917	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - EDISON ELEMENTARY SCHOOL	92.54
0020101922	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - WILSON MIDDLE SCHOOL	88.16
0020101923	BARNES & NOBLE	84.58
0020101942	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - R. D. WHITE ELEMENTARY SCHOOL	158.50
0020101943	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - R. D. WHITE ELEMENTARY SCHOOL	191.81
0020101961	SCHOOL SPECIALTY INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	1,924.41
0020101962	OFFICE DEPOT	451.41
0020101965	OFFICE DEPOT CLASSROOM EQUIPMENT - SPECIAL EDUCATION	1,106.83
0020101983	CSTA	528.00
0020101984	AMERICAN EXPRESS CPS ALASKA AIRLINES - CONFERENCE EXPENSES - ROOSEVELT	312.58
0020101985	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - SPECIAL EDUCATION	66.95
0020101994	FORWARD SQUARE SOFTWARE SOLUTI	250.00
0020102000	B & H PHOTO VIDEO	367.35
0020102010	AREY JONES EDUCATIONAL SOLUTIONS	493.88
0020102022	COAST 2 COAST COACHING, INC. SERVICE AGREEMENT TO PROVIDE A UNIQUE COMBINATION FOR SPORTS GAMES (PE) AND STEM INSTRUCTION TO STUDENTS - COLUMBUS ELEMENTARY SCHOOL	27,780.00
0020102031	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA FARM PLAST - INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	275.94



PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102032	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	176.38
0020102033	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	30.83
0020102035	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - SPECIAL EDUCATION	44.09
0020102037	COMFY CAPS	93.25
0020102064	SCHOLASTIC INC	7.15
0020102072	OFFICE DEPOT CLASSROOM EQUIPMENT - SPECIAL EDUCATION	1,058.36
0020102073	APPLE COMPUTER INSTRUCTIONAL SUPPLIES - SPECIAL EDUCATION	1,000.00
0020102074	APPLE COMPUTER COMPUTERS - SPECIAL EDUCATION	4,075.73
0020102077	OFFICE DEPOT	983.04
0020102091	SOLUTION TREE PROVIDE PROFESSIONAL DEVELOPMENT WORKSHOPS - HOOVER HIGH SCHOOL	26,000.00
0020102092	DICK BLICK ART MATERIALS	406.77
0020102094	PAR INC	87.21
0020102095	HAWTHORNE EDUCATIONAL SERVICES	171.99
0020102101	ZILPRINT PUBLISHING	50.00
0020102102	NCS PEARSON	325.87
0020102103	WESTERN PSYCHOLOGICAL SERVICES	397.04
0020102150	COPY NETWORK	344.31
0020102163	AMERICAN EXPRESS CPS UNITED AIRLINES - CONFERENCE EXPENSES - SPECIAL EDUCATION	815.20
0020102164	CALIFORNIA MATH COUNCIL-SOUTH	780.00
0020102170	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - ROOSEVELT MIDDLE SCHOOL	540.04
0020102174	PC & MAC EXCHANGE CLASSROOM EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	1,377.02
0020102177	APPLE COMPUTER COMPUTERS - SPECIAL EDUCATION	3,173.09
0020102179	VIRCO INC.	185.22
0020102186	FUN AND FUNCTION	14.32

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102190	NCS PEARSON	297.75
0020102191	STOELTING CO.	200.77
0020102192	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - ROOSEVELT MIDDLE SCHOOL	222.73
0020102198	SCHOOL MATE	108.76
0020102199	CALIFORNIA MATH COUNCIL-SOUTH	50.00
0020102200	LA COUNTY OFFICE OF EDUCATION-MAS UNIT	60.00
0020102201	CALIFORNIA MATH COUNCIL-SOUTH	975.00
	TOTAL	107,227.07
STATE RESTRICTED RESOURCES		
0020101857	GRIBBELL, SYLVIA PARENT REIMBURSEMENT - SPECIAL EDUCATION	168,000.00
0020101863	O.H. LYNN PRINTING	37.49
0020101864	ALINE KARINE CHAKERIAN PROVIDE ASSESSMENT AND INDIVIDUAL COUNSELING SERVICES TO SPECIAL EDUCATION STUDENTS, BOARD APPROVED 9/3/19 - SPECIAL EDUCATION	25,000.00
0020101865	YEH, WENDY SHEM PROVIDE VISION THERAPY AND DEVELOPMENTAL VISION EVALUATION SERVICES FOR SPECIAL EDUCATION STUDENTS, BOARD APPROVED 9/3/19 - SPECIAL EDUCATION	10,000.00
0020101866	NEUHOFF, DEBORAH PROVIDE ASSISTIVE TECHNOLOGY ASSESSMENTS FOR SPECIAL EDUCATION STUDENTS AND CONSULTATION TO GUSD STAFF, BOARD APPROVED 9/3/19 - SPECIAL EDUCATION	10,000.00
0020101867	VAN ROOYEN, ANDRE D., DR PROVIDE PSYCHO-EDUCATIONAL EVALUATIONS AND IEP SERVICES FOR SPECIAL EDUCATION STUDENTS, BOARD APPROVED 9/3/19 - SPECIAL EDUCATION	15,000.00
0020101872	GLENDALE CHAMBER OF COMMERCE MEMBERSHIPS - SECONDARY SERVICES	1,500.00
0020101873	SKILLS USA CALIFORNIA	5.00
0020101878	PEAK TRADING CROP.	793.80
0020101882	FULL COMPASS SYSTEMS AUDIOVISUAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	6,719.30
0020101894	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES. - STUDENT SUPPORT SERVICES	5,500.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101895	STUDENT RIGHTS ATTORNEYS PARENT REIMBURSEMENT - SPECIAL EDUCATION	4,952.00
0020101896	CLARENCE AND SUZETTE MAJOR	660.00
0020101897	NEWMAN AARONSON VANAMAN PARENT REIMBURSEMENT - SPECIAL EDUCATION	19,225.00
0020101898	CLARENCE AND SUZETTE MAJOR PARENT REIMBURSEMENT - SPECIAL EDUCATION	16,624.00
0020101899	KAMO ISSOYAN PARENT REIMBURSEMENT - SPECIAL EDUCATION	3,397.16
0020101903	S & S WORLDWIDE OFFICE SUPPLIES - EEELP	1,315.00
0020101904	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA LOCKHEED MARTIN - SOFTWARE LICENSES - CRESCENTA VALLEY HIGH SCHOOL	239.80
0020101905	CDW GOVERNMENT COMPUTERS - DAILY HIGH SCHOOL	49,642.01
0020101916	AVID TECHNOLOGY INC.	576.84
0020101919	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	56.39
0020101929	OTICON INC	165.38
0020101930	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - HOOVER HIGH SCHOOL	92.61
0020101934	SUCCESS FOR KIDS WITH HEARING LOSS	130.00
0020101936	THE CODING SCHOOL SERVICE AGREEMENT FOR ENRICHMENT PROGRAM ONCE A WEEK AT ROOSEVELT, WILSON, TOLL AND ROSEMONT MIDDLE SCHOOLS - SECONDARY SERVICES	24,000.00
0020101948	PATEEL EULMESSEKIAN PROVIDE WORKSHOP TO LEAD AND SUPPORT EARLY COLLEGE ACADEMY AT HOOVER HIGH SCHOOL, BOARD APPROVED 9/3/19 - SECONDARY SERVICES	17,500.00
0020101953	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA HOME DEPOT - CLASSROOM EQUIPMENT - HOOVER HIGH SCHOOL	8,096.27
0020101959	AMAZON CAPITAL SERVICES, INC. CLASSROOM EQUIPMENT - GLENDALE HIGH SCHOOL	649.32

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101960	HARMONY PSYCHOTHERAPY, INC. PROVIDE TOBACCO USE INTERVENTION AND CESSATION CLASSES TO STUDENTS, PARENTS AND STAFF AT THE HIGH SCHOOLS AND MIDDLE SCHOOLS, BOARD APPROVED 9/3/19 - STUDENT SUPPORT SERVICES	25,000.00
0020101963	EAGLE TOOLS CLASSROOM EQUIPMENT - HOOVER HIGH SCHOOL	4,772.77
0020101964	AUDIO ENHANCEMENT INC.	62.72
0020101967	SONOVA USA INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	3,126.69
0020101968	SONOVA USA INC	920.58
0020101973	RIFTON EQUIPMENT	161.98
0020101974	NATIONAL SEATING & MOBILITY SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	3,799.79
0020101976	SCHOOL OUTFITTERS	339.19
0020101981	REHABMART, LLC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	5,519.23
0020101988	HOT ROD CAMERAS, LLC AUDIOVISUAL EQUIPMENT - GLENDAL HIGH SCHOOL	4,321.52
0020102006	TIAA COMMERCIAL FINANCE, INC BLANKET PURCHASE ORDER FOR COPIER LEASES - SPECIAL EDUCATION	2,000.00
0020102013	OFFICE DEPOT	443.13
0020102015	AMAZON CAPITAL SERVICES, INC. CLASSROOM EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	137.80
0020102023	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	74.93
0020102025	CDW GOVERNMENT	147.89
0020102034	AMAZON CAPITAL SERVICES, INC. SPECIAL EDUCATION SUPPLIES - FOOTHILL SELPA	23.13
0020102042	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA HOME DEPOT - CLASSROOM EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	2,211.73
0020102046	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - COLLEGE VIEW SCHOOL	1,598.12

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102048	CPI	989.00
0020102070	NEPRIS, INC PROVIDE UNLIMITED ACCESS FOR ALL EDUCATORS, COUNSELORS, ADMINISTRATORS, STAFF, STUDENTS, AND FAMILIES AT THE MIDDLE SCHOOLS & HIGH SCHOOLS TO CONNECT WITH INDUSTRY PROFESSIONALS, INCLUDES CHATS AND ACCESS TO VIDEO LIBRARY, BOARD APPROVED 9/3/19 - SECONDARY SERVICES	40,500.00
0020102071	AMAZON CAPITAL SERVICES, INC. CLASSROOM EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	905.20
0020102075	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL EQUIPMENT - CLARK MAGNET HIGH SCHOOL	698.99
0020102076	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA SKYLINE EXHIBITS WEST INC - INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	466.91
0020102086	AMERICAN EXPRESS CPS HYATT REGENCY LONG BEACH - CONFERENCE EXPENSES - GLENDALE HIGH SCHOOL	3,472.00
0020102087	REGISTRATIONS FOR YOU CONFERENCE EXPENSES - GLENDALE HIGH SCHOOL	1,580.00
0020102093	COMFY CAPS	93.25
0020102098	CAROLINA BIOLOGICAL SUPPLY CO.	80.23
0020102137	SMART & FINAL IRIS COMPANY BLANKET PURCHASE ORDER FOR EDIBLE SUPPLIES - EEELP	9,757.00
0020102145	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - SECONDARY SERVICES	10,000.00
0020102162	RINER-CONSTANTINO & ASSOCIATES PROVIDE SPEECH, ASSESSMENTS AND IEP SERVICES TO SPECIAL EDUCATION STUDENTS, BOARD APPROVED 6/18/19 - SPECIAL EDUCATION	65,000.00
0020102165	CROSBY PLUMBING INSTALLATIONS OF WATER LINES AT CRESCENTA VALLEY HIGH SCHOOL - SECONDARY SERVICES	55,743.07
0020102166	CDW GOVERNMENT COMPUTERS - HOOVER HIGH SCHOOL	11,731.45
0020102173	WEST-LITE SUPPLY CO,INC	399.50
0020102175	CDW GOVERNMENT	30.87

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102180	CDW GOVERNMENT COMPUTERS - CRESCENTA VALLEY HIGH SCHOOL	13,712.85
0020102181	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	388.94
0020102183	LAKESHORE LEARNING	62.83
0020102184	RIFTON EQUIPMENT SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	5,072.00
0020102193	BARNES & NOBLE	20.00
0020102202	LAKESHORE LEARNING	436.76
0020102215	ABELCINE	675.47
0020102216	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	1,291.91
	TOTAL	667,646.80

LOCAL RESTRICTED RESOURCES

0020101858	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR HOOVER KOREAN FLAG PROGRAM - EDUCATIONAL SERVICES SERVICES	1,000.00
0020101859	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR TOLL KOREAN FLAG PROGRAM - EDUCATIONAL SERVICES	1,000.00
0020101860	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR MONTE VISTA KOREAN FLAG PROGRAM - EDUCATIONAL SERVICES	1,000.00
0020101861	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR KEPPEL KOREAN FLAG PROGRAM - EDUCATIONAL SERVICES	1,000.00
0020101862	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR ROOSEVELT KOREAN FLAG PROGRAM - EDUCATIONAL SERVICES	1,000.00
0020101870	CARDEA, PAOLA PROVIDE ASSISTANCE IN THE CLASSROOM FOR THE ITALIAN DUAL LANGUAGE PROGRAM AT FRANKLIN MAGNET SCHOOL, BOARD APPROVED 9/3/19 - EDUCATIONAL SERVICES	21,600.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020101877	JIM'S MUSICAL INSTRUMENT REPAIR	808.51
0020101885	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - EEELP	3,400.00
0020101890	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - ROSEMONT MIDDLE SCHOOL	2,500.00
0020101902	SMART & FINAL IRIS COMPANY BLANKET PURCHASE ORDER FOR EDIBLE SUPPLIES - EEELP	5,573.67
0020101911	AMAZON CAPITAL SERVICES, INC. SAFETY SUPPLIES - COLLEGE VIEW SCHOOL	92.32
0020101918	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL SUPPLIES - FACILITY & SUPPORT OPERATIONS	24.77
0020101928	GOPHER PHYSICAL EDUCATION SUPPLIES - LINCOLN ELEMENTARY SCHOOL	1,148.20
0020101949	PATRIZIA ZAMBETTA PROVIDE ASSISTANCE IN THE CLASSROOM FOR THE ITALIAN DUAL LANGUAGE PROGRAM AT FRANKLIN MAGNET SCHOOL, BOARD APPORVED 9/3/19 - EDUCATIONAL SERVICES	21,600.00
0020101952	SURFACE FITNESS, INC SERVICE AGREEMENT TO MODEL PRIMARY PHYSICAL EDUCATION LESSONS - FREMONT ELEMENTARY SCHOOL	9,000.00
0020101969	AMAZON CAPITAL SERVICES, INC. COFFEE URN - FOOD SERVICES	235.00
0020101980	MT. SAC CROSS COUNTRY INVITATIONAL	240.00
0020102011	ENTERPRISE FLEET MANAGEMENT VEHICLE LEASE - FACILITY & SUPPORT OPERATIONS	18,508.91
0020102012	COUNTY OF LOS ANGELES	340.00
0020102019	SURFACE FITNESS, INC PROVIDE PRIMARY PHYSICAL EDUCATION LESSONS - DUNSMORE ELEMENTARY SCHOOL	7,200.00
0020102050	IBOOKPARK INC	70.56
0020102080	CV FIRE PROTECTION, INC PERFORM FIVE (5) YEAR WET PIPE FIRE SPRINKLER CERTIFICATION AT LA CRESCENTA ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	2,000.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102081	CV FIRE PROTECTION, INC PERFORM FIVE (5) YEAR WET PIPE FIRE SPRINKLER CERTIFICATION AT CLARK MAGNET HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	1,500.00
0020102085	FOOTHILLS MUSIC ACADEMY PROVIDE PRIMARY MUSIC INSTRUCTIONS - DUNSMORE ELEMENTARY SCHOOL	15,000.00
0020102088	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS & MAINTENANCE AT HOOVER HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	1,060.00
0020102089	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS & MAINTENANCE AT CLARK MAGNET HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	1,060.00
0020102090	TECHNICAL AIR CORPORATION REPAIR FOR VARIOUS HVAC SYSTEMS AT VARIOUS SITES - FACILITY & SUPPORT OPERATIONS	5,000.00
0020102104	HARDWOODS SPECIALTY PRODUCTS	731.19
0020102105	HOME DEPOT CREDIT SERVICES TOOLS - FACILITY & SUPPORT OPERATIONS	2,450.98
0020102106	U.S. BLINDS	480.68
0020102107	AA1 GRAPHICS & SIGNS	55.13
0020102108	CAL BLEND SOILS, INC LANDSCAPE MATERIALS AT STENGEL FIELD - FACILITY & SUPPORT OPERATIONS	3,726.45
0020102109	HOSE LINE	342.60
0020102110	GLENDAL BUILDER'S SUPPLIES	190.00
0020102111	PACIFIC RADIO ELECTRONICS	83.91
0020102112	SMARDAN SUPPLY CO	653.84
0020102113	AMERICAN REFRIGERATION SUPPLIES REPAIR MATERIALS AND SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,341.21
0020102117	SOUTHERN CALIFORNIA FLAGPOLE CO INC	985.50
0020102118	DAKTRONICS, INC.	300.64
0020102120	BRADY SHEET METAL INC	859.95
0020102121	CASTERS & INDUSTRIAL SUPPLIES	328.50
0020102122	SO CAL TURF & TRACTOR	217.75
0020102123	WRIGHT'S SUPPLY INC EQUIPMENT & REPAIR MATERIALS - FACILITY & SUPPORT OPERATIONS	1,050.98



PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0020102124	SUNBELT RENTALS, INC EQUIPMENT RENTALS - FACILITY & SUPPORT OPERATIONS	1,914.11
0020102125	NAPA AUTO PARTS	99.47
0020102126	HARTER SURFACES	174.08
0020102127	CALIFORNIA SMOG & TEST ONLY	60.00
0020102128	VALLEY FLOOD-LITE SERVICE, INC CRANE SERVICE - FACILITY & SUPPORT OPERATIONS	1,052.00
0020102131	REFRIGERATION HARDWARE SUPPLY CORP. REPAIR SUPPLIES & MATERIALS - FACILITY & SUPPORT OPERATIONS	1,231.91
0020102132	ADI	-30.91
0020102134	VALLEY LOCKSMITH LOCKS AND KEYS - FACILITY & SUPPORT OPERATIONS	3,250.00
0020102148	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - KEPPEL ELEMENTARY SCHOOL	10,000.00
0020102157	EMBROIDME INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	1,059.18
0020102159	GLENDALE HIGH SCHOOL A.S.B. INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	2,700.00
0020102161	OFFICE DEPOT	75.23
0020102194	AMAZON CAPITAL SERVICES, INC. EMERGENCY SAFETY SUPPLIES - EEELP	89.00
0020102205	PLANET BRAVO, LLC PROVIDE INSTRUCTOR FOR GRADES K-6 WITH AN ADVANCE TECHNOLOGY CURRICULUM - EDISON ELEMENTARY SCHOOL	43,000.00
0020102206	HSG, INC. WASH EXTERIOR WINDOWS OF A BUILDING IN ADMINISTRATION STRUCTURE - FACILITY & SUPPORT OPERATIONS	4,220.00
0020102207	CHILDCARE CAREERS, LLC BLANKET PURCHASE ORDER TO PROVIDE CHILD CARE -	10,000.00
0020102208	CATALINA ISLAND CAMPS FIELD TRIPS - FRANKLIN ELEMENTARY SCHOOL	2,500.00
0020102217	OFFICE DEPOT	476.25
	TOTAL	218,631.57

PO NUMBER	CHILD DEVELOPMENT FUND VENDOR	AMOUNT
0020101885	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - EEELP	3,400.00
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TOTAL		3,400.00

FOOD SERVICES FUND

0020101990	CALIFORNIA DEPARTMENT OF ED	98.80
0020102014	OFFICE DEPOT COMPUTER EQUIPMENT - FOOD SERVICES	1,208.81
0020102020	CSNA	230.00
0020102054	SCHOOL PORTRAITS BY ADAMS PHOTOGRAPHY	631.38
0020102055	PLUMBING AND INDUSTRIAL SUPPLY	33.19
0020102099	AMAZON CAPITAL SERVICES, INC. CAFETRIA EQUIPMENT - FOOD SERVICES	198.84
0020102105	HOME DEPOT CREDIT SERVICES	125.17
0020102113	AMERICAN REFRIGERATION SUPPLIES REPAIR SUPPLIES & MATERIALS - FOOD SERVICES	250.54
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TOTAL		2,776.73

MEASURE S PROJECTS FUND

0020102009	ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)	500.00
0020102059	GRAINGER	115.18
0020102061	HOME DEPOT CREDIT SERVICES	44.61
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TOTAL		659.79

DEVELOPER FEE FUND

0020102057	HYDRAULIC INDUSTRIAL PLUMBING	283.34
0020102058	PLUMBING AND INDUSTRIAL SUPPLY	251.19
0020102060	GRAINGER	321.22
0020102209	BPI INSPECTION SERVICES DSA INSPECTION SERVICES FOR PORTABLE RESTROOMS AT MONTE VISTA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	4,500.00
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TOTAL		5,355.75

PO NUMBER	CAPITAL PROJECTS & IMPROVEMENT FUND VENDOR	AMOUNT
0020102005	ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)	500.00
0020102049	VIRGIL'S GLENDALE HARDWARE CENTER	57.32
0020102056	VIRGIL'S GLENDALE HARDWARE CENTER	13.89
0020102151	VIRGIL'S GLENDALE HARDWARE CENTER	50.46
0020102152	THE POWER CONNECTION	447.00
0020102153	SHALOM PLUMBING & ROOTER	460.00
0020102154	LOCKSMITH SERVICES	239.00
0020102155	FRANCISCO CONTRERAS	285.00
	TOTAL	2,052.67

WORKERS' COMPENSATION FUND

0020101945	ALLIANCE OF SCHOOLS FOR 2019-20 WORKERS' COMPENSATION PROGRAM - FINANCIAL SERVICES	882,846.00
	TOTAL	882,846.00



GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 6

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
PREPARED BY: Craig Larimer, Financial Analyst  
SUBJECT: **Appropriation Transfer and Budget Revision Report**

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

This agenda item is in support of Board Priority No. 4 – Maintain District Solvency & Financial Responsibility.

GLENDALE UNIFIED SCHOOL DISTRICT  
 October 7, 2019  
 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	\$44,730
8910-8999 Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$44,730</b>

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$28,790
2000 Classified Salaries	\$0	\$3,366
3000 Employee Benefits	\$0	\$6,728
4000 Instructional Supplies	\$0	\$733,045
5000 Contract Services	\$0	\$846,866
6000 Capital Outlay	\$0	\$183,427
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$1,802,222</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>(\$1,757,492)</b>
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October 7, 2019  
 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:
		0	0	0	0	0	0	0	0	\$0	Services
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

Dept./School	Program Description	1,000	2,000	3,000	4,000	5,000	6,000	7,000	9,000	Total	Adjustment appropriates funds for:
FASO	Civic Center	0	0	0	0	98	0	0	0	\$98	Insurance Fees
District Misc. Income	General Fund	0	0	0	0	0	0	0	292	\$292	Recycling
Rosemont	Instructional	0	0	0	13	0	0	0	0	\$13	Lost book fees
Rosemont	Instructional	0	0	0	78	0	0	0	0	\$78	Lost book fees
FASO	Civic Center	0	0	0	0	49	0	0	0	\$49	Insurance Fees
FASO	Civic Center	0	0	0	0	49	0	0	0	\$49	Insurance Fees
Toll	Instructional	0	0	0	137	0	0	0	0	\$137	Lost book fees
CVHS	Athletics Support Program	0	3,366	1,034	0	0	0	0	0	\$4,400	Coaching Stipends
CVHS	Athletics Support Program	0	0	0	0	3,775	0	0	0	\$3,775	Stipend for cheer 2019-2020
FASO	Civic Center	0	0	0	0	219	0	0	0	\$219	Insurance Fees
District	District	27,670	0	5,467	605,026	805,438	163,427	0	0	\$62,458	To budget Unrestricted carry-over 2018-2019
District	DHS Cal-Safe	1,120	0	227	25,523	35,588	0	0	(1,757,784)	(\$150,756)	To budget DHS Cal-Safe Program carry-over 2018-2019
District	CTE program	0	0	0	68,298	0	20,000	0	0	\$88,298	To budget CTE program carry-over 2018-2019
Educational Services	Instrumental Music	0	0	0	6,870	0	0	0	0	\$6,870	Supplies
District	Beeline Bus passes program	0	0	0	0	1,650	0	0	0	\$1,650	Adjustment - City of Glendale - Bus Passes
Educational Services	Instrumental Music	0	0	0	8,355	0	0	0	0	\$8,355	Supplies
Educational Services	Instrumental Music	0	0	0	5,875	0	0	0	0	\$5,875	Supplies
Educational Services	Instrumental Music	0	0	0	12,870	0	0	0	0	\$12,870	Supplies
		0	0	0	0	0	0	0	0	\$0	
		\$28,790	\$3,366	\$6,728	\$733,045	\$846,866	\$183,427	\$0	(\$1,757,492)	\$44,730	

- 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

LENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

REVENUES	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099 Local Control Funding Formula	\$0	\$0
8100-8299 Federal	\$0	\$0
8300-8599 Other State	\$0	\$0
8600-8799 Local	\$0	\$548,633
8910-8999 Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$548,633</b>

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$2,051
2000 Classified Salaries	\$0	\$18
3000 Employee Benefits	\$0	\$455
4000 Instructional Supplies	\$0	\$144,588
5000 Contract Services	\$0	\$582,261
6000 Capital Outlay	\$0	\$40,000
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>\$0</b>	<b>\$769,373</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>(\$220,740)</b>
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GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Kent Smith, Director, Facility and Support Operations

SUBJECT: **Amendment to Agreement with AbilityFirst of Southern California  
for Use of School Facilities**

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The Superintendent recommends that the Board of Education approve an amendment to the agreement with AbilityFirst of Southern California for use of District facilities for the operation of an extended day care recreational program for 2019-2020 (formerly operated by Easter Seals of Southern California).

Since June 10, 2013, AbilityFirst (Formerly Easter Seals of Southern California) has operated extended day care services at the College View School and is now located at Pacific Avenue Education Center (PAEC).

On July 16, 2019, The Board approved the extension of the agreement with AbilityFirst through August 1, 2020.

The attached Amended Schedule “A” reflects the change in room number being used.

*In support of Board Priority #2 - Create a Culture of Learning – Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationship, and continue to enhance opportunities for life-long success..*

AMENDED SCHEDULE A

School Site

Pacific Avenue Education Center (PAEC)

Room 8, Multipurpose Room and outdoor space for an after school program generally Monday through Friday, 3:00 p.m. to 6:00 p.m., on certain dates from 1:00-6:00 p.m., or 8:00 a.m. to 6:00 p.m. for children with developmental disabilities. Limited to a maximum of 25 participants.

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GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT REPORT NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Christine J. Ward, Director, Procurement & Contract Services

SUBJECT: **Extension of RFP No. P-66-17/18 for Kitchen Hood Cleaning Services to Shannon Diversified, Inc.**

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The Superintendent Recommends that the Board of Education approve extension of award of RFP No. P-66-17/18 for Kitchen Hood Cleaning Services with Shannon Diversified, Inc.

The Board of Education, at its meeting on October 3, 2017, approved the award of RFP No. P-66-17/18 for kitchen hood cleaning services to Shannon Diversified, Inc. in the amount of \$14,880.00. The vendor is cleaning grease exhaust systems in all of the District's cafeteria kitchens. The services require certified procedures, including replacement of exhaust filters, approved by National Fire Protection Association (NFPA).

The Board of Education, at its meeting on October 2, 2018 extended the contract with Shannon Diversified, Inc. from November 1, 2018 to October 31, 2019 with no price increase.

Effective 2/15/19 the Glendale Fire Department instituted an online reporting system, which includes a filing fee to the vendor. Due to this increased operational cost, the vendor has increased their fee schedule for services beginning November 1, 2019 to approximately \$24,455.00 annually. The vendor has provided satisfactory services during the past several years; therefore, it is recommended to renew the contract for an additional year. The term of this contract extension will be effective from November 1, 2019, through October 31, 2020. Pursuant to California Education Code Section 17596, the contract may be annually renewed based on mutual agreement for an additional two years.

Funding to procure these services is budgeted by Nutrition Services. RFP details are available for review in the Procurement and Contract Services Department.

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 9

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
PREPARED BY: Christine Ward, Director, Procurement & Contract Services  
SUBJECT: **Adoption of Piggybackable Contracts for Equipment, Materials, and Supplies**

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The Superintendent recommends that the Board of Education approve adoption of piggybackable contracts for the purchase of equipment, materials, and supplies for the 2019-2020 school year.

Pursuant to the provisions set forth in California Public Contract Code (PCC) 20118, the Governing board may authorize by contract the purchase or lease of equipment, materials, or supplies, without advertising for bids, using a competitive bid awarded by other school districts or any public corporation or agency, (including any county, city, town, or district), provided such authority is granted by the Board of Education and the originating agency at the time of the bid preparation and award of contract. This method, known as “piggybacking”, is permitted by law if it determined to be in the best interest of the district.

The Procurement & Contract Services staff works diligently to ensure there are an adequate number of vendor resources that can meet the needs of school sites and administrative departemnts & offices when seeking procurement options. Procurement & Contract services has determined that, when appropriate, piggyback contracts will save administrative time and expense, provide favorable pricing and will be in the best interest of the district. District staff will ensure that the use of piggybackable contracts are the most viable option when procuring equipment, materials and supplies as needed during the 2019-2020 school year. It is recommended that the Governing Board approve the adoption of piggybackable contracts, which include but are not limited to the following:

- Garden Grove USD – RFP/Bid No. 1802 – FFVP/Produce (Food Supplies)
- KingsCounty Office of Education – RFP/Bid No. 061119 (Technology)

Funding may be provided from various sources, including but not limited to, General Fund, Capital Project Fund, Categorical Programs, Nutrition Services, and Measure S.

*In support of Board Priority #2 - Create a Culture of Learning – Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationship, and continue to enhance opportunities for life-long success..*

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 10

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Hagop Kassabian, Administrator: Planning, Development and Facilities

SUBJECT: **Approval of Notice of Completion for Bid No. 180-18/19 with SS+K Construction, Inc. for the Roosevelt Middle School Walk-In Freezer Replacement Project**

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The Superintendent recommends that the Board of Education approve a Notice of Completion for Bid No. 180-18/19 with SS+K Construction, Inc. for the Roosevelt Middle School walk-in freezer replacement project.

On April 2, 2019, the Board approved the award of Bid No. 180-18/19 to SS+K Construction, Inc. for the Roosevelt Middle School walk-in freezer replacement project in the amount of \$97,960.00.

This project had no Change Orders and was completed in a satisfactory manner as of August 16, 2019 for a total cost of \$97,960. This project is funded by Nutrition Services funds (40.2).

*In support of Board Priority No. 2 – Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.*

Recording Requested by  
Glendale Unified School District.

When recorded please mail to:

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

(Space above this line for Recorders Use)

### **NOTICE OF COMPLETION**

**PROPERTY:** Roosevelt Middle School  
**ADDRESS:** 222 East Acacia Ave.  
Glendale Ca. 91205

**OWNER:** Glendale Unified School District  
223 N. Jackson Street  
Glendale, California 91206

**IMPROVEMENT:** Walk-in Freezer Project  
**DATE of COMPLETION:** August 16, 2019  
**CONTRACTOR:** SS+K Construction, Inc.  
**CONTRACT DATE:** April 3, 2019  
**Bid Number:** 180-18/19  
**PURCHASE ORDER No.:** 0020101340

### **VERIFICATION**

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

Executed on October 8, 2019 at Glendale, California

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 11

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer  
SUBJECT: **Authorization to Dispose of Surplus Property**

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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.

- One machinery item – screen wheels, GUSD Bar code: 002403, located at Crescenta Valley High School.
- One portable building, serial #46190/46191/46192, located at Cloud Preschool.

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



GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 12

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources  
SUBJECT: **Agreement with Emerson College**

---

The Superintendent recommends that the Board of Education approve the attached Clinical Affiliation Agreement for Speech Language Pathologist students with Emerson College and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

This Agreement is being entered into to provide supervised practical learning experiences in connection with a clinical program for Speech Language Pathologists to students of Emerson. The term of the Agreement shall be one year commencing on the effective date and shall automatically renew for successive one year terms unless earlier terminated as set forth herein. There is no fiscal impact to the District.

***TO SUPPORT 2019-2020 BOARD PRIORITY NO. 2: Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.***

**EMERSON COLLEGE**  
**CLINICAL AFFILIATION AGREEMENT**

This Clinical Affiliation Agreement (including all exhibits, attachments and appendices, the “Agreement”), effective as of 9/19/2019 (the “Effective Date”), is by and between Emerson College, a Massachusetts non-profit educational corporation and its agents, employees, affiliates, invitees, or representatives (collectively, “Emerson”) and Glendale Unified School District, a California Organization, and its agents, employees, affiliates, invitees, or representatives (collectively, the “Affiliate”). Emerson and Affiliate referred herein individually as a “Party”; collectively, as the “Parties”.

**RECITALS**

**WHEREAS**, Emerson desires to engage Affiliate for the purpose of providing supervised, practical learning experiences in connection with a clinical program (the “Program”) to students of Emerson (each a “Student” and collectively, the “Students”); and

**WHEREAS**, Affiliate is willing to participate in the Program in accordance with the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Purpose.** Emerson hereby engages Affiliate, and Affiliate hereby accepts such engagement, to participate in the Program pursuant to the terms and conditions set forth herein. The objective of the Agreement is to help the Students learn about, and engage and exhibit as appropriate, the following:
  - 1.1 Role and responsibilities of the Student within the practice setting.
  - 1.2 Assessments (both formal and informal, direct and dynamic) specific to the populations in that practice setting.
  - 1.3 Treatment approaches/techniques that are evidence-based and appropriate for the populations in that practice setting.
  - 1.4 Patient/client/family centered education and counseling appropriate to and within that practice setting.
  - 1.5 Related disciplines within the practice setting and working collaboratively with patients/families and other team members to ensure an optimal outcome for the client.
  - 1.6 Clinical problem-solving across age span, disorder, and setting.

- 1.7 Professional and clinical oral and written communication skills appropriate to that practice setting.
- 1.8 Cultural competency when working with patients/clients/families in all practice settings.
- 1.9 Adherence to ASHA's Code of Ethics and appropriate ethical behavior.

## **2. Responsibilities of Emerson.**

- 2.1 Program. Emerson shall be responsible for all academic and accreditation aspects of the Program. Emerson shall maintain custody and control of all educational records and reports relating to Students' clinical learning experience in the Program. Emerson may withdraw any Student from the Program and/or assignment with Affiliate in Emerson's sole discretion.
- 2.2 Policies, Rules & Regulations of Affiliate. Emerson shall instruct Students participating in the Program (and faculty members, if applicable) to abide by the applicable lawful policies, rules and regulations of Affiliate made known to them during the Program.
- 2.3 Insurance. Emerson shall ensure that it maintains professional liability insurance in the amount of two million dollars (\$2M USD) per occurrence and four million dollars (\$4M USD) in the aggregate.
- 2.4 Vaccinations. If requested by Affiliate, Emerson shall advise Students of their obligation to provide at their own expense, evidence of vaccinations, as applicable.
- 2.5 Background Checks. If reasonably requested by Affiliate, Emerson shall ensure that a background investigation of Students is conducted prior to their assignment to Affiliate.
- 2.6 Health Insurance. If requested by Affiliate, Emerson shall ensure that each Student participating in the Program is covered by health insurance.

## **3. Responsibilities of Affiliate.**

- 3.1 Program Opportunities and Activities. Affiliate shall appoint an individual to supervise each Student (the "Student Supervisor"). Affiliate shall provide to Students opportunities for suitable clinical learning experiences and supervision consistent with the Program's curriculum and objectives, and shall complete such records and reports necessary for the conduct and evaluation of Student's participation in the Program. Upon request by the Student, Affiliate shall provide the Student with documentation or other information as required for the Student's submission to applicable licensing bodies or agencies.

- 3.2 Emergency Care. Affiliate shall provide emergency medical care to Students at Student's expense in case of accident or illness and shall promptly notify Emerson of such medical care.
- 3.3 Withdrawal. Affiliate reserves the right to withdraw any Student or, if applicable, a faculty member of Emerson, from the Program with Affiliate if (i) the achievement, progress, adjustment, or health of such person does not warrant continuation in the Program; or (ii) the behavior of such person fails to conform to the applicable policies, rules or regulations of Affiliate. Except in unusual circumstances, Affiliate shall make reasonable efforts to consult with Emerson before withdrawing any Student.
- 3.4 Insurance. Affiliate shall ensure that it maintains (i) comprehensive commercial general liability insurance for personal or bodily injury and property damages and professional liability insurance in amounts, in each case, of not less than one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate; or (ii) a program of self-insurance reasonably satisfactory to Emerson, in both cases covering the employees, officers, directors, agents and representatives of Affiliate. Evidence of such insurance or self-insurance reasonably satisfactory to Emerson shall be provided to Emerson upon request. Such insurance shall not be canceled without thirty (30) days' prior written notice to Emerson.
- 3.5 Indemnification. Affiliate agrees to defend, indemnify and hold harmless Emerson, its corporations, trustees, officers, employees, faculty, students, representatives and agents (collectively, the "Indemnitees") from and against any and all claims, demands, suits, settlements, damages, losses, obligations, liabilities, costs and expenses, including, without limitation, reasonable attorneys' fees and expenses (collectively, "Losses") of any kind or nature paid or incurred by, imposed on, or asserted against the Indemnitees relating to, arising out of, directly or indirectly, or in connection with Affiliate's acts or omissions related in any way to this Agreement or the Program.

#### **4. Term and Termination.**

- 4.1 The term of this Agreement ("Term") shall be one (1) year commencing on the Effective Date, and shall automatically renew for successive one (1) year terms unless earlier terminated as set forth herein.
- 4.2 This Agreement may be terminated at any time with or without cause by either Party upon sixty (60) days' written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Affiliate and participating in the Program.
- 4.3 In the event of a material breach of this Agreement by either Party, the other Party may terminate this Agreement immediately upon written notice.

- 4.4 Notwithstanding the on-going nature of this Agreement, Emerson is not obligated to place a Student with Affiliate, and Affiliate is not obligated to accept a placement of a Student. Both placement and acceptance are at the complete discretion of the respective Party. Each student placement will be memorialized by a Student-Supervisor Agreement signed by both the Student and the Affiliate's Student Supervisor.
5. **Education Records.** If Affiliate obtains student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C § 1232g), Affiliate acknowledges that Affiliate is receiving such education records as an agent of Emerson and agrees to comply with FERPA with respect to such records. This section shall survive any cancellation or termination of this Agreement.
6. **Confidentiality.** The Parties agree to keep all non-public information shared between them, including but not limited to personal information about Students (including background checks, if any) and FERPA "education records," strictly confidential. This section shall survive any cancellation or termination of this Agreement.
7. **Status of the Parties.** Each Party hereto shall be considered an independent contractor and this Agreement shall not create a relationship of a joint venture, employer and employee, principal and agent and the like. In no case shall Students in the Program replace or be deemed to be employees of Affiliate. All Students participating in the Program shall be, at all times, unpaid externs of Affiliate without expectation of or entitlement to compensation or employment benefits from Affiliate, including, without limitation, workman's compensation insurance benefits.
8. **No Discrimination.** In connection with the Program, neither Party shall discriminate against any person on the basis of gender or sex (including pregnancy), gender identity or expression, race, color, religion or religious creed, sexual orientation, national origin, ancestry, disability or handicap, age, genetics, marital status, veteran status and any other category protected by federal or state law, including but not limited to Title IX of the Education Amendments Act of 1972.
9. **Compliance with Policies.** Affiliate understands that the Students in the Program are subject to and protected by Emerson policies. Affiliate agrees to review, abide by, and cooperate with actions taken pursuant to Emerson's Sexual Misconduct Policy available at <https://www.emerson.edu/social-justice-center/title-ix/sexual-misconduct-policy>.
10. **Use of Name: Media Contact.** Affiliate may not use the name of "Emerson" or any Emerson logo or mark without Emerson's prior written approval. Affiliate may not disclose the terms of this Agreement without Emerson's prior written approval. Affiliate shall not communicate with members of the media or otherwise make any public announcement regarding the Program, or the terms or existence of this Agreement, without Emerson's prior written consent.

11. **Notices.** Any notices permitted or required by this Agreement shall be deemed made on the day personally delivered in writing or mailed by certified mail, postage prepaid, to the other Party at the address set forth below or to such other persons and address as either Party may designate in writing:

If to the Affiliate:      Glendale Unified School District  
   223 North Jackson Street  
   Glendale, CA 91206

If to Emerson:            Emerson College  
   120 Boylston Street  
   Boston, MA 02116  
   Attn: Laura Glufling-Tham

With a copy to:          Emerson College  
   120 Boylston Street  
   Boston, MA 02116  
   Attn: Office of the General Counsel

12. **Assignment.** The Parties bind themselves and their successors, assigns, and legal representatives to the other Party to the Agreement and to the successors and assigns of such other Party with respect to all covenants of the Agreement. Affiliate shall not assign or transfer any rights or obligations of Affiliate under this Agreement without the prior written consent of Emerson.
13. **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to its conflict of law principles. The Parties agree that disputes pertaining to this Agreement must be brought in state and federal courts in the Commonwealth of Massachusetts and will not contest venue or jurisdiction in those courts.
14. **Entire Agreement; Amendment; Waiver.** This Agreement and the exhibits attached hereto in this Agreement set forth the entire understanding between the Parties hereto regarding the subject matter hereof and may not be amended except by an instrument in writing signed by both Parties. Neither the failure nor delay by either Party to exercise any right, remedy, power or privilege under this Agreement shall operate or be construed as a waiver thereof, nor shall any waiver with respect to any occurrence be construed as a waiver with respect to any other occurrence.

*<signature page to follow>*

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

**EMERSON COLLEGE**

**Glendale Unified School District**

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

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

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

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

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

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 13

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources  
SUBJECT: **Agreement with Loma Linda University**

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The Superintendent recommends that the Board of Education approve the attached Amendment No. 1 to Contract for Clinical Affiliation and Instructional Programs with Loma Linda University and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

The original Agreement was entered into on November 1, 2014 and will expire on October 31, 2019. Both parties wish to extend the term of the Agreement from November 1, 2019 to October 31, 2024. The purpose of this Agreement is to provide students of Loma Linda University with field learning experience required in the curriculum of the programs listed in the attached Exhibit "A". There is no fiscal impact to the District.

***TO SUPPORT 2019-2020 BOARD PRIORITY NO. 2: Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.***



**AMENDMENT NO. 1  
TO CONTRACT FOR CLINICAL AFFILIATION AND  
INSTRUCTIONAL PROGRAMS**

THIS AMENDMENT No. 1 (this "First Amendment"), entered into this 10th day of September, 2019, by and between **LOMA LINDA UNIVERSITY**, a California non-profit corporation, hereinafter referred to as "University" and **GLENDALE UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "Facility".

WITNESSETH:

WHEREAS, the parties hereto entered into an original Contract for Clinical and Instructional Programs with an effective date of November 1, 2014, to which Agreement reference is hereby made for all the terms and conditions therein contained, and

WHEREAS, the parties hereto wish by this Amendment to add to and/or clarify said Agreement, as herein specified,

NOW THEREFORE, it is mutually agreed as follows:

1. The parties agree to extend the term of the Original Agreement from November 1, 2019 to October 31, 2024.

All other terms and provisions not otherwise modified by this First Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the day and year First above written.

**UNIVERSITY**

LOMA LINDA UNIVERSITY

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

Name: Richard H. Hart, MD, DrPH

Title: President

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

**FACILITY**

GLENDALE UNIFIED SCHOOL DISTRICT

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

Name:

Title:

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

**CONTRACT FOR EDUCATIONAL AND INSTRUCTIONAL PROGRAMS**

**BETWEEN**

**LOMA LINDA UNIVERSITY**

**AND**

**Glendale Unified School District**

**THIS AGREEMENT**, made by and between **LOMA LINDA UNIVERSITY**, hereinafter called "the University" and **Glendale Unified School District**, hereinafter called "the Facility."

**WITNESSETH**

**THAT WHEREAS** the University has established approved Educational Programs of special training covered by this Agreement and set forth in Exhibit "A" attached hereto and incorporated herein by this reference, hereinafter referred to as "the Program"; and

**WHEREAS** the Program requires facilities where students can obtain the field learning experience required in the curriculum; and

**WHEREAS** the Facility has the appropriate setting and equipment needed by Program trainees as part of their practical learning experience;

**NOW THEREFORE** in consideration of the foregoing and of the mutual promises set forth herein, the University and the Facility agree as follows:

**1. RESPONSIBILITIES OF THE FACILITY**

1.1 The Facility will provide suitable experience situations as prescribed by the Program curriculum and objectives to be provided by the University under paragraph 2.3 below. It is understood that in no case shall students replace regular staff.

1.2 The Facility will designate appropriate personnel to coordinate and supervise the student's learning experience in the Program. This will involve planning between responsible University faculty and designated Facility personnel for the

assignment of students to specific cases and experiences, including selected conferences, work experiences, courses and programs conducted under the aegis of the Facility. The Facility will designate and submit in writing to the University the name and professional and academic credentials of a person to be responsible for the field training. That person will be known as the Education Supervisor. The Facility will notify the University in writing of any change or proposed change of the Education Supervisor.

1.3 The Facility will permit, on reasonable request, the inspection of its facilities by agencies charged with responsibility for accreditation of the University.

1.4 The Facility will withdraw a Program student if: (a) the achievement, progress, adjustment or health of the student does not warrant a continuation at the Facility, or (b) the behavior of the student fails to conform to the applicable policies, procedures or regulations of the Facility. The Facility will reasonably assist the University, if necessary, in implementing this withdrawal. In such event, said student's participation in the learning experience at the Facility shall immediately cease.

1.5 The Facility reserves the right, exercisable in its discretion after consultation with the University, to exclude any student from its premises in the event that such person's conduct or state of health is deemed objectionable or detrimental, having in mind the proper administration of the said Facility.

1.6 The Facility shall provide all equipment and supplies needed for instruction at the Facility. The student's name/identification badge shall be provided by the University. Such equipment and supplies will be subject to its availability.

1.7 The Facility may arrange necessary emergency care or first aid required by an accident occurring at the Facility for a University participant under this program and, except as herein provided, Facility will have no obligation to furnish medical care to any student. The cost for any and all medical care provided shall be borne by the University participant (student or faculty).

1.8 The Facility will provide the University with a copy of the written

policies, procedures and regulations which will govern the student's activities while at the Facility.

1.9 The Facility will maintain records and reports on each student's performance as specified by each program and provide an evaluation to the University on forms provided by the University.

## **2. RESPONSIBILITIES OF THE UNIVERSITY**

2.1 The University will withdraw a student from the related program at the Facility upon notice as set forth in paragraph 1.5.

2.2 It shall be the responsibility of the Academic Coordinator of the Education Program, after consultation with the Facility, to help plan the educational program for student educational experiences.

2.3 The University will provide the Facility with an annual announcement or description of the program, curriculum and objectives to be achieved at the Facility.

2.4 The University will require all students to abide by the policies and procedures of the Facility while using its facilities and while at Facility. University students will be expected to conduct themselves in a professional manner; their attire as well as their appearance will conform to the accepted standards of the Facility.

2.5 The University assures that all students are covered by health and liability insurance as set forth in paragraph 5. below.

2.6 The University will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the curriculum.

2.7 The University will agree that each student participating in Allied Health Programs shall be subject to criminal background check and drug/alcohol screening policy in effect at Facility during the time of the educational experience. Criminal activity disclosure and/or positive drug test results shall be submitted to the University Program Director for action according to University Policy.

2.8 The University will ensure that, prior to placement, each student will be

skin tested for tuberculosis with the PPD test. University will determine frequency of retesting for student(s) based on University Protocol and Guidelines.

2.9 The University will ensure that, prior to placement, each student will provide to University documentation of required immunization (s) as follows: (a) Measles, Mumps, Rubella (MMR); b) Tetanus/Diphtheria booster; c) Chickenpox; and d) Ruboela (2MMRs).

2.10 The University will provide to Facility a copy of a personal information sheet and a set of fingerprints for students if requested to do so by the Facility.

### **3. RESERVATION OF RIGHTS; PLACEMENT**

The University reserves the right to withhold placement of Program students depending upon the availability of facilities and personnel to adequately provide a satisfactory field experience.

### **4. DEPARTMENTAL LETTER AGREEMENTS AUTHORIZED**

Recognizing that the specific nature of the educational experience may vary, it is agreed by the University and the Facility upon execution of this Agreement and within the scope of its provisions, the University departments may develop letter agreements with their counterparts in the Facility to formalize operational details of the Educational Program.

### **5. UNIVERSITY INSURANCE AND INDEMNIFICATION**

The University shall at its sole cost and expense, provide coverage for its activities in connection with this Agreement by maintaining in full force and effect programs of insurance and/or self-insurance as follows:

- A. General Liability coverage with a limit of one million dollars (\$1,000,000) per occurrence and an aggregate of three million dollars (\$3,000,000).
- B. Workers' Compensation coverage covering University's full liability as required under applicable state law.
- C. Such other insurance in such amounts which from time to time may be

reasonably required by the mutual consent of the parties, against other insurable risks relating to this Agreement.

It should be expressly understood, however, that the coverage required under this Section 5.A. and B. shall not in any way limit the liability of University.

The University, upon the execution of this Agreement, shall furnish Facility with certificates evidencing compliance with these insurance requirements. Certificates shall further provide for thirty (30) days advance written notice to Facility of any cancellation of the above coverage.

The University hereby agrees to defend, indemnify, and save harmless the Facility from any liability, expense, causes of action, suits, claims, judgments or damages the Facility may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation of the program covered by this Agreement resulting from the act, failure to act or the negligence of the University, its employees, students, or authorized agents. The Facility agrees to give the University notice in writing within thirty (30) days of any claim made against it on the obligations covered hereby.

## **6. FACILITY INSURANCE AND INDEMNIFICATION**

The Facility shall provide at its sole cost and expense, coverage for its activities in connection with this Agreement by maintaining in full force and effect programs of insurance and or self-insurance as follows:

- A. General Liability coverage with a limit of one million dollars (\$1,000,000) per occurrence and an aggregate of three million dollars (\$3,000,000).
- B. Workers' Compensation coverage covering Facility's full liability as required under applicable state law.

It should be expressly understood, however, that the coverage required under this Section 6.A. and B. shall not in any way limit the liability of Facility.

The Facility, upon the execution of this Agreement, shall furnish University with certificates evidencing compliance with these insurance requirements. Certificates shall

further provide for thirty (30) days advance written notice to University of any cancellation of the above coverage.

The Facility hereby agrees to defend, indemnify, and save harmless the University from any liability or damage the University may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation of the program covered by this Agreement resulting from the negligence of the Facility, its employees, or authorized agents. The University agrees to give the Facility notice in writing within thirty (30) days of any claim made against it on the obligations covered hereby.

#### **7. NONDISCRIMINATION**

The Facility and the University agree that neither will unlawfully discriminate against any individual on the basis of age, sex, race, color, religious belief, national origin or physical handicap. In addition, each party shall comply with all applicable federal, state and local discrimination laws including but not limited to the Civil Rights Act of 1964, the Equal Pay Act, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, the Americans with Disabilities Act, and the Vietnam Era Veterans Readjustment Assistance Act of 1974. In addition, either party shall comply with all requirements of any applicable affirmative action laws, including but not limited to Executive Order 11246. The Facility understands that the University is a religious nonprofit corporation and holds various rights, privileges and exemptions under federal and state constitutions and laws as an educational institution, including but not limited to 42 USC secs. 2000e-1, 2000e-2; Federal Executive Order 11246 (as amended); 41 CFR secs. 60-1.5(a)(5); 20 USC sec. 1681(a)(3); 34 CFR secs. 106.12(a) (b), 106.21, 106.31, 106.39, 106.40, 106.51 and 106.57; California Government Code sec. 12926(d)(1); and Title II, Division 4, Chapter 2, Sec. 7286.5 of the California Code of Regulations, the First Amendment to the United States Constitution and Article I, sec. 4 of the California Constitution. The University does not waive any of the foregoing rights, privileges, and exemptions by entering this Agreement.

**8. TERMINATION**

This Agreement will be effective on (11/1/14) and shall continue for a period of five (5) years. Either party may terminate this Agreement upon ninety (90) days written notice to the other party except that if the University terminates the Agreement based on lack of funding, the ninety (90) day notice requirement shall not apply. The notice required under this clause shall be sent by certified registered mail.

If the termination date occurs while a student of the University has not completed his or her field learning experience at the Facility and is in good standing with the Facility, the student shall be permitted to complete the scheduled field learning experience, and the University and the Facility shall cooperate to accomplish this goal.

**9. INDEPENDENT CONTRACTOR STATUS**

The parties hereby acknowledge that they are independent contractors. In no event shall this Agreement be construed as establishing a partnership, joint venture or similar relationship between the parties hereto, and nothing herein contained shall be construed to authorize either party to act as agent for the other or to exercise any such function for the other party, except as specifically provided herein. The Facility and the University shall be liable for their own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No student shall look to Facility for any salaries, insurance or other benefits.

**10. CONFIDENTIALITY**

The University will require students to maintain the confidentiality of patient information obtained during the field training experience at the Facility. All information obtained from students or clients, their records or computerized data is to be held in confidence and no copies of student or client records shall be made; provided, however, either party may disclose such confidential information if requested or required to disclose such information pursuant to any subpoena, civil investigative demand, or



similar process or any law, rule, regulation or order. Failure to comply will result in the immediate termination of this Agreement, as well as all other remedies available at law or in equity. It shall be required of students and supervising faculty that they not identify students or clients in papers, reports or case studies without first obtaining permission of the Facility and the student or client, utilizing the patient confidentiality policies and procedures of the Facility.

#### **11. NONASSIGNMENT AND SUBCONTRACTING**

This Agreement shall not be assigned or transferred by either party without the written approval of the other party. This Agreement (and its attachments, if any) constitute the entire understanding between the parties with respect to the subject matter hereof and supersedes any and all prior understandings and agreements, oral and written, relating hereto.

#### **12. GENERAL**

This agreement is written for the benefit of the parties hereto, and to no other. The parties to this contract acknowledge that the Facility retains the professional and administrative responsibility for the services it provides. The parties understand that the Facility must comply with all law and regulations applicable to the running of the Facility.

#### **13. NOTICES**

Notices required under this Agreement shall be mailed to the parties at the following addresses:

University:

Office of the Dean,  
School of Allied Health Professions  
Loma Linda University  
Loma Linda, CA 92354

Facility:

Glendale Unified School District  
223 North Jackson St.  
Glendale, CA 91206

**14. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT  
OF 1996 (HIPAA).**


University agrees to inform all students and faculty of the importance of complying with all relevant state and federal confidentiality laws, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to the extent applicable. In addition, University agrees to provide students and faculty with training in the requirements of the privacy and security provisions of HIPAA and to advise them of the importance of complying with Facility's policies and procedures relative to HIPAA.

*(Remainder of page intentionally left blank.  
Signatures of Parties appear on next page.)*


IN WITNESS WHEREOF, the authorized representative of the parties have executed this Agreement effective the last date of signature by and between **LOMA LINDA UNIVERSITY** ("University") and **Glendale Unified School District** ("Facility").

University:


LOMA LINDA UNIVERSITY  
Nichol Hall, Room 1606  
Loma Linda, CA 92350

By   
Richard H. Hart, MD, DrPH  
President

Date: 11/13/14

By   
Craig R. Jackson, JD, MSW  
Dean  
School of Allied Health Professions

Date: 7 NOV 2014

By   
Jennifer St. Clair, MS, CCC-SLP  
Clinic Coordinator

Date: 10/27/14

Facility:

Glendale Unified School District  
223 North Jackson St  
Glendale, CA 91206

By   
Dr. Maria Gandera  
Assistant Superintendent of HR

Date: 10-22-14

By \_\_\_\_\_

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

# EXHIBIT A

## **Cardiopulmonary Sciences:**

Emergency Medical Care  
Polysomnography  
Respiratory Therapy  
Cardiac Electrophysiology

## **Clinical Laboratory Science:**

Clinical Laboratory Science  
Cytotechnology  
Phlebotomy

## **Communicative Sciences and Disorders:**

Speech-Language Pathology  
Speech-Language Pathology Assistant

## **Health Information Administration:**

Coding Specialist  
Health Information Systems  
Health Information Administration

## **Nutrition and Dietetics:**

Nutrition and Dietetics  
Dietetic Technology

## **Occupational Therapy:**

Occupational Therapy -  
Occupational Therapy Assistant

## **Physical Therapy:**

Physical Therapy  
Physical Therapy Assistant

## **Physician Assistant**

## **Radiation Technology:**

Diagnostic Medical Sonography  
Medical Dosimetry  
Medical Radiography  
Nuclear Medicine Technology  
Radiation Sciences  
Radiation Therapy Technology  
Radiologist Assistant  
Special Imaging Technology/Computed Tomography, Magnetic Resonance Imaging

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 14

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED BY: Dr. Cynthia M. Foley, Assistant Superintendent, Human Resources  
SUBJECT: **Agreement with California State University, Los Angeles**

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The Superintendent recommends that the Board of Education approve the attached First Amendment to the Student Teaching Agreement with California State University, Los Angeles and that the Assistant Superintendent, Human Resources, be authorized to execute the Agreement.

The original Student Teaching Agreement with California State University, Los Angeles, was signed August 17, 2016 and expired on June 30, 2019. Although the Agreement's term ended, all parties have adhered to the terms and conditions and desire to amend the Agreement to further extend the term of the Agreement through June 30, 2023, unless terminated in writing by either party. This Agreement is set forth to provide student teaching experience through practice teaching to students enrolled in teacher training curricula. There is no fiscal impact to the District.

***TO SUPPORT 2019-2020 BOARD PRIORITY NO. 2: Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.***

## FIRST AMENDMENT TO THE TEACHING AGREEMENT

This First Amendment to **Glendale Unified School District** Teaching Agreement (this "First Amendment") is made and entered into as of the date signed by the last party (the "First Amendment Effective Date") by and between **Glendale Unified School District** ("School"), and California State University, Los Angeles ("University").

### **RECITALS**

School and University are parties to that certain **Glendale Unified School District** Teaching Agreement, effective 7/1/16 (the "Agreement") pursuant to which University desires to provide to its students' teaching experience through practice teaching to students enrolled in teacher training curricula of the State University, and **Glendale Unified School District**.

Although the Agreement's term formally ends on June 30, 2019 the parties have not formally extended the Agreement. However, all parties have continuously adhered to all terms and conditions of the Agreement since its effective date, as if the Agreement has remained in full force and effect. The parties desire to amend the Agreement to, among other things, acknowledge that the Agreement has continued in full force and effect and to further extend the term of the Agreement, subject to and upon the terms and conditions set forth herein.

### **AGREEMENT**

Now, therefore, in consideration of the foregoing premises and the mutual covenants and agreements set forth herein, the parties hereby agree as follows:

1. Recitals. Each of the Recitals set forth above shall be deemed a part of this First Amendment as if fully set forth in this Section 1. Furthermore, unless otherwise defined herein, all defined terms used in this First Amendment shall have the same meanings ascribed to them in the Agreement.

1. Term. School and University hereby agree to extend the Agreement to now where there is an active agreement in addition to a four-year term commencing on July 1, 2019 ("Renewal Term") and shall remain in effect until June 30, 2023 unless terminated in writing by either party.

2. Full Force and Effect; Conflict. To the extent any provision of this First Amendment is inconsistent or shall conflict with any provision in the Agreement, the provisions of this First Amendment shall prevail. Except as specifically amended herein, all terms and conditions of the Agreement are hereby ratified and affirmed and shall remain in full force and effect, and the terms of this First Amendment shall be deemed a part of the Agreement as if fully set forth therein.

3. Governing Law. This First Amendment shall be governed by and construed in accordance with the laws of the state of California.

4. Counterparts. This First Amendment may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

The parties here to have caused this First Amendment to be executed as of the dates set forth below.

**University**

**School**

**California State University, Los Angeles**

**Glendale Unified School District**

By:

By:

Name: Thomas Johnson

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

Title: Director Procurement, Contracts & Support Services

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

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

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

**CALIFORNIA STATE UNIVERSITY, LOS ANGELES  
STUDENT TEACHING AGREEMENT**

**THIS AGREEMENT** entered into by and between the State of California through the Trustees of the California State University on behalf of California State University, Los Angeles, 5151 State University Drive, Los Angeles, CA 90032, noted below, all of which are hereinafter called State or State University, and *Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206* noted below, hereinafter called the District:

**WITNESSETH**

**WHEREAS**, the District is authorized to enter into agreements with California State University, Los Angeles to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the State University, and *Glendale Unified School District*, noted below, hereinafter called the District:

**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; 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 services rendered by the District; and

**WHEREAS**, the honorarium of payment provided herein is intended to be transmitted promptly by the District to the supervising 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 California State University, Los Angeles and *Glendale Unified School District* as follows:

**SPECIAL PROVISIONS**

The State University and District are as follows:

**STATE UNIVERSITY**

California State University, Los Angeles, 5151 State University Drive, Los Angeles, CA 90032

**DISTRICT**

*Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206* of Los Angeles County

The Term of the Agreement is from July 1<sup>st</sup>, 2016 to June 30<sup>th</sup>, 2019.

The SERVICES to be provided by District to State shall not exceed 100 semester unit (s) per year.

The STATE shall pay District for such services in the AMOUNT of \$22.17 per semester unit, Not to exceed a total payment to District of \$2217.00.



**GENERAL TERMS**

1. The District shall provide to State University students, teaching experience through practice teaching in schools and classes of the District not to exceed the units of practice set forth in the Special Provisions. Such practice teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of certified Teachers of the District, as the District and State, through their duly authorized representatives may agree upon.

The District may, at its sole discretion, refuse to accept for practice teaching any student of the State University assigned to practice teaching in the District. Upon request of the District, at its sole discretion, the State University shall terminate the assignment of any student of the State University to practice in the District.

“Practice Teaching” is used herein and elsewhere in this agreement means active participation in the duties and functions of classrooms teaching under the direct supervision instruction of employees of the District holding valid professional clear or life diplomas issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The State will pay the District for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately twenty (20) minutes of practice teaching daily three (3) days per week for eighteen (18) weeks during regular session.

3. An assignment of a student of the State University to practice teaching in schools or classes of the Districts shall be at the discretion of the State, for approximately ten (10) weeks, but a student may be given more than one (1) assignment by the State University to practice teaching in such schools or classes.

The assignment of a student of the State 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 State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the quarter units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester or quarter of the State University, the District shall submit an invoice, in triplicate, to the State 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 District shall attach to the invoice a certificate, in triplicate, 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. The State will pay the amount of such invoice from monies made available for such purpose by or pursuant to the laws of the State.

5. Notwithstanding any other provisions of this agreement, the State 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.

6. The District shall provide State University with evidence of insurance coverage for the following exposures and limits: General Liability Insurance with \$1,000,000 per occurrence and \$1,000,000 general aggregate. For the General Liability insurance the District shall name the State of California, Trustees of California State University, CSULA and the officers, employees, volunteers and agents of each of them as additional insured's. The policies shall provide for advance written notice to the State University of cancellation of any of the insurance coverage, and provide for acceptability of insurers rating with AM Best of A:VII or equivalent unless otherwise agreed to by the State University.

As an alternative to providing the general liability insurance required by this subsection #6, the Contractor may cause to be provided other kinds of insurance or methods or plans of protection such as, but not limited to, self insurance pools, primary or excess risk retention groups if and to the extent other kinds of insurance or methods or plans of protection shall afford reasonable protection to the Board of Trustees and their officers, agents and employees. OCDE does not need to provide AM Best rating.

7. University agrees that all students are not employees of the District or University and are not entitled to benefits of any kind or nature normally provided employees of the District or University and/or to which employees are normally entitled, including but not limited to, State Unemployment Compensation or Workers' Compensation.

**INDEMNIFICATION**

Pursuant to the provisions of Section 895.4 of the California Government Code, each party agrees to indemnify and hold the other part harmless from all liability for damage to persons or property arising out of, or resulting from, negligent acts or omissions of the indemnifying party.

**STATE OF CALIFORNIA**  
Trustees of the California State University  
CALIFORNIA STATE UNIVERSITY,  
LOS ANGELES

By:   
Thomas Johnson

Title: Director, Procurement & Contract

Date: 8/19/2016

**SCHOOL DISTRICT**  
*Glendale Unified School District*

By: 

Title: Maria G. Gander  
Assistant Supt.

Date: 8-17-16

CERTIFICATION

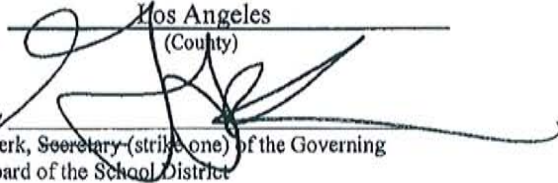
I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on Aug. 16, 2016.  
(Month, Day)

"It was moved, seconded and carried that the attached contract with the Trustees of The California State University, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the Assistant Supt. Human Resources is hereby authorized to execute the same."

Glendale Unified School District

(District)

Los Angeles  
(County)

By   
Clerk, Secretary (strike one) of the Governing  
Board of the School District

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UNIVERSITY USE ONLY:

Amount Encumbered: \$2217.00

Adj. Increasing Encumbrance:

Adj. Decreasing Encumbrance:

Program Category: Instructional Support, Master Teaching Program

Item: 6610-001-01 Statute: 03 Fiscal Yr: 2016/2019

Object of Expenditure: 613001-SF130-201400-01430

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Rebeca Andrade, Director, Early Education and Extended Learning Programs

SUBJECT: **Approval of Services Agreement with Los Angeles Universal Preschool (Child 360) for the 2019-2020 School Year**

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The Superintendent recommends that the Board of Education approve a Services Agreement between the Glendale Unified School District and Los Angeles Universal Preschool (Child 360) in the amount of \$19,890 to perform Early Childhood Environmental Rating Scale-Revised assessments and professional development for the Early Education and Extended Learning Programs.

The Los Angeles Universal Preschool (Child 360) will conduct 14 Early Childhood Environmental Rating Scale-Revised (ECERS-R) assessments, two 90-minute professional development sessions with Early Education and Extended Learning Programs (EEELP) teachers, and one professional development session with EEELP administrators and supervisors.

This agreement will commence on October 8, 2019, and continue through June 30, 2020. A total of \$19,890 has been allotted for this agreement, with funding provided by the Self-Supporting and the California State Preschool Program (CSPP) programs.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 4: Maintain District Solvency & Financial Responsibility***

*“Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.”*

**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 7 day of October, 2019 by and between the Glendale Unified School District, ("District") and Los Angeles Universal Preschool (Child360) a corporation, whose place of business is Los Angeles [City], herein referring to as ("Contractor"), (together, "Parties").

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

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

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on October 8, 2019 and will diligently perform as required and complete performance by June 30, 2020
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:

- Signed Agreement
- Workers' Compensation Certification
- Fingerprinting/Criminal Background Investigation Certification
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration
- 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) Nineteen thousand, eight hundred, ninety dollars (\$ 19,890 ) 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	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 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: Stephen Dickinson

**Contractor:**

Los Angeles Universal Preschool (Child360)  
515 S. Figueroa Street, Suite 900  
Los Angeles, CA 90071

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 Los Angeles Universal Preschool (Child360)

By: [Signature]  
Signature  
William Sperling  
Print Name

CEO  
Title:  
Dated: September 30, 20 19

By: [Signature]  
Signature  
Fernando Almodovar  
Print Name

CEO  
Title:  
Dated: September 30, 20 19

\*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.: \_\_\_\_\_

22-3902958  
Employer Identification and/or  
Social Security Number

Address: 515 S. Figueroa Street, Suite 900  
Los Angeles, CA 90071

Telephone: 213-414-1200

Facsimile: 213-414-1299

E-Mail: \_\_\_\_\_

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: \_\_\_\_\_  
 Limited Liability Company  
 Other: \_\_\_\_\_

Glendale Unified School District

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

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

Print Name: Kelly King, Ed.D.

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:

- \*Perform 14 Early Child Environmental Rating Scale (ECERS-R) Assessments
- \*Provide 2 90-minute sessions of Professional Development ECERS-R overviews for teachers
- \*Provide Professional Development of ECERS-R for Supervisors and Administrators

**EXHIBIT "A"**

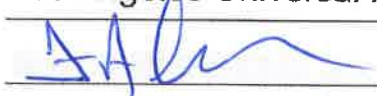
**WORKERS' COMPENSATION CERTIFICATION**

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: 09/27/2019  
Name of Contractor: Los Angeles Universal Preschool (Child360)  
Signature:   
Print Name and Title: Fernando Almodovar, CFO

(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"):

1)  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

2)  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: Los Angeles Universal Preschool (Child 360)

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: 09/27/2019

Name of Contractor or Company: Los Angeles Universal Preschool (Child360)

Representative's Name and Title: Fernando Almodovar, CFO

Signature: [Handwritten Signature]

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

I am a representative of the Los Angeles Universal Preschool (Child360) ("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:

09/27/2019

Name of Contractor:

Los Angeles Universal Preschool (Child 360)

Signature:



Print Name and Title:

Fernando Almodovar, CEO

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 16

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Intervention

SUBJECT: **Approval of Services Agreement between Glendale Unified School District and Sports for Learning for Edison Elementary School for 2019-2020**

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The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Sports for Learning in the amount of \$35,620 to provide PLC assistance to staff and engage students in STEM instruction at Edison Elementary School in the 2019-2020 school year.

Glendale Unified School District will contract with Sports for Learning to deliver STEM instruction to students and PLC assistance to staff at Edison Elementary School. The program's goal is to decrease disciplinary issues; increase average daily attendance; increase engagement in STEM; contribute to a positive school climate; improve school connectedness; and improve physical activity.

The program will run for 30 weeks, two times per week during the school day, aside from students' PE instruction. Coaches will engage 2<sup>nd</sup> and 3<sup>rd</sup> grade students in STEM through sports while keeping them active. Teachers will receive PLC assistance in small group interventions while students are receiving the STEM instruction outside.

The contract period is from October 15, 2019 through June 4, 2020. The total cost for these services is \$35,260, and will be funded by Edison Title I Alternative funds.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 1: Maximize Student Achievement***

*"Analyze and assess student data to strengthen attendance and personalize learning that builds college, career, and life readiness pathways for success."*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*"Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success."*

**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 \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the Glendale Unified School District, (“District”) and \_\_\_\_\_ a corporation, whose place of business is \_\_\_\_\_[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 \_\_\_\_\_, 20\_\_ and will diligently perform as required and complete performance by \_\_\_\_\_, 20\_\_.
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:

- Signed Agreement
- Workers' Compensation Certification
- Fingerprinting/Criminal Background Investigation Certification
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration
- 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) \_\_\_\_\_ dollars (\$\_\_\_\_\_) 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 Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b> Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer’s Liability</b>	\$ 1,000,000

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: \_\_\_\_\_

**Contractor:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 \_\_\_\_\_

By: \_\_\_\_\_  
Signature Title:  
\_\_\_\_\_ Dated: \_\_\_\_\_, 20\_\_\_\_  
Print Name

By: \_\_\_\_\_  
Signature Title:  
\_\_\_\_\_ Dated: \_\_\_\_\_, 20\_\_\_\_  
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: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Type of Business Entity:  
\_\_\_\_ Individual  
\_\_\_\_ Sole Proprietorship  
\_\_\_\_ Partnership  
\_\_\_\_ Limited Partnership  
\_\_\_\_ Corporation, State: \_\_\_\_\_  
\_\_\_\_ Limited Liability Company  
\_\_\_\_ Other: \_\_\_\_\_

\_\_\_\_\_  
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.**

Glendale Unified School District

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

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

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

**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:

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

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

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

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

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

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

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

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

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

**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

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

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

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

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

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

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

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

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

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

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

Name of Contractor or Company: \_\_\_\_\_

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

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



**EXHIBIT "C"**

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

The undersigned declares:

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

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

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

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

\_\_\_\_\_  
Signature

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

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

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

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

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

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

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

October 7, 2019

CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Intervention

SUBJECT: **Quarterly Uniform Complaint Report Summary, Williams Settlement Legislation**

---

The Superintendent recommends that the Board of Education approve the submission of the Quarterly Uniform Complaint Report Summary, as mandated under the Williams Court Case Settlement, to the Superintendent of the Los Angeles County Office of Education.

Recent legislation regarding the settlement of the Williams Lawsuit requires Local Educational Agencies to file Quarterly Uniform Complaint Report Summaries to the school district Governing Board and to the County Office of Education. The Quarterly Report documents information regarding complaints about instructional materials, facilities, teacher vacancies and mis-assignments.

The Quarterly Uniform Complaint Report Summary for the period of July 1, 2019 through September 30, 2019 is attached and will be sent to the Los Angeles County Office of Education (LACOE).

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*



**Los Angeles County  
Office of Education**  
Serving Students • Supporting Communities  
Leading Educators

## Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2019-2020

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

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

Person completing this form: \_\_\_\_\_

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

Quarter covered by this report (Check One Below):

- |                                  |                          |                  |
|----------------------------------|--------------------------|------------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30   | Due 18-Oct 2019  |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 17- Jan 2020 |
| <input type="checkbox"/> 3rd QTR | January 1 to March 31    | Due 17-Apr 2020  |
| <input type="checkbox"/> 4th QTR | April 1 to June 30       | Due 17-Jul 2020  |

Date for information to be reported publicly at governing board meeting: \_\_\_\_\_

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
<b>TOTAL</b>			

Print Name of District Superintendent \_\_\_\_\_

Signature of District Superintendent \_\_\_\_\_

Date \_\_\_\_\_

Return the **Quarterly Summary** to:  
Williams Legislation Implementation Project  
Los Angeles County Office of Education  
c/o Kirit Chauhan, Williams Settlement Legislation  
9300 Imperial Highway, ASM/Williams ECW 284  
Downey, CA 90242

Telephone: (562) 803-8382  
FAX: (562) 803-8325  
E-Mail: Chauhan\_Kirit@lacoed.edu

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 18

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Intervention

SUBJECT: **Approval of Services Agreement between Glendale Unified School District and Junge Educational Services, Inc.**

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The Superintendent recommends that the Board of Education approve the services agreement between Glendale Unified School District and Junge Educational Services, Inc. in the amount of \$30,000 to provide support as needed at Clark Magnet High School for the 2019-2020 school year.

Glendale Unified School District will contract with Junge Educational Services, Inc. to provide support at Clark Magnet High School.

Services will include support for the English learner program; professional development; updating of the School Plan for Student Achievement (SPSA) to align with Local Control Accountability Plan (LCAP) requirements; assist with site committees and planning/implementation of parent education programs; and monitoring of English learner students in the student information system.

The contract period is from October 8, 2019 through June 30, 2020. The total cost for these services is \$30,000.00 and the expenses will be funded by Clark Magnet High School Title I funds.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***  
*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

**GLENDALE UNIFIED SCHOOL DISTRICT**

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

CAT PROG SEP20'19 #0751

**SERVICES AGREEMENT**

This **Agreement** for Professional Services ("Agreement") is made and entered into as of the 19 day of September, 2019 by and between the Glendale Unified School District, ("District") and Junge Educational Services, Inc. a corporation, whose place of business is La Crescenta [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 October 8, 2019 and will diligently perform as required and complete performance by June 30, 2020
- 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) 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	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 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, customer list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other party; 3) is received from, or was made available to, a third party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the party required to make the disclosure under the law shall give prompt notice of this to the other party prior to such disclosure so that the other party may seek an appropriate protective order or give its consent to such disclosure.

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

**District:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: Dr. Kelly King

**Contractor:**

Junge Educational Services, Inc.  
2926 Henrietta Ave  
La Crescenta, California 91214  
ATTN: Joanna Junge

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

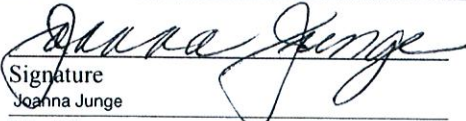
other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the other Party's premises, each Party's 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 Junge Educational Services, Inc.

By:  President  
Signature  
Joanna Junge Title:  
Print Name Dated: September 19, 2019

By:  Vice President  
Signature  
Jeffrey Junge Title:  
Print Name Dated: September 19, 2019

\*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.: N/A  
Address: 2926 Henrietta Ave  
La Crescenta, CA 91214  
Telephone: 818-934-2445  
Facsimile: 209-289-0078  
E-Mail: joannajesi@gmail.com

27-3134460  
Employer Identification and/or  
Social Security Number

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

Type of Business Entity:

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

Glendale Unified School District

By: \_\_\_\_\_ Date: September 19, 2019

Print Name: Dr. Kelly King,

Print Title: Assistant Superintendent

**ATTACHMENT A**

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

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

Contractor may provide the following General Services:

Consultant as needed to provide the following services at Clark Magnet High School:

- Support the English Learner program at Clark, including and not limited to assist classroom teachers, provide individual and/or small group instructional support, assessment as necessary.
- Support Professional Development for teachers, parents and students as needed, focusing on areas that need enhancement to the school.
- Prepare/update the SPSA (School Plan for Student Achievement) to align with the requirements and to the LCAP
- Assists with School Site Council, English Language Advisory Committee, and Title I Advisory Committee and the planning and implementation of parent education/participation programs.
- Monitoring and updating English Learner status and reclassification records in the student information system



**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: September 19, 2019

Name of Contractor: Junge Educational Services, Inc.

Signature: 

Print Name and Title: Joanna Junge, President

(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: Joanna Junge

Title: President

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: 9/19/2019

Name of Contractor or Company: Junge Educational Services, Inc.

Representative's Name and Title: Joanna Junge, President


Signature: 

EXHIBIT "C"

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

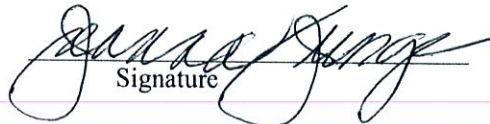
The undersigned declares:

I am the President of Junge Educational Services, 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 September 19, 2019 [date], at La Crescenta [city], California [state].

  
Signature

Joanna Junge

Print Name

**EXHIBIT "D"**

**TUBERCULOSIS CLEARANCE**

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

I am a representative of the <sup>Junge Educational Services, Inc.</sup> \_\_\_\_\_ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

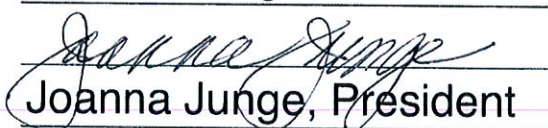
Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

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

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 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: September 19, 2019

Name of Contractor: Joanna Junge

Signature: 

Print Name and Title: Joanna Junge, President

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 19

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

**SUBJECT: Approval of Revised Course Title for Use in High Schools in the Area of English**

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The Superintendent recommends that the Board of Education approve the revision to the course of study title, Mock Trial, for use in high schools in the area of English.

**HIGH SCHOOLS**

**Department:** English

Course Title: Mock Trial 1-8 (Formerly Mock Trial)

Course Code: 1539D/1540D

Grade Level(s): 9-12

School(s)  
Course Offered: Clark Magnet High School

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

Course Credits: 10

Recommended  
Prerequisite: "B" in English, and/or Teacher Recommendation

Recommended  
Textbook(s): *Criminal Justice in America, 5<sup>th</sup> Edition*. Publisher: Constitutional Rights Foundation

Recommended  
Rights: *California Mock Trial Program (Updated Annually)*. Publisher: Constitutional Rights Foundation

Course Overview: This course will be primarily focused on teaching students public speaking skills and debate through trial advocacy. Students will learn, practice, and perform courtroom procedure primarily through criminal cases, but also will be exposed to criminal courtroom procedure. Students will develop character, write and perform direct examination, cross examination, opening statements, closing arguments, and explore a variety of constitutional issues. Students will learn to recognize and prepare arguments regarding objections in various courtroom simulations. Students will develop their own trial strategies and compete in small groups against their peers/classmates as well as against other schools.

Guest speakers will visit the class, and there will be at least one attorney coach to help advise the students about the law and the trial system. Students will be required to prepare for and attend the Mock Trial regional competition designed by the Constitutional Rights Foundation (CRF) and held in a Los Angeles courtroom.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***  
*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

Glendale Unified School District School

High School

December 11, 2018

(Revised Course Title Pending Board Approval October 7, 2019)

Department:	English
Course Title:	Mock Trial 1-8 (Formerly Mock Trial)
Course Code:	1539D/1540D
Grade Level(s):	9-12
School(s) Course Offered:	Clark Magnet High School
UC/CSU Approved (Y/N, Subject):	Yes, "g" College Prep Elective
Course Credits:	10
Recommended Prerequisite:	"B" in English, and / or Teacher Recommendation
Recommended Textbook(s):	<i>Criminal Justice in America, 5<sup>th</sup> Edition</i> . Publisher: Constitutional Rights Foundation  <i>California Mock Trial Program</i> (Updated Annually). Publisher: Constitutional Rights Foundation
Course Overview:	<p>This course will be primarily focused on teaching students public speaking skills and debate through trial advocacy. Students will learn, practice, and perform courtroom procedure primarily through criminal cases, but also will be exposed to criminal courtroom procedure. Students will develop character, write and perform direct examination, cross examination, opening statements, closing arguments, and explore a variety of constitutional issues. Students will learn to recognize and prepare arguments regarding objections in various courtroom simulations. Students will develop their own trial strategies and compete in small groups against their peers/classmates as well as against other schools.</p> <p>Guest speakers will visit the class, and there will be at least one attorney coach to help advise the students about the law and the trial system. Students will be <u>required</u> to prepare for and attend the Mock Trial regional competition designed by the Constitutional Rights Foundation (CRF) and held in a Los Angeles courtroom.</p>

**First Semester-Course Content**

**STANDARDS:**

ELA RI1, ELA RI3, ELA RI10

ELA W1a-e (9-10 grade) and 1a-f (11-12 grade); ELA W2b-f ; ELA W3a-e; ELA W4; ELA W5;  
ELA W10

ELA SL1a-d; ELA SL2; ELA SL3; ELA SL4a-b; ELA SL6

ELA L1a-e; ELA L2a-b

Unit 1: **Rules of Evidence**

*(10 weeks)*

- A. Topics include: Students will learn to identify applicable law to a given situation. Students will practice spotting evidentiary issues through fictional cases that are based on real trials and cases. Students will learn to locate the applicable rule of law, or the correct legal principle if no such rule of law exists, and apply that rule or principle to an evidentiary issue. Students will be able to explain how and why a particular evidentiary rule applies.

Assessment tools: in-class discussion and participation, teacher-created quizzes, written questions and arguments and their revisions.

- B. Students will review a series of direct and cross exam questions and will locate several evidentiary issues. Students will then argue their interpretation of the relevant evidence code concerning each evidentiary issue. Students will write and practice counter-arguments to their opponent's evidentiary interpretation. Students will practice editing and rewriting to refine the questions to remove the evidentiary issues.

Unit 2: **Constitutional Law**

*(10 weeks)*

- A. Topics include: Students will learn about the Fourteenth Amendment's Due Process and Equal Protection Clauses. Students will discover the cases and variations from common law to present statute concerning the Fourth Amendment right against unlawful search and seizure. Students will explore the cases leading up to and guaranteeing their Fifth Amendment right against self-incrimination and their Sixth Amendment right to counsel.

Assessment tools: in-class discussion and participation, teacher-created quizzes, written questions and arguments and their revisions.

- B. Students will be given a fictional case with a constitutional question. From a series of actual case excerpts, students will form a constitutional argument concerning the validity of the actions taken in the fictional scenario. Students will present their argument in front of a judge and will respond to questions from the judge concerning the scenario, the actual case law, and their opponent's argument. Students will then practice writing and performing rebuttal arguments to their opponent's case.

**Second Semester-Course Content**

**STANDARDS:**

ELA RI1, ELA RI3, ELA RI10

ELA W1a-e (9-10 grade) and 1a-f (11-12 grade); ELA W2b-f ; ELA W3a-e; ELA W4; ELA W5;  
ELA W10



Unit 3: **Speech and Debate**

*(10 weeks)*

- A. Topics include: Students will learn and practice the art of verbal and nonverbal communication. Students will be instructed on how to listen to their opponent and practice using the facts to support their view. Students will learn how to be professional in their delivery while practicing poise, volume, inflection, pacing and pronunciation. Students will learn debate terminology and how to argue the facts persuasively. Students will learn how to create and deliver redirect, rebuttal and summary statements.

Assessment tools: Participation in Socratic Seminar, debates in class against fellow students, peer and teacher review, teacher-created rubric to assess speaking skills

- B. Students will review a criminal case and identify the elements to be proved, as well as the evidence that will be presented. Students will write using persuasive language, that tells the story in the light most favorable to their side. Students will deliver their opening statement in a courtroom setting in front of a judge. Students will explore current open cases and will present their questions and findings in a Socratic seminar.

Unit 4: **Criminal Law**

*(5 weeks)*

- A. Topics include: Students will learn about the many acts of harm to both individuals and property that make up criminal law. Students will compare and contrast the cases that would appear in a criminal court and a civil court. Students will compare the differing standards of proof for a criminal case versus a civil case. Students will explore the notion of punishment and how punishment is applied differently in criminal and civil law cases. Students will learn the elements in proving criminal and civil law cases under different burdens of proof.

Assessment tools: in-class discussion and participation, teacher-created quizzes, written questions and arguments and their revisions, end of chapter review questions, and student-created projects.

- B. Students will review a criminal law case and create direct and cross exam questions.

Unit 5: **The Judicial Branch**

*(5 weeks)*

- A. Topics include: Students will learn the origin and authority of the United States court systems. Students will explore the difference between the federal and state court systems. Students will examine the Supreme Court of the United States and the role it plays in making laws and policy. Students will identify the local, federal district and circuit courts that govern the California judicial system. Students will explore influential case law from the United States and state supreme courts.

Assessment tools: student-created tutorials, in-class discussion and participation, end of chapter review questions

- B. Students will explore influential case law from the United States and state supreme courts. Students will read excerpts from Chief Justice John Marshall's 1803 decision in *Marbury v. Madison*. Students will write open-ended questions designed to help other students understand the complex nature of the text. Students will present their knowledge to the class.

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 20

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
SUBJECT: Acceptance of DonorsChoose Awards

The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support projects submitted by Wilson Middle School.

DonorsChoose is an organization that connects concerned individuals, called "Citizen Philanthropists," with classroom teachers, to provide funds or materials for class projects. Public school teachers create student project proposals and submit the one-page essay and list of resources needed. These concerned individuals fund the student projects of their choice, in whole or in part.

DonorsChoose purchases the student materials and ships items directly to the school, using a network of partnerships and vendors. Teachers are required to complete a feedback package, including documenting the project with photographs, which in turn are shared with the individual that funded the project.

The following projects were submitted and awarded by DonorsChoose:

Wilson Middle School – Polly Jackson, Teacher

Project: Scientific Calculators for Future Scientists!

This project was awarded \$486 to purchase scientific calculators to do daily classwork. Scientific calculators will help students solve problems more efficiently and effectively. The large screens will allow students to track their inputs on the screen to help understand why mistakes happen. Also, having common tools will aid in teaching and learning.

Wilson Middle School – Ellen Penglase, Teacher

Project: Supplies for Special Education Classroom

This project was awarded \$692.35 to purchase headphones for Chromebooks, garden supplies, a shredder, a photo printer, and large button calculators for students with disabilities. These items will be used in Mrs. Penglase's sixth through eighth grade classroom to learn life skills in order to be successful in the community and set them up for success in the future.

Glendale Unified School District  
Consent Calendar No. 20  
October 7, 2019  
Page 2

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 4: Maintain District Solvency & Financial Responsibility***

*“Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.”*

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 21

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Hagop Eulmessekian, Director, Student Support Services

**SUBJECT: Agreement with Impact Canine Solutions to Provide Dangers of Vaping Presentations in all GUSD Schools in 2019-2020**

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The Superintendent recommends that the Board of Education approve an agreement with Impact Canine Solutions in an amount not to exceed \$32,000, funded by School Safety and Student Support Services, to conduct e-cigarette/vape presentations to elementary students (grades 5-6 only) and all middle and high school students in the 2019-2020 school year.

During the Spring of 2019, Student Support Services contracted Impact Canine Solutions to conduct of e-cigarette/vape presentations to staff and students during PE classes at all middle schools in the District, at \$800.00 per school day. There have been positive reviews from the middle schools about the presentations.

This school year, Student Support Services will again partner up with Impact Canine Solutions to conduct presentations about the “Dangers of Vaping.” This time, the presentations will be provided at all GUSD schools between October 2019 and May 2020. The presentations for elementary schools will be for 5<sup>th</sup> and 6<sup>th</sup> grade students only, and for all grade levels in middle and high schools.

The District’s goal of reducing student tobacco usage is further supported during the school year by offering tobacco-specific, research-validated educational instruction and activities to high school students that build knowledge as well as social skills through the Tobacco Use Prevention Education (TUPE) program. In addition, every October, PTAs at each site hold Red Ribbon Week activities with various ‘drug free’ related themes further promoting the District’s goal of reducing student tobacco use.

The cost of these presentations, for a total amount of \$32,000, will be covered by School Safety and Student Support Services funds. The total cost will cover 40 days of presentations at a rate of \$800.00 per day. Schools will work directly with Impact Canine Solutions to schedule the presentations.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

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***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*

**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 \_\_\_ day of September, 2019 by and between the Glendale Unified School District, (“District”) and Impact Canine Solutions a corporation, whose place of business is La Crescenta, 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 October 1, 2019 and will diligently perform as required and complete performance by May 31, 2020
- 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:

- Signed Agreement
- Workers' Compensation Certification
- Fingerprinting/Criminal Background Investigation Certification
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration
- 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 TWO THOUSAND AND 00/100 ONLY dollars (\$ 32,000.00) 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.

<b>Type of Coverage</b>	<b>Minimum Requirement</b>
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 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: Dr. Kelly King

**Contractor:**

Impact Canine Solutions, AKA Enterprises LLC  
P.O Box 12011  
La Crescenta, CA 91224

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 Impact Canine Solutions

By: \_\_\_\_\_ President  
Signature \_\_\_\_\_ Title: \_\_\_\_\_  
Al Hradecky \_\_\_\_\_ Dated: \_\_\_\_\_, 20\_\_\_\_  
Print Name

By: \_\_\_\_\_  
Signature \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_ Dated: \_\_\_\_\_, 20\_\_\_\_  
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.: \_\_\_\_\_

\_\_\_\_\_  
Employer Identification and/or  
Social Security Number

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

**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: \_\_\_\_\_
- 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:

Conduct of Dangers of Vaping presentations to staff and students at all elementary and secondary schools in the District, at \$800.00 per school day.

**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: Impact Canine Solutions

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

Print Name and Title: Al Hradecky, President

(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: Impact Canine Solutions

Title: President

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: Impact Canine Solutions

Representative's Name and Title: Al Hradecky, President

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 President of Impact Canine Solutions, 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 Impact Canine Solutions ("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: Impact Canine Solutions  
Signature: \_\_\_\_\_  
Print Name and Title: \_\_\_\_\_

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

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 22

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPPARED BY: Hagop Eulmesseikian, Director, Student Support Services  
Dr. Ilin Magran, Assistant Director, Child Welfare & Attendance

SUBJECT: **Approval of Memorandum of Understanding with California State University, Los Angeles for Social Work Interns**

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The Superintendent recommends that the Board of Education approve a Memorandum of Understanding between California State University, Los Angeles, and Glendale Unified School District to provide interns with an opportunity to gain practical fieldwork experience in the field of social work.

The Memorandum of Understanding will provide support with social work interns who are enrolled for practical internships in Glendale school sites to fulfill their required fieldwork hours, while providing additional support to meet the social and emotional needs of GUSD students.

The term of this agreement will begin from date of full execution until September 3, 2022, and will be considered renewable unless either party requests it to be revised or discontinued.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 1: Maximize Student Achievement***

*“Analyze and assess student data to strengthen attendance and personalize learning that builds college, career, and life readiness pathways for success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*

### **CLINICAL AFFILIATION AGREEMENT**

This Agreement is made this 4<sup>th</sup> day of September, by and between the State of California acting through the Trustees of the California State University on behalf of California State University Los Angeles, hereinafter called the (“University”) and Glendale Unified School District, hereinafter called the (“Facility”). 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 Facility for the purpose of providing clinical training for students in such classes.
- B. Facility provides a learning environment where students may complete their academic fieldwork studies for required coursework.
- C. University operates fully accredited health sciences programs offering Graduate/ Undergraduate degrees in Audiology, Child & Family Studies, Communication Disorders (Speech-Language Pathology), Kinesiology, Nutritional Science, Nursing, Social Work, and Doctor of Audiology. In addition to Certificate Programs in Clinical Laboratory Scientist and Clinical Genetic Molecular Biologist Scientist, (“Program” or “Programs”).
- D. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Programs at Facility.

The parties will both benefit by making a clinical training program available to University students at Facility.

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. Student Profiles. University shall advise each student enrolled in the Program to complete and send to Facility a student profile on a form to be agreed by the parties, which shall include the student’s name, address, email address and telephone number. Each student shall be responsible for submitting his or her student profile before the Program training period begins. Facility shall regard this

information as confidential and shall use the information only to identify each student.

- B. Schedule of Assignments. University shall notify Facility's Program supervisor of student assignments, including the name of the student, level of academic preparation, and length and dates of proposed clinical experience. This would occur following the agreed upon assignments after the interview process is completed.
- C. Program Coordinator. University shall designate a faculty member to coordinate with Facility's designee in planning the Program to be provided to students.
- D. Orientation Program. University instructors shall attend an orientation provided by Facility, and shall provide a similar orientation to students at the beginning of their enrollment in the Program.
- E. Records. University shall maintain all personnel records for its staff and all academic records for its students.
- F. Background Checks. If required by Facility, ensure that students complete any background check required by Facility and submit such results to Facility for review and approval.
- G. Student Responsibilities. University shall notify students in the Program that they are responsible for:
  - 1) Complying with Facility's clinical and administrative policies, procedures, rules and regulations;
  - 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 Facility that complies with applicable state and federal law, including the Health Insurance Portability and Accountability Act (“HIPAA”) and its implementing regulations;

c) Facility 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 Facility’s dress code and wearing name badges identifying themselves as students;

6) Attending an orientation to be provided by their University instructors;

7) Notifying Facility immediately of any violation of state or federal laws by any student; and

8) Providing services to Facility’s patients only under the direct supervision of Facility’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 Clinic. CSULA/CLP/CLS/ CGMBS Students may accept a stipend, if offered, which is not considered a salary. For purposes of this agreement, however, students are trainees and shall be considered members of Clinic’s “workforce” as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103.

### III. FACILITY’S RESPONSIBILITIES

- A. Clinical Experience. Facility shall accept from University the mutually agreed upon number of students enrolled in the Program and shall provide the students with supervised clinical experience.
- B. Facility Designee. Facility shall designate a member of its staff to participate with University’s designee in planning, implementing, and coordinating the Program.
- C. Orientation Program for University Instructors. Facility 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.D and II.F.6) above.

- D. Access to Facilities. Facility shall permit students enrolled in the Program access to Facility facilities as appropriate and necessary for their Program, provided that the students' presence shall not interfere with Facility's activities.
- E. Records and Evaluations. Facility shall maintain complete records and reports on each student's performance and provide an evaluation to University on forms the University shall provide.
- F. Withdrawal of Students. Facility may request that University withdraw from the program any student who Facility determines is not performing satisfactorily, refuses to follow Facility'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 Facility's request. University shall comply with the written request within five (5) days after actually receiving it.
- G. Emergency Health Care/First Aid. Facility 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. Except as provided in this paragraph, Facility shall have no obligation to furnish medical or surgical care to any student.
- H. Student Supervision. Facility shall permit students to perform services for patients only when under the supervision of a registered, licensed, or certified clinician/professional on Facility's staff. Such clinicians or professionals are to be certified or licensed in the discipline in which supervision is provided. Students shall work, perform assignments, and participate in ward rounds, clinics, staff meetings, and in-service educational programs at the discretion of their Facility-designated supervisors. Students are to be regarded as trainees, not employees, and are not to replace Facility's staff.
- I. Facility's Confidentiality Policies. As trainees, students shall be considered members of Facility's "workforce," as that term is defined by the HIPAA regulations at 45 C.F.R. § 160.103, and shall be subject to Facility's policies respecting confidentiality of medical information. In order to ensure that students comply with such policies, Facility 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 FACILITY

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 Facility 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 Facility's "workforce" for purposes of HIPAA compliance.

## VI. INSURANCE

- A. **University Insurance.** University shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts reasonably necessary to protect it against liability arising from any and all negligent acts or incidents caused by University's 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 shall be obtained from a carrier rated A:VII or better by AM Best or a qualified program of self-insurance. The University shall maintain and provide evidence of workers' compensation and disability coverage as required by law. University shall provide Facility with evidence of the insurance required under this paragraph, which shall provide for not less than thirty (30) days-notice of cancellation to Facility. University shall promptly notify Facility of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.
- B. **Student Insurance:** University shall inform each student in the Program that they shall procure at the student's sole cost and expense, professional liability insurance in amounts reasonably necessary to protect the student against liability arising from any and all negligent acts or incidents caused by the student. Coverage under such professional 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. University shall require each student in the Program to present evidence of his or her professional liability coverage to Facility, upon request. University shall also require malpractice insurance to be purchased by student.
- C. **Facility Insurance.** Facility 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. Facility shall also maintain and provide evidence of workers' compensation and disability coverage for its employees as required by law. Facility shall provide University with evidence of the insurance coverage required by this paragraph, which shall provide for not less than thirty (30) days-notice of cancellation to University. Facility 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 Facility 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 Facility 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 Los Angeles 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 Facility or its employees, agents or volunteers in the performance of this Agreement

## VIII. TERM AND TERMINATION

- A. Term. This Agreement shall be effective September 4, 2019 and shall remain in effect for (3) three years, terminating on September 3, 2022.
  
- B. Renewal. This Agreement may be renewed by mutual agreement.
  
- C. Termination. This Agreement may be terminated at any time by the 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 or year 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 Facility'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. 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, Los Angeles  
Procurement and Contracts  
5151 State University Drive, Adm. 501  
Los Angeles, CA 90032

**TO AFFILIATE:**

Glendale Unified School District  
223 N. Jackson  
Glendale, CA 91206

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.

UNIVERSITY DocuSigned by:  
Signature: *Alex Rosales*  
Name: Alex Rosales  
Title: Procurement, Contracts,  
and Support Services  
Date: 9/4/2019 | 11:35 AM PDT

AFFILIATE  
Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 23

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Approval of New and Revised Board Policies Relating to Instruction**

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The Superintendent recommends that the Board of Education approve new or revised Board Policies BP 6146.11 (Alternative Credits Toward Graduation) and BP 6146.2 (Certificate of Proficiency/High School Equivalency) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 6146.11 – Alternative Credits Toward Graduation**

CSBA Update: July 2008

Last GUSD Update: N/A

BP 6146.11 is a new policy based on CSBA suggested language and legal references. Education Code 51225.3 requires the Board to adopt alternative means for students to complete the prescribed course of study required for high school graduation as specified in BP 6146.1 - High School Graduation Requirements. Each year, GUSD staff are approached by a few parents and students about alternative options in regards to earning credits. This policy will serve as a reference for families and provide guidance to staff in this process.

**BP 6146.2 – Certificate of Proficiency/High School Equivalency**

CSBA Update: March 2003

Last GUSD Update: October 2002

BP 6146.2 is updated to reflect current CSBA language and legal references. Pursuant to Education Code 48412, the State Board of Education (SBE) will award a "certificate of proficiency" to persons who pass the California High School Proficiency Examination (CHSPE) established by the California Department of Education (CDE) to assess proficiency in reading, writing, and mathematics skills. The principal also shall advise

students that the certificate of proficiency awarded upon passing the CHSPE, while equivalent to a high school diploma, is not the equivalent of completing all coursework required for high school graduation and therefore students should contact the admissions office of the college or university they are interested in attending to determine if the certificate satisfies college admission requirements. The principal of each high school is required to distribute information about the exam to students in grades 11-12 per 5 CCR 11523.

Upon approval of the policies, updates to the accompanying Administrative Regulations will be made as needed following current District procedures.

Copies of the new and revised policies are attached to this memo.

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 2: Create a Culture of Learning***

*“Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.”*

***TO SUPPORT 2019-2020 BOARD PRIORITY No. 3: Increase Engagement***

*“Utilize and increase district capacities to increase engagement, relationships, and support with parents and the community that build public trust and involvement in GUSD schools.”*



Instruction

Alternative Credits Toward Graduation

In order to meet individual student needs and encourage all students to complete their high school education, the Board of Education desires to provide flexibility in the completion of prescribed courses in accordance with law.

With the active involvement of parents/guardians, administrators, teachers, and students, the Board shall adopt alternative means for students to complete the prescribed course of study required for high school graduation. These alternative means shall be made available to students, parents/guardians, and the public. (Education Code 51225.3)

Students may fulfill any course requirement for graduation through the following:

1. Supervised work experience or other outside school experience in accordance with Education Code 51760.3 and 5 CCR 1635. (Education Code 51225.3)
2. Career technical education classes offered in high school. (Education Code 51225.3)
3. Independent study. (Education Code 51225.3)
4. Credit earned at a postsecondary institution. (Education Code 48800, 51225.3)
5. Online or distance learning instruction from a California university or college accredited for teacher training in accordance with 5 CCR 1633. (Education Code 51740-51741)
6. For credit toward the District's physical education requirement, participation in District interscholastic athletic programs carried on wholly or partially after regular school hours. (Education Code 51242)

A student shall be eligible to satisfy graduation requirements in this manner only if the interscholastic program entails a comparable amount of time and physical activity.

Upon receiving advance, written application by the student or his/her parent/guardian, the Superintendent or designee shall determine whether completion of the proposed alternative means would satisfy course requirements for graduation and what documentation shall be required, if any, to verify the student's successful completion. The Superintendent or designee shall make the final determination as to whether the student's completion of an alternative means is sufficient to satisfy the District's graduation requirements.

As appropriate, the Superintendent or designee shall determine the grade to be assigned to students for the completion of any of the above alternative means. When a grade is assigned by

Instruction

Alternative Credits Toward Graduation

a private school, postsecondary institution, or other educational institution for completion of coursework, that same grade shall be awarded by the District provided that the Superintendent or designee has determined the alternative course to be substantially equivalent to a District course.

Legal Reference: Education Code, Sections 35160; 35160.1; 48412; 48645.5; 48800-48802;  
51220; 51225.3; 51240-51246; 51420-51427; 51440; 51740-51741;  
51745-51749.3; 51760-51769.5; 52300-52499.66  
Vehicle Code, Section 12814.6  
Code of Regulations, Title 5, Sections 1600-1635; 10070-10075; 11500-  
11508; 11520-11523; 11700-11703  
United States Code, Title 20, Sections 2301-2414

Policy Adopted: 10/07/2019

Instruction

Certificate of Proficiency/High School Equivalency

The Board of Education desires that every student have the opportunity to earn a high school diploma through successful completion of class work and Board-approved proficiency tests. However, when a student is unable to do so, the Board encourages completion of an alternative program that allows him/her to obtain an equivalent certificate.

Eligible persons may obtain a certificate of proficiency or a high school equivalency certificate in accordance with law, Board policy and administrative regulation.

The Superintendent or designee shall make information available to interested persons regarding the eligibility and examination requirements of each program including the limitations of an equivalent certificate compared to a high school diploma.

Legal Reference: Education Code, Sections 48400-48403; 48410; 48412; 48413; 48414;  
51420-51427; 52052  
Code of Regulations, Title 5, Sections 11520-11523; 11530-11532

Policy Adopted: 10/15/2002

Policy Amended: 10/07/2019

GLENDALE UNIFIED SCHOOL DISTRICT

October 7, 2019

CONSENT CALENDAR NO. 24

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBJECT: **Acceptance of Gifts**

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

- a. Clark Magnet High School PTSA wish to donate to the District \$2,344.40 to be used to purchase instructional materials for use at Clark Magnet High School.
- b. Gorg Gorgeiz wishes to donate to the District an upright Currier Piano for use at Columbus Elementary School.
- c. Glendale Council PTA wishes to donate to the District \$500.00 to be used to purchase patio umbrellas for use at Daily High School.
- d. American Heart Association wishes to donate to the District \$300.00 to be used as needed at Franklin Elementary School.
- e. Glendale Community College wish to donate to the District \$2,555.00 to be used to purchase classroom supplies for use at Fremont Elementary School.
- f. Parents and Community for Fremont School wish to donate to the District \$426.03 to be used to purchase classroom supplies for use at Fremont Elementary School.
- g. Anna Tonoyan wishes to donate to the District \$10,000.00 to be used toward instructional materials, supplies, and events for Jefferson Elementary School.
- h. Landscape Structures wish to donate to the District \$250.00 to be used toward the purchase of playground equipment at Lincoln Elementary School.
- i. Rima Vardanian wishes to donate to the District \$300.00 to be used toward the purchase of equipment for the lunch club at Lincoln Elementary School.
- j. Monte Vista PTA wish to donate to the District \$225.35 to be used to purchase instructional materials and supplies for use at Monte Vista Elementary School.

- k. Mountain Avenue PTA wish to donate to the District \$24.00 to pay for Yard Duty Assistants babysitting at Mountain Avenue Elementary School.
- l. Dr. & Mrs. Boghossian wish to donate to the District \$300.00 to be used toward the purchase of STEM software for use at Rosemont Middle School.
- m. W.A.V.E. wishes to donate to the District \$511.28 to be used to purchase two articulating TV mounts for 65" TV's at Verdugo Woodlands Elementary School.