

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

BOARD OF EDUCATION
AGENDA

September 15, 2020
Meeting No. 6
Regular Meeting

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

BOARD OF EDUCATION MEETING NO. 6
Administration Center

September 15, 2020

“Preparing our students for their future.”

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

	Please Note Times
4:30 P.M. -	Opening, Recognition Presentations Public Communication
	Closed Session
6:30P.M. -	Regular Meeting Superintendent’s Updates, Information, Action, Consent Calendar, Reports

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

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

AGENDA

ITEM

PAGE

A. OPENING – 4:30 P.M.

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance led by Aram Arzumanyan, a 9th grade student from Clark Magnet High School**

A. OPENING - continued

3. Certification of Compliance

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

4. Approval of Agenda Order

B. RECOGNITION

1. Teacher of the Year

Jozet Petrosian, Roosevelt Middle School teacher has been selected as the Glendale Unified Teacher of the Year for 2020-2021.

C. PRESENTATIONS

1. Senator Anthony Portantino

Senator Anthony Portantino will present information including educational and legislative updates for the 2020 educational year.

2. Glendale Educational Foundation

Jennifer Cano, new Executive Director, will present an overview of Glendale Educational Foundation and upcoming activities.

3. Hispanic Heritage Month

Each year, we observe Hispanic Heritage Month, sometimes referred to as Latinx 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. Representatives from Glendale Unified Adelante Latinos will share an update on activities, including an upcoming webinar series with renowned Latinx professionals who serve their communities in wonderful and different ways.

4. National Suicide Prevention Month

September is National Suicide Prevention Month. Dr. Ilin Magran will discuss the efforts GUSD is doing to increase awareness and support our youth and our families.

5. Seating of Student Board Member

Kayla Rodriguez of Glendale High School was elected by the Student Advisory Council to serve as the Student Member of the Board of Education for the 2020-2021 School year.

6. Introduction of the Student Advisory Council

Members of the 2020-2021 Student Advisory Council will attend virtually to be presented to the Board of Education.

D. COMMUNICATIONS FROM THE PUBLIC

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

ADDRESSING THE BOARD OF EDUCATION – An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction. Pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, Glendale Unified Board of Education meetings will be closed to the public until social distancing directives have been lifted. In order to facilitate public participation at meetings, the Board will accept public communications via teleconference until further notice. If you wish to make a public comment at an upcoming meeting, please follow the instructions below. Not more than five minutes may be allotted to each speaker and no more than 20 minutes to each subject, except by unanimous consent of the Board of Education. A speaker's allotted time cannot be deferred to another speaker. Board Members may question the speaker but there will be no debate or decision. The Superintendent may refer the matter to the proper department for review. A student's parent/guardian, or a student if age 18 or older, may request that the minutes exclude the student's directory information, as defined in Education Code 49061, or a parent/guardians' personal information, as defined in Education Code 49073.2. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. Glendale Unified School District will provide accommodations, with reasonable advanced notice, for any individual with a disability or any individual requiring translation needing to address the Board of Education during Public Communication. Please contact the Glendale Unified Public Information Office at (818) 241-3111 x1218 or publicinfo@gusd.net at least 24 hours before the start of the meeting to request accommodation.

Instructions for public communications:

1. A survey "sign up" will be posted at www.gusd.net/communication for members of the public who wish to speak on items at 4:00 p.m. on the day of the meeting (30 minutes prior to the start of the public meeting).
2. Speakers should fill in their name and select which item they wish to address the board.
3. Speakers are asked to attend the board meeting virtually through the Zoom invitation link: <https://glendaleusd.zoom.us/j/85976197574> Webinar ID: 859 7619 7574. Only those who have completed the speaker sign up survey will be allowed to enter the Zoom meeting.
4. When it is time for a speaker to address the Board, their name will be called and the microphone on their Zoom account will be activated. Speakers must be present in the Zoom meeting when their name is called in order to be given an opportunity to address the Board.
5. Speakers should rename their Zoom profile to their real name to expedite this process.
6. Speakers are requested to state their name prior to addressing the Board.
7. After a speaker completes their public comment or if the five minute time limit has been reached, the microphone for the speaker's Zoom profile will be muted.
8. The speaker sign up survey and Zoom teleconference links will be closed following the Public Communications portion of the meeting.
9. If you wish to make a public comment and do not have access to the internet, please call the Glendale Unified Public Information Office at 818-241-3111 x1218 by 3:30 p.m. on the day of the meeting to make alternate arrangements.

E. CLOSED SESSION

1. **Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957**
2. **Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957**

E. CLOSED SESSION - continued

3. Conference with Labor Negotiators pursuant to Government Code § 54954.5

Agency designated representative: Dr. Darneika Watson and Mr. David Greco
Employee organization: Glendale Teachers Association and California School
Employees Association-Glendale Chapter No. 3

F. RETURN TO REGULAR MEETING – 6:30

G. SUPERINTENDENT’S UPDATES

1. School Year Update

H. INFORMATION

1. 2020-2021 Board Priorities 12

Each year, as part of the overall planning process, the Board of Education establishes annual priorities that identify major focus areas for the District. This report is being presented for the Board of Education to determine its priorities for 2020-2021.

2. Enrollment and Attendance 15

This report will provide the Board of Education with the Preliminary Student Enrollment and Attendance Data for the 2020-21 School Year.

3. Virtual College & Career Fair 22

Glendale Unified School District, Career & Technical Education Department, will offer a virtual college and career fair which exhibits various colleges, universities, post-secondary programs and careers.

4. Proposed New and Revised Course of Study Outlines for Use in Middle and High Schools in the Area of Career Technical Education 25

The proposed course of study outlines (Computer Science Discoveries; Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing; and Honors Robotics 5-6: Engineering Graphics) are submitted for review and discussion by the Board of Education. The course outlines have been reviewed for content and evaluated by the members of the Career Technical Education Curriculum Study Committee. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.

5. Summary of Revenue and Expenditures for 2019-20 and 2020-21 Budget to Reflect the Related Technical Corrections (Refer to Action Report No. 3) 49

Staff will review a presentation regarding the 2019-20 Unaudited Actuals State Report and its impact on the 2020-21 District budget.

H. INFORMATION - continued

6. Proposed Revision to Board Policy 3555 - Business and Noninstructional Operations – Nutrition Program Compliance 51

This report provides the Board of Education with information on the need to revise Board Policy 3555 - Business and Noninstructional Operations – Nutrition Program Compliance as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

7. Acknowledgements of Service 57

The resignations and retirements of the employees listed have been accepted by the Chief Human Resources and Operations Officer/Director of Classified Personnel, as effective and final per Board Policy 4117.1/4217.1/4317.1 and 4117.2./4217.2/4317.2, and are being reported to the Board of Education for information only – no action required.

8. Update on Measure S and Facility Programs 58

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.

I. ACTION

1. Approval of Learning Continuity and Attendance Plan 62

The Superintendent recommends that the Board of Education approve the Learning Continuity and Attendance Plan, which replaces the LCAP for the 2020-2021 school year. The plan is intended to memorialize the planning process that is already underway and is intended to balance the needs of all stakeholders, including educators, parents, students and community members

2. Approval of Memorandum of Understanding with Glendale Teachers Association Regarding the Issues Related to COVID19/Coronavirus 77

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding regarding the issues related to COVID19/Coronavirus between the Glendale Unified School District and the Glendale Teachers Association.

3. Summary of Revenue and Expenditures for 2019-20 (Unaudited) and Technical Corrections to the 2020-21 Adopted Budget 85

The Superintendent recommends that the Board of Education approve the unaudited summary of District revenue and expenditures for 2019-20 and resulting technical corrections to the 2020-21 adopted budget.

I. ACTION - continued

- 4. Resolution No. 2 Authorizing the Issuance and Sale of General Obligation Bonds, Election of 2011, Series E, in the Aggregate Principal Amount of Not to Exceed \$38,000,000 and Approving the Execution and Delivery of Related Documents and Actions 94**

The Superintendent recommends that the Board of Education adopt Resolution No. 2 Authorizing the Issuance and Sale of General Obligation Bonds, Election of 2011, Series E, in the Aggregate Principal Amount of Not to Exceed \$38,000,000 and Approving the Execution and Delivery of Related Documents and Actions.

- 5. Approval for GUSD to Become a Member of the Education Technology Joint Powers Authority 127**

The Superintendent recommends that the Board of Education approve GUSD to become a member of the Education Technology Joint Powers Authority (Ed Tech JPA). The Ed Tech JPA aims to streamline procurement, provide competitive pricing, and secure favorable technology contracts for educational agencies and other eligible entities.

- 6. Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Jefferson Elementary School and Notice of Completion 134**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Jefferson Elementary School in the amount of \$19,703 and a Notice of Completion, funded by Measure S funds.

- 7. Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at College View School and Notice of Completion 137**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at College View School in the amount of \$9,682 and a Notice of Completion, funded by Measure S funds.

- 8. Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Columbus Elementary School 140**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Columbus Elementary School in the amount of \$44,070, funded by Measure S funds.

I. ACTION - continued

9. Approval of Change Order No. 2 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center 142

The Superintendent recommends that the Board of Education approve Change Order No. 2 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center project in the amount of \$179,102 funded by Measure S, Capital Outlay, and Previous State funds.

10. Award of Bid No. 203-20/21 for Tennis Court Fencing and Rails Project at Glendale High School 144

The Superintendent recommends that the Board of Education award Bid No. 203-20/21 for the tennis court fencing and rails project at Glendale High School to Red Hawk Services, Inc. in the amount of \$119,531, funded by Capital Outlay and RRMA funds.

11. Rejection of Bids for Bid No. 204-20/21 for Tennis Court Refurbishment at Glendale High School 145

The Superintendent recommends that the Board of Education reject the bids received for Bid No. 204-20/21 for tennis court refurbishment at Glendale High School.

12. Approval of Services Agreement Between Glendale Unified School District and A-Line to Success, LLC 146

The Superintendent recommends that the Board of Education approve an agreement between A-Line to Success, LLC in an amount not to exceed \$70,000 for providing contracted psychologists to meet the needs of students.

13. Approval of Agreement with Bayha Group 162

The Superintendent recommends that the Board of Education approve an agreement with Bayha Group in the amount of \$150,000 to build and implement both remote and in-person Work Based Learning opportunities, including internships, job shadowing, career readiness workshops, industry chats and other work based learning activities for the students of Glendale Unified School District. This project is approved and funded by the K12 Strong Workforce Grant.

J. CONSENT CALENDAR

All items under Consent Calendar are considered to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Calendar at the request of any Board Member and placed under Action.

1. Minutes 184

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

- a. Regular Meeting No. 5 September 1, 2020

J. CONSENT - continued

- 2. Certificated Personnel Report No. 4 192**
- The certificated report recommends approval of the following:
- Extension of maternity leaves of absence, a change of child care leave of absence, a change of parental leave of absence, additional assignments, a change of management position, a termination, an election, elections hourly/daily, additional compensation, revision to previous personnel reports and personal services agreements.
- 3. Classified Personnel Report No. 4 215**
- The classified report recommends approval of the following:
- Election from eligibility list; additional assignment temporary - at established rate of pay; change of assignments; revisions to previous board reports; election of classified hourly substitutes; personal services agreements; and transportation authorization.
- 4. Warrants 234**
- The Superintendent recommends that the Board of Education approve Warrants totaling \$20,483,150.30 for August 1, 2020 through September 10, 2020.
- 5. Purchase Orders 239**
- The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,966,806.52 for the period of August 24, 2020 through September 4, 2020.
- 6. Appropriation Transfer and Budget Revision Report 256**
- Budget revisions and transfers reflect changes to existing budget appropriations necessitated by increases or decreases to previously established income and expenditure accounts. The Education Code requires Board of Education approval of all budget.
- 7. Extension of Bid Number P-13 18/19 for Apple Computer Products, Services, and Related Items to Apple Inc. 261**
- The Superintendent recommends that the Board of Education extend Bid Number P-13-18/19 awarded to Apple Inc. for the purchase of computer products, services, and related items from October 16, 2020 through October 15, 2021.
- 8. Amendment to Lease Agreement with Two Hundred Maryland, LLC for Use of Office Space for the EEELP Program 263**
- The Superintendent recommends that the Board of Education approve an amendment to extend the lease agreement with Two Hundred Maryland, LLC for use of office space for the EEELP program.
- 9. Services Agreement with Opportunities to Assets 266**
- The Superintendent recommends that the Board of Education approve an agreement with Opportunities to Assets in an amount not to exceed \$31,000 for the second phase of implementation of GUSD's College Success Fund Program.

J. CONSENT - continued

- 10. Approval of the Glendale Unified School District Reclassification Criteria for English Learners 273**
- The Superintendent recommends that the Board of Education approve the Glendale Unified School District Reclassification Criteria for English learners.
- 11. Approval of Services Agreement between Glendale Unified School District and Hi-Tech Services (HTS) 277**
- The Superintendent recommends that the Board of Education approve a Services Agreement between Glendale Unified School District and Hi-Tech Services (HTS) in the amount of \$35,000 to provide substance abuse counseling services for students at Daily High School.
- 12. Approval of Basic Textbook for Use in High Schools in the Area of World Languages and Cultures 296**
- The Superintendent recommends that the Board of Education approve basic textbook (East Armenian Course) for use in high schools in the area of World Languages and Cultures. The book has been reviewed for content and evaluated by the members of the World Language and Culture Curriculum Study Committee.
- 13. Approval of Revisions to Board Policy 7310 - Naming of Facilities 297**
- The Superintendent recommends that the Board of Education approve revisions to Board Policy 7310 - Naming of Facilities as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
- 14. Acceptance of DonorsChoose Awards 301**
- The Superintendent recommends that the Board of Education accept funding from DonorsChoose to support projects submitted by Clark Magnet High School.
- 15. Approval of Contract with KickUp 303**
- The Superintendent recommends that the Board of Education approve a three-year agreement with KickUp in the amount of \$29,730 for 2020-21 and \$26,730 each year for 2021-22 and 2022-23. KickUp provides Professional Development management tools to organize events, register participants, track attendance, gather feedback, and measure effectiveness of professional development.
- 16. Agreement with Kansas State University 308**
- The Superintendent recommends that the Board of Education approve the Student Affiliation Agreement with Kansas State University.
- 17. Acceptance of Gifts 315**
- The Superintendent recommends that gifts to the District be accepted and that letters of appreciation be written to the donors.

K. REPORTS AND CORRESPONDENCE

1. Board

2. Superintendent

L. ADJOURNMENT

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 1

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
PREPARED IN: Superintendent's Office
SUBJECT: **2020-2021 Board Priorities**

Each year, as part of the overall planning process, the Board of Education establishes annual priorities that identify major focus areas for the District.

At its meeting on August 11, 2020 and September 1, 2020, Board members began to share their individual priorities, as listed below. Tonight, the Board of Education and Superintendent will continue its discussion in determining priorities for the 2020-2021 school year.

Distance Learning

- *Strengthen Distance Learning Program*
- *Address Learning Loss*
- *Close the Digital Divide for All Students*
- *Ensure Connectivity for Students, Parents, and Families*

Health & Safety

- *Strengthen Mental Health Support & Programs*
- *Support Physical, Social & Emotional Well Being of Students & Employees*
- *Ensure Proactive COVID-19 Pandemic Response*

Diversity & Inclusion

- *Ensure Equitable Learning Opportunities for All Students*
- *Strengthen Anti-Bias and Anti-Racism Professional Development, Curriculum, and Practices*
- *Strengthen Parent and Family Engagement Opportunities*

Fiscal Health

- *Ensure Fiscal Health of the Organization to Meet Stakeholder Needs*
- *Manage District Resources with Fiscal Prudence*
- *Implement Fiscal Plan to Preserve District Resources*

Overview

As a district, we are committed to an equity based instructional model that creates the conditions for every student in our district to meet their full potential, supports the incredible diversity of our GUSD community, and creates the conditions for student and staff success.

Priorities:

- *We will work to close the digital divide for all students to eliminate barriers to success, address learning loss, increase connections, and foster academic success.*
- *We will use student data to strengthen attendance across all learning platforms; distance, in person, and hybrid.*
- *We will support student engagement with a culturally relevant curriculum that increases inclusion, builds positive relationships, and develops the skills for lifelong success.*
- *We will develop and maintain procedures to ensure both the continuity of education and the health and safety of all members of the GUSD Community.*
- *We will increase engagement with all members of the GUSD Community in orders to provide necessary resources for mental health, increase the public trust, and continue to build a diverse and supportive community for our GUSD schools.*
- *We will continue to use our resources to ensure the fiscal health of the district through the intentional planning and use of our financial resources to support our educational and facility needs.*

Teaching and learning led by excellence and equity — This can be the overview sentence of the four points or at least part of the overview paragraph.

Current Board Priorities, as listed below, have been aligned with the District's Local Control Accountability Plan (LCAP).

2019-2020 BOARD PRIORITIES

Overview

For many years, this Board, as part of establishing its yearly priorities, has affirmed its commitment to the essential priorities of improving student achievement and maintaining a safe learning environment. The Board recognizes that improving student achievement is a comprehensive TK-12 effort, which encompasses all student groups and subject areas, and that maintaining a safe, orderly learning environment is critical to student success.

Maximize Student Achievement

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

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.

Increased 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.

Maintain District Solvency and Financial Responsibility

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

Once the Board establishes its priorities for 2020-2021, these priorities, which are done in conjunction with the Local Control Accountability Plan goals, will guide districtwide and individual school improvement efforts.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Hagop Eulmessekian, Director, Student Support Services
Kelly Stubbs, Coordinator, Student Support Services

SUBJECT: **Preliminary Student Enrollment Data for 2020-2021**

Student Support Services, in collaboration with Educational Technology and Information Systems and the Business Office, is closely monitoring enrollment for the 2020-2021 school year. Based on current, to-date enrollment compared to 2019-2020, the Glendale Unified School District is down approximately 471 students. As of September 9, 2020 the current district enrollment is 25,057 students.

New Enrollment

Enrollment is handled at the individual school sites with the support of Student Support Services. In 2019-2020, GUSD enrolled 2,136 new students compared to 2020-2021, during which GUSD enrolled 2,247 new students. The office of Student Support Services and school sites enroll new students on a daily basis. New students include families who are GUSD residents, but new to GUSD schools, as well as newly enrolled students on an interdistrict permit.

Interdistrict Permits

The Board of Education recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district. In these instances, a district may choose to offer the parents/guardians an interdistrict permit, which is a permit authorizing a student's attendance outside their district of residence upon approval of both the district of residence and the district of proposed attendance.

Students Who Did Not Return to GUSD

1,057 students who were enrolled in the 2019-2020 did not return for the 2020-2021 school year. Parents can choose to not renew an interdistrict permit and the district can choose to release students based on attendance, behavior, and/or, in some cases, academic performance. The following chart shows what grade level the 1,057 students were in last school year, 2020-2021, when they attended GUSD schools.

Students Enrolled in 2019-2020 Who Did Not Continue in 2020-2021, By Grade Level

Reason for Drop	TK	K	1	2	3	4	5	6	7	8	9	10	11	Total
Enrolled in Another Public CA School	9	41	40	30	35	23	32	37	27	47	50	8	34	453
Enrolled in a Private CA School	1	7	4	5	5	4	8	9	7	8	7	11	5	81
Enrolled Outside CA	5	20	10	12	7	8	2	8	3	9	13	14	13	124

Reason for Drop	TK	K	1	2	3	4	5	6	7	8	9	10	11	Total
Moved to Another Country	1	6	4	11	1	5	5	2	16	3	7	9	7	77
No Show, No Reason Stated	6	49	36	27	28	28	22	26	15	4	51	17	13	322
Total	22	123	94	85	76	68	69	82	68	71	128	99	72	1057

619 students or 58.56% of the 1,057 total students who did not return to GUSD were in TK-6 during the 2019-2020 school year. 438 students from grades 7-11 left the District.

Please note that numbers are subject to change as more families are contacted.

453 students enrolled in another California public school, 81 students left GUSD to attend private schools.

124 students moved to another state and 77 students moved to another country.

In order to determine if there was a geographical trend to the loss of student enrollment, the 1,057 students who are no longer enrolled in a GUSD school were broken down by the school sites they attended in 2019-2020.

Students Enrolled in 2019-2020 Who Did Not Continue in 2020-2021, By School

Reason for Drop	Balboa	Cerritos	Columbus	Dunsmore	Edison	Franklin	Fremont
Enrolled in Another Public CA School	16	12	20	4	17	12	7
Enrolled in a Private CA School	1		3	0	3	2	2
Enrolled Outside CA	4	3	1	2	2	6	6
Moved to Another Country	2	1	3	1	0	3	2
No Show, No Reason Stated	7	10	11	4	32	9	15
Total	30	26	38	11	54	32	32

Reason for Drop	Glenoaks	Jefferson	Keppel	La Crescenta	Lincoln	Mann	Marshall
Enrolled in Another Public CA School	7	17	26	4	8	3	18
Enrolled in a Private CA School	5	3	2	0	2	1	3
Enrolled Outside CA	0	0	4	0	2	3	5
Moved to Another Country	0	0	1	1	0	1	1
No Show, No Reason Stated	11	11	13	1	11	15	3
Total	23	31	46	6	20	19	42

Reason for Drop	Monte Vista	Mountain Avenue	Muir	R.D. White	Valley View	Verdugo Woodlands	Elementary Total
Enrolled in Another Public CA School	5	11	15	13	2	14	231
Enrolled in a Private CA School	0	3	2	1	1	7	41
Enrolled Outside CA	3	4	5	4	7	6	67
Moved to Another Country	2	0	0	6	2	8	34
No Show, No Reason Stated	3	7	21	17	1	9	217
Total	13	25	43	41	13	44	589

Reason for Drop	Roosevelt	Rosemont	Toll	Wilson	Middle School Total
Enrolled in Another Public CA School	10	9	53	14	86
Enrolled in a Private CA School	0	4	9	3	16
Enrolled Outside CA	3	7	9	10	29
Moved to Another Country	1	4	2	0	7
No Show, No Reason Stated	0	5	1	19	25
Total	14	29	74	46	163

Reason for Drop	Crescenta Valley	Glendale	Hoover	High School Total
Enrolled in Another Public CA School	26	43	56	125
Enrolled in a Private CA School	14	4	4	22
Enrolled Outside CA	22	1	8	31
Moved to Another Country	13	3	7	23
No Show, No Reason Stated	2	37	42	81
Total	77	88	117	282

Another way to look at the year-to-year enrollment data is by cohort. The following chart compares the number of students by grade level from the 2019-2020 CALPADS Census Date to the current enrollment as of September 9, 2020:

	2019-2020 Census (10/2/2019)	2020-2021 (9/09/19)	Cohort Difference
TK	304	263	
K	1858	1688	
1	1953	1873	+15
2	1987	1917	-36
3	1966	1977	-10
4	1998	1945	-21
5	1929	1973	-25
6	1894	1917	-12
7	1874	1821	-73
8	1843	1878	+4
9	1963	1825	-18
10	1944	1946	-17
11	1948	1919	-25
12	2067	1927	-21

When comparing the cohort of students by last year's grade level to the grade level they should have matriculated into this year, grade 7 shows a significant loss of students (-73). The total decrease in student enrollment is mitigated by students who have newly enrolled in GUSD for the 2020-2021 school year across grade levels.

The CALPADS census numbers from 2019-2020 and the enrollment as of September 9, 2020 were also compared for each school:

	2019-2020 Census (10/2/19)	2020-2021 (9/09/19)	Difference
Balboa	837	833	-4
Cerritos	440	470	+30
Columbus	501	464	-37
Dunsmore	595	592	-3
Edison	881	883	+2
Franklin	608	608	0
Fremont	660	649	-11
Glenoaks	529	506	-23
Jefferson	683	671	-12
Keppel	1009	967	-42
La Crescenta	489	454	-35
Lincoln	501	508	+7
Mann	634	626	-8
Marshall	489	450	-39
Monte Vista	765	755	-10
Mountain Ave	587	558	-29
Muir	829	810	-19
Valley View	457	447	-10
V. Woodlands	739	703	-36
RD White	958	934	-24
Roosevelt	754	796	+42
Rosemont	1208	1183	-25

	2019-2020 Census (10/2/19)	2020-2021 (9/09/19)	Difference
Toll	1186	1149	-37
Wilson	1195	1137	-58
Clark	1147	1193	+46
Crescenta Valley	2643	2576	-67
Daily	175	154	-21
Glendale	2115	2083	-32
Hoover	1580	1534	-46
Jewel	4	5	+1
Verdugo Academy	139	144	+5
College View/FACTS	131	165	+34
Non Public Schools	60	50	-10
TOTAL	25,528	25,057	-471

Next Steps

- Enrollment of new students is ongoing. This includes students who have moved into the GUSD attendance boundaries and students whose parents have requested interdistrict permits and can get releases from their districts of residence.
- Student Support Services staff is working on reviewing the data for students who left GUSD for other California public or private schools. Location of the school and the reason they left will be reviewed.
- Student Support Services will also look at trends regarding 2020-2021 and 2021-2022 enrollment numbers once concerns regarding COVID are lifted.
- A year-to-year comparison will also be presented to the Board after the CALPADS Census Date of October 1, 2020. This Census Date is taken on the first Wednesday each October.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

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. Narineh Makijan, Coordinator III, Career Technical Education

SUBJECT: **Virtual College and Career Fair**

Each year, Glendale Unified School District (GUSD) hosts a College and Career Fair, which exhibits various colleges, universities, and careers. This year, due to the COVID-19 pandemic, the College and Career Fair will be virtual via the Premiere Virtual platform.

The Virtual College and Career Fair will be held on Wednesday, October 14, 2020 from 4:00-6:00 p.m. The event is organized by the Career and Technical Education department and supported by the counselors from each school. The virtual fair will offer seminars for parents/guardians and students on financial aid.

The Premier Virtual platform provides four main categories participants can select from: Four-Year Universities, Community Colleges and Trade Schools, Career/Industry Professionals, and Financial Aid (webinars).

Once a category is selected, all appropriate college/university representatives, industry/career representatives, or financial aid expert under the category will be listed. Participants can select the college, university, career or financial aid category of their choosing, and be provided with additional details posted by the college, university, career or financial aid representative, which will include representative contact information, social media accounts, and a link to communicate via live video interaction.

GUSD students and their families will need to create a Premier Virtual account in order to register for the event. By October 1, 2020, the event will be set up and a flyer with the registration link will be shared with all GUSD middle and high school students, families and community members. Participants will be prompted to create an account with their name, email address, phone number and username/password. Student participants will be required to use a non-GUSD email Address to create the account.

As of September 10, 2020 the following colleges, universities and industry representatives have registered to participate in the virtual college and career fair:

ABM Streams	Glendale Community College	Southern California Institute of Architecture (SCI-Arc)
Air Force Academy/ROTC Scholarships	Gnomon	Swiss Education Group
Bennington College	Hawaii Pacific University	Syracuse University
Binghamton University, State University of New York	Hussian College Los Angeles	UC Riverside
California Baptist University	Job Corps IUPAT	UC Santa Barbara
California College of the Arts	Johnson & Wales University	UCLA
California Lutheran University	Long Beach Job Corps	University of Alabama
California State University, Northridge	Los Angeles City College	University of Colorado Denver
Chapman University	Los Angeles College of Music (LACM)	University of East London
Charles R. Drew University	Loyola Marymount University	University of Hawaii at Mānoa
Cogswell University of Silicon Valley	Maryville University	University of Redlands
Columbia College Hollywood	Massachusetts College of Pharmacy and Health Sciences	Vatel Institute of Hospitality Management at Alliant International University
Concordia University Irvine	Mount Saint Mary's University	Violeta Gorgonio
CSU Bakersfield	New York Film Academy	West Point
Drexel University	College of Visual and Performing Arts	Woodbury University
Federal Bureau of Investigation- Los Angeles Field Office	Northern Arizona University	
FIDM/Fashion Institute of Design & Merchandising	Penn State	
	Rocky Mountain College	

Additional details regarding registering to attend the virtual fair will be shared on October 1, 2020.

TO SUPPORT 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 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 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

September 15, 2020

INFORMATION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Proposed New and Revised Course of Study Outlines for Use in Middle and High Schools in the Area of Career Technical Education**

The proposed course of study outlines (Computer Science Discoveries; Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing; and Honors Robotics 5-6: Engineering Graphics) are submitted for review and discussion by the Board of Education.

The course outlines have been reviewed for content and evaluated by the members of the Career Technical Education Curriculum Study Committee. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.

MIDDLE SCHOOLS

Department: Career Technical Education

Course Title: Computer Science Discoveries

Grade Level(s): 7-8

School(s)
Course Offered: Rosemont Middle School

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

Course Credits: 5

Recommended
Prerequisite: N/A

Recommended

Textbook: <https://curriculum.code.org/csd-20/>

Course Overview: Computer Science Discoveries (CS Discoveries) is an introductory computer science course that empowers students to create authentic artifacts and engage with computer science as a medium for creativity, communication, problem solving, and fun.

HIGH SCHOOLS

Department: Career Technical Education

Course Title: Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing (Revision)

Course Code: 5469V/5470V

Grade Level(s): 10-12

School(s)

Course Offered: Glendale High School

UC/CSU Approved

(Y/N, Subject): Yes, "g" General Elective credits, honors designation

Course Credits: 10

Recommended

Prerequisite: Robotics 1-2: Introduction to Engineering and Manufacturing

Recommended

Textbook(s): Additive Manufacturing Technologies, Rapid Prototyping to Direct Digital Mfg. Author: Gibson, I., Rosen, D., and Stucker, B.
Publisher: New York: Springer, 2010. Print. ISBN: 978-1441911193

Course Overview: Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing is the concentrator course (2nd year) in a three-course sequence for the Engineering Technology

Industry Sector. The course deepens the skills and knowledge of an engineering student within the context of efficiently creating the products all around us. Students use Computer Aided Design (CAD) experience through the use of Computer Aided Manufacturing (CAM) software. CAM transforms a digital design into a program that Computer Numerical Controlled (CNC) mills, 3D Printers, and laser cutting machines use to transform raw material into a product designed by a student.

Department:	Career Technical Education
Course Title:	Honors Robotics 5-6: Engineering Graphics
Course Code:	5469V/5470V
Grade Level(s):	10-12
School(s) Course Offered:	Glendale High School
UC/CSU Approved (Y/N, Subject):	Yes, "g" General Elective credits, honors designation
Course Credits:	10
Recommended Prerequisite:	Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing Honors
Recommended Textbook(s):	<u>Engineering Graphics Essentials: Text and Digital Learning 5th Edition</u> Kristie Plantenberg, SDC Publications, ISBN-13: 978-1-63057-052-1 <u>SOLIDWORKS 2019 and Engineering Graphics: An Integrated Approach</u> , Randy H. Shih, SDC Publications, ISBN: 978-1-63057-240-2

Course Overview: Honors Robotics 5-6: Engineering Graphics is the advanced course (3rd year) in a three-course sequence for the Engineering Technology and Product Development Industry Sector. The course deepens the skills and knowledge of an engineering student within the context of Computer Aided Drafting (CAD), modeling and design. Students use Computer Aided Design software to create engineering design packages consisting of detail, sub-assembly, assembly and installation models and drawings. These skills are applied in the context of understanding the essence of being an engineer: solving real world problems with creative and ethical solutions in teams.

TO SUPPORT BOARD PRIORITY No. 2: Create a Culture of Learning

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

Glendale Unified School District

Middle School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education

Course Title: Computer Science Discoveries

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

Grade Level(s): 7-8

School(s)

Course Offered: Rosemont Middle School

UC/CSU Approved

(Y/N, Subject): N/A

Course Credits: 5

Recommended

Prerequisite: N/A

Recommended

Textbook: <https://curriculum.code.org/csd-20/>

Course Overview: Computer Science Discoveries (CS Discoveries) is an introductory computer science course that empowers students to create authentic artifacts and engage with computer science as a medium for creativity, communication, problem solving, and fun.

Unit 1: Problem Solving and Computing

(4 weeks)

- A. 1B-AP-08 - Compare and refine multiple algorithms for the same task and determine which is the most appropriate.
1B-AP-11 - Decompose (break down) problems into smaller, manageable subproblems to facilitate the program development process.
1B-AP-16 - Take on varying roles, with teacher guidance, when collaborating with peers during the design, implementation and review stages of program development.
2-AP-10 - Use flowcharts and/or pseudocode to address complex problems as algorithms.
2-AP-15 - Seek and incorporate feedback from team members and users to refine a solution that meets user needs.
2-AP-17 - Systematically test and refine programs using a range of test cases.
2-AP-18 - Distribute tasks and maintain a project timeline when collaboratively developing computational artifacts.
1B-CS-01 - Describe how internal and external parts of computing devices function to form a system.
1B-CS-02 - Model how computer hardware and software work together as a system to accomplish tasks.
2-CS-02 - Design projects that combine hardware and software components to collect and exchange data.
- B. Unit 1 introduces core practices and frameworks that students will use throughout the course. By the end of the unit, students should be able to identify the defining characteristics of a computer and how it is used to solve information problems. They should be able to use a structured problem solving process to address problems and design solutions that use computing technology. Students learn how computers input, output, store, and process information to help humans solve problems within the context of apps.
- C. The Problem Solving and Computing unit is a highly interactive and collaborative introduction to the field of computer science, as framed within the broader pursuit of solving problems. Through a series of puzzles, challenges, and real world scenarios, students are introduced to a problem solving process that they will return to repeatedly throughout the course. The unit concludes with students designing an app that helps solve a problem of their choosing.

Unit 2: Web Development

(4 weeks)

- A.
- 1B-IC-20 - Seek diverse perspectives for the purpose of improving computational artifacts.
 - 1B-IC-21 - Use public domain or creative commons media and refrain from copying or using material created by others without permission.
 - 2-IC-20 - Compare tradeoffs associated with computing technologies that affect people's everyday activities and career options.
 - 2-IC-22 - Collaborate with many contributors through strategies such as crowdsourcing or surveys when creating a computational artifact.
 - 2-IC-23 - Describe tradeoffs between allowing information to be public and keeping information private and secure.
 - 1B-NI-05 - Discuss real-world cybersecurity problems and how personal information can be protected.
 - 1B-AP-11 - Decompose (break down) problems into smaller, manageable subproblems to facilitate the program development process.
 - 1B-AP-12 - Modify, remix or incorporate portions of an existing program into one's own work, to develop something new or add more advanced features.
 - 1B-AP-14 - Observe intellectual property rights and give appropriate attribution when creating or remixing programs.
 - 1B-AP-15 - Test and debug (identify and fix errors) a program or algorithm to ensure it runs as intended.
 - 1B-AP-16 - Take on varying roles, with teacher guidance, when collaborating with peers during the design, implementation and review stages of program development.
 - 2-AP-13 - Decompose problems and subproblems into parts to facilitate the design, implementation, and review of programs.
 - 2-AP-15 - Seek and incorporate feedback from team members and users to refine a solution that meets user needs.
 - 2-AP-16 - Incorporate existing code, media, and libraries into original programs, and give attribution.
 - 2-AP-17 - Systematically test and refine programs using a range of test cases.
 - 2-AP-18 - Distribute tasks and maintain a project timeline when collaboratively developing computational artifacts.
 - 2-AP-19 - Document programs in order to make them easier to follow, test, and debug.
 - 3A-AP-20 - Evaluate licenses that limit or restrict use of computational artifacts when using resources such as libraries.
- B.
- Unit 2 introduces computer languages and how students can use these languages to create digital artifacts. By the end of the unit, students should be able to create a digital artifact that uses multiple computer languages to control the structure

and style of their content. They should understand that different languages allow them to solve different problems, and that these solutions can be generalized across similar problems. They are also introduced to problem solving as it relates to programming, as they learn valuable skills such as debugging, using resources, and teamwork. Lastly, they should understand their responsibilities as both creators and consumers of digital media.

- C. In the Web Development unit, students are empowered to create and share the content on their own web pages. They begin by thinking about the role of the web, and how it can be used as a medium for creative expression before creating their own personal web pages. As students develop their pages and begin to see themselves as programmers, they are encouraged think critically about the impact of sharing information online and how to be more critical content consumers. At the conclusion of the unit, students work together to create a website to address a problem.

Unit 3: Interactive Animations and Games

(6 weeks)

- A. 2-IC-21 - Discuss issues of bias and accessibility in the design of existing technologies.
2-AP-10 - Use flowcharts and/or pseudocode to address complex problems as algorithms.
2-AP-11 - Create clearly named variables that represent different data types and perform operations on their values.
2-AP-12 - Design and iteratively develop programs that combine control structures, including nested loops and compound conditionals.
2-AP-13 - Decompose problems and subproblems into parts to facilitate the design, implementation, and review of programs.
2-AP-16 - Incorporate existing code, media, and libraries into original programs, and give attribution.
2-AP-17 - Systematically test and refine programs using a range of test cases.
2-AP-18 - Distribute tasks and maintain a project timeline when collaboratively developing computational artifacts.
2-AP-19 - Document programs in order to make them easier to follow, test, and debug.
- B. Unit 3 focuses on algorithms and programming. By the end of the unit, students should be able to create an interactive animation or game that includes basic programming concepts such as control structures, variables, user input, and randomness. They should manage this task by working with others to break it down using objects (sprites) and functions. Throughout the process, they should give and respond constructively to peer feedback and work with their teammates

to complete a project. Along the way, they practice design, testing, and iteration, as they come to see that failure and debugging are an expected and valuable part of the programming process.

- C. In the Animations and Games unit, students build on their coding experience as they create programmatic images, animations, interactive art, and games. Starting off with simple, primitive shapes and building up to more sophisticated sprite-based games, students become familiar with the programming concepts and the design process computer scientists use daily. They then learn how these simpler constructs can be combined to create more complex programs. In the final project, students develop a personalized, interactive program.

Unit 4: The Design Process

(6 weeks)

- A. 2-CS-01 - Recommend improvements to the design of computing devices, based on an analysis of how users interact with the devices.
2-CS-02 - Design projects that combine hardware and software components to collect and exchange data.
2-IC-20 - Compare tradeoffs associated with computing technologies that affect people's everyday activities and career options.
2-IC-21 - Discuss issues of bias and accessibility in the design of existing technologies.
2-IC-22 - Collaborate with many contributors through strategies such as crowdsourcing or surveys when creating a computational artifact.
2-AP-10 - Use flowcharts and/or pseudocode to address complex problems as algorithms.
2-AP-13 - Decompose problems and subproblems into parts to facilitate the design, implementation, and review of programs.
2-AP-14 - Create procedures with parameters to organize code and make it easier to reuse.
2-AP-15 - Seek and incorporate feedback from team members and users to refine a solution that meets user needs.
2-AP-16 - Incorporate existing code, media, and libraries into original programs, and give attribution.
2-AP-17 - Systematically test and refine programs using a range of test cases.
2-AP-18 - Distribute tasks and maintain a project timeline when collaboratively developing computational artifacts.
2-AP-19 - Document programs in order to make them easier to follow, test, and debug.
2-DA-08 - Collect data using computational tools and transform the data to make it more useful and reliable.

2-DA-09 - Refine computational models based on the data they have generated.

- B. Unit 4 extends the problem solving process to incorporate user centered design and software development. By the end of the unit, students should see the design process as a form of problem solving that prioritizes the needs of a user. They should be able to identify user needs and assess how well different designs address them. In particular they know how to develop a paper and digital prototypes, gather and respond to feedback about a prototype, and consider ways different user interfaces do or do not affect the usability of their apps. Students should leave the unit with a basic understand of other roles in software development, such as product management, marketing, design, and testing, and to use what they have learned as a tool for social impact.

- C. The Design Process unit transitions students from thinking about computer science as a tool to solve their own problems towards considering the broader social impacts of computing. Through a series of design challenges, students are asked to consider and understand the needs of others while developing a solution to a problem. The second half of the unit consists of an iterative team project, during which students have the opportunity to identify a need that they care about, prototype solutions both on paper and in App Lab, and test their solutions with real users to get feedback and drive further iteration.

Glendale Unified School District School

High School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education

Course Title: Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing (Revision)

Course Code: 5469V/5470V

Grade Level(s): 10-12

School(s)
Course Offered: Glendale High School

UC/CSU Approved
(Y/N, Subject): Yes, "g" General Elective credits, honors designation

Course Credits: 10

Recommended
Prerequisite: Robotics 1-2: Introduction to Engineering and Manufacturing

Recommended
Textbook(s): Additive Manufacturing Technologies, Rapid Prototyping to Direct Digital Mfg. Author: Gibson, I., Rosen, D., and Stucker, B. Publisher: New York: Springer, 2010. Print. ISBN: 978-1441911193

Course Overview: Honors Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing is the concentrator course (2nd year) in a three-course sequence for the Engineering Technology Industry Sector. The course deepens the skills and knowledge of an engineering student within the context of efficiently creating the products all around us. Students use Computer Aided Design (CAD) experience through the use of Computer Aided Manufacturing (CAM) software. CAM transforms a digital design into a program that Computer Numerical Controlled (CNC) mills, 3D Printers, and laser cutting machines use to transform raw material into a product designed by a student.

First Semester-Course Content

Unit 1: Introduction and Overview

(3 weeks)

STANDARDS

Anchor Standards: 6.2, 6.3, 6.4, 6.7

Pathway Standard: B7.1, B10.1

Common Core Standards: S-ID-1, S-IC-6

- A. In this unit, students are introduced to the definition of engineering design intent and prototyping in the context of product development, and further in the context of a product lifecycle from it's inception until it is ready to be mass manufactured. In previous course, students are introduced to the engineering design process as a whole; however, in this course they focus on the prototyping stage, namely creating the prototype, testing and improving it until it is ready for final manufacturing. Additive manufacturing is introduced as the technology used to prototype ideas, bringing them to life for the first time, allowing them to be tested and improved upon. This unit will also contain the details of processes and materials in additive manufacturing, such as using Polylactic Acid (PLA), which is the safest material to prototype with as it is plant based and produces the least by-products.
- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions, visual diagrams and interactive web-based activities.

Unit 2: Foundational Mathematics

(1 week)

STANDARDS

Anchor Standard: 5.1, 5.2,

Pathway Standard: B3.3, B7.4

Common Core Standards: 11-12.10, F-IF-4

- A. The foundational mathematics unit includes numerous lessons and exercises on mathematical concepts and techniques necessary for performing measurements and estimations and for performing calculations in a production environment in general. For that reason, the unit begins with instruction on the basic skills of rounding decimal numbers and arithmetic order of operations. Although students have already learned these low level skills in prior math classes, the review reinforces a strong understanding and builds student confidence to a point where these simple mathematical operations can be applied quickly and mentally in a manufacturing environment, without the need to refer to a textbook or notes.

- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions, visual diagrams and interactive web-based activities.

Unit 3: Applied Geometry and Trigonometry

(2 weeks)

STANDARDS

Anchor Standard: 5.1, 5.2,

Pathway Standard: B3.3, B7.4

Common Core Standards: C-14, RSTL-11-12.3

- A. The applied geometry and trigonometry unit provides students a solid foundation of mathematical knowledge necessary for understanding engineering drawings. The unit begins with instruction on geometric concepts of parallel, perpendicular, and bisecting lines, and then moves to defining polygons and calculating perimeter, and then defining circles and calculating circumference, diameter, and radius. Finally, students learn about the unit circle, and how to recognize standard position angles, and how to find the coordinates of points along the unit circle which occur at standard position angles. By building knowledge and skills in geometry and trigonometry, students are better prepared to interpret engineering drawings and perform calculations needed to find unknown dimensions, locations, or measurements.
- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions visual diagrams and interactive web-based activities.

Unit 4: Measuring Tools

(4 weeks)

STANDARDS

Anchor Standard: 8.1, 8.7, 10.1, 10.2, 11.1

Pathway Standard: B1.0, B1.2, B2.4, B3.3, B7.4, B11.0, B11.5

Common Core Standards: S-ID-1, WS-11.12.8

- A. In the Measuring Tools Unit students learn every workpiece must be designed and manufactured accurately to size within close limits. The student gains insight on how careful measuring of the workpiece is necessary to ensure proper fit and satisfactory operation of each part when it is assembled with other parts. Inaccurate and careless measurements are costly. A good design engineer and technologist must be responsible for accurate and precise work. Students must be able to use measuring tools with speed and accuracy as discussed in this unit.
- B. Students are each given 3d printed components and are asked to perform various measurements such as length, thickness, and diameter on different geometric features of the component. Students record their measurements to a page. Each student then exchanges their component with one given to a different student, and

performs the activity again, independently taking measurements of a different component. The students compare notes with each other and clear up any points of discrepancy or confusion by demonstrating the technique used to measure and to read the measurement, and validating their procedure with the instructor.

Unit 5: Engineering Drawing Interpretation

(2 weeks)

STANDARDS

Anchor Standard: 2.1, 2.2, 2.5, 3.6, 5.3,

Pathway Standard: B1.0, B1.1, B1.4

Common Core Standards: N-Q-2, N-Q-3

- A. In this unit, students learn how to interpret engineering drawings and the role they play in manufacturing both in conjunction with and aside from digital solid model data. The unit begins with an overview of ANSI and ISO as two different standards organizations, each with fundamentally different standards for presenting model data views in an engineering drawing. Students also learn how to read and interpret other drawing attributes such as the title block, notes, callouts, and line styles. The unit then teaches different methods of dimensioning including location and datum dimensioning and where each is applicable. Finally, tolerancing is discussed in concept, style, and interpretation. Students learn classical unilateral, bilateral, and block tolerancing styles and learn a basic introduction to geometric dimensioning and tolerancing as defined by the ASME Y14.5-2009 standard. Finally, students learn how tolerance can affect the fitment of mating pieces and why tolerance must be considered to prevent ambiguous fitment when either a clearance fit or interference fit is desired.
- B. Students are provided a tangible three-dimensional model of an object featuring multiple surfaces, edges, steps, and holes. The students then determine which orientation to classify as the front view, and proceed to sketch it by hand along with the other five orthographic projections. Students sketch the projected views following both ANSI third-angle and ISO first-angle standards. The drawings are checked for accuracy in relative scale and for proper representation of the part using geometry lines and hidden lines. The forward approach to drawing creation beginning with the 3D model assists students in developing the spatial skills needed to visualize a 3D component from its representation as 2D views when following the reverse approach of interpreting provided engineering drawings in later coursework.

Unit 6: Computer Aided Modeling and Design

(6 weeks)

STANDARDS

Anchor Standard: 3.1, 4.5, 7.4, 10.1

Pathway Standard: B2.5, B3.3, B7.4, B10.1

Common Core Standards: S-ID-1, RSL 11-12.4. RSIT 11-12.7.

- A. This unit begins with an overview of the modeling software to be used, such as SOLIDWORKS, Fusion360 or equivalent 3D modeling software. Students will learn all the tools in the modeling software to create parametrically designed and fully constrained sketches, extrusions, holes, construction features and many other part design features. This unit will also cover the differences between “blobs”, undefined solid models, compared to fully defined and constrained models that encompass the requirements of Model Based Design (MBD’s) according to current industry standards. Discussions will include introductory information about 3D laser scanning. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions as well as visual diagrams.
- B. Unit Assignment: Students will be assigned a few different industry parts to model and finally given a project to model an object such as a toy car of their own creation to practice 3D modeling skills and techniques. High marks will result from projects that show understanding of parametrically designed, fully defined and constrained sketches and models.

Unit 7: Additive Manufacturing Preparation; Model Slicing

(5 weeks)

STANDARDS

Anchor Standard: 1.0, 2.1, 2.3, 4.1, 4.4, 5.1, 5.2, 9.2, 9.7, 10.3

Pathway Standard: B2.0, B2.1, B2.2, B5.9, B6.1, B10.0, B10.1, B10.4

Common Core Standards: SEP-5, A-CED-2, G-CO-2

- A. In this unit, students will learn the essence of slicing software that is based on the 3D printers to be used. Students will learn the details of size parameters and limitations of the machines, techniques to work around the limitations, and skills to print with the best outcomes based on the customer/stakeholder needs for the prototype. This unit will cover how to export the 3D modeled part files into stereolithographu (STL) files, load the STL files to the slicing software, which will then prepare the g-code telling the 3D printer how to build the part.
- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions as well as visual diagrams. Students are presented with different prototype print request scenarios, including physical parts, sketches, models and drawings; students must choose the appropriate settings and orientation for the model to be printed in.

Unit 8: **Engineering Design Lab Safety**

(2 weeks)

STANDARDS

Anchor Standards: 6.2, 6.3, 6.4, 6.7

Pathway Standard: B7.1, B10.1

Common Core Standards: S-ID-1, S-IC-6

- A. In this unit, general lab safety is covered as well as personal protective equipment and safety precautions before, during, and after the machining process. General lab safety instruction includes lessons about evacuation routes and procedures, maintaining a clean and orderly workspace, use of compressed air, and locations of first-aid kits and fire extinguishers. The lesson on personal protective equipment discusses eye and ear protection, proper work attire, respiratory protection, and entanglement hazards. After the general safety and personal protective equipment lessons, students are taught safety practices used before machining. Students then learn about safety precautions during machining such as avoiding distractions, maintaining one operator in control, and keeping hands away from machines that are powered on. All students must pass a safety test before being allowed to work in the lab.
- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions, visual diagrams and interactive web-based activities.

Unit 9: **FDM System; 3D Printing**

(3 weeks)

STANDARDS

Anchor Standard: 1.0, 2.1, 2.3, 4.1, 4.4, 5.1, 5.2, 9.2, 9.7, 10.3

Pathway Standard: B5.9, B6.1, B10.0, B10.1, B10.4

Common Core Standards: SEP-6, A-CED-2, G-CO-2

- A. In this unit, students review the safety and operating procedures of the FDM System, the 3D printers. This unit covers maintenance of the 3D printers, including routine checks prior to and immediately following 3D printing, including the necessity to keep constant monitoring of print progress each 15 minutes according to printer manufacturer requirements. Students will learn how to calibrate build plates, load and unload filament, and troubleshoot frequently encountered issues such as jammed extruder heads while maintaining safety and awareness of extremely hot temperatures nozzle and build plates are at during operational times. Students will learn proper techniques of removing and waste management of support material and build plate debris.
- B. Students will watch demonstrations of techniques and be presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions, visual diagrams and interactive web-based activities. The students will then take turns performing

procedures discussed above while monitored by instructor until they are ready as demonstrated to operate 3D printers without guidance. Instructor will always monitor prints while printers are running.

Unit 10: Product Development Cycling

(4 weeks)

STANDARDS

Anchor Standard: 1.0, 2.1, 2.3, 4.1, 4.4, 5.1, 5.2, 9.2, 9.7, 10.3

Pathway Standard: B5.9, B6.1, B10.0, B10.1, B10.4

Common Core Standards: ETS1.A, ETS1.B, ETS1.C

- A. Students will review the overall context of skills they've learned in units above and now perform product development cycling, going through the procedure of creating 3D models, converting their files to STL and gcode, and finally printing out the models then improving them. They will also now learn how to test the parts and the skills for finding how and what is needed to improve the part, including involving other students to test their products and conduct surveys for how they can improve their products. Students will learn how to assess a customer's request for prototype model and to the price point of the product.
- B. In this assignment, students are given customer product development scenarios from vague concepts to exact models, and they practice by writing and presenting about how they would assess the customer's product development needs such as how they would proceed with modeling, 3D printing, testing, and improving the product.

Unit 11: CNC Machine Overview

(3 weeks)

STANDARDS

Anchor Standard: 1.0, 2.1, 2.3, 4.1, 4.4, 5.1, 5.2, 9.2, 9.7, 10.3

Pathway Standard: B5.9, B6.1, B10.0, B10.1, B10.3, B10.4

Common Core Standards: ETS1.A, ETS1.B, ETS1.C

- A. This unit expands the scope of engineering and engineering technology by enriching students with Machine shop skills that their machining counterparts will be working with. Engineers and Engineering Technologists with enriched manufacturing knowledge have the downstream perspective of what machinists need in their line of work from the engineers to properly create mass manufacturing parts such as molds or unique parts that are created with subtractive manufacturing with CNC Machines. This unit will also introduce how to safely and effectively setup and operate a Haas CNC mill. This unit begins with an overview of the various types of commonly-used tools found in CNC machining such as end mills, drills, taps, and corner rounding tools. Types of tool materials such as carbide and high speed steel are discussed as well as tool geometry including the number of cutting flutes. The theory of chip formation in the cutting process is briefly discussed, to the extent necessary to understand how chip load is affected by other cutting parameters such as feed and

speed. Common cutting speeds measured in units of surface feet per minute for various materials are presented, and students build an understanding of how and why cutting speeds are driven by material properties. Students learn and practice using the mathematical equations for calculating speed and feed rate in both milling and turning operations. Finally, students learn how to calculate tapping operation feed rates based upon spindle speed and thread pitch. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions as well as visual diagrams.

- B. Students are frequently presented with quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions visual diagrams and interactive web-based activities.

Unit 12: Engineering Technology as a Career

(4 weeks)

STANDARDS

Anchor Standard: 11.1, 11.2, 11.4

Pathway Standard: B1.4, B3.3, D1.0, D1.1, D10.0, D10.2

Common Core Standards: ETS2, ETS2.A, ETS2.B

- A. In this unit, students come to learn the various industries and sectors that offer a career in Engineering or Engineering Technology. Students learn that this trade involves highly skilled occupations that take place in very clean, high-tech environments and require a great variety of knowledge and skills to perform successfully. Students conduct research on various types of Engineering and Engineering technology employers and occupations and report back with their findings. Additionally, students develop a personal resume indicating their skills and certifications gained through the class. Students gain valuable insight into Engineering and Engineering Technology as a career either through a field trip to an Engineering field facility such as Boeing or JPL or by a professional in the industry visiting the class as a guest speaker.
- B. Professional Resume and Career Goals Presentation: In this assignment, students use word processing software to write and format a professional resume that can later be used to assist in gaining entry level employment in the manufacturing industry sector. The resume lists the student's occupational objective, educational experience, software skills, hands-on skills, and certifications. The resumes are checked for proper spelling, grammar, diction, and formatting. In the Career Goals Poster, students create slides that outline the outcomes of their research of Engineering or Engineering Technology fields and functions they are interested in and have found. Students will present slides, reaffirming what they've learned and enriching the research of other students.

Final Project/Exam:

1. Students will each create a report and presentation for a unique Product Development Scenario that they are presented with, including a series of 3D printed prototypes. Report will explain in detail the context of product development within the engineering design process, specifically explaining prototyping, testing and improving the product within the different stages of the prototype evolution. Presentation will outline key points of report and include data-driven diagrams explaining reasons for product issues from testing and improvement strategies. Students exhibit their work and reflect on their learning before a panel of industry partners.
2. Assignments: Update Professional Resume and Cover Letter- Each student updates their professional resume and cover letter for inclusion in their Product Development portfolios.
3. Professional Interview- At the conclusion of the course, students engage in a formal interview with an Engineering partner and receive feedback on their skills and abilities.
4. Exhibition of Learning -Each student prepares and delivers an exhibit of their learning and accomplishments to a panel of industry partners. The exhibition of learning features evidence of growth in college and career readiness, student reflections on learning, as well as the final project and samples of work featured in the student's course notebook and portfolio.

Additional Course Materials:

Title: Haas VF / HS Series CNC Machine Programming Workbook,

Author: Haas Automation

Publisher: Haas Automation, Edition: 2006

Title: Machining Fundamentals

Author: John R. Walker and Bob Dixon

Publisher: The Goodheart Willcox Company, Inc., Edition: 10th Edition, 2019

Title: Immerse2Learn

Author/Editor/Compiler: i2L

Affiliated Institution or Organization: US Dept of Labor

URL: <http://web.immerse2learn.com/web/my-login/>

Title: OSHA

Author/Editor/Compiler: Various Contributors - US Department of Labor

Affiliated Institution or Organization: US Dept of Labor

URL: <https://www.osha.gov/>

Glendale Unified School District School

High School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education

Course Title: Honors Robotics 5-6: Engineering Graphics

Course Code: 5469V/5470V

Grade Level(s): 10-12

School(s)
Course Offered: Glendale High School

UC/CSU Approved
(Y/N, Subject): Yes, "g" General Elective credits, honors designation

Course Credits: 10

Recommended
Prerequisite: Robotics 3-4: Engineering Technology, Computer Aided Design & Additive Manufacturing Honors

Recommended
Textbook(s): Engineering Graphics Essentials: Text and Digital Learning 5th Edition
Kristie Plantenberg, SDC Publications, ISBN-13: 978-1-63057-052-1

SOLIDWORKS 2019 and Engineering Graphics: An Integrated Approach,
Randy H. Shih, SDC Publications, ISBN: 978-1-63057-240-2

Course Overview: Honors Robotics 5-6: Engineering Graphics is the advanced course (3rd year) in a three-course sequence for the Engineering Technology and Product Development Industry Sector. The course deepens the skills and knowledge of an engineering student within the context of Computer Aided Drafting (CAD), modeling and design. Students use Computer Aided Design software to create engineering design packages consisting of detail, sub-assembly, assembly and installation models and drawings. These skills are applied in the context of understanding the essence of being an engineer: solving real world problems with creative and ethical solutions in teams.

First Semester-Course Content

Unit 1: Introduction and Overview

(5 weeks)

STANDARDS

Anchor Standards: 1.0 , 2.1, 2.3, 2.3, 8.0, 8.1, 9.0, 9.1

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A1.0, A1.2, A2.0, B.6.0 , B6.1, C1.0, C1.1, C1.2

- A. In this unit, students are introduced to elements of engineering that all engineering professions have in common: working in a team to problem solve with creative and ethical solutions. Students will learn background information about engineering professions and the critical importance of engineering ethics by studying examples of engineering design disasters that could have been avoided if engineering decisions had been made ethically rather than based on cost savings (e.g. the Challenger O-ring catastrophe). Students will practice scenarios in which they are given challenges that they can solve by working through the steps of the Engineering Design Process with their teammates.
- B. Students are frequently presented with assignments, quizzes and test questions. The questions are typically true/false, multiple choice, or multiple selection in nature and often include written questions, visual diagrams and interactive web-based activities.

Unit 2: Spatial Visualizations

(3 weeks)

STANDARDS

Anchor Standards: 2.6, 3.0, 4.0, 4.1, 4.4, 5.1

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A2.2, A2.3, A2.4, A4.0, C2.0, C3.2, C.5.0 , C5.1

- A. Students study and practice spatial visualization skills to understand views in 2D and 3D definitions of parts in the real world. They practice by looking at real objects such as a picture frame or remote control and sketch different views of the objects to learn about the essence of orthographic projections.
- B. Students are presented with practice assignments and interactive web-based activities.

Unit 3: Engineering Graphics Fundamentals

(11 weeks)

STANDARDS

Anchor Standards: 2.1, 4.0, 4.1, 4.2

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A3.3, A4.1, A5.0, A6.0, C1.0, C1.1, C1.2, C6.0, C7.1

- A. The basics of engineering graphics are studied and developed including understanding line types, auxiliary and section views, dimensioning and annotations and basic tolerancing. The ideas of assemblies and installation models is broadly discussed. Students learn about fasteners, standard parts, screw threads and the basics through complexities of holes (definition, placement, tolerance, and fit).
- B. Students are presented with practice assignments and interactive web-based activities.

Second Semester-Course Content

Unit 4: Computer Aided Design: Sketches, Extrusions, Part Features and Advanced Modeling Features *(14 weeks)*

STANDARDS

Anchor Standards: 4.0, 4.3, 4.4, 4.6, 5.2, 5.3

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A3.3, A4.0, A4.1, A4.2, C3.0, C3.1, C3.2, C3.3

- A. In this unit students learn the foundational skills of modeling in Computer Aided Drafting (CAD) software starting from creating sketches, which includes dimensioning and fully constraining the sketches. The students will then learn to extrude sketches into solid models and edit the models with cutting features such as holes and other extruded sketch cuts. This unit will explain the several options of holes including tapping, counterbore, countersink, hole depth etc. Students will also learn other basic features such as filleting, chamfering, patterning, mirroring, etc. For advanced features, students learn how to assemble parts together with mating to save assembly files, perform more advanced features such as creating Model Based Definition models (MBD's), setting material properties, measuring volume/mass, animations, etc.
- B. Students will be presented with a series of practice exercises for each of the functions listed above. As a completion of the unit, students will be given simple parts with measurements that they will model according to the skills and tools learned above.

Unit 5: Computer Aided Drafting: Detail, Assemblies, and Installations

(7 weeks)

STANDARDS

Anchor Standards: 4.0, 4.3, 4.4, 4.5, 4.6, 5.2, 5.3, 5.4,

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A3.3, A4.0, 4.1, 4.2, A5.0, A6.0, A6.1 A8.0, C2.0, C2.1, C2.2, C2.3, C5.0

- A. This unit will cover all the details of Drawing Packages, which consist of Detail Part Drawings, and Assembly Drawings. Students will learn the requirements, details, and tools for creating drawings with projected views based on fully constrained models. Drawing details include industry standards for title blocks, revision blocks, parts lists, bill of materials, notes lists, etc.
- B. Students will be given an assembly that they will need to disassemble and measure in order to create 3D models of each piece part, assemble the 3D models, then create detail and assembly drawings of the piece parts and assembly respectively. They will then create an installation drawing explaining the steps of installation for the assembly into its location (for example modeling an engine assembly and installing into a car).

Unit 6: Design Engineering as a Career

(3 weeks)

STANDARDS

Anchor Standards: 4.0, 4.3, 4.4, 4.5, 4.6, 5.2, 5.3, 5.4, 6.0, 7.0, 8.0, 8.1, 9.7, 10.0

CTE Engineering and Architecture - Engineering Design & Technology

Pathway Standards: A3.3, A4.0, 4.1, 4.2, A5.0, A6.0, A6.1 A8.0, C2.0, C2.1, C2.2, C2.3, C5.0

- A. In this unit, students come to learn the various industries and sectors that offer a career in Design Engineering. Students conduct research on various types of Design Engineering employers and occupations. They document their findings in a report. Additionally, students develop a personal resume indicating their skills and qualifications gained through the class. Students gain valuable insight into Design Engineering as a career either through a field trip to an Engineering field facility such as Boeing or JPL or by a professional in the industry visiting the class as a guest speaker.
- B. Professional Resume and Career Goals Presentation: In this assignment, students use word processing software to write and format a professional resume that can later be used to assist in gaining entry level employment in the design engineering industry sector. The resume lists the student's occupational objective, educational experience, software skills, hands-on skills, and certifications. The resumes are checked for proper spelling, grammar, diction, and formatting. In the Career Goals Presentation, students create slides that outline the outcomes of their research of Design Engineering fields and functions they are interested in and have found. Students will present slides, reaffirming what they have learned and enriching the research of other students.

Final Project/Exam:

1. Students will each create a Model and Drawing package for a unique Assembly Design that they will create. Design Package will include detail drawings of each detail part, assembly drawings of all assembly and sub-assemblies, and installation MBD's for

assembly installations. All drawings will be created using projected views from fully defined and constrained models. Package will contain two example parts using Model Based Definition. Students exhibit their work and reflect on their learning before a panel of industry partners.

2. Exhibition of Learning -Each student prepares and delivers an exhibit of their learning and accomplishments to a panel of industry partners. The exhibition of learning features evidence of growth in college and career readiness, student reflections on learning, as well as the final project and samples of work featured in the student's course notebook and portfolio.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 5

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
Craig Larimer, Financial Analyst

SUBJECT: **Summary of Revenue and Expenditures for 2019-20 and 2020-21 Budget to Reflect the Related Technical Corrections (Refer to Action Report No. 3)**

Education Code 42100 requires the governing board of each school district to provide the county office of education a report of all revenues and expenditures for the preceding fiscal year. This report must also include any resulting corrections to the 2020-21 adopted budget. Although the prior fiscal year formally ended on June 30, final accounting tabulations are not generally completed by the District and the Los Angeles County Office of Education (LACOE) until the end of August.

Unrestricted General Fund

In the 2020-21 June Budget Adoption, the projected Ending Fund Balance for 2019-20 was \$37.9 million, of which \$17.8 million was unassigned. The projected Ending Fund Balance did not include a projection for all carryovers or reserves. The 2019-20 Ending Fund Balance, when we closed the books, was \$45.7 million, of which \$19.7 million is unassigned.

There are two separate, but related budget stories evolving: 1) specific revenues and expenses related to COVID-19, and 2) ongoing budget challenges created by the economic crisis:

1. COVID-19 Related Expenditures & Revenues

Due to COVID-19, the District has encountered additional costs that had not been included in the 2020-21 Adopted Budget. There are also one-time Federal and State CARES Act funding totaling to approximately \$21.5 million that have not been included in the 2020-21 Adopted Budget. As of this date, the total estimated expenditures related to COVID-19 is \$17 million.

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.

2. Ongoing Budget Challenges

Due to ongoing budget challenges and 0% COLA for 2020-21 and the foreseeable future, the District's multi-year deficit is estimated for at least \$25 million. Even with substantial reserves, the 2021-22 Fiscal Stabilization Plan will likely include the need for ongoing budget reductions of at least \$12-15 million.

The Information Report will include a brief presentation to review the following:

- 2019-20 Unaudited Actuals Report
- Short and long-term financial impacts of COVID-19
- Draft fiscal stabilization plan for 2021-22
- Cashflow
- Retirement incentive
- Next Steps

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Proposed Revision to BP 3555 – Business and Noninstructional Operations – Nutrition Program Compliance**

BP 3555 – Business and Noninstructional Operations – Nutrition Program Compliance

CSBA Update: July 2020

Last GUSD Update: April 2017

BP 3555 is updated to reflect the revised Non-Discrimination Statement and revised complaint submission locations: complaints regarding meal counting, claiming, reimbursable meals, and eligibility to be submitted to the CDE and complaints regarding discrimination to be submitted to USDA.

The proposed revised policy is presented for a first reading. Should the consensus of the Board be to move forward, BP 3555 will be placed on the agenda for approval at the October 6, 2020 Board meeting.

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

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.

Business and Noninstructional Operations

Nutrition Program Compliance

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

Coordinator

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

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

1. Providing the name of the civil rights coordinator, Section 504 coordinator, and Title IX coordinator, if different from the civil rights coordinator, to the California Department of Education and other interested parties.
2. Annually providing mandatory civil rights training to all frontline staff who interact with program applicants or participants and to those who supervise frontline staff.

The subject matter of such training shall include, but not be limited to, collection and use of data, effective public notification systems, complaint procedures, compliance review techniques, resolution of noncompliance, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service.

3. Establishing admission and enrollment procedures that do not restrict enrollment of students on the basis of race, ethnicity, national origin, or disability, including preventing staff from incorrectly denying applications and ensuring that such persons have equal access to all programs.
4. Sending a public release announcing the availability of the child nutrition programs and/or changes in the programs to public media and to community and grassroots organizations that interact directly with eligible or potentially eligible participants.
5. Communicating the program's nondiscrimination policy and applicable complaint procedures, as provided in the section "Notifications" below.

Business and Noninstructional Operations

Nutrition Program Compliance

Coordinator (continued)

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

Notifications

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

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

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

~~"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on~~

Business and Noninstructional Operations

Nutrition Program Compliance

~~race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.~~

~~Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.~~

~~To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) online at http://www.asec.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:~~

- ~~1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;~~
- ~~2. Fax: (202) 690-7442; or~~
- ~~3. Email: program.intake@usda.gov.~~

~~This institution is an equal opportunity provider.”~~

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

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

Business and Noninstructional Operations

Nutrition Program Compliance

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

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

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

Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

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

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

Business and Noninstructional Operations

Nutrition Program Compliance

Complaints

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

When a complaint alleging discrimination of the basis of race, color, national origin, sex, age, or disability is unresolved at the district level, the coordinator shall ~~notify the complainant of the option to contract and/or forward his/her complaint to one of the following agencies:~~ submit the complaint to the U.S. Department of Agriculture (USDA).

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

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

Legal Reference: Education Code 200-262.4; 48985; 49060-49079; 49490-49590
Penal Code 422.6
Code of Regulations, Title 5, 3080; 4600-4687; 4900-4965
United States Code, Title 20, 1400-1482; 1681-1688, Title IX
United States Code, Title 29, 794, Section 504
United States Code, Title 42, 2000d-2000d-7 Title VI; 2000e-2000e-17
Title VII; 2000h-2000h-6 Title IX; 12101-12213
Code of Federal Regulations, Title 7, 210.23; 215.7; 215.14; 220.7; 225.3;
225.7
Code of Federal Regulations, Title 28, 35.101-35.190; 36.303
Code of Federal Regulations, Title 34, 100.1-100.13; 104.1-104.39
Section 504; 106.1-106.61 (especially 106.9)

Policy Adopted: 04/11/2017, -/-/2020

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations
Officer/Director of Classified Personnel

SUBJECT: ACKNOWLEDGEMENTS OF SERVICE

The resignations and retirements of the following employees have been accepted by the Chief Human Resources and Operations Officer/Director of Classified Personnel, as effective and final per Board Policies 4117.1/4217.1/4317.1 and 4117.2/4217.2/4317.2, and are being reported to the Board of Education as information only - no action required:

Resignations:

1. Barcena, Alissa Effective 9/04/20
Education Assistant I
Cerritos Elementary School
2. Benavides, Anna Effective 8/24/20
Behavior Intervention Assistant
Special Education Department
3. Delgado, Ana Effective 8/21/20
Cafeteria Worker I
Edison Elementary School
4. Frankel, Kenneth Effective 8/28/20
Education Assistant I
Verdugo Woodlands Elementary School

Retirements:

1. Baghoomian, Margret Effective 8/17/20
Cafeteria Worker I
Toll Middle School
16 years, 8 months of service

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

INFORMATION REPORT NO. 8

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

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

1. Superintendent's Facility Advisory Committee (SFAC)
 - Review of Measure S Agenda Items via video conference.
2. Items on this Agenda
 - **Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Jefferson Elementary School and Notice of Completion**

On April 7, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Jefferson Elementary School in the amount of \$395,630.50, pursuant to California Public Contract Code 10298.

During construction, the project required the removal and replacement of concrete in order to eliminate trip hazards in the kindergarten play area, as well as the addition of asphalt at all play areas. This resulted in an increase to the original scope of work.

Change Order No. 1 in the amount of \$19,703 accounts for these changes to the contract. This Change Order represents a 4.98% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$415,333.50.

This project was completed in a satisfactory manner as of August 12, 2020 and was funded by Measure S – Summer Projects and Deferred Maintenance Project funds. The Superintendent's Facility Advisory Committee voted to support this recommendation.

- **Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at College View School and Notice of Completion**

On May 5, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at College View School in the amount of \$196,751.98, pursuant to California Public Contract Code 10298.

During construction, the contractor encountered an existing storm drain that was damaged during excavation that required repairs. In addition, the project required the removal and installation of a new curb that was damaged prior to the start of construction.

Change Order No. 1 in the amount of \$9,682 accounts for changes to the contract. This Change Order represents a 4.92% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$206,433.98.

This project was completed in a satisfactory manner as of August 27, 2020 and was funded by Measure S – Shade and Play Structure Installation funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

- **Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Columbus Elementary School**

On May 5, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Columbus Elementary School in the amount of \$449,267.90, pursuant to California Public Contract Code 10298.

Prior to the start of construction, Planning and Development staff determined that the installation of a new deck would be required at the site due to an existing tree located in the play structure area. This would ensure the safety of students and prevent trip hazards due to overgrown roots.

Change Order No. 1 in the amount of \$44,070 accounts for these changes to the contract. This Change Order represents a 9.81% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$493,337.90.

This project was funded by Measure S – Small Non-Tech and Summer Projects funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

- **Approval of Change Order No. 2 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center Project**

On July 16, 2019, the Board approved the award of Lease-Leaseback contract to Balfour Beatty Construction for the Glendale High School Aquatic Center in the amount of \$13,348,345. This project budget allocation included the approval of a \$400,000 owner contingency for unforeseen conditions, and was not a part of the Contractor Guaranteed Maximum Price (GMP).

On August 11, 2020, the Board approved Change Order No. 1 in the amount of \$207,883.00, which accounted for unforeseen conditions, modifications, and regulatory requirements that resulted in additional costs on the project. On September 1, 2020, the Board approved an additional budget allocation of \$1,014,649 for the project to cover additional costs on the project.

Following this budget allocation, Planning and Development staff negotiated final costs of a portion of the additional items on the project, including the relocation of unforeseen underground water lines, the installation of a shade structure with downspouts, a chiller sump pump and drywell, and additional site fencing. Change Order No. 2 in the amount of \$179,102 accounts for these changes on the project. This Change Order represents a 2.89% increase to the original contract and is within approved project budget, as well as the 10% project Change Order limit. This increases the total construction cost to \$13,735,330.

This project is funded by Measure S (GHS Aquatic Center and Safety & Security), Capital Outlay, and Previous State funds.

- **Award of Bid No. 203-20/21 for the Tennis Court Fencing and Rails Project at Glendale High School**

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the tennis court fencing and rails project at Glendale High School. A bid conference and a job walk were conducted on June 24, 2020 and 11 contractors participated. The District received and opened two (2) bids on July 15, 2020, as outlined below:

Contractor	Base Bid – Proj. 1	Base Bid – Proj. 2	Base Bid – Proj. 3	Total Bid
Red Hawk Services, Inc.	\$90,479	\$10,467	\$18,585	\$119,531
G2K Construction, Inc.	\$935,000	\$248,000	\$124,000	\$1,307,000

After conducting a post-bid conference and reviewing the bid documents, staff is recommending the award of contract to Red Hawk Services, Inc. as the lowest responsive and responsible bidder in the amount of \$119,531.00. This includes all three portions of the project, which consist of tennis court fence refurbishment, fence and gate installation, railing installation, and light pole refinishing. Bid details are available for review in the Procurement & Contract Services Department. This project will be funded by Capital Outlay and RRMA – Tennis Court Renovation Project funds.

- **Rejection of Bids for Bid No. 204-20/21 for Tennis Court Refurbishment at Glendale High School**

On August 24, 2020, the District opened bids in response to Bid No. 204-20/21 for refurbishment of the tennis courts at Glendale High School. Eight (8) contractors attended the job walk on August 13, 2020; however, only two (2) bids were received and opened on August 24, 2020.

Staff recommendation is to reject all bids received for the project and re-bid project at later date pursuant to policies and regulations. Upon review of the project details, staff believes that the costs for the bids do not accurately reflect the work that needs to be performed. Staff will review the scope of work and re-bid the project as needed.

Bid details are available for review in the Procurement & Contract Services Department. The Superintendent's Facility Advisory Committee voted to support this recommendation.

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

September 15, 2020

ACTION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Mary Mason, Executive Director, Educational Services
Dr. Lena Richter, Director, Categorical Programs

SUBJECT: Approval of Learning Continuity and Attendance Plan

The Superintendent recommends that the Board of Education approve the Learning Continuity and Attendance Plan, which replaced the LCAP for the 2020-2021 school year. The plan is intended to memorialize the planning process that is already underway and is intended to balance the needs of all stakeholders, including educators, parents, students and community members.

Senate Bill (SB) 98 established that the Local Control and Accountability Plan (LCAP), and an annual update to the LCAP, are not required for the 2020–21 school year. SB 98 supersedes the requirement to develop and adopt an LCAP by December 15, 2020, which was established by Executive Order N-56-20 (*State of Emergency Order in California Resulting from COVID-19*), published in April 2020.

SB 98 establishes California Education Code (EC) Section 43509 and the Learning Continuity and Attendance Plan (Learning Continuity Plan) requirements for the 2020–21 school year. SB 98 also separates the development and adoption of the Budget Overview for Parents from the development and adoption of the LCAP for the 2020–21 school year. The legislation also requires that the Budget Overview for Parents be developed and adopted by December 15, 2020. The requirements of holding a separate public hearing and adoption at a public local governing board meeting consistent with California EC Section 52064.1 of the Budget Overview for Parents remains.

The Learning Continuity Plan is a key part of the overall budget package for K-12 that seeks to address funding stability for schools while providing information at the local educational agency (LEA) level for how student learning continuity will be addressed during the COVID-19 crisis in the 2020–21 school year. The provisions for the plan

were approved by the Governor and Legislature in June 2020, in SB 98 and can be found in *EC* Section 43509.

The Learning Continuity Plan is intended to balance the needs of all stakeholders, including educators, parents, students and community members, while both streamlining engagement and condensing several preexisting plans. In particular, it was important to combine: (1) the intent behind Executive Order N-56-20, which envisioned an off cycle Local Control and Accountability Plan (LCAP), due December 15; and (2) the ongoing need for LEAs to formally plan to return to school in the midst of the uncertainty of COVID-19, without requiring two plans. The Learning Continuity Plan replaces the LCAP for the 2020–21 school year.

The Learning Continuity Plan adoption timeline of September 30, 2020, is intended to ensure the plan is completed in the beginning of the 2020–21 school year. Additionally, the timeline is intended to allow for communication of decisions that will guide how instruction will occur during the 2020–21 school year. This includes in-person instruction, according to health guidance, and distance learning, while providing critical opportunities for stakeholder engagement.

The Learning Continuity Plan template memorializes the planning process already underway for the 2020–21 school year and includes descriptions of the following:

- addressing gaps in learning;
- conducting meaningful stakeholder engagement;
- maintaining transparency;
- addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness;
- providing access to necessary devices and connectivity for distance learning;
- providing resources and supports to address student and staff mental health and social emotional well-being; and
- continuing to provide school meals for students.

Stakeholder feedback was received prior to the Public Hearing on September 1, 2020, with these key stakeholder groups: Superintendent's Parents Advisory Council (SPAC), District Parent Teacher Association (PTA) Board, including all site PTA Presidents, and District English Learner Advisory Committee (DELAC). Feedback and questions were responded by the Superintendent in written form and distributed the following week.

Timeline of Events

August 1: Release of required 2020-21 LCAP Template

- August 28: Gathered Stakeholder feedback from: Superintendent's Parent Advisory, District English Learner Advisory Committee, and District/Site Parent Teacher Association
- September 1: LCAP presented at Public Hearing at regularly scheduled Board Meeting
- September 15: Board Meeting: 2020-21 LCAP presented for Action

Attached to this report is the final 2020-21 LCAP for GUSD. After adoption of the plan, GUSD will prominently post the LCAP on the District website home page, no later than five days after adoption, file the plan with the County Office of Education. By October 30, 2020, the Los Angeles County Office of Education will submit recommendations in writing for amendments. Within 15 days of receiving recommendations for amendments, the governing board shall consider the recommendations in a public hearing.

TO SUPPORT 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 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 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.”

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.”

Learning Continuity and Attendance Plan Template (2020–21)

The instructions for completing the Learning Continuity and Attendance Plan is available at <https://www.cde.ca.gov/re/lc/documents/lrngcntntvatndncpln-instructions.docx>.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Glendale Unified School District	Dr. Vivian Ekchian, Superintendent	vekchian@gusd.net (818) 241-3111

General Information

[A description of the impact the COVID-19 pandemic has had on the LEA and its community.]

Glendale Unified School District (GUSD) serves nearly 26,000 students in preschool through 12th grade and beyond. Located in the City of Glendale, the GUSD serves Glendale, a small portion of the City of La Cañada-Flintridge, and unincorporated Los Angeles County communities of La Crescenta and Montrose. Glendale Unified is made up of 20 elementary schools, four middle schools, three comprehensive high schools, one magnet high school, one continuation high school, a developmental center for students with more significant needs, and numerous childcare and educational centers serving preschool or school-age children. With more than 3,000 teachers, administrators, and support staff, Glendale Unified is one of the area’s largest employers. Glendale Unified is a diverse school district that welcomes students and families from all over the world. Our students come from a wide range of ethnic, cultural, and socio-economic backgrounds and speak more than 50 languages.

With the advent of COVID-19 this spring, in the GUSD, the last day with students was Friday, March 13, 2020, which was the Friday before spring recess. During the week of March 23 - over 2,300 administrator, teacher and staff participants engaged in professional development opportunities on remote learning (many attending multiple sessions), 8,222 Chromebooks/225 hotspots were distributed to students and families to close digital gaps, and over 5,500 meals a day were distributed to families. School closures and remote learning remained in effect until the end of the 2019–2020 school year, June 10, 2020. End-of-the year activities such as graduations and promotions were done virtually or through drive-by parades following all guidelines from the Los Angeles County Public Health Department and the CDC. Childcare services opened with 5 classrooms on two elementary school campuses on July 1, 2020 and could support a maximum of 60 students. A virtual summer school for secondary students and students with special needs was in session from June 15-July 17, 2020. Professional Development for summer school teachers reviewed logistics and expectations and were conducted on June 11-12, 2020. Professional development included training in these specific areas: 1) Direct, synchronous instruction, 2) Learning through content-specific and differentiated small group instruction, 3) Collaborative learning with teacher supports, 4) Formative assessments and closure, 5) Supporting English learners in a remote setting, and 6) Specialized Academic Instruction (SAI). SAI and related services were provided to support approximately 350 eligible Special Education students during this summer school/Extended Year Program (ESY). On July 14, 2020, the GUSD Board of Education made a decision to start the 2020-21 school year with all students participating in an online distance learning model beginning on the first day of school Wednesday, August 19, 2020. The district made the decision to provide on-campus childcare during the regular school day for elementary-age students, prioritizing students currently enrolled in state-subsidized child care programs, foster/homeless youth, and children of employees and other essential workers. Students reporting to campus for childcare are grouped into small, supervised “Technology Learning Pods” to ensure proper physical distancing. Whether students report to campus or stay at home, they will all participate in the same online curriculum. The district will distribute Chromebooks and internet hotspots to all students who need them and will continue to provide free meals for all families. The first day of school for the 2020-21 school year is August 19, 2020. “The health and safety of our students, employees, families, and our broader community is and always will be the utmost important factor in all of our decisions,” said Glendale Unified Board President Dr. Armina Gharpetian. “We are committed to offering a robust online curriculum for our students this fall and we look forward to returning to on campus classes as soon as it is safe to do so.”

Stakeholder Engagement

[A description of the efforts made to solicit stakeholder feedback.]

At the end of the 2019-2020 school year, an extensive effort to seek stakeholder feedback on the remote learning experience was embarked upon. Multiple surveys were developed specifically for parents/guardians, teachers/staff, and students. Additionally, during the months of May and June 2020, the Superintendent held regular meetings with parents and sought feedback from the Superintendent's Parent Advisory Council (SPAC), District PTA leadership and site PTA Presidents, and the District English Learners Advisory Committee (DELAC). In addition, two *TOWN HALL* Meetings were held on July 8, 2020 (11am and 5:30pm). Hundreds of parents and teachers spoke at both televised town hall meetings to provide input on whether or not to continue with distance learning in the fall. The GUSD developed a parent survey to gather information on students' remote learning experience initiated by COVID-19. Town Hall Meetings were designed to gather information on student learning experiences and the support they received during the remote learning period. The goal was to better understand their experiences and use the data to make improvements. In all, 5,700 parents completed the survey from May 18–29 from the 19,022 households in Glendale Unified for a completion percentage of 30%. All grades and schools were represented in the survey results and 24% of respondents were dual immersion parents. The survey was available in four languages. The breakdown of respondents in each language survey is as follows: English: 5,423, Armenian: 83, Korean: 127, and Spanish: 67. The responses were broken down by levels: Elementary: 3,843, Middle: 859, and High: 998. The District developed staff surveys to gather input on return to school plans. Respondents included 1,204 certificated staff and 1,181 classified staff. A staff survey to gather feedback on desired instructional technology and professional development needs was provided and received 813 responses. The District also developed a student survey to gather information on students remote learning experiences during spring, 2020. The student survey was designed to gather information on the types of learning students experienced and the supports needed to effectively participate in distance learning. The intent of the survey was to better understand their experiences and utilize the survey results to further improve distance learning experiences for fall, 2020. A total of 3,932 students in grades 4 - 12 completed the survey. Results of the staff and parent surveys were carefully analyzed and used to assist in the development of the Learning Continuity and Attendance Plan.

[A description of the options provided for remote participation in public meetings and public hearings.]

A draft of the Learning Continuity and Attendance Plan (LCAP) was presented to parent advisory groups for review, comment and feedback. A draft of the LCAP was shared at the District English Learner Advisory Committee (DELAC) held virtually on August 28, 2020. District interpreters were in attendance to provide translation as needed. A draft of the LCAP was also presented to the Superintendent's Parent Advisory Committee (SPAC) and District PTA leadership and site PTA presidents held on August 28, 2020. Questions received from these advisory committee meetings were responded to in writing by Dr. Ekchian, GUSD's Superintendent of Schools, and posted on the District's website prior to the adoption of the 2020 LCAP. GUSD's LCAP was presented to the District's governing board at a public hearing during a regularly scheduled board meeting held on September 1, 2020. The agenda for the public hearing was posted prior to 72 hours of the start of the board meeting. Details for speaking at board meetings and town hall events were clearly posted on the GUSD website and disseminated through the GUSD App and social media providing opportunities for all stakeholders to speak or comment. Additionally, a reminder phone call and an email with this information was sent to all stakeholders. The LCAP was adopted by the governing board at a regularly scheduled board meeting held on September 15, 2020. Links to join the virtual board meetings via zoom, and instructions for providing public communication, were posted on the GUSD website at www.gusd.net/ReturnToSchool.

[A summary of the feedback provided by specific stakeholder groups.]

Parent survey results indicated that remote learning had been effective for many students but the experience varied throughout schools and classrooms: 42% of parents said students made adequate progress in their learning during remote instruction, 30% indicated they received communication from teachers every day, 36% of parents

said students had opportunities to socially interact with others, 58% of parents said that the amount of work students received is “just right”, and 69% of parents said students feel safe when videoconferencing. The GUSD utilized these results in designing the fall distance learning instructional schedules and in designing professional development and instructional resources for teachers to support student’s academic success and well-being during distance learning in the fall.

Return to School staff survey results indicated that 78% of certificated staff and 87% of classified staff needed child care support. Based on the instructional technology and professional development survey, teachers listed the specific instructional technology programs that would be most beneficial for distance learning in the fall as well as which of these programs they would need additional training. Based on teacher feedback, the District developed a week-long professional development plan for the week of August 10-14 that included voluntary training on a variety of topics. As of August 10th, over 6000 participants were noted as being registered.

The District’s student survey results indicated that 23% of students agreed or strongly agreed that they “learned as much each day as I did when we were in school” Accordingly, 30% of students agreed or strongly agreed that they “had opportunities to talk to other students during remote learning”. Moreover, 57% of students agreed or strongly agreed that they “felt safe video conferencing through platforms such as Zoom, Google Meets, etc.

[A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.]

Based on the parent and student survey results on their distance learning experiences and on research, the district developed a comprehensive Professional Development plan that all teachers participated in on August 18 and 19 to review best practices in distance learning. Based on results from the teacher surveys specifically, the District created 54 professional development sessions during the week of August 10-14 to best support the areas of needed training teachers indicated on the survey. Based on District parent, staff and student survey results, feedback from public communications and state guidelines from the CDE and Public Health Officials, the District made the decision to begin the Fall semester with all students participating in an online distance learning model.

Continuity of Learning

In-Person Instructional Offerings

[A description of the actions the LEA will take to offer classroom-based instruction whenever possible, particularly for students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.]

On July 14, 2020, the GUSD Board of Education made a decision to start the 2020-21 school year with all students participating in an online distance learning model. The district will offer on-campus childcare during the regular school day for elementary-age students, prioritizing students currently enrolled in state-subsidized child care programs, foster/homeless youth, and children of employees and other essential workers. Students reporting to campus for childcare will be grouped into small, supervised *Technology Learning Pods* to ensure proper physical distancing. Whether students report to campus or stay at home, they will all participate in the same online curriculum. The district will distribute Chromebooks and internet hotspots to all students who need them and will continue to provide free meals for all families. In a recent survey, over 2,600 Glendale Unified families indicated that childcare would be a critical need if schools were to reopen in a distance learning environment. Based on this expressed need, Glendale Unified School District will provide supervision of elementary school-age children during the regular school day. Students will be assigned to a Technology Learning Pod that will ensure they have internet connectivity in order to access distance synchronous instruction by their regularly assigned classroom teachers and complete asynchronous learning lessons. While working online with their teachers, students will be supervised by a substitute teacher and classified assistants/aides who will also provide support, as needed, to students completing their assignments. Technology Learning Pods will be established in available classrooms, multi-purpose rooms, and other appropriate spaces on elementary campuses. In order to ensure space for physical distancing, the number of students in each Pod will be determined by the square footage of each room (approx. 12 students per pod). Students and staff assigned to a Technology Learning Pod will not physically interact with

students and staff from other Pods. In an attempt to limit exposure, siblings will be assigned to the same Pod whenever possible. Students will be assigned their own electronic devices, headphones with microphones, and school supplies. These items will be labeled and kept in a box identified with the student's name. In cases when equipment must be shared, such equipment will be sanitized after each use. All staff and students, as well as parents/guardians dropping off and picking up children, will be required to wear face coverings. Health screenings and temperature checks will be completed each morning prior to students and staff entering campus. Breakfast and lunch will be provided to students. Meals will be pre packaged by Glendale Unified Nutrition Services staff and will be delivered to each classroom. Students and staff will be instructed in health and safety protocols (ie. handwashing, wearing of face coverings, physical distancing). Soap, hand sanitizer, and sanitizing solutions will be readily available. Priority for participation will be given in the following order: 1) Existing Glendale Unified families enrolled in state subsidized child care, 2) Foster/homeless youth, 3) Students who qualify for free and reduced meals, 4) Children of Glendale Unified employees, and 5) Other students as space and staffing permits. Students will attend on-campus Technology Learning Pods during their regular school hours, typically between 8:00 a.m. and 2:30 p.m. Monday through Friday. Glendale Unified Extended Learning Programs will continue to be available before and after school for qualifying families. Technology Learning Pods will begin on the first day of school, August 19th and will be at all 20 GUSD elementary schools. Districtwide, there are 97 Technology Learning Pods and 1,005 students enrolled in this program of which 258 are enrolled in extended care.

Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
PPE, Disinfecting Supplies/Services, Custom Signs, Handwashing stations, Air purifiers, PE Supply (Funding is projected for the whole 2020-21 school year)	\$4,775,496	Y
Certificated/classified staffing cost related to COVID-19	\$80,000	Y

Distance Learning Program

Continuity of Instruction

[A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA's plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.]

To provide students with a robust, standards-based instructional program at the elementary and secondary levels, the GUSD proposes instructional schedules that will provide students and families with a structured schedule that includes a synthesis of synchronous and asynchronous learning. Students will receive live (synchronous) instruction and interaction with their teachers and classmates along with live interactions in small groups where teachers can support the individual needs of students. Students will also have time built into the school day to engage in independent (asynchronous) instruction, where they will be able to complete work independently, engage in physical activity, ask questions of teachers in office hours, participate in clubs, or check-in with a counselor or other support provider. These instructional schedules strike a delicate balance between providing live interactions with teachers and avoiding excessive screen time during the school day for students. Students will participate in Special Education supports as indicated on their IEPs. Students who are designated as English Learners will receive daily instructional support through both Integrated and Designated English Language Development. These proposed instructional schedules will be in effect beginning Monday, August 24. The first three days of school (called "Welcome Week") will be an alternate minimum day schedule to provide time for teachers to build relationships and establish positive social emotional communities. In addition, elementary and secondary district mentor teachers developed a wide variety of activities for teachers to build relationships and community in their classrooms during the first three days of school. These activities are designed to support the social emotional connections to build lasting relationships throughout the school year. For the purposes of Elementary Schedules, Core Content is defined as 1) English (Language Arts);2) Mathematics; 3) Science; and 4) History/Social Science.

During these three days teachers will also participate in professional development as well as establish classroom routines, norms and expectations. With the proposed Elementary Schedules, a teacher has discretion when to teach the Core Content within each day with the expectation that English (Language Arts), Designated ELD, and Mathematics be taught on a daily basis. For the purposes of all of the proposed schedules, “live interaction” is defined as two-way communication between a certificated employee, student, and student peers each instructional day via videoconferencing at the actual time of occurrence wherein students will be able to see their teacher. TK-12 instructional schedules are posted on the GUSD website and can be found at this [link](#).

Access to Devices and Connectivity

[A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.]

The District Education Technology & Information Services (ETIS) Department developed a Chromebook and hotspot distribution in August 2020 before the first day of school August 19, 2020. Each school site will communicate messages to their community on the schedule for pick up. For all families completing the district survey requesting a device or hotspot, these have already been reserved. If additional families notify principals or the district that they are in need of a Chromebook or hotspot and may not have completed the technology survey, the technology department will make arrangements for families to get the devices they need. During the summer 2020, an additional 10,000 Chromebooks were purchased. Since March 23, a total of 12,688 Chromebooks have been distributed and 2,091 hotspots have been distributed to families. Each school site in coordination with ETIS communicated a technology pick up schedule the week prior to school starting. If families need assistance with internet access (hotspots) need to check out a Chromebook device, have issues with their existing district Chromebook, need assistance logging in to student accounts, or have any questions and need technology support, they can visit the [GUSD Tech Page](#) or call the **tech support help line at (818) 478-2664**. Families can also visit the tech support kiosk in the Glendale Unified district office lobby at 223 N. Jackson Street, Glendale, CA, 91206, if they need to check out or replace a Chromebook. The kiosk is open Monday-Friday from 8:30 a.m. - 4:30 p.m. Parent training and workshops are being developed and will be translated to provide families with additional technology support. The District Career and Technology Education Department will provide teachers and students remote access to the high end labs to provide students high quality instruction with industry grade softwares.

Pupil Participation and Progress

[A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.]

Student progress will be assessed by teachers and site administrators and leaders through daily interactions and students’ engagement and participation during the instructional day. District proposed daily schedules were developed to maximize effectiveness of synchronous and asynchronous instruction. District established attendance policies and practices will be used to assess student participation during synchronous instruction. Student academic progress will be measured by i-Ready and MAP diagnostic assessments, formal and informal assessments, and daily learning activities reflecting students’ work and progress. Formative assessments such as i-Ready and Map diagnostic assessments will provide progress opportunities for progress monitoring and mastery of state standards. Grading policies and progress reporting will reflect practices in place pre-COVID for both the elementary and secondary levels.

Distance Learning Professional Development

[A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.]

Professional development and resources will be provided to staff to support the distance learning program on formative assessments to support student learning. A robust offering of a wide selection of paid, voluntary professional development opportunities for teachers during the week of August 10–14. Topics range from technical

training on using new resources and programs available this year to strategies to connect with students during distance learning. Sessions are customized for different grade levels and subjects. Additionally, based on feedback from staff and student survey results on distance learning experiences, the District developed 2- half day intentional comprehensive professional development sessions that all teachers will participate in August 18 and 19 to review best practices in distance learning. For the district Technology Learning Pods, all staff were trained to provide technology support for students as well as safety protocols. Several *voluntary* professional development opportunities were offered during the week of August 10. These sessions largely focused on instructional technology apps available to teachers for the Fall 2020 Semester. Training in social-emotional learning was included. Over 7,500 registrations were recorded with the most popular topics being Zoom, Google Classroom, Nearpod and Flipgrid. Zoom is our video conferencing program, Google Classroom is used to allow teachers to set up a virtual classroom, Nearpod is used to create interactive lessons and presentations, and Flipgrid is used to record and share videos. 1,686 participants provided feedback on their experience. Of all participants who completed the survey, 88% agreed / strongly agreed with “I will use the strategies I learned in this session”, 87% agreed / strongly agreed with “This session directly applies to my distance learning planning”, and 82% agreed / strongly agreed with “I found this session to be engaging”. A full list of the sessions and their signups can be found below. In addition, the district is offering a *mandatory* two-part professional development opportunity on distance learning essential practices for all teachers. This districtwide opportunity will include strategies for establishing a positive online classroom community, effective instructional practices for whole group and small group instruction, and resources to support instructional technology and formative assessment. The Professional Development took place on Tuesday, August 18 from 8:00 - 11:00 and on Wednesday, August 19 from 12:00 - 3:00. Sessions are customized for different grade levels and subject areas. In the Spring of 2019 over 70 webinars were offered to assist teachers with the transition to remote learning. These webinars, on topics such as google classroom, zoom, and other useful technology tools/best practices, are still available for teachers to view to support their distance learning planning for the Fall. The District compiled a comprehensive list of educational applications and programs that includes program functionality, instructions, contact support personnel and screencasts were developed for teachers to easily reference. Career and Technology teachers were provided professional development on high quality instruction with specific resources for learning.

Staff Roles and Responsibilities

[A description of the new roles and responsibilities of affected staff as a result of COVID-19.]

Additional teachers were hired at the elementary level to minimize the total number of combination classes district wide. Additionally substitute teachers and childcare staff were enlisted to provide additional support to those teachers with combination classes.

The GUSD hired additional Educational Assistants and Substitute teachers to support the District’s Technology Learning Pods. Additional custodians have been hired to support the added sanitization duties needed at the elementary sites for the Technology Learning Pods.

Supports for Pupils with Unique Needs

[A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.]

GUSD is committed to supporting all students during distance learning including students with unique needs. To best support students during distance learning, supplemental academic and social emotional activities and services will be designed and provided to best support student needs. Starting August 2020, prior to school starting, the District Education Technology & Information Services (ETIS) Department distributed Chromebooks and hotspots to ensure that all students had access to technology and wifi connectivity to access instruction during distance learning. District teacher specialists will engage and collaborate with teachers and educational assistants to provide differentiated lessons to effectively address learner needs and variability. Using the results of the i-Ready and MAP diagnostic assessments administered within the first few weeks of school, supports and interventions will be intentionally developed to best address the needs of all students. The District will

continue to provide additional small group instructional groups and intervention groups to address learning recovery and support students not meeting grade level standards. Site specific intervention plans will be developed to address learning recovery and promote continuity of learning, specifically focusing on students who may be most at risk of performing below grade level standards. Supplemental instructional programs and services for newcomer English learner students will be provided through before, during and after small-group intervention activities focused on promoting English language acquisition and academic language development. Small mentorship groups of the most at-risk English learners will be conducted to closely monitor students academic progress, engagement and social emotional well being. Various instructional programs and activities with educational organizations and partners will be provided to English learners that support listening, reading, writing and speaking. Special Education, Student Wellness and Attendance, FLAG, and Categorical Departments will offer their own coordinated training to support SpEd students, students' mental health, FLAG and World Language Teachers, and English Learners. Collaborative partnerships with professional consultants will continue to grow to best provide supplemental and meaningful learning opportunities for students.

The Teaching and Learning and Categorical Department will provide ongoing targeted Professional Development focused on Distance Learning strategies specifically for English Learners. This professional learning is specifically focused on working to have English learners continue to grow and practice oral fluency, as the shift to Distance Learning could limit time that students have to produce oral language in English. The Teaching & Learning Department will provide support to teachers on how to provide high quality Integrated and Designated instruction and curriculum online so that English learners continue to acquire English proficiency and master grade level content. Professional development opportunities for teachers will focus on strategies specifically for English Learners and strategies to differentiate instruction in a distance learning environment to best meet the needs of students most at need. Virtual tutoring services through Sylvan Learning Centers will support the lowest performing English learner refugee students in the areas of Math and English-Language Arts. Special education service providers connect with individual students and families to collaboratively develop a plan for providing IEP services during distance learning. The team takes into consideration each student's social/emotional and academic needs, service delivery preferences, familiarity with technology, adult availability, and possible schedule conflicts with general education instruction. Special education teaching staff will personally reach out to all students/parents in an effort to determine student academic needs. Behavior specialists and assistants have been consulting with teachers to provide student behavioral and academic support that increases engagement, time on task, and work completion. Glendale Unified psychologists provided newsletters highlighting various social/emotional, behavioral, and coping strategies to provide support for parents and students who may be struggling during COVID-19. These newsletters and other resources can be found on the [GUSD Special Education Website](#) and the [GUSD Health & Wellness Page](#). During COVID-19, a 24 hour Special Education Hotline (818) 471-4981 was established to address any concern regarding special education students and/or services. In late August, 2020, the District will open Preschool programs at selected elementary school sites. These programs will be staffed and supervised by the Early Education Extended Learning Program "EEELP". These programs will also include eligible special education students.

Actions Related to the Distance Learning Program [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Purchase of 10,000 Chromebooks, Instructional Softwares, Licenses, Hotspots, School funding for COVID-19, Webcams	\$4,561,978	Y
Professional Development	\$1,000,000	Y
Distance Learning Student Supplies	\$159,836	Y

Pupil Learning Loss

[A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–2020 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.]

Researchers are warning of the “COVID-19 slide” which will greatly compound a typical summer slide of learning loss. Researchers estimate that students will only maintain roughly 70% of the learning gains in reading relative to a typical school year and less than 50% of typical gains in math for 2020-21. Based on this research, experts are emphasizing that it is critical for students to learn grade level standards next year while teachers find ways to backfill learning loss gaps with “just in time” instruction. This level of personalized learning requires knowing where students are ready to learn which a diagnostic assessment can provide. In the fall, GUSD will administer the following diagnostic assessments to help determine student’s proficiency levels in ELA and Math to develop appropriate lessons that best meet the needs of students: i-Ready for ELA and Math in grades K-5 and the Khan Academy MAP Growth Accelerator for Math in grades 6-8. The MAP Growth Accelerator was developed through a partnership between two non-profit organizations: Khan Academy and the Northwest Evaluation Association. Both programs offer a comprehensive diagnostic testing tool that then assigns students targeted lessons to fill in learning gaps based on how each individual student performed on the diagnostic. These tools provide rich information to teachers to help personalize learning for students, and they provide high quality lessons and practice opportunities for students. Diagnostic assessments also provide objective data to help determine placement in Advanced or Intervention classes.

Pupil Learning Loss Strategies

[A description of the actions and strategies the LEA will use to address learning loss and accelerate learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth; pupils with exceptional needs; and pupils experiencing homelessness.]

Initial diagnostic assessments, i-Ready and MAP Diagnostic and other formal and informal assessments, will be utilized to design and provide services and resources to support the unique needs of all students during distance learning including students who are English learners, low-income, foster youth and homeless, and students with exceptional needs. In addition to an extensive repository of online and community resources and information on the district’s website where parents can find information in English, Armenian, Korean and Spanish on instructional resources, information on health and wellness, technology support, where to pick up school meals, etc, school sites will conduct virtual small group instructional groups and interventions to support and promote student learning and achievement and social-emotional well being. Targeted instructional support for students who have experienced learning loss will be developed and implemented through learning hubs, individual and group tutoring sessions, small group instruction, office hours and time designated to assess English proficiency, etc. The Categorical Department will provide regular check-ins and outreach to newcomer English learner students and families to provide support and resources including equipment, materials and supplies, wifi connectivity, social emotional well-being and various needs impacting participation in school. Teacher Specialists will work with grade levels and teachers to provide differentiated lessons to effectively address learner needs and variability through supplemental instructional programs and services for newcomer English learner students focused on promoting English language acquisition and academic language development. Additionally, teacher specialists will work with teachers to develop small mentorship groups of the most at-risk English learners in order to closely monitor students academic progress and social emotional well being and increase engagement. Special Education, Student Wellness and Attendance, FLAG, and Categorical Departments will offer their own coordinated training to support SpEd students, students’ mental health, FLAG and World Language Teachers, and English Learners. The Teaching and Learning and Categorical Department will provide ongoing targeted Professional Development focused on Distance Learning strategies specifically for English Learners. This professional learning is specifically focused on working to have English learners continue to grow and

practice oral fluency, as the shift to Distance Learning could limit time that students have to produce oral language in English. Small group instructional groups and intervention groups will be conducted to address learning recovery and support students not meeting grade level standards.

The Teaching & Learning Department will provide support to teachers on how to provide high quality Integrated and Designated instruction and curriculum online so that English learners continue to acquire English proficiency and master grade level content. Professional development opportunities for teachers will focus on strategies specifically for English Learners and strategies to differentiate instruction in a distance learning environment to best meet the needs of students most at need. Virtual tutoring services through Sylvan Learning Centers will support the lowest performing English learner refugee students in the areas of Math and English-Language Arts. The Student Wellness Services Department will continue to provide mental health counseling and parenting support to students and families. The District provides counseling services to students virtually through Telehealth, developed weekly mindfulness videos, which are posted on the GUSD website and lessons that are shared with teachers. Mental health parent forums, weekly parent support groups, and parent helplines in English, Armenian and Spanish provide support to address social and emotional health needs. The SWS department will monitor students' attendance and engagement on a daily basis. Daily phone calls will be made to those students that are not engaging and attending school on a regular basis. Interventions and support will be provided for those who will benefit. The case manager will also monitor and case manage those who are receiving counseling services and provide additional resources if needed. In addition the office will support the families with food, tutoring and school supplies.

Effectiveness of Implemented Pupil Learning Loss Strategies

[A description of how the effectiveness of the services or supports provided to address learning loss will be measured.]

The effectiveness of the services or supports provided to address learning loss will be measured by i-Ready Diagnostic Assessments in elementary grades and MAP Diagnostic Assessments in secondary grades along with internal benchmark measures including but not limited to state and local assessments (ELPAC, CAASPP), grades/marks, progress reporting, ELD descriptors, and teacher observation. The i-Ready and MAP diagnostics will be given in the first few weeks of the school year, then in the Winter, and in some cases an end of year diagnostic will be given. Assessments will be utilized to monitor student progress and provide actionable data to help customize instruction and academic supports to best meet the needs of learner variability and address learning recovery. In addition to daily whole group instruction, elementary teachers will engage in small group instruction with students daily to target individual learning needs. Secondary teachers will have weekly intervention time built into the schedule to address individual and small group student needs. The results of diagnostic and teacher made formative assessments will be used to inform these targeted small group activities and lessons.

Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Technology Learning Pods (Staffing only for 100 pods through October 2020))	\$1,973,588	Y

Mental Health and Social and Emotional Well-Being

[A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including the professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.]

The Student Wellness Department's [Services Webpage](#), has multiple resources for students and their families. The webpage is constantly being updated. The District has three credentialled therapists available that can provide services to any student in need of additional support and counseling, via telehealth with parent consent, if

needed. Mental Health interns post weekly mindfulness videos on the [GUSD Health & Wellness Page](#). Families that need mental health and social emotional support for their students are asked to please contact the Wellness Office at (818) 241-3111 extension 1500. The Student Wellness Services Department provides mental health counseling and parenting support to students and families. Mental health interns and 2 therapists have provided ongoing counseling support to students. Additionally, GUSD has 32.6 FTE school psychologists that provide ongoing support to schools, students, and families. Since schools closed, GUSD has provided counseling services to students virtually through Telehealth and developed weekly mindfulness videos, which are posted on the GUSD website and lessons that are shared with teachers. Mental health parent forums, parent support groups, and parent helplines in English, Armenian and Spanish provide support to address social and emotional health needs. Starting Fall 2020, 33 social work and counseling interns will join GUSD along with two psychological services providers and a Homeless & Foster Youth counselor who will be assigned to schools. The district will also hire 5 additional temporary psychological services providers to provide individual, group and parent support groups through zoom and assist schools with attendance monitoring. Panorama Social Emotional Learning (SEL) survey will be administered bi-annually, once in the fall and once in the spring with an optional back to school survey beginning fall 2020 to assess and monitor students' perceptions of growth mindset, self-efficacy, social awareness, and self-management. This survey assists the District in measuring students' self-perceptions, student experiences in their learning environment for the purpose of intentionally designing and implementing social emotional programs and services for students.

Pupil and Family Engagement and Outreach

[A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements, or if the LEA determines the pupil is not engaging in instruction and is at risk of learning loss.]

The Categorical and SWS Departments provide outreach to newcomer English learner, Foster Youth and Homeless students and families to provide support, resources and strengthen home-school connections through a variety of strategies including monthly parent and family wellness checks and monthly parent informational meetings. For Nine Parent Chat informational meetings will be held for all newcomer refugee parents/families. Four elementary schools, Balboa, Cerritos, Marshall, and Muir will continue to conduct state PTA sponsored Parent and Family Engagement Programs. Site teacher specialists will collaborate with teachers to develop small mentorship groups of the most at-risk English learners in order to closely monitor students academic progress and social emotional well being to ensure participation in learning. Starting Fall 2020, the District's Student Wellness Services department will host 33 social work and counseling interns, two psychological services providers and a Homeless & Foster Youth counselor to support students' social emotions needs and attendance monitoring. The Student Wellness Services Department designated 4 attendance clerks to each school to provide weekly check-ins with students and families to offer academic, social emotional support, grade level support group for students in need per school site, parent support groups per school site and guidance as needed to ensure students and families have access to learning resources and promote school connectedness. The district will also hire 5 additional temporary psychological services providers to provide individual, group and parent support groups through zoom and assist schools with attendance monitoring. Student Attendance team (SART) and Student Attendance Review Board (SARB) meetings will be held for tier two and three interventions to increase school connectedness and engagement.. District translators/interpreters support outreach and engagement efforts in parents' primary language as best as possible to provide communications and messaging in a language parents can understand.

School Nutrition

[A description of how the LEA will provide nutritionally adequate meals for all pupils, including those students who are eligible for free or reduced-price meals, when pupils are participating in both in-person instruction and distance learning, as applicable.]

Since schools closed March 2020, all children under the age of 18 were able to access healthy free breakfasts and lunches at any of our 12 meal distribution sites. During the summer, June 15 through August 7, we served meals from 8 locations. No paperwork or identification was required for parents/children to receive these meals. Since March 24, GUSD has served over 437,000 meals. Visit the [GUSD Meals Page](#) for a meal distribution schedule and locations.

For the 2020-21 school year, GUSD will continue to serve healthy and nutritious meals to students during distance learning. Students participating in GUSD’s In-Person Technology Learning Pods will be provided a free breakfast and lunch. These meals will be individually packaged and delivered to the Technology Learning Pod classrooms. Students will eat their meals in their classroom with their podmates. Delivery carts will be labeled with classroom numbers. They will be cleaned and sanitized after each meal period. Staff delivering meals will utilize appropriate PPE including masks and gloves. They will wash their hands frequently and practice social distancing requirements per the Department of Public Health and CDC guidelines. Students participating in distance learning will be provided breakfast and lunch using the “grab and go” style of service that has been utilized since March 2020. Breakfast and lunch will be packed in a bag for parents to pick up. They can drive up or walk up to our meal distribution sites. Parents will be asked how many children they need meals for and our staff will provide 1 meal bag per day per child. Just like the District’s In-Person Technology Learning Pod meal distribution system, all staff will utilize appropriate PPE and adhere to guidelines set forth by the Department of Public Health and the CDC. As of August 28, 2020, GUSD has served an average of about 4,200 total meals per day (breakfast and lunch). Approximately 2,600 meals were served through the Grab and Go locations and approximately 1,600 served within the PODs.

Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]

Section	Description	Total Funds	Contributing
N/A	COVID-19 Related Delay in Construction Project Costs	\$403,766	Y
Mental Health and Social Emotional Well Being	Additional Cost of Psychologist for Mental Health	\$543,094	Y
School Nutrition	Estimated Cost of Unreimbursed Meals	\$1,600,000	Y

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Percentage to Increase or Improve Services	Increased Apportionment Based on the Enrollment of Foster Youth, English Learners, and Low-Income students
10.94%	\$23,284,021

Required Descriptions

[For the actions being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the needs of these students

GUSD places a strong focus on meeting the academic and social emotional needs of all students, specifically English learners, Foster Youth and Homeless students. As a result of COVID-19, the needs of these students have compounded obstacles to learning due to factors such as language, accessibility, connectedness and self confidence. Increased support and access to additional instructional opportunities and activities, small group interventions and technology connectivity access is provided to all students to help mitigate these obstacles to help increase access to learning, support learning recovery and promote student achievement and social emotional well being.

GUSD's Teaching & Learning, Categorical and Student Wellness Services Departments provide service and resources to support the needs of English learners, Foster Youth and Low Income students during distance learning. An extensive list of online and community resources and information are readily available on the District's website providing parents, student and staff information in English Armenian, Korean and Spanish on instructional resources, information on health and where to pick up school meals and technology support and access. Additional academic support and interventions are provided for all students, including foster youth, English learners and low income students not yet meeting proficiency standards to promote learning recovery and promote academic achievement. The District ETIS Department has developed a Chromebook and hotspot distribution in August 2020 before the first day of school August 19, 2020 to ensure that all students have digital resources or consistent access to wireless connectivity . Support and intervention opportunities will be student/site specific to best address student needs. Designated and integrated ELD instruction will be provided daily by certificated classroom teachers with the regular instructional day at the elementary level and in designated ELD classes (periods) at the secondary level. GUSD will continue to maintain a focus on providing opportunities for students to engage in learning focused on oral and written language development across content areas provided by implementing close reading strategies to support students' access to academic rigorous content. Reciprocal teaching models will be the focus for structured oral interaction. Professional development opportunities and training was developed and implemented to assist teachers in providing designate and integrated instruction through distance learning as well as differentiate instruction to best meet the needs of English learner variability. GUSD will also focus on the following key principles (WestEd) to accelerate the learning progress of English Learners: i) Ensure that English Learners access and engage with rigorous academic content with high levels of support and ii) Provide English Learners with structured opportunities for oral interaction.

School site intervention plans will be developed and implemented year long focused on learning recovery and growth. Intervention plans are monitored closely and revised as needed to best promote student needs and progress. Interventions include but are not limited to, before, during and after school small group targeted standards aligned academic instruction and site specific academic activities, services and programs. The Categorical Department continues to provide outreach to newcomer English learner students to provide support, resources, and strengthen student engagement, connectedness, and access to wifi connectivity. District teacher specialists collaborate with teachers and educational assistants to provide differentiated lessons to effectively address learner needs and variability. The Teaching and Learning Department supports teachers on how to provide relevant, high quality Integrated and Designated instruction and curriculum online so that the English learners continue to acquire English proficiency and master grade level content. Virtual tutoring services through Sylvan Learning Centers support the lowest performing English learn refugee students in the area of English Language Arts and Math.

Analysis of Panorama Survey 2020-2021 data and parent/guardian and student requests, social/emotional intervention and support will be provided to best support the social emotional well-being of students. Support and interventions will be provided through the Foster Youth/homeless counselor, classroom teachers, Categorical teacher specialists, FLAG program teacher specialists, social/emotional support providers, and district mental health interns.

The Student Wellness Services Department provides mental health counseling and parenting support to students and families in need. In addition the department provides weekly parent and student support groups. Starting fall 2020 the department will host 33 social work and counseling interns to support our students and families in need. In addition, to our three therapists, the department will hire 5 temporary mental health clinicians to support our students and their families. Mental health parent forums, weekly parent support groups, and parent helplines in English, Armenian and Spanish provide support to address social and emotional health needs. In addition to mental health support, the department provides tutoring, school supplies, housing referrals, transportation and mentorship to students who are experiencing homelessness and foster youth. Resources [can be found on the Student Wellness Services webpage](#)

[A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.]

GUSD believes the best way to support unduplicated pupils is through a specific spending plan that targets unduplicated students using research based strategies, standards based interventions, summer school, Individual Learning Plans, parenting classes, social emotional well-being and individualized student and parent support. Instructional programs/interventions continue to be implemented specifically for low income, Foster Youth/homeless youth and English language learners with an emphasis on improved and increased services principally directed towards increased student success. The amount of service unduplicated students receive are considered improved or increased services relative to services provided for all pupils.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Approval of Memorandum of Understanding with Glendale Teachers Association Regarding the Issues Related to COVID19/ Coronavirus**

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding regarding the issues related to COVID19/Coronavirus between the Glendale Unified School District and the Glendale Teachers Association.

On August 12, 2020, representatives from the Glendale Unified School District (GUSD) and the Glendale Teachers Association (GTA) reached a tentative agreement regarding the issues related to COVID19/Coronavirus. GTA membership ratified this agreement on August 27, 2020. The key terms of the agreement are as follows:

1. In-class instruction shall be implemented only after mutual agreement is reached with GTA.
2. Unit members shall not be required to report to their worksite in person during the distance learning model.
3. ETIS and the Teaching and Learning departments shall provide technological assistance as needed.
4. Unit members' annual salary and benefits shall not be reduced during the distance learning model nor shall it affect a unit member's status and step-and-column placement as a district employee.
5. All Banking Day and/or Back to School, Minimum Day waiver conditions are suspended.
6. Back to School Night events shall be conducted virtually.

7. All evaluations for temporary and probationary unit members shall be conducted per current state law and current CBA. Permanent employees who are scheduled for evaluation and had no disciplinary issues in the past five school years may request to have their evaluation cycle postponed. It is the site administrator's decision whether to postpone evaluations.
8. Unit members shall add an administrator to their distance learning platform to allow administrators to provide positive feedback and to maintain connectedness with students and teachers.
9. Classroom teachers are required to take attendance daily during live interaction.
10. The District will take measures to protect the safety, privacy, and emotional wellness of students and unit members while using technology.

This MOU shall expire in full without precedent on December 31, 2020, unless extended by mutual written agreement.

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

TO SUPPORT 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.

TO SUPPORT BOARD PRIORITY NO. 4: Maintain District Solvency and Financial Responsibility - Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.

**Memorandum of Understanding
Between
The Glendale Teachers Association
And
The Glendale Unified School District**

The Glendale Unified School District ("District") and the Glendale Teachers Association ("Association") enter this Memorandum of Understanding ("MOU") regarding the issues related to COVID19/Coronavirus.

With regard to a full distance learning model, the parties agree to the following:

1. Unless otherwise specified in this MOU, the provisions of the collective bargaining agreement between the District and the Association shall remain in full force and effect. If terms of this MOU conflict with the collective bargaining agreement, the terms of this MOU shall supersede the terms in the collective bargaining agreement until this MOU expires.
2. The District shall continue to provide updates to all GUSD families through various communication outlets, including email and other social media, regarding CDC guidelines for proper prevention of the spread of the virus, including the need and rationale for social distancing.
3. GTA and GUSD agree to commence expedited negotiations regarding the decisions and impacts of introducing a hybrid model or full return for Students with Disabilities and Homeless/Foster Youth no later than four weeks after ratification of this agreement. After reaching a mutual agreement that would allow the return of students with disabilities and homeless/foster youth to school sites, both parties would commence negotiations for the remainder of the student populations returning to school. With regard to all other student populations, notwithstanding an order to the contrary from a county or state government agency, a full hybrid model or full-return to in-class instruction shall be implemented only after written, mutual agreement is reached regarding the following mandatory subjects of bargaining: health/safety, working conditions, and Covid-19 related leaves of absence.
4. Unit members shall not be directed or required to report to their worksite while all students are engaged in a distance learning model. If a unit member elects to work from their classroom at least two times per week, they must notify their site administrator no later than Friday, August 14th. Unit members who elect to work from their classrooms at least two times per week will have access to their rooms on a regular basis from 7:30 AM to 4:00 PM; the District shall make reasonable effort to ensure that these teachers will have priority use of their classrooms. By September 1st, a teacher shall establish a set, consistent schedule, which may be updated with the site administrator as needed, and will be required to comply with all established health and safety protocols. Unit members who elect to work from their classrooms shall notify a site administrator prior to the start of their contractual day via email if they will be working off campus on one of their scheduled on-site days. A site administrator shall establish a digital sign in/out procedure, and any health screenings shall occur at an outdoor location. Points of ingress/egress to the campus shall be selected to minimize unnecessary indoor exposure. For health, safety, and security reasons, unit members who elect to work from home shall only have access to their classroom during distance learning with prior appointment through a system developed by the site administrator.

5. **ETIS and the Department of Teaching and Learning shall be available remotely during the contractual day to assist unit members/students/parents who require technological assistance.**
6. **Unit members who do not have access to Wi-fi and/or a working, district-issued laptop should contact ETIS in order to determine how they will be issued/replaced.**
7. **In addition to the District's ongoing purchases of distance learning technology and applications, unit members shall work with site administration to seek prior written approval for purchases of instructional materials and other expenses unit members may require during the duration of the full distance learning model. The District shall complete the purchase(s) and shall make reasonable effort to expedite this process.**
8. **The District shall eliminate a split assignment at the elementary level whenever district resources and the class size averages allow.**
9. **EEELP teachers who are assigned to the AM/PM State preschool classes shall perform typical responsibilities related to their position that can be done through a distance learning platform, with support from their immediate supervisor. In lieu of their regular duties, all EEELP Teachers who are not assigned to state preschool classes shall fulfill their contractual hours in one or more of the following ways: (1) provide synchronous support to TK, K, and split classes; or (2) provide asynchronous support for elementary teachers by creating standards-based lessons or videos; By August 21, 2020, EEELP teachers will email their program supervisor and site administrator for approval of a plan for fulfilling their contractual hours and shall be implemented by August 24, 2020.**
10. **The district shall provide voluntary professional development for all unit members during the week of August 10-14 on effective instructional strategies supported by technology tools, and other subject-specific, department-specific, or grade-specific trainings. The rate of pay for these voluntary trainings will be \$31 per hour in accordance with Appendix F of the Collective Bargaining Agreement (District Initiated Special Projects).**
11. **During the first three instructional days of the school year, August 19 - 21, the district wide instructional day for TK-12 shall be defined by the District's Welcome Week (attached hereto as Exhibit A). During the remainder of the contractual day, teachers shall participate in 180 minutes of required trainings, duty-free lunch, and duty-free preparation time.**
12. **Bargaining unit members shall work within their normal contractual work hours and workdays.**
13. **Unit members' annual salary and benefits shall not be reduced during the distance learning model nor shall it affect a unit member's status and step-and-column placement as a district employee. EEELP Head Teachers shall not see a reduction in gross annual pay regardless of changes in job duties during distance learning.**
14. **All Banking Day and/or Back to School, Minimum Day waiver conditions are suspended. All meetings will be conducted remotely and in accordance with Article 7, section 4. Each meeting must be identified in the email invitation to unit members as either a faculty meeting, a special purpose meeting, an emergency meeting (as defined in Article 7, Section 1. a.), or an entirely voluntary meeting. Faculty Meetings and Special Purpose Meetings may be scheduled during non-instructional time within the contractual day.**

15. **Back to School Night events shall be conducted virtually in accordance with processes and procedures developed by unit members at individual school sites in consultation with the site principal. Each event will include live synchronous presentations/activities with unit members and parents. Back to School Night Schedules will be set by the site principal, and the start time and duration will be as similar as possible to 2019 Back to School Night Schedules.**
16. **All evaluations for temporary and probationary unit members shall be conducted as per current state law and current CBA. Permanent employees who are scheduled for evaluation and had no disciplinary issues on record in the past five school years may have their evaluation cycle postponed by the site administrator to the next calendar year when in-person instruction occurs, or the unit member may elect to be evaluated this calendar year using the modified evaluation criteria and forms. The District will create and submit modified criteria and forms for permanent employees to the Association for its approval no later than Oct. 15, 2020. The Association will negotiate with the District in good faith to approve these criteria and forms no later than Nov. 20, 2020. The evaluation timeline for permanent employees will be adjusted to account for negotiations and approval of evaluation criteria and forms.**
17. **Any changes to duties involving record keeping or documentation requested by the district shall be negotiated and be mutually agreed upon, or shall clearly be identified as entirely voluntary, except if required by state law. In such a case that the changes are required by state law, the parties agree to negotiate the effects.**
18. **Unit members shall be required to check District email once per day during the school week and respond to emails no later than the end of the next contractual day. Parent communication will be primarily via email. Parents or the site administrator shall be contacted by telephone in an emergency situation. A designated site administrator shall provide unit members with a telephone number where the site administrator may be contacted.**
19. **Unit members shall add an administrator to their distance learning platform. In order to allow site administrators to provide feedback and to develop and maintain connectedness with students and teachers, classroom teachers and site administrators shall collaboratively designate a recurring weekly, 20-minute videoconferencing time slot in which drop-in visits from administrators may be conducted. Any other visits shall be scheduled with 24 hours' notice. Unit members will respond within 24 hours (excluding non-contractual days) to communication from their administrator regarding questions/concerns about activity on their platform.**
20. **Classroom teachers shall be responsible for planning appropriate standards-based instruction, responding to parents and students in a timely manner, supporting diverse learners, building rapport and connections with students, regularly monitoring student work completion and participation, providing students feedback, and reporting non-participation to the site administrator for additional outreach and follow up. Grading procedures prior to March 2020 shall be in effect, with the exception of elementary physical education which shall not receive grades.**
21. **Classroom teachers are required to take attendance on a daily basis. For elementary schools, teachers will mark students "absent" if they do not attend at least one live interaction session per day. For secondary schools, attendance will be taken each scheduled period. Teachers will mark students "absent" if they do not attend the live interaction session.**

22. **The District and Association agree to negotiate decisions, impacts, and effects related to special education as circumstances change.**
23. **All classroom teachers shall create a welcome video message, no longer than two minutes, that shall be made available to students on the unit member's roster by August 19, 2020. The District shall provide technical help to all unit members who request assistance creating their video.**
24. **The District will take measures to protect the safety, privacy, and emotional wellness of students and unit members while using technology. This includes:**
 - a. **The District shall provide age-appropriate materials or presentations that address cyber-bullying, online security, and District rules and consequences regarding video conferencing and other online activity. These materials or presentations shall be provided to all students during the week of August 19-21 and made available to parents/guardians through email and District websites.**
 - b. **Students and parents/guardians shall sign a District compact regarding behavioral expectations during distance learning that includes, but is not limited to, a commitment to abide by two-way consent laws regarding unauthorized recordings. The District compact shall prohibit students and families from recording live interactions (i.e. audio, video, or photo recordings) without the consent of the educator. Unit members shall be notified of all students on their rosters whose parents/guardians have not consented to audio, video, or photo recording.**
 - c. **Live interaction of either whole class or small group may be recorded by the classroom teacher to provide students who are absent, having technological issues, or unable to attend live interaction sessions.**
 - d. **Unit members shall use professional judgment about enabling or restricting student interaction during video conferencing sessions; this may include requiring participants to turn off cameras, silencing participants, and/or activating or deactivating additional features on video conferencing platforms.**
 - e. **Should a safety, bullying, or security issue arise, site administrators shall take full responsibility for investigating the incident and will provide an appropriate response which may include disciplinary action, restorative practices, counseling, etc., to all parties involved, in a timely manner, in accordance with Board Policy/Administrative Regulations 5131, *et seq.* and California Education Code, Sec 48900, *et seq.***
 - f. **Board Policy 5131 will be updated by October 6, 2020, to reflect distance learning guidelines for online citizenship.**
25. **Collaboration/Inclusion teachers; Speech-Language Pathologists, Deaf and Hard of Hearing Teachers/Specialists, Visual Impairment Teachers/Specialists, Orientation Mobility Teachers/Specialists; Adaptive Physical Education Teachers; Special Education Itinerant teachers; and Assistive Technology Specialists shall work on typical responsibilities of their position that can be done through a distance learning platform, including video conferencing to the greatest extent possible for services that would normally be done face to face, in accordance with the student's IEP, and as required and mandated by law.**

teachers; and Assistive Technology Specialists shall work on typical responsibilities of their position that can be done through a distance learning platform, including video conferencing to the greatest extent possible for services that would normally be done face to face, in accordance with the student's IEP, and as required and mandated by law.

SAI Core and rotating SAI Self-Contained classes will follow standard videoconferencing expectations to the greatest extent possible but with the flexibility to adjust to meet individual student needs in collaboration with the special education department.

For non-rotating SAI Self-Contained classes, live interaction and instructional schedules shall be determined by the teacher in accordance with the student's IEP and by individual student needs where each student receives videoconferencing with their teacher. Teachers shall provide whole group, individual and small group live interaction that meets the IEP required service minutes to the greatest extent possible but with the flexibility to adjust to meet individual student needs in collaboration with the special education department.

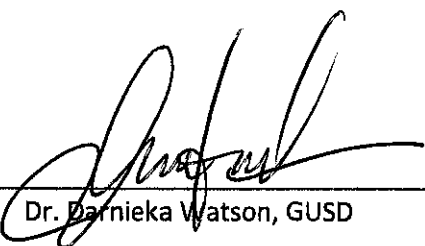
26. Counselors, Teacher Specialists, Teachers on Special Assignment, Nurses, and Itinerant Elementary Music Teachers shall determine the means and methods of working on typical responsibilities related to their position that can be done through a Distance Learning platform, with support and reasonable direction from their immediate supervisor.
27. Elementary Physical Education teachers shall provide support for elementary teachers by creating asynchronous video lessons/activities regarding physical education standards with support and reasonable direction from the District Elementary Physical Education supervisor. Physical Education Teachers may provide synchronous lessons to groups of upper grade elementary students.

Because the teaching and learning environment of distance learning is different from in-person instruction, and because schools have not undertaken this kind of education to the extent that the parties are in this current situation, the District and the Association agree to regularly solicit feedback from all stakeholders about the instructional program, to use this feedback to regularly evaluate the instructional program, and to negotiate adjustments to video conferencing expectations and instructional schedules.

The Association reserves the right to negotiate any additional impacts of school closures in the 2020-21 school year. The parties understand the COVID-19/Coronavirus pandemic situation is very fluid and mutually agree to reopen the provisions of the MOU as necessary.

This MOU shall expire in full without precedent on December 31, 2020, unless extended by mutual written agreement.


Ms. Sarah Morrison, GTA
8/12/20
Date


Dr. Darnieka Watson, GUSD
8/12/20
Date

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

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

SUBJECT: **Summary of Revenue and Expenditures for 2019-20 (Unaudited)
and Technical Corrections to the 2020-21 Adopted Budget**

The Superintendent recommends that the Board of Education approve the unaudited summary of District revenue and expenditures for 2019-20 and resulting technical corrections to the 2020-21 adopted budget.

Education Code 42100 requires the governing board of each school district to provide the county office of education a report of all revenues and expenditures for the preceding fiscal year. This report must also include any resulting corrections to the 2020-21 adopted budget. Although the prior fiscal year formally ended on June 30, final accounting tabulations are not generally completed by the District and the Los Angeles County Office of Education (LACOE) until the end of August.

The attached State summary report (Attachment "A") provides information for both 2019-20 and 2020-21. For the September submission, the LACOE and the California Department of Education only require data for the previous fiscal year.

The complete State report for 2019-20 is available for review in the Business Office. That report includes:

- 1) Income and expenditure data by object.
- 2) Ending balance information for each fund.
- 3) Summary attendance and revenue data.
- 4) Analysis of income and expenditures.

***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 15, 2020

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The September technical corrections to the 2020-21 budget make adjustments for any variance between the 2019-20 Ending Fund Balances projected in the June 2020-21 Adopted Budget and the actual ending balances in the 2019-20 Unaudited Actual Report. The fund balance of each District fund is noted in Attachment “B” to this report.

Attachment “C” provides the 2019-20 and 2020-21 Reserve Balance for utilization in the Fiscal Stabilization Plan. A more detailed narrative report of each fund with historical data has been provided for review under separate cover.

Unrestricted General Fund

The 2019-20 “Ending Fund Balance” of the Unrestricted General Fund plays a very significant role in the District’s Fiscal Stabilization Plan for future years.

In the 2020-21 June Budget Adoption, the projected Ending Fund Balance for 2019-20 was \$37.9 million, of which \$17.8 million was unassigned. The projected Ending Fund Balance did not include a projection for all carryovers or reserves. The 2019-20 Ending Fund Balance, when we closed the books, was \$45.7 million, of which \$19.7 million is unassigned.

The \$45.7 million 2019-20 Ending Fund Balance for the Unrestricted General Fund includes the following components:

2019-20 Unrestricted General Fund Balance		
Unrestricted General Fund	Projected June 16, 2020	Final
Designated for Economic Uncertainty	\$ 9,372,116	\$ 9,665,367
Revolving Cash, Warehouse	109,272	210,012
Reserve for School Site & Program Carryovers, Supplemental Program, MAA, LACOE System Charges	10,209,669	15,366,715
Reserve for One-Time 2017-18 Discretionary Funding	489,767	751,851
Unassigned Reserve	17,804,865	19,749,913
Total Unrestricted General Fund Balance	\$ 37,985,689	\$ 45,743,858

It is important to note that the change in the “Unassigned Reserve” was approximately \$1.9 million. This is the only change that will affect the multi-year projection. The balance of the other designations is assigned to specific purposes and will be budgeted to 2020-21.

A Board approved Fiscal Stabilization Plan was submitted to Los Angeles County Office of Education (LACOE) with the 2020-21 Proposed Budget. In the Fiscal Stabilization Plan, the Board of Education identified the specific areas to reduce, up to the \$5.0 million of ongoing expenditures and increased revenues. Due to a higher than projected ending

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

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balance in 2019-20, STRS and PERS adjustments, revised LCFF Funding Variables, reversal of Adopted Budget Fiscal Stabilization Plan and revisions to the 2021-22 and 2022-23 Fiscal Stabilization Plan, there will be future budget adjustments in 2020-21 and the multiyear projected budget.

There are two separate, but related, budget stories evolving: 1) specific revenues and expenses related to COVID-19, and 2) ongoing budget challenges created by the economic crisis:

1. COVID-19 Related Expenditures & Revenues – Due to COVID-19, the District has encountered additional costs that had not been included in the 2020-21 Adopted Budget. There are one-time Federal and State CARES Act funding available such as Learning Loss Mitigation Funding (LLM), SB 117, and Elementary & Secondary School Emergency Relief (ESSER) fund that will be utilized to claim related expenditures. The total one-time CARES Act funding for Glendale Unified School District is approximately \$21.5 million. Due to school closures in 2019-20, the District also had some savings in utilities, transportation, teacher substitutes, and travel expenses of approximately \$1.3 million. As of this date, the total estimated expenditures related to COVID-19 is \$17 million. There will be ongoing budget adjustments to 2020-21 and outyears to record the additional expenses and revenues.
2. Ongoing Budget Challenges – Although the 2020-21 LCFF avoided a 10% cut proposed during the beginning of the pandemic, the expected increase of about 2.3% was lost and replaced with a 0% increase for the foreseeable future. This creates a multi-year estimated deficit of at least \$25 million. Even with substantial use of reserves, the 2021-22 Fiscal Stabilization Plan will likely include the need for ongoing budget reductions of at least \$12-15 million. Attachment “D” is a DRAFT of this plan that will be discussed and revised over the next two months and must be approved in December with the First Interim Report in order to maintain a “Positive Certification” with the Los Angeles County Office of Education. We must also continue to monitor enrollment trends and projections.

Next Steps

- Continue to review 2021-22 Fiscal Stabilization Plan
- 2020-21 First Interim Report – December 2020
- Governor’s January 2021-22 Budget Proposal

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

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The book that accompanies this report has a substantial amount of historic information and analysis. One item of significant concern is:

Reserve Balances – The reserve balances in other funds available to support the Unrestricted General Fund will be used for textbook purposes in future years.

At the end of 2019-20 the reserves in other funds available to assist the General Fund will have dropped from \$39.8 million at the end of 2010-11 to \$0 at the end of 2019-20 (assumes reserves will help cover a portion of future year textbook adoption costs, so is unavailable to assist the General Fund).

This is a concern considering the instability in the State's funding of the revenues in future years, the impact of future labor negotiations, and the expenditure cuts that need to be implemented to ensure on-going fiscal stability.

Description	Resource Codes	Object Codes	2019-20 Unaudited Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	239,582,606.03	0.00	239,582,606.03	218,932,735.00	0.00	218,932,735.00	-8.6%
2) Federal Revenue		8100-8299	549,389.88	13,994,312.89	14,543,702.77	200,000.00	13,801,740.00	14,001,740.00	-3.7%
3) Other State Revenue		8300-8599	7,453,265.67	37,761,178.49	45,214,444.16	4,987,876.00	21,660,636.00	26,648,512.00	-41.1%
4) Other Local Revenue		8600-8799	4,930,276.02	15,235,286.40	20,165,562.42	4,106,791.00	12,826,574.00	16,933,365.00	-16.0%
5) TOTAL, REVENUES			252,515,537.60	66,990,777.78	319,506,315.38	228,227,402.00	48,288,950.00	276,516,352.00	-13.5%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	105,437,281.75	26,796,322.50	132,233,604.25	107,472,226.00	25,980,853.00	133,453,079.00	0.9%
2) Classified Salaries		2000-2999	26,324,473.86	16,768,765.22	43,093,239.08	28,058,807.00	17,550,301.00	45,609,108.00	5.8%
3) Employee Benefits		3000-3999	58,730,499.07	35,478,691.73	94,209,190.80	62,407,982.00	19,917,588.00	82,325,570.00	-12.6%
4) Books and Supplies		4000-4999	3,243,030.38	7,485,249.54	10,728,279.92	4,381,946.00	4,489,441.00	8,871,387.00	-17.3%
5) Services and Other Operating Expenditures		5000-5999	15,681,520.20	21,411,091.11	37,092,611.31	17,916,616.00	16,260,058.00	34,176,674.00	-7.9%
6) Capital Outlay		6000-6999	125,101.77	987,997.79	1,113,099.56	988,969.00	54,102.00	1,043,071.00	-6.3%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	329,395.00	824,522.89	1,153,917.89	220,000.00	788,000.00	1,008,000.00	-12.6%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,861,153.46)	1,247,518.64	(613,634.82)	(1,097,355.00)	656,355.00	(441,000.00)	-28.1%
9) TOTAL, EXPENDITURES			208,010,148.57	111,000,159.42	319,010,307.99	220,349,191.00	85,696,698.00	306,045,889.00	-4.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			44,505,389.03	(44,009,381.64)	496,007.39	7,878,211.00	(37,407,748.00)	(29,529,537.00)	-6053.4%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	4,578,000.00	0.00	4,578,000.00	0.00	0.00	0.00	-100.0%
b) Transfers Out		7600-7629	77,831.21	3,090,749.92	3,168,581.13	0.00	3,842,773.00	3,842,773.00	21.3%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	13,046,399.95	0.00	13,046,399.95	New
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(47,096,542.71)	47,096,542.71	0.00	(41,074,698.86)	41,074,698.86	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(42,596,373.92)	44,005,792.79	1,409,418.87	(28,028,298.91)	37,231,925.86	9,203,626.95	553.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Unaudited Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			1,909,015.11	(3,588.85)	1,905,426.26	(20,150,087.91)	(175,822.14)	(20,325,910.05)	-1166.7%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	43,834,841.91	9,301,507.08	53,136,348.99	45,743,857.02	9,297,918.23	55,041,775.25	3.6%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			43,834,841.91	9,301,507.08	53,136,348.99	45,743,857.02	9,297,918.23	55,041,775.25	3.6%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			43,834,841.91	9,301,507.08	53,136,348.99	45,743,857.02	9,297,918.23	55,041,775.25	3.6%
2) Ending Balance, June 30 (E + F1e)			45,743,857.02	9,297,918.23	55,041,775.25	25,593,769.11	9,122,096.09	34,715,865.20	-36.9%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	70,000.00	0.00	70,000.00	70,000.00	0.00	70,000.00	0.0%
Stores		9712	140,011.50	0.00	140,011.50	140,012.00	0.00	140,012.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	9,297,918.23	9,297,918.23	0.00	9,122,096.09	9,122,096.09	-1.9%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	16,118,566.00	0.00	16,118,566.00	15,838,566.00	0.00	15,838,566.00	-1.7%
Assigned for Future LACOE System Ch	0000	9780	560,000.00		560,000.00				
Assigned Regular Carry-overs	0000	9780	8,890,688.00		8,890,688.00				
Assigned MAA	0000	9780	3,995,715.00		3,995,715.00				
LCAP Carry-Over (exluding 01000.0 & C	0000	9780	1,920,312.00		1,920,312.00				
Assigned for One-Time 2017-18/ Discre	0000	9780	751,851.00		751,851.00				
Assigned for Future LACOE System Ch	0000	9780				280,000.00		280,000.00	
Assigned Regular Carry-overs	0000	9780				8,890,688.00		8,890,688.00	
Assigned MAA	0000	9780				3,995,715.00		3,995,715.00	
LCAP Carry-Over (Exluding 01000.0 & C	0000	9780				1,920,312.00		1,920,312.00	
Assigned for One-time 2017-18/Discreti	0000	9780				751,851.00		751,851.00	
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	9,665,367.00	0.00	9,665,367.00	9,296,660.00	0.00	9,296,660.00	-3.8%
Unassigned/Unappropriated Amount		9790	19,749,912.52	0.00	19,749,912.52	248,531.11	0.00	248,531.11	-98.7%

GLENDALE UNIFIED SCHOOL DISTRICT

ATTACHMENT B

2019-20 Unaudited Actual Fund Balance With Adjustments

September 15, 2020

CDS Code: 64568

District: Glendale Unified

Fund Name	SACS Fund#	2019-20 Estimated Actuals End. Balance	2019-20 Unaudited Actuals End. Balance	2020-21 BUDGET ADJUSTMENT (Cols D-C)
(A)	(B)	(C)	(D)	(E)
General - Unrestricted	01U	37,985,689	45,743,857	7,758,168
General - Restricted	01R	9,646,009	9,297,918	(348,091)
Charter Schools Spec. Rev.	09			0
Special Education Pass-Through	10	0	0	0
Adult Education	11			0
Child Development	12	329,714	327,092	(2,622)
Cafeteria (Special Revenue)	13	3,019,535	2,274,369	(745,166)
Deferred Maintenance	14	5,424,835	5,406,761	(18,074)
Pupil Transportation	15			0
Spec Resv - Non Cap Proj.	17			0
Foundation Special Revenue	19			0
Postemployment Benefits	20			0
Measure S Projects Fund	21.1	59,781,271	63,007,183	3,225,912
Clean Renewable Energy Bonds	21.2	386,803	74,007	(312,796)
Capital Facilities (Developer Fees)	25	10,379,559	10,603,575	224,016
Lease Purchase	30			0
County Schools Facilities (State Bond)	35	5,090	5,177	87
Capital Projects - District Projects	40.1	30,049,819	18,934,215	(11,115,604)
Capital Projects - Food Service	40.2	1,103,346	1,100,237	(3,109)
Blended Components	49			0
Bond Interest and Redemption	51	15,155,301	16,873,771	1,718,470
Tax Override	53			0
Debt Service / COP Repayment	56	95,798,463	91,982,129	(3,816,334)
Foundation Permanent	57			0
Cafeteria (Enterprise)	61			0
Other Enterprise	63			0
Warehouse Revolving	66			0
Health & Welfare (Vision & Dental)	67.0	5,959,752	7,767,552	1,807,800
Workers' Compensation	67.1	1,771,900	2,882,037	1,110,137
Early Retirement Benefits	67.2	503,852	695,562	191,710
Retiree Benefits	71			0
Article XIII-B	72			0
McLennan & Other Scholarships Trust	73	335,837	334,806	(1,031)

ATTACHMENT C

**End Of Year Reserves Available To The General Fund
in millions**

Reserve Category	2011-12 Year End Balance	2012-13 Year End Balance	2013-14 Year End Balance	2014-15 Year End Balance	2015-16 Year End Balance	2016-17 Year End Balance	2017-18 Year End Balance	2018-19 Year End Balance	2019-20 Year End Balance	2020-21 Budgeted Year End Balance
Restricted Maintenance Account To be utilized in Multi Year Plan as needed to maintain solvency	\$2.40	\$1.72	\$0.74	\$0.92	\$1.84	\$2.45	\$3.20	\$3.67	\$3.74	\$3.56
Special Education Reserve To be utilized in Multi Year Plan as needed to maintain solvency	\$1.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Post Employment Benefits Funds (GASB 45) Fund #20.0 To be utilized in Multi Year Plan as needed to maintain solvency	\$2.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Early Retirement Benefits Fund # 67.2 To be utilized in Multi Year Plan as needed to maintain solvency	\$4.56	\$4.59	\$2.97	\$0.62	\$0.55	\$0.59	\$0.58	\$0.50	\$0.70	\$0.74
Deferred Maintenance Fund #14.0 Due to passage of Measure S, this balance may be used for future textbook purchases. (This fund became unrestricted for any use by the State resulting from the past State fiscal crisis)	\$4.93	\$4.97	\$5.00	\$5.03	\$5.07	\$5.13	\$5.21	\$5.32	\$5.41	\$5.50
Restricted Lottery Reserve Limited options - must be used for instructional materials Current plan is to utilize restricted lottery for textbook purchases and \$500,000 annually for instructional material purchases.	\$0.69	\$1.01	\$1.66	\$2.10	\$2.94	\$3.38	\$2.24	\$2.01	\$0.63	\$0.63
Debt Service Fund #56.0 This Fund was established as a reserve for the C.O.P. payments; however, due to the passage of Measure S, it will be utilized for textbook purchases.	\$14.99	\$15.07	\$15.17	\$15.27	\$14.02	\$12.68	\$11.68	\$11.26	\$6.91	\$6.91
Total Available Reserves	\$31.43	\$27.36	\$25.54	\$23.94	\$24.42	\$24.23	\$22.91	\$22.76	\$17.39	\$17.34

GLENDALE UNIFIED SCHOOL DISTRICT 2021-22 Fiscal Stabilization Plan \$12,000,000+ (Year 1 of multi-year plan to address total estimated ongoing deficit of up to \$30m)		
Dept	Program	Est. Savings/Rev
1. LCFF Funding	Increased revenue from “Schools and Communities First” (November 3, 2020 ballot initiatives)	\$ 0
2. LCFF Funding	2021-22 LCFF above current COLA projection of 0%; 1% = \$2.2m (Governor’s January Proposal)	\$ 0
3. State/Federal	One-time funding that can be used to offset reductions	\$ 0
4. Other Sources	One-time and/or ongoing funding that can be used to offset reductions	\$ 0
5. Non-personnel	6.67% reduction in all non-site department budgets – supplies, consulting services, conferences, etc.	\$ 3,000,000
6. Benefits budget	Reduce annual increase in projected H&W rates from +8% (May 2021); 1% = \$300,000	\$ 0
7. Elem	Est. Adjust Teaching positions due to declining enrollment from 2020-21	\$ 900,000
8. Middle	Est. Adjust Teaching positions due to declining enrollment from 2020-21	\$ 200,000
9. HS	Est. Adjust Teaching positions due to declining enrollment from 2020-21	\$ 100,000
10. Classified	Adjust Classified staffing due to declining enrollment from 2020-21	\$ 720,000
11. Management	Adjust Management staffing due to declining enrollment from 2020-21	\$ 250,000
12. Certificated	TK-3 class size to 26:1 if 2020-21 LCFF per ADA is equal to or below 2019-20	\$ 2,000,000
13. Districtwide	Furlough days; every 1 day = \$1,000,000 (must be negotiated)	\$ 3,000,000
14. TBD	Additional budget reductions yet to be determined	\$ 1,830,000
15.		\$ 0
	AS OF 9/15/20	\$ 0
Total Needed = \$12,000,000+		Current Total = \$ 12,000,000

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Resolution No. 2 Authorizing the Issuance and Sale of General Obligation Bonds, Election of 2011, Series E, in the Aggregate Principal Amount of Not to Exceed \$38,000,000 and Approving the Execution and Delivery of Related Documents and Actions**

The Superintendent recommends that the Board of Education adopt Resolution No. 2 Authorizing the Issuance and Sale of General Obligation Bonds, Election of 2011, Series E, in the Aggregate Principal Amount of Not to Exceed \$38,000,000 and Approving the Execution and Delivery of Related Documents and Actions.

On April 5, 2011, a general obligation bond election was held within the boundaries of the District, and the District obtained approval from more than 55% of the votes cast at said election to issue bonds in a principal amount of up to \$270 million to finance the projects identified in the ballot measure.

Series A through Series D have been issued pursuant to the 2011 bond authorization, leaving approximately \$38 million in bond authorization unissued as of this date.

The attached Resolution authorizes the issuance of the final bond sale, Series E, for the remaining \$38,000,000 pursuant to the 2011 authorization, and approves the form of the related bond documents. This issuance is in line with the construction schedule adopted by the Board of Education.

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

RESOLUTION NO. 2

RESOLUTION OF THE BOARD OF EDUCATION OF THE GLENDALE UNIFIED SCHOOL DISTRICT AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, ELECTION OF 2011, SERIES E, IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$38,000,000 AND APPROVING THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS AND ACTIONS

WHEREAS, an election was duly and regularly held in the Glendale Unified School District (the "District") on April 5, 2011, in accordance with Section 1(b)(3) of Article XIII A of the California Constitution, for the purpose of submitting a ballot measure (the "Bond Measure") to the qualified electors of the District, authorizing the issuance of general obligation bonds in the aggregate principal amount of \$270,000,000 (the "Bonds"), and more than 55% of the votes cast were in favor of the issuance of the Bonds; and

WHEREAS, on August 16, 2011, the District caused the issuance and sale of Election of 2011, Series A, Election of 2011, Series A-1 and Election of 2011, Series A-2, in the combined principal amount of \$53,999,985.60; on August 26, 2014 the District caused the issuance and sale of Election of 2011, Series B in the principal amount of \$70,000,000; on August 18, 2016, the District caused the issuance and sale of Election of 2011, Series C in the principal amount of \$70,000,000; and on September 27, 2018 the District caused the issuance and sale of Election of 2011, Series D in the principal amount of \$38,000,000 leaving \$38,000,014.40 unissued as of this date; and

WHEREAS, on April 1, 2014, the Board of Education of the District (the "Board") adopted Resolution No. 23 ("Resolution No. 23") authorizing the issuance of the unissued portion of the Bonds in the amount of not to exceed \$216,000,014.40 under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Bond Law"), upon the terms and conditions set forth in one or more resolutions with respect to each series thereof to be adopted by the Board at subsequent meetings of the Board, and authorized a judicial validation proceeding in connection therewith; and

WHEREAS, as such, the District wishes at this time to initiate proceedings for the issuance of a series of the Bonds under the Bond Law in the aggregate principal amount of not to exceed \$38,000,000 (the "Series E Bonds") as provided in Resolution No. 23 and this Resolution for the purpose of providing financing for projects which are authorized under the Bond Measure; and

WHEREAS, in accordance with Government Code Section 5852.1, the Board has obtained and disclosed the information set forth in Appendix B hereto; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Glendale Unified School District as follows:

ARTICLE I

DEFINITIONS; AUTHORITY

SECTION 1.01. *Definitions.* The terms defined in this Section 1.01, as used and capitalized herein, shall, for all purposes of this Resolution, have the meanings given them below, unless the context clearly requires some other meaning.

“Authorized Investments” means the County Investment Pool, the Local Agency Investment Fund, any investments authorized pursuant to Sections 53601 and 53635 of the California Government Code, and investment agreements, including guaranteed investment contracts, float contracts or other investment products (provided that such agreements comply with the requirements of Section 148 of the Tax Code). The Treasurer Tax-Collector shall assume no responsibility in the reporting, reconciling and monitoring in the investment of proceeds related to the Series E Bonds.

“Board” means the Board of Education of the District.

“Bond Counsel” means (a) the firm of Jones Hall, A Professional Law Corporation, or (b) any other attorney or firm of attorneys nationally recognized for expertise in rendering opinions as to the legality and tax exempt status of securities issued by public entities.

“Bond Law” means Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California, commencing with Section 53506 of said Code, as in effect on the date of adoption hereof and as amended hereafter.

“Bond Purchase Agreement” means the Bond Purchase Agreement between the District and the Underwriter, under which the Underwriter agrees to purchase the Series E Bonds and pay the purchase price therefor.

“Building Fund” means the fund established and held by the County Treasurer under Section 3.03.

“Closing Date” means the date upon which there is a delivery of the Series E Bonds in exchange for the amount representing the purchase price of the Series E Bonds by the Underwriter.

“Continuing Disclosure Certificate” means the Continuing Disclosure Certificate which is executed and delivered by a District Representative on the Closing Date.

“Costs of Issuance” means all items of expense directly or indirectly payable by or reimbursable to the District and related to the authorization, issuance, sale and delivery of the Series E Bonds, including but not limited to the costs of preparation and reproduction of documents, printing expenses, filing and recording fees, initial fees and charges of the Paying Agent and its counsel, legal fees and charges, fees and disbursements of consultants and professionals, rating agency fees and any other cost, charge or fee in connection with the original issuance and sale of the Series E Bonds.

“County” means the County of Los Angeles, a political subdivision of the State of California, duly organized and existing under the Constitution and laws of the State of California.

“County Treasurer” means the Los Angeles County Treasurer-Tax Collector, or any authorized deputy thereof.

“Debt Service Fund” means the account established and held by the County Treasurer under Section 4.02.

“Depository” means (a) initially, DTC, and (b) any other Securities Depository acting as Depository under Section 2.09.

“Depository System Participant” means any participant in the Depository’s book-entry system.

“District” means the Glendale Unified School District, a unified school district organized under the Constitution and laws of the State of California, and any successor thereto.

“District Representative” means the President of the Board, the Superintendent, Chief Business and Financial Officer, Director of Financial Services, or such officer’s written designee, or any other person authorized by resolution of the Board of the District to act on behalf of the District with respect to this Resolution and the Bonds.

“DTC” means The Depository Trust Company, New York, New York, and its successors and assigns.

“Education Code” means the Education Code of the State of California, as in effect on the Closing Date or as thereafter amended from time to time.

“Federal Securities” means: (a) any direct general obligations of the United States of America (including obligations issued or held in book entry form on the books of the Department of the Treasury of the United States of America), for which the full faith and credit of the United States of America are pledged; (b) obligations of any agency, department or instrumentality of the United States of America, the timely payment of principal and interest on which are directly or indirectly secured or guaranteed by the full faith and credit of the United States of America.

“Interest Payment Dates” with respect to any Series E Bond, means March 1 and September 1 in each year during the term of such Bond, commencing on the date set forth in the Bond Purchase Agreement, provided, however, that such dates are subject to modification as provided in the Bond Purchase Agreement.

“Office” means the office or offices of the Paying Agent for the payment of the Bonds and the administration of its duties hereunder. The Paying Agent may designate and re-designate the Office from time to time by written notice filed with the County Treasurer and the District.

“Outstanding,” when used as of any particular time with reference to Series E Bonds, means all Series E Bonds except: (a) Series E Bonds theretofore canceled by

the Paying Agent or surrendered to the Paying Agent for cancellation; (b) Series E Bonds paid or deemed to have been paid within the meaning of Section 9.02; and (c) Series E Bonds in lieu of or in substitution for which other Series E Bonds have been authorized, executed, issued and delivered by the District under this Resolution.

“Owner”, whenever used herein with respect to a Series E Bond, means the person in whose name the ownership of such Series E Bond is registered on the Registration Books.

“Paying Agent” means the County Treasurer and his designated agents or his successors or assigns acting in the capacity of paying agent, registrar, authentication agent and transfer agent. The County Treasurer is authorized to contract with any third party to perform the services of Paying Agent under this Resolution.

“Record Date” means the 15th day of the month preceding an Interest Payment Date, whether or not such day is a business day.

“Registration Books” means the records maintained by the Paying Agent for the registration of ownership and registration of transfer of the Series E Bonds under Section 2.08.

“Resolution” means this Resolution, as originally adopted by the Board and including all amendments hereto and supplements hereof which are duly adopted by the Board from time to time in accordance herewith.

“Securities Depositories” means DTC; and, in accordance with then current guidelines of the Securities and Exchange Commission, such other addresses and/or such other securities depositories as the District may designate in a Written Certificate of the District delivered to the Paying Agent.

“Series E Bonds” means the not to exceed \$38,000,000 aggregate principal amount of Glendale Unified School District (Los Angeles County, California) General Obligation Bonds, Election of 2011, Series E issued and at any time Outstanding under this Resolution.

“Tax Code” means the Internal Revenue Code of 1986 as in effect on the Closing Date or (except as otherwise referenced herein) as it may be amended to apply to obligations issued on the Closing Date, together with applicable proposed, temporary and final regulations promulgated, and applicable official public guidance published, under said Code.

“Underwriter” means RBC Capital Markets, LLC as original underwriter of the Series E Bonds upon the negotiated sale thereof, as designated pursuant to Section 3.01.

“Written Certificate of the District” means an instrument in writing signed by a District Representative or by any other officer of the District duly authorized by the District for that purpose.

SECTION 1.02. *Interpretation.*

(a) Unless the context otherwise indicates, words expressed in the singular include the plural and vice versa and the use of the neuter, masculine, or feminine gender is for convenience only and include the neuter, masculine or feminine gender, as appropriate.

(b) Headings of articles and sections herein and the table of contents hereof are solely for convenience of reference, do not constitute a part hereof and shall not affect the meaning, construction or effect hereof.

(c) All references herein to "Articles," "Sections" and other subdivisions are to the corresponding Articles, Sections or subdivisions of this Resolution; the words "herein," "hereof," "hereby," "hereunder" and other words of similar import refer to this Resolution as a whole and not to any particular Article, Section or subdivision hereof.

SECTION 1.03. *Authority for this Resolution; Findings.* This Resolution is entered into under the provisions of the Bond Law. The Board hereby certifies that all of the things, conditions and acts required to exist, to have happened or to have been performed precedent to and in the issuance of the Series E Bonds do exist, have happened or have been performed in due and regular time and manner as required by the laws of the State of California, and that the amount of the Series E Bonds, together with all other indebtedness of the District, does not exceed any limit prescribed by any laws of the State of California.

ARTICLE II

THE SERIES E BONDS

SECTION 2.01. *Authorization.* The Board hereby authorizes the issuance of the Series E Bonds in the aggregate principal amount not to exceed \$38,000,000 under and subject to the terms of Article XIII A, Section 1 paragraph (b) of the California Constitution, the Bond Law and this Resolution, for the purpose of raising money for the acquisition or improvement of educational facilities in accordance with the Bond Measure and to pay Costs of Issuance. This Resolution constitutes a continuing agreement between the District and the Owners of all of the Series E Bonds issued or to be issued hereunder and then Outstanding to secure the full and final payment of principal thereof and interest and premium, if any, on all Series E Bonds, subject to the covenants, agreements, provisions and conditions herein contained. The Series E Bonds shall be issued as current interest bonds, and may be issued in one or more series as tax-exempt and/or taxable bonds, and shall be designated the "Glendale Unified School District (Los Angeles County, California) General Obligation Bonds, Election of 2011, Series E", together with such additional series designation as is approved by a District Representative to identify the Series E Bonds more particularly.

SECTION 2.02. *Terms of Series E Bonds.*

(a) Terms of Series E Bonds. The Series E Bonds will be issued as fully registered bonds, without coupons, in the denomination of \$5,000 each or any integral multiple thereof, but in an amount not to exceed the aggregate principal amount of Series E Bonds maturing in the year of maturity of the Series E Bond for which the

denomination is specified. Series E Bonds will be lettered and numbered as the Paying Agent may prescribe. The Series E Bonds will be dated as of the Closing Date.

Interest on the Series E Bonds is payable semiannually on each Interest Payment Date. Each Series E Bond will bear interest from the Interest Payment Date next preceding the date of registration and authentication thereof unless (i) it is authenticated as of an Interest Payment Date, in which event it will bear interest from such date, or (ii) it is authenticated prior to an Interest Payment Date and after the close of business on the Record Date preceding such Interest Payment Date, in which event it will bear interest from such Interest Payment Date, or (iii) it is authenticated prior to the first Record Date, in which event it will bear interest from the Closing Date. Notwithstanding the foregoing, if interest on any Series E Bond is in default at the time of authentication thereof, such Series E Bond will bear interest from the Interest Payment Date to which interest has previously been paid or made available for payment thereon.

(b) Maturities; Basis of Interest Calculation. The Series E Bonds will mature on September 1 in the years and in the amounts, and will bear interest at the rates, as determined upon the sale thereof as provided in the Bond Purchase Agreement. Interest on the Series E Bonds will be calculated on the basis of a 360-day year comprised of twelve 30-day months.

(c) CUSIP Identification Numbers. CUSIP identification numbers will be imprinted on the Series E Bonds, but such numbers do not constitute a part of the contract evidenced by the Series E Bonds and any error or omission with respect thereto will not constitute cause for refusal of any purchaser to accept delivery of and pay for the Series E Bonds. In addition, failure on the part of the District to use such CUSIP numbers in any notice to Owners of the Series E Bonds will not constitute an event of default or any violation of the District's contract with such Owners and will not impair the effectiveness of any such notice.

(d) Payment. Interest on the Series E Bonds (including the final interest payment upon maturity or redemption) is payable by check, draft or wire of the Paying Agent mailed to the Owner thereof (which will be DTC so long as the Series E Bonds are held in the book-entry system of DTC) at such Owner's address as it appears on the Registration Books at the close of business on the preceding Record Date; except that at the written request of the Owner of at least \$1,000,000 aggregate principal amount of the Series E Bonds, which written request is on file with the Paying Agent as of any Record Date, interest on such Series E Bonds will be paid on the succeeding Interest Payment Date to such account as will be specified in such written request. Principal of and premium (if any) on the Series E Bonds is payable in lawful money of the United States of America upon presentation and surrender at the Office of the Paying Agent.

(e) Provisions of Sale Documents to Control. Notwithstanding the foregoing provisions of this Section and the following provisions of Section 2.03, any of the terms of the Series E Bonds may be established or modified under the Bond Purchase Agreement or other document governing the sale of the Series E Bonds. In the event of a conflict or inconsistency between this Resolution and the Bond Purchase Agreement or other document of sale relating to the terms of the Series E Bonds, the provisions of the Bond Purchase Agreement or other document of sale will be controlling.

SECTION 2.03. *Redemption of Series E Bonds.*

(a) Optional Redemption Dates and Prices. The Series E Bonds are subject to redemption prior to maturity, at the option of the District, in whole or in part among maturities on such basis as designated by the District and by lot within a maturity, from any available source of funds, commencing on the dates and at the respective redemption prices as shall be designated in the Bond Purchase Agreement.

(b) Mandatory Sinking Fund Redemption. If the Bond Purchase Agreement specifies that any one or more maturities of the Series E Bonds are term bonds which are subject to mandatory sinking fund redemption, each such maturity of Series E Bonds shall be subject to such mandatory sinking fund redemption on September 1 in each of the years and in the respective principal amounts as set forth in the Bond Purchase Agreement, at a redemption price equal to 100% of the principal amount thereof to be redeemed (without premium), together with interest accrued thereon to the date fixed for redemption. If any such term bonds are redeemed under the provisions of the preceding clause (a), the total amount of all future payments under this subsection (b) with respect to such term bonds shall be reduced by the aggregate principal amount of such term bonds so redeemed, to be allocated among such payments in integral multiples of \$5,000 in the manner determined by the District as set forth in written notice given by the District to the Paying Agent.

(c) Selection of Series E Bonds for Redemption. Whenever less than all of the Outstanding Series E Bonds of any one maturity are designated for redemption, the Paying Agent shall select the Outstanding Series E Bonds of such maturity to be redeemed by lot in any manner deemed fair by the Paying Agent. For purposes of such selection, each Series E Bond will be deemed to consist of individual bonds of \$5,000 portions of principal amount. The Series E Bonds may all be separately redeemed.

(d) Redemption Procedure. The Paying Agent will cause notice of any redemption to be mailed, first class mail, postage prepaid, at least 30 days but not more than 60 days prior to the date fixed for redemption, to the respective Owners of any Series E Bonds designated for redemption, at their addresses appearing on the Registration Books. Such mailing is not a condition precedent to such redemption and the failure to mail or to receive any such notice will not affect the validity of the proceedings for the redemption of such Series E Bonds. In addition, the Paying Agent will give notice of redemption by telecopy or certified, registered or overnight mail to the Municipal Securities Rulemaking Board and each of the Securities Depositories at least two days prior to such mailing to the Series E Bond Owners.

Such notice shall state the redemption date and the redemption price and, if less than all of the then Outstanding Series E Bonds are to be called for redemption, shall designate the serial numbers of the Series E Bonds to be redeemed by giving the individual number of each Series E Bond or by stating that all Series E Bonds between two stated numbers, both inclusive, or by stating that all of the Series E Bonds of one or more maturities have been called for redemption, and shall require that such Series E Bonds be then surrendered at the Office of the Paying Agent for redemption at the said redemption price, giving notice also that further interest on such Series E Bonds will not accrue from and after the redemption date.

Upon surrender of Series E Bonds redeemed in part only, the District shall execute and the Paying Agent shall authenticate and deliver to the Owner, at the expense of the District, a new Series E Bond or Bonds, of the same maturity, of authorized denominations in aggregate principal amount equal to the unredeemed portion of the Series E Bond or Bonds.

From and after the date fixed for redemption, if notice of such redemption has been duly given and funds available for the payment of the principal of and interest (and premium, if any) on the Series E Bonds so called for redemption have been duly provided, the Series E Bonds called for redemption will cease to be entitled to any benefit under this Resolution other than the right to receive payment of the redemption price, and no interest will accrue thereon on or after the redemption date specified in the notice. The Paying Agent will cancel all Series E Bonds redeemed under this Section and will furnish a certificate of cancellation to the District.

(e) Right to Rescind Notice of Redemption. The District has the right to rescind any notice of the optional redemption of Series E Bonds under subsection (a) of this Section by written notice to the Paying Agent on or prior to the date fixed for redemption. Any notice of redemption shall be cancelled and annulled if for any reason funds will not be or are not available on the date fixed for redemption for the payment in full of the Series E Bonds then called for redemption. The District and the Paying Agent shall have no liability to the Series E Bond Owners or any other party related to or arising from such rescission of redemption. The Paying Agent shall mail notice of such rescission of redemption in the same manner as the original notice of redemption was sent under subsection (d) of this Section.

SECTION 2.04. *Form of Series E Bonds.* The Series E Bonds, the form of the Paying Agent's certificate of authentication and registration and the form of assignment to appear thereon will be substantially in the forms, respectively, with necessary or appropriate variations, omissions and insertions, as permitted or required by this Resolution and the Bond Purchase Agreement, as are set forth in Appendix A attached hereto.

SECTION 2.05. *Execution of Series E Bonds.* The Series E Bonds shall be signed by the manual or facsimile signature of the President of the Board and shall be attested by the manual or facsimile signature of the Secretary of the Board. Only those Series E Bonds bearing a certificate of authentication and registration in the form set forth in Appendix A attached hereto, executed and dated by the Paying Agent, shall be valid or obligatory for any purpose or entitled to the benefits of this Resolution, and such certificate of the Paying Agent is conclusive evidence that the Series E Bonds so registered have been duly authenticated, registered and delivered hereunder and are entitled to the benefits of this Resolution.

SECTION 2.06. *Transfer of Series E Bonds.* Subject to Section 2.10, any Series E Bond may, in accordance with its terms, be transferred, upon the Registration Books, by the person in whose name it is registered, in person or by his duly authorized attorney, upon surrender of such Series E Bond for cancellation at the Office at the Paying Agent, accompanied by delivery of a written instrument of transfer in a form approved by the Paying Agent, duly executed. The District may charge a reasonable sum for each new Series E Bond issued upon any transfer.

Whenever any Series E Bond or Bonds is surrendered for transfer, the District shall execute and the Paying Agent shall authenticate and deliver a new Series E Bond or Bonds, for like aggregate principal amount. No transfers of Series E Bonds shall be required to be made (a) 15 days prior to the date established by the Paying Agent for selection of Series E Bonds for redemption or (b) with respect to a Series E Bond which has been selected for redemption.

SECTION 2.07. *Exchange of Series E Bonds.* Series E Bonds may be exchanged at the principal Office of the Paying Agent for a like aggregate principal amount of Series E Bonds of authorized denominations and of the same maturity, together with a request for exchange signed by the owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. The District may charge a reasonable sum for each new Series E Bond issued upon any exchange (except in the cases of any exchange of temporary Series E Bonds for definitive Series E Bonds). No exchange of Series E Bonds is required to be made (a) 15 days prior to the date established by the Paying Agent for selection of Series E Bonds for redemption or (b) with respect to a Series E Bond after it has been selected for redemption.

SECTION 2.08. *Registration Books.* The Paying Agent shall keep or cause to be kept sufficient books for the registration and transfer of the Series E Bonds, which shall at all times be open to inspection by the District upon reasonable notice; and, upon presentation for such purpose, the Paying Agent shall, under such reasonable regulations as it may prescribe, register or transfer or cause to be registered or transferred, on said books, Series E Bonds as herein before provided.

SECTION 2.09. *Book-Entry System.* Except as provided below, DTC shall be the Owner of all of the Series E Bonds, and the Series E Bonds shall be registered in the name of Cede & Co. as nominee for DTC. The Series E Bonds shall be initially executed and delivered in the form of a single fully registered Series E Bond for each maturity date of the Series E Bonds in the full aggregate principal amount of the Series E Bonds maturing on such date. The Paying Agent and the District may treat DTC (or its nominee) as the sole and exclusive owner of the Series E Bonds registered in its name for all purposes of this Resolution, and neither the Paying Agent nor the District shall be affected by any notice to the contrary. The Paying Agent and the District have no responsibility or obligation to any Depository System Participant, any person claiming a beneficial ownership interest in the Series E Bonds under or through DTC or a Depository System Participant, or any other person which is not shown on the register of the District as being an owner, with respect to the accuracy of any records maintained by DTC or any Depository System Participant or the payment by DTC or any Depository System Participant by DTC or any Depository System Participant of any amount in respect of the principal or interest with respect to the Series E Bonds. The District shall cause to be paid all principal and interest with respect to the Series E Bonds only to DTC, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to the principal and interest with respect to the Series E Bonds to the extent of the sum or sums so paid. Except under the conditions noted below, no person other than DTC shall receive a Series E Bond. Upon delivery by DTC to the District of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the term "Cede & Co." in this Resolution shall refer to such new nominee of DTC.

If the District determines that it is in the best interest of the beneficial owners that they be able to obtain Series E Bonds and delivers a written certificate to DTC and the District to that effect, DTC shall notify the Depository System Participants of the availability through DTC of Series E Bonds. In such event, the District shall issue, transfer and exchange Series E Bonds as requested by DTC and any other owners in appropriate amounts.

DTC may determine to discontinue providing its services with respect to the Series E Bonds at any time by giving notice to the District and discharging its responsibilities with respect thereto under applicable law. Under such circumstances (if there is no successor securities depository), the District shall be obligated to deliver Series E Bonds as described in this Resolution. Whenever DTC requests the District to do so, the District will cooperate with DTC in taking appropriate action after reasonable notice to (a) make available one or more separate Series E Bonds evidencing the Series E Bonds to any Depository System Participant having Series E Bonds credited to its DTC account or (b) arrange for another securities depository to maintain custody of certificates evidencing the Series E Bonds.

Notwithstanding any other provision of this Resolution to the contrary, so long as any Series E Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal and interest with respect to such Series E Bond and all notices with respect to such Series E Bond shall be made and given, respectively, to DTC as provided in the representation letter delivered on the date of issuance of the Series E Bonds.

Section 2.10. *Transfer Under Book-Entry System: Discontinuation of Book-Entry System.* Registered ownership of the Series E Bonds, or any portion thereof, may not be transferred except as follows:

- (i) To any successor of Cede & Co., as nominee of DTC, or its nominee, or to any substitute depository designated pursuant to clause (ii) of this Section (a "substitute depository"); *provided that* any successor of Cede & Co., as nominee of DTC or substitute depository, shall be qualified under any applicable laws to provide the services proposed to be provided by it;
- (ii) To any substitute depository not objected to by the District or the County, upon (1) the resignation of DTC or its successor (or any substitute depository or its successor) from its functions as depository, or (2) a determination by the County (upon consultation with the District) to substitute another depository for DTC (or its successor) because DTC or its successor (or any substitute depository or its successor) is no longer able to carry out its functions as depository; provided, that any such substitute depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

- (iii) To any person upon (1) the resignation of DTC or its successor (or substitute depository or its successor) from its functions as depository, or (2) a determination by the County (upon consultation with the District) to remove DTC or its successor (or any substitute depository or its successor) from its functions as depository.

ARTICLE III

SALE OF SERIES E BONDS; APPLICATION OF PROCEEDS

SECTION 3.01. Sale of Series E Bonds; Approval of Sale Documents.

(a) Negotiated Sale Authorized. Pursuant to Section 53508.7 of the Bond Law the Board hereby expressly authorizes the negotiated sale of the Series E Bonds to RBC Capital Markets, LLC as Underwriter. The Series E Bonds shall be sold pursuant to the Bond Purchase Agreement in substantially the form on file with the Clerk of the Board with such changes therein, deletions therefrom and modifications thereto as a District Representative may approve, such approval to be conclusively evidenced by the execution and delivery of the Bond Purchase Agreement; provided that the Bond Purchase Agreement shall contain the following terms:

- (i) the Series E Bonds shall bear a rate of interest of not to exceed 8 percent per annum;
- (ii) the Series E Bonds shall have a final maturity date of 40 years or less from the date of issuance (subject to subsection (f) below);
- (iii) the Series E Bonds shall have a ratio of total debt service to principal of not to exceed four to one;
- (iv) the Underwriter's discount shall not exceed 0.30% of the principal amount of the Series E Bonds.

The Board hereby authorizes a District Representative to execute and deliver the final form of the Bond Purchase Agreement in the name and on behalf of the District.

(b) Reasons for Negotiated Sale. In accordance with Section 53508.7 of the Bond Law, the Board has determined to authorize the sale of the Series E Bonds at negotiated sale for the following reasons: (a) a negotiated sale provides more flexibility to choose the time and date of the sale which is advantageous in a volatile municipal bond market, and (b) a negotiated sale will permit the time schedule for the issuance and sale of the Series E Bonds to be expedited. A District Representative is hereby authorized to acknowledge a copy of the disclosure made by the selected Underwriter in compliance with Municipal Securities Rulemaking Board Rule G-17.

(c) Official Statement. The Board hereby approves, and hereby deems final within the meaning of Rule 15c2-12 of the Securities Exchange Act of 1934, the

Preliminary Official Statement describing the Series E Bonds in substantially the form on file with the Clerk of the Board. A District Representative is hereby authorized to execute an appropriate certificate stating the Board's determination that the Preliminary Official Statement has been deemed nearly final within the meaning of such Rule. A District Representative is hereby authorized and directed to approve any changes in or additions to a final form of said Official Statement, and the execution thereof by a District Representative shall be conclusive evidence of his or her approval of any such changes and additions. The Board hereby authorizes the distribution of the Official Statement by the Underwriter. The final Official Statement shall be executed in the name and on behalf of the District by a District Representative.

(d) Estimates Regarding Assessed Valuations. As provided in Section 3.01(a), the Series E Bonds shall have a term of not to exceed 40 years from the date of issuance and the repayment ratio for the Series E Bonds shall not exceed four to one. As provided in Education Code Section 15270, the Series E Bonds may only be issued if the District projects at the time of issue that the tax rate levied to pay debt service on the Series E Bonds, together with other bonds issued pursuant to the Bond Measure, would not exceed \$60 per \$100,000 of assessed valuation. In making such projection, the District has estimated certain annual increases in the assessed value of taxable property within the District.

(e) Finding Regarding Useful Life. The Board hereby authorizes the issuance of Series E Bonds which have a maturity greater than 30 years but not greater than 40 years pursuant to Government Code Section 53508.6 only if the useful life of the facility financed with the proceeds of the Series E Bonds equals or exceeds the maturity date of those Series E Bonds. A District Representative who is familiar with the projects to be financed with the proceeds of the Series E Bonds is authorized to make such determination and to execute a certificate to such effect in the event the Series E Bonds have a maturity greater than 30 years.

(f) Actions to Close Bond Issuance. Each District Representative and any and all other officers of the District are each authorized and directed in the name and on behalf of the District to execute and deliver any and all certificates, requisitions, agreements, notices, consents, warrants and other documents, which they or any of them might deem necessary or appropriate in order to consummate the lawful issuance, sale and delivery of the Series E Bonds, including but not limited to the execution and delivery of a document with respect to the engagement of the Paying Agent appointed hereby, and the payment of Costs of Issuance. Whenever in this Resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf if such officer is absent or unavailable.

SECTION 3.02. *Application of Proceeds of Sale of Series E Bonds.* The proceeds of the Series E Bonds shall be paid to the County Treasurer (excluding amounts to be used to pay some or all of the Costs of Issuance, which may be deposited as described in Section 3.05) on the Closing Date, and shall be applied by the County Treasurer as follows:

- (a) The portion of the proceeds representing the premium (if any) received by the County Treasurer on the sale of the Series E Bonds

will be deposited in the Debt Service Fund established pursuant to Section 4.02.

- (b) All remaining proceeds received by the County Treasurer from the sale of the Series E Bonds will be deposited in the Building Fund established pursuant to Section 3.03.

At the option of the District, a portion of the proceeds to be used to pay Costs of Issuance may be deposited with a fiscal agent selected by the District, as provided in Section 15146(g) of the Education Code, as directed by the District, in order to facilitate the payment of Costs of Issuance.

SECTION 3.03. *Building Fund.* The County Treasurer shall create and maintain a fund designated as the "Glendale Unified School District, Election of 2011, Series E Building Fund," into which the proceeds from the sale of the Series E Bonds shall be deposited, to the extent required under Section 3.02(b). The County Treasurer shall maintain separate accounting for the proceeds of the Series E Bonds, including all earnings received from the investment thereof. Amounts credited to the Building Fund for the Series E Bonds shall be expended by the District solely for the financing of projects for which the Series E Bond proceeds are authorized to be expended under the Bond Measure (which includes related Costs of Issuance). All interest and other gain arising from the investment of proceeds of the Series E Bonds shall be retained in the Building Fund and used for the purposes thereof. Pursuant to a Written Certificate of the District filed with the County Treasurer, any amounts remaining on deposit in the Building Fund and not needed for the purposes thereof shall be withdrawn from the Building Fund and transferred to the Debt Service Fund, to be applied to pay the principal of and interest on the Series E Bonds.

If excess amounts remain on deposit in the Building Fund after payment in full of the Series E Bonds, any such excess amounts shall be transferred to the general fund of the District, to be applied for the purposes for which the Series E Bonds have been authorized or otherwise in accordance with the Bond Law.

SECTION 3.04. *Professionals; Estimated Financing Costs.* The firm of Jones Hall, A Professional Law Corporation, has previously been engaged to act as the District's bond counsel and disclosure counsel, and the firm of Keygent LLC has previously been engaged to act as the District's financial advisor, in connection with the issuance and sale of the Series E Bonds. The estimated costs of issuance associated with the bond sale are 0.6% of the principal amount of the Series E Bonds, which includes bond counsel and disclosure counsel fees, costs of printing the Official Statement, financial advisor fees, rating agency fees, and paying agent fees, but which does not include underwriting fees and the cost of municipal bond insurance, if obtained.

SECTION 3.05. *Costs of Issuance Agreement.* In order to facilitate the payment of all or some Costs of Issuance, the Board hereby authorizes a District Representative to enter into or acknowledge an agreement, designating a bank identified therein, to serve as a custodian for receipt of a portion of the proceeds of the Series E Bonds to pay all or a portion of Costs of Issuance.

ARTICLE IV

SECURITY FOR THE SERIES E BONDS; DEBT SERVICE FUND

SECTION 4.01. *Security for the Series E Bonds.* The Series E Bonds are general obligations of the District. The Board has the power to direct the County to levy *ad valorem* taxes upon all property within the District that is subject to taxation by the District, without limitation of rate or amount (except certain personal property which is taxable at limited rates), for the payment of the Series E Bonds and the interest and redemption premium (if any) thereon. The District hereby directs the County to levy on all the taxable property in the District, in addition to all other taxes, a continuing direct and *ad valorem* tax annually during the period the Series E Bonds are Outstanding in an amount sufficient to pay the principal of and interest on the Series E Bonds when due, including the principal of any Series E Bonds upon the mandatory sinking fund redemption thereof under Section 2.03(b), which moneys when collected will be paid to the County Treasurer and placed in the Debt Service Fund.

The principal of and interest and redemption premium (if any) on the Series E Bonds does not constitute a debt of the County, the State of California, or any of its political subdivisions other than the District, or any of the officers, agents or employees thereof. Neither the County, the State of California, any of its political subdivisions nor any of the officers, agents or employees thereof are liable for the Series E Bonds. In no event are the principal of and interest and redemption premium (if any) on Series E Bonds payable out of any funds or properties of the District other than *ad valorem* taxes levied on taxable property in the District. The Series E Bonds, including the interest thereon, are payable solely from taxes levied under Sections 15250 and 15252 of the Education Code.

The District hereby pledges all revenues from the property taxes collected from the levy by the County for the payment of the Series E Bonds and the amounts in the Debt Service Fund (the "Pledged Revenues") to the payment of the principal of and interest on the Series E Bonds. It is the intention of the District that (i) for purposes of 11 U.S.C. §902(2)(E), the Pledged Revenues constitute "taxes specifically levied to finance one or more projects or systems" of the District and are not "general property, sales or income taxes . . . levied to finance the general purposes of" the District, and (ii) the pledge of the Pledged Revenues constitutes a pledge of "special revenues" for purposes of 11 U.S.C. §§901 et seq., and that a petition filed by the District under 11 U.S.C. §§901 et seq., will not operate as a stay under 11 U.S.C. §362 of the application of such Pledged Revenues to payment when due of principal of and interest on the Series E Bonds. The District will not take any action inconsistent with its agreement and statement of intention hereunder and will not deny that the pledge of the Pledged Revenues constitutes a pledge of special revenues for purposes of 11 U.S.C. §§901 et seq.

SECTION 4.02. *Establishment of Debt Service Fund.* The District hereby directs the County Treasurer to establish, hold and maintain a fund to be known as the "Glendale Unified School District, Election of 2011, Series E Debt Service Fund", which the County Treasurer shall maintain as a separate account, distinct from all other funds of the County and the District. All taxes levied by the County, at the request of the District, for the payment of the principal of and interest and premium (if any) on the Series E Bonds shall be deposited in the Debt Service Fund by the County promptly upon apportionment of said levy.

The Debt Service Fund is hereby pledged for the payment of the principal of and interest on the Series E Bonds when and as the same become due, including the principal of any term Series E Bonds required to be paid upon the mandatory sinking fund redemption thereof. Amounts in the Debt Service Fund shall be transferred by the County to the Paying Agent to the extent required to pay the principal of and interest and redemption premium (if any) on the Series E Bonds when due. In addition, amounts on deposit in the Debt Service Fund shall be applied to pay the fees and expenses of the Paying Agent insofar as permitted by law, including specifically by Section 15232 of the Education Code.

SECTION 4.03. *Disbursements From Debt Service Fund.* The County Treasurer shall administer the Debt Service Fund and make disbursements therefrom in the manner set forth in this Section. The County Treasurer shall transfer amounts on deposit in the Debt Service Fund, to the extent necessary to pay the principal of and interest on the Series E Bonds when due and payable, to the Paying Agent which, in turn, shall pay such moneys to DTC to pay the principal of and interest on the Series E Bonds. DTC will thereupon make payments of principal and interest on the Series E Bonds to the DTC Participants who will thereupon make payments of principal and interest to the beneficial owners of the Series E Bonds. Any moneys remaining in the Debt Service Fund after the Series E Bonds and the interest thereon have been paid, or provision for such payment has been made, shall be transferred to the General Fund of the District, as provided in Section 15234 of the Education Code.

SECTION 4.04. *Investments.* All moneys held in any of the funds or accounts established with the County hereunder will be invested in Authorized Investments in accordance with the investment policies of the County, as such policies exist at the time of investment. Obligations purchased as an investment of moneys in any fund or account will be deemed to be part of such fund or account. All interest or gain derived from the investment of amounts in any of the funds or accounts established hereunder will be deposited in the fund or account from which such investment was made, and will be expended for the purposes thereof. The County Treasurer has no responsibility in the reporting, reconciling and monitoring of the investment of the proceeds of the Bonds.

All interest or gain derived from the investment of amounts in any of the funds or accounts established hereunder shall be deposited in the fund or account from which such investment was made, and shall be expended for the purposes thereof. The District covenants that all investments of amounts deposited in any fund or account created by or under this Resolution, or otherwise containing proceeds of the Series E Bonds, shall be acquired and disposed of at the Fair Market Value thereof. For purposes of this Section, the term "Fair Market Value" shall mean, with respect to any investment, the price at which a willing buyer would purchase such investment from a

willing seller in a bona fide, arm's length transaction (determined as of the date the contract to purchase or sell the investment becomes binding) if the investment is traded on an established securities market (within the meaning of Section 1273 of the Tax Code) and, otherwise, the term "Fair Market Value" means the acquisition price in a bona fide arm's length transaction (as described above) if (i) the investment is a certificate of deposit that is acquired in accordance with applicable regulations under the Tax Code, (ii) the investment is an agreement with specifically negotiated withdrawal or reinvestment provisions and a specifically negotiated interest rate (for example, a guaranteed investment contract, a forward supply contract or other investment agreement) that is acquired in accordance with applicable regulations under the Tax Code, or (iii) the investment is a United States Treasury Security - State and Local Government Series that is acquired in accordance with applicable regulations of the United States Bureau of Public Debt.

ARTICLE V

OTHER COVENANTS OF THE DISTRICT

SECTION 5.01. *Punctual Payment.* The Board will direct the County to levy *ad valorem* taxes, as provided in Section 15250 of the Education Code, so as to enable the District to punctually pay, or cause to be paid, the principal of and interest on the Series E Bonds, in conformity with the terms of the Series E Bonds and of this Resolution. Nothing herein contained shall prevent the District from making advances of its own moneys howsoever derived to any of the uses or purposes permitted by law.

SECTION 5.02. *Books and Accounts; Financial Statements.* The District will keep, or cause to be kept, proper books of record and accounts, separate from all other records and accounts of the District in which complete and correct entries are made of all transactions relating to the expenditure of the proceeds of the Series E Bonds. Such books of record and accounts shall at all times during business hours be subject to the inspection of the Paying Agent and the Owners of not less than 10% in aggregate principal amount of the Series E Bonds then Outstanding, or their representatives authorized in writing.

SECTION 5.03. *Protection of Security and Rights of Series E Bond Owners.* The District will preserve and protect the security of the Series E Bonds and the rights of the Series E Bond Owners, and will warrant and defend their rights against all claims and demands of all persons. Following the issuance of the Series E Bonds by the District, the Series E Bonds shall be incontestable by the District.

SECTION 5.04. *Tax Covenants.*

(a) Private Activity Bond Limitation. The District shall assure that the proceeds of the Series E Bonds are not so used as to cause the Series E Bonds to satisfy the private business tests of Section 141(b) of the Tax Code or the private loan financing test of Section 141(c) of the Tax Code.

(b) Federal Guarantee Prohibition. The District shall not take any action or permit or suffer any action to be taken if the result of the same would be to cause any of

the Series E Bonds to be “federally guaranteed” within the meaning of Section 149(b) of the Tax Code.

(c) No Arbitrage. The District shall not take, or permit or suffer to be taken by the Paying Agent or the County or otherwise, any action with respect to the proceeds of the Series E Bonds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken, on the Closing Date would have caused the Series E Bonds to be “arbitrage bonds” within the meaning of Section 148 of the Tax Code.

(d) Maintenance of Tax-Exemption. The District shall take all actions necessary to assure the exclusion of interest on the Series E Bonds from the gross income of the Owners of the Series E Bonds to the same extent as such interest is permitted to be excluded from gross income under the Tax Code as in effect on the Closing Date.

(e) Rebate of Excess Investment Earnings to United States. The District shall calculate or cause to be calculated excess investment earnings with respect to the Series E Bonds which are required to be rebated to the United States of America under Section 148(f) of the Tax Code, and shall pay the full amount of such excess investment earnings to the United States of America in such amounts, at such times and in such manner as may be required under the Tax Code, if and to the extent such Section 148(f) is applicable to the Series E Bonds. Such payments shall be made by the District from any source of legally available funds of the District. The District shall keep or cause to be kept, and retain or cause to be retained for a period of six years following the retirement of the Series E Bonds, records of the determinations made under this subsection (e). In order to provide for the administration of this subsection (e), the District may provide for the employment of independent attorneys, accountants and consultants compensated on such reasonable basis as the District may deem appropriate.

SECTION 5.05. *Continuing Disclosure*. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate, which shall be executed by a District Representative and delivered on the Closing Date. Notwithstanding any other provision of this Resolution, failure of the District to comply with the Continuing Disclosure Certificate does not constitute a default by the District hereunder or under the Series E Bonds; however, any Participating Underwriter (as that term is defined in the Continuing Disclosure Certificate) or any holder or beneficial owner of the Series E Bonds may, take such actions as may be necessary and appropriate to compel performance, including seeking mandate or specific performance by court order.

SECTION 5.06. *CDIAC Annual Reporting*. The District hereby covenants and agrees that it will comply with the provisions of California Government Code Section 8855 subdivision (k) with respect to annual reporting to the California Debt and Investment Advisory Commission. Said reporting will occur at the times and include the types of information as set forth therein. Notwithstanding any other provision of this Resolution, failure of the District to comply with said reporting does not constitute a default by the District hereunder or under the Series E Bonds.

SECTION 5.07. *Further Assurances*. The District will adopt, make, execute and deliver any and all such further resolutions, instruments and assurances as may be

reasonably necessary or proper to carry out the intention or to facilitate the performance of this Resolution, and for the better assuring and confirming unto the Owners of the Series E Bonds of the rights and benefits provided in this Resolution.

ARTICLE VI

THE PAYING AGENT

SECTION 6.01. *Appointment of Paying Agent.* The County Treasurer is hereby appointed to act as Paying Agent for the Series E Bonds and, in such capacity, shall also act as registration agent and authentication agent for the Series E Bonds. The Paying Agent undertakes to perform such duties, and only such duties, as are specifically set forth in this Resolution, and even during the continuance of an event of default with respect to the Series E Bonds, no implied covenants or obligations shall be read into this Resolution against the Paying Agent. The Paying Agent shall signify its acceptance of the duties and obligations imposed upon it by the District by executing and delivering to the District a certificate or agreement to that effect. The County Treasurer is authorized to contract with any third party to perform the services of Paying Agent under this Resolution.

The District may remove the Paying Agent initially appointed, and any successor thereto, and may appoint a successor or successors thereto, but any such successor shall be a bank or trust company doing business and having an office in the State of California, having a combined capital (exclusive of borrowed capital) and surplus of at least \$50,000,000, and subject to supervision or examination by federal or state authority. If such bank or trust company publishes a report of condition at least annually, under law or to the requirements of any supervising or examining authority above referred to, then for the purposes of this Section 6.01 the combined capital and surplus of such bank or trust company shall be deemed to be its combined capital and surplus as set forth in its most recent report of condition so published.

The Paying Agent may at any time resign by giving written notice to the District and the Series E Bond Owners of such resignation. Upon receiving notice of such resignation, the District shall promptly appoint a successor Paying Agent by an instrument in writing. Any resignation or removal of the Paying Agent and appointment of a successor Paying Agent will become effective upon acceptance of appointment by the successor Paying Agent.

SECTION 6.02. *Paying Agent May Hold Series E Bonds.* The Paying Agent may become the owner of any of the Series E Bonds in its own or any other capacity with the same rights it would have if it were not Paying Agent.

SECTION 6.03. *Liability of Agents.* The recitals of facts, covenants and agreements herein and in the Series E Bonds contained shall be taken as statements, covenants and agreements of the District, and the Paying Agent assumes no responsibility for the correctness of the same, nor makes any representations as to the validity or sufficiency of this Resolution or of the Series E Bonds, nor shall incur any responsibility in respect thereof, other than as set forth in this Resolution. The Paying

Agent is not liable in connection with the performance of its duties hereunder, except for its own negligence or willful default.

In the absence of bad faith, the Paying Agent may conclusively rely, as to the truth of the statements and the correctness of the opinions expressed therein, upon certificates or opinions furnished to the Paying Agent and conforming to the requirements of this Resolution.

The Paying Agent is not liable for any error of judgment made in good faith by a responsible officer of its corporate trust department in the absence of the negligence of the Paying Agent.

No provision of this Resolution shall require the Paying Agent to expend or risk its own funds or otherwise incur any financial liability in the performance of any of its duties hereunder, or in the exercise of any of its rights or powers, if it has reasonable grounds for believing that repayment of such funds or adequate indemnity against such risk or liability is not reasonably assured to it.

The Paying Agent may execute any of the powers hereunder or perform any duties hereunder either directly or by or through agents or attorneys and the Paying Agent is not responsible for any misconduct or negligence on the part of any agent or attorney appointed with due care by it hereunder.

SECTION 6.04. *Notice to Paying Agent.* The Paying Agent may rely and shall be protected in acting or refraining from acting upon any notice, resolution, request, consent, order, certificate, report, warrant, bond or other paper or document believed by it to be genuine and to have been signed or presented by the proper party or proper parties. The Paying Agent may consult with counsel, who may be counsel to the District, with regard to legal questions, and the opinion of such counsel shall be full and complete authorization and protection in respect of any action taken or suffered by it hereunder in good faith and in accordance therewith.

Whenever in the administration of its duties under this Resolution the Paying Agent shall deem it necessary or desirable that a matter be proved or established prior to taking or suffering any action hereunder, such matter (unless other evidence in respect thereof be herein specifically prescribed) may, in the absence of bad faith on the part of the Paying Agent, be deemed to be conclusively proved and established by a certificate of the District, and such certificate shall be full warrant to the Paying Agent for any action taken or suffered under the provisions of this Resolution upon the faith thereof, but in its discretion the Paying Agent may, in lieu thereof, accept other evidence of such matter or may require such additional evidence as to it may seem reasonable.

SECTION 6.05. *Compensation; Indemnification.* The District shall pay to the Paying Agent from time to time reasonable compensation for all services rendered under this Resolution, and also all reasonable expenses, charges, counsel fees and other disbursements, including those of their attorneys, agents and employees, incurred in and about the performance of their powers and duties under this Resolution. The District further agrees to indemnify and save the Paying Agent harmless against any liabilities which it may incur in the exercise and performance of its powers and duties hereunder which are not due to its negligence or bad faith.

ARTICLE VII

REMEDIES OF SERIES E BOND OWNERS

SECTION 7.01. *Remedies of Series E Bond Owners.* Any Series E Bond Owner has the right, for the equal benefit and protection of all Series E Bond Owners similarly situated:

- (a) by mandamus, suit, action or proceeding, to compel the District and its members, officers, agents or employees to perform each and every term, provision and covenant contained in this Resolution and in the Series E Bonds, and to require the carrying out of any or all such covenants and agreements of the District and the fulfillment of all duties imposed upon it;
- (b) by suit, action or proceeding in equity, to enjoin any acts or things which are unlawful, or the violation of any of the Series E Bond Owners' rights; or
- (c) upon the happening and continuation of any default by the District hereunder or under the Series E Bonds, by suit, action or proceeding in any court of competent jurisdiction, to require the District and its members and employees to account as if it and they were the trustees of an express trust.

SECTION 7.02. *Remedies Not Exclusive.* No remedy herein conferred upon the Owners of Series E Bonds is exclusive of any other remedy. Each and every remedy is cumulative and may be exercised in addition to every other remedy given hereunder or thereafter conferred on the Series E Bond Owners.

SECTION 7.03. *Non-Waiver.* Nothing in this Article VII or in any other provision of this Resolution or in the Series E Bonds, affects or impairs the obligation of the District, which is absolute and unconditional, to pay the principal of and interest on the Series E Bonds to the respective Owners of the Series E Bonds at the respective dates of maturity, as herein provided, or affects or impairs the right of action against the District, which is also absolute and unconditional, of such Owners to institute suit against the District to enforce such payment by virtue of the contract embodied in the Series E Bonds.

A waiver of any default by any Series E Bond Owner shall not affect any subsequent default or impair any rights or remedies on the subsequent default. No delay or omission of any Owner of any of the Series E Bonds to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or an acquiescence therein, and every power and remedy conferred upon the Series E Bond Owners by this Article VII may be enforced and exercised from time to time and as often as shall be deemed expedient by the Owners of the Series E Bonds.

If a suit, action or proceeding to enforce any right or exercise any remedy be abandoned or determined adversely to the Series E Bond Owners, the District and the Series E Bond Owners shall be restored to their former positions, rights and remedies as if such suit, action or proceeding had not been brought or taken.

ARTICLE VIII

AMENDMENT OF THIS RESOLUTION

SECTION 8.01. *Amendments Effective Without Consent of the Owners.* The Board may amend this Resolution from time to time, without the consent of the Owners of the Series E Bonds, for any one or more of the following purposes:

- (a) To add to the covenants and agreements of the District in this Resolution, other covenants and agreements to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect;
- (b) To confirm, as further assurance, any pledge under, and to subject to any lien or pledge created or to be created by, this Resolution, of any moneys, securities or funds, or to establish any additional funds or accounts to be held under this Resolution;
- (c) To cure any ambiguity, supply any omission, or cure or correct any defect or inconsistent provision in this Resolution, in a manner which does not materially adversely affect the interests of the Series E Bond Owners in the opinion of Bond Counsel filed with the District; or
- (d) To make such additions, deletions or modifications as may be necessary or desirable to assure exemption from federal income taxation of interest on the Series E Bonds.

SECTION 8.02. *Amendments Effective With Consent of the Owners.* The Board may amend this Resolution from time to time for any purpose not set forth in Section 8.01, with the written consent of the Owners of a majority in aggregate principal amount of the Series E Bonds Outstanding at the time such consent is given. Without the consent of all the Owners of such Series E Bonds, no such modification or amendment shall permit (a) a change in the terms of maturity of the principal of any Outstanding Series E Bonds or of any interest payable thereon or a reduction in the principal amount thereof or in the rate of interest thereon, (b) a reduction of the percentage of Series E Bonds the consent of the Owners of which is required to effect any such modification or amendment, (c) a change in any of the provisions in Section 7.01 or (d) a reduction in the amount of moneys pledged for the repayment of the Series E Bonds, and no right or obligation of any Paying Agent may be changed or modified without its written consent.

ARTICLE IX

MISCELLANEOUS

SECTION 9.01. *Benefits of Resolution Limited to Parties.* Nothing in this Resolution, expressed or implied, gives any person other than the District, the County, the Paying Agent and the Owners of the Series E Bonds, any right, remedy, claim under or by reason of this Resolution. The covenants, stipulations, promises or agreements in this Resolution are for the sole and exclusive benefit of the Owners of the Series E Bonds.

SECTION 9.02. *Defeasance of Series E Bonds.*

(a) Discharge of Resolution. Any or all of the Series E Bonds may be paid by the District in any of the following ways, provided that the District also pays or causes to be paid any other sums payable hereunder by the District:

- (i) by paying or causing to be paid the principal or redemption price of and interest on such Series E Bonds, as and when the same become due and payable;
- (ii) by irrevocably depositing, in trust, at or before maturity, money or securities in the necessary amount (as provided in Section 9.02(c) hereof) to pay or redeem such Series E Bonds; or
- (iii) by delivering such Series E Bonds to the Paying Agent for cancellation by it.

If the District pays all Outstanding Series E Bonds and also pays or causes to be paid all other sums payable hereunder by the District, then and in that case, at the election of the District (evidenced by a certificate of a District Representative filed with the Paying Agent, signifying the intention of the District to discharge all such indebtedness and this Resolution), and notwithstanding that any Series E Bonds have not been surrendered for payment, this Resolution and other assets made under this Resolution and all covenants, agreements and other obligations of the District under this Resolution shall cease, terminate, become void and be completely discharged and satisfied, except only as provided in Section 9.02(b). In such event, upon request of the District, the Paying Agent shall cause an accounting for such period or periods as may be requested by the District to be prepared and filed with the District and shall execute and deliver to the District all such instruments as may be necessary to evidence such discharge and satisfaction, and the Paying Agent shall pay over, transfer, assign or deliver to the District all moneys or securities or other property held by it under this Resolution which are not required for the payment or redemption of Series E Bonds not theretofore surrendered for such payment or redemption.

(b) Discharge of Liability on Series E Bonds. Upon the deposit, in trust, at or before maturity, of money or securities in the necessary amount (as provided in Section 9.02(c) hereof) to pay or redeem any Outstanding Series E Bond (whether upon or prior to its maturity or the redemption date of such Series E Bond), provided that, if such Series E Bond is to be redeemed prior to maturity, notice of such redemption has been

given as provided in Section 2.03 or provision satisfactory to the Paying Agent has been made for the giving of such notice, then all liability of the District in respect of such Series E Bond shall cease and be completely discharged, except only that thereafter the Owner thereof shall be entitled only to payment of the principal of and interest on such Series E Bond by the District, and the District shall remain liable for such payment, but only out of such money or securities deposited with the Paying Agent as aforesaid for such payment, provided further, however, that the provisions of Section 9.02(d) shall apply in all events.

The District may at any time surrender to the Paying Agent for cancellation by it any Series E Bonds previously issued and delivered, which the District may have acquired in any manner whatsoever, and such Series E Bonds, upon such surrender and cancellation, shall be deemed to be paid and retired.

(c) Deposit of Money or Securities with Paying Agent. Whenever in this Resolution it is provided or permitted that there be deposited with or held in trust by the Paying Agent money or securities in the necessary amount to pay or redeem any Series E Bonds, the money or securities so to be deposited or held may include money or securities held by the Paying Agent in the funds and accounts established under this Resolution and shall be:

- (i) lawful money of the United States of America in an amount equal to the principal amount of such Series E Bonds and all unpaid interest thereon to maturity, except that, in the case of Series E Bonds which are to be redeemed prior to maturity and in respect of which notice of such redemption has been given as provided in Section 2.03 or provision satisfactory to the Paying Agent has been made for the giving of such notice, the amount to be deposited or held shall be the principal amount or redemption price of such Series E Bonds and all unpaid interest thereon to the redemption date; or
- (ii) Federal Securities (not callable by the issuer thereof prior to maturity) the principal of and interest on which when due, in the opinion of a certified public accountant delivered to the District, will provide money sufficient to pay the principal or redemption price of and all unpaid interest to maturity, or to the redemption date, as the case may be, on the Series E Bonds to be paid or redeemed, as such principal or redemption price and interest become due, provided that, in the case of Series E Bonds which are to be redeemed prior to the maturity thereof, notice of such redemption has been given as provided in Section 2.03 or provision satisfactory to the Paying Agent has been made for the giving of such notice.

(d) Payment of Series E Bonds After Discharge of Resolution. Notwithstanding any provisions of this Resolution, any moneys held by the Paying Agent in trust for the payment of the principal or redemption price of, or interest on, any Series E Bonds and remaining unclaimed for two years after the principal of all of the Series E Bonds has become due and payable (whether at maturity or upon call for redemption or by acceleration as provided in this Resolution), if such moneys were so held at such date, or two years after the date of deposit of such moneys if deposited after said date when all of the Series E Bonds became due and payable, shall, upon request of the District, be

repaid to the District free from the trusts created by this Resolution, and all liability of the Paying Agent with respect to such moneys shall thereupon cease; *provided, however*, that before the repayment of such moneys to the District as aforesaid, the Paying Agent may (at the cost of the District) first mail to the Owners of all Series E Bonds which have not been paid at the addresses shown on the Registration Books a notice in such form as may be deemed appropriate by the Paying Agent, with respect to the Series E Bonds so payable and not presented and with respect to the provisions relating to the repayment to the District of the moneys held for the payment thereof. Thereafter, the District shall remain liable to the Owners for payment of any amounts due on the Series E Bonds, which amounts shall be deemed to be paid by the District from moneys remitted to it by the Paying Agent under this subsection (d).

SECTION 9.03. *Execution of Documents and Proof of Ownership by Series E Bond Owners.* Any request, declaration or other instrument which this Resolution may require or permit to be executed by Series E Bond Owners may be in one or more instruments of similar tenor, and shall be executed by Series E Bond Owners in person or by their attorneys appointed in writing.

Except as otherwise herein expressly provided, the fact and date of the execution by any Series E Bond Owner or his attorney of such request, declaration or other instrument, or of such writing appointing such attorney, may be proved by the certificate of any notary public or other officer authorized to take acknowledgments of deeds to be recorded in the state in which he purports to act, that the person signing such request, declaration or other instrument or writing acknowledged to him the execution thereof, or by an affidavit of a witness of such execution, duly sworn to before such notary public or other officer.

Except as otherwise herein expressly provided, the ownership of registered Series E Bonds and the amount, maturity, number and date of holding the same shall be proved by the Registration Books.

Any request, declaration or other instrument or writing of the Owner of any Series E Bond shall bind all future Owners of such Series E Bond in respect of anything done or suffered to be done by the District or the Paying Agent in good faith and in accordance therewith.

SECTION 9.04. *Waiver of Personal Liability.* No Board member, officer, agent or employee of the District shall be individually or personally liable for the payment of the principal of or interest on the Series E Bonds; but nothing herein contained shall relieve any such Board member, officer, agent or employee from the performance of any official duty provided by law.

SECTION 9.05. *Limited Duties of County; Indemnification.* The County (including its officers, agents and employees) shall undertake only those duties of the County under this Resolution which are specifically set forth in this Resolution and in applicable provisions of the Bond Law and the Education Code, and even during the continuance of an event of default with respect to the Series E Bonds, no implied covenants or obligations shall be read into this Resolution against the County (including its officers, agents and employees).

The District further agrees to indemnify, defend and save the County (including its officers, agents and employees) harmless against any and all liabilities, costs, expenses, damages and claims which it may incur in the exercise and performance of its powers and duties hereunder which are not due to its negligence or bad faith.

SECTION 9.06. *Destruction of Canceled Series E Bonds.* Whenever in this Resolution provision is made for the surrender to the District of any Series E Bonds which have been paid or canceled under the provisions of this Resolution, a certificate of destruction duly executed by the Paying Agent shall be deemed to be the equivalent of the surrender of such canceled Series E Bonds and the District shall be entitled to rely upon any statement of fact contained in any certificate with respect to the destruction of any such Series E Bonds therein referred to.

SECTION 9.07. *Partial Invalidity.* If any section, paragraph, sentence, clause or phrase of this Resolution shall for any reason be held illegal or unenforceable, such holding shall not affect the validity of the remaining portions of this Resolution. The District hereby declares that it would have adopted this Resolution and each and every other section, paragraph, sentence, clause or phrase hereof and authorized the issue of the Series E Bonds pursuant thereto irrespective of the fact that any one or more sections, paragraphs, sentences, clauses, or phrases of this Resolution may be held illegal, invalid or unenforceable. If, by reason of the judgment of any court, the District is rendered unable to perform its duties hereunder, all such duties and all of the rights and powers of the District hereunder shall be assumed by and vest in the chief financial officer of the District in trust for the benefit of the Series E Bond Owners.

SECTION 9.08. *Approval of Official Actions to Close Transaction.* The Superintendent, the Chief Business and Financial Officer, the Clerk of the Board and any and all other officers of the District are each alone authorized and directed in the name and on behalf of the District to execute and deliver any and all certificates, requisitions, agreements, notices, consents, warrants and other documents, which they or any of them might deem necessary or appropriate in order to consummate the lawful issuance, sale and delivery of the Series E Bonds. Whenever in this Resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer shall be absent or unavailable.

SECTION 9.09. *Effective Date of Resolution.* This Resolution shall take effect from and after the date of its passage and adoption.

* * * * *

PASSED AND ADOPTED on September 15, 2020, by the following vote:

[Majority vote required]

AYES:

NOES:

ABSENT:

President of the Board of Education
Glendale Unified School District,
Los Angeles County, California

ATTEST:

Clerk of the Board of Education
Glendale Unified School District,
Los Angeles County, California

APPENDIX A

FORM OF SERIES E BOND

REGISTERED BOND NO. _____

*****\$**_____ *******

GLENDALE UNIFIED SCHOOL DISTRICT

(Los Angeles County, California)

GENERAL OBLIGATION BOND

ELECTION OF 2011, SERIES E

**INTEREST RATE
PER ANNUM:**

MATURITY DATE:

DATED DATE:

CUSIP:

REGISTERED OWNER:

PRINCIPAL AMOUNT: *** _____ **DOLLARS*****

The Glendale Unified School District (the "District"), located in the County of Los Angeles (the "County"), for value received, hereby promises to pay to the Registered Owner named above, or registered assigns, the principal amount on the Maturity Date, each as stated above, and interest thereon, calculated on a 30/360 day basis, until the principal amount is paid or provided for, at the Interest Rate stated above, such interest to be paid on March 1 and September 1 of each year, commencing March 1, 2021 (the "Interest Payment Dates"). This Bond will bear interest from the Interest Payment Date next preceding the date of authentication hereof, unless (a) it is authenticated as of a business day following the 15th day of the month immediately preceding any Interest Payment Date and on or before such Interest Payment Date, in which event it shall bear interest from such Interest Payment Date, or (b) it is authenticated on or before February 15, 2021, in which event it shall bear interest from the Dated Date referred to above. Principal hereof is payable at the corporate trust office of the paying agent for the Bonds (the "Paying Agent"), initially being the Treasurer and Tax Collector of the County of Los Angeles, in Los Angeles, California. Interest hereon (including the final interest payment upon maturity) is payable by check or draft of the Paying Agent mailed by first-class mail to the Owner at the Owner's address as it appears on the registration books maintained by the Paying Agent as of the close of business on the 15th day of the month next preceding such Interest Payment Date (the "Record Date"), or at such other address as the Owner may have filed with the Paying Agent for that purpose.

Principal hereof is payable at the corporate trust office of the Paying Agent. Interest hereon (including the final interest payment upon maturity) is payable by check or draft of the Paying Agent mailed by first-class mail to the Owner at the Owner's address as it appears on the registration books maintained by the Paying Agent as of the close of business on the 15th day of the month next preceding such Interest Payment

Date (the "Record Date"), or at such other address as the Owner may have filed with the Paying Agent for that purpose.

This Bond is one of a duly authorized issue of Bonds of the District designated as "Glendale Unified School District (Los Angeles County, California) General Obligation Bonds, Election of 2011, Series E" (the "Bonds"), in an aggregate principal amount of \$_____, all of like tenor and date (except for such variation, if any, as may be required to designate varying numbers, maturities, interest rates or redemption and other provisions) and all issued under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Bond Law"), and under a Resolution of the Board of Education of the District adopted on September 15, 2020 (the "Resolution"), authorizing the issuance of the Bonds. The issuance of the Bonds has been authorized by the requisite 55% vote of the electors of the District cast at a special bond election held on April 5, 2011, upon the question of issuing bonds in the amount of \$270,000,000.

The Bonds are being issued in the aggregate principal amount of \$_____, all subject to the terms and conditions of the Resolution. All capitalized terms herein and not otherwise defined have the meaning given them in the Resolution. Reference is hereby made to the Resolution (copies of which are on file at the office of the Paying Agent) and the Bond Law for a description of the terms on which the Bonds are issued and the rights thereunder of the owners of the Bonds and the rights, duties and immunities of the Paying Agent and the rights and obligations of the District thereunder, to all of the provisions of which Resolution the Owner of this Bond, by acceptance hereof, assents and agrees.

The principal of and interest and redemption premium, if any, on this Bond does not constitute a debt of the County, the State of California, or any of its political subdivisions other than the District, or any of the officers, agents and employees thereof, and neither the County, the State of California, any of its political subdivisions, nor any of the officers, agents and employees thereof shall be liable hereon. In no event shall the principal of and interest and redemption premium, if any, on this Bond be payable out of any funds or properties of the District other than *ad valorem* taxes levied upon all taxable property in the District.

The Bonds of this issue are issuable only as fully registered Bonds in the denominations of \$5,000 or any integral multiple thereof. This Bond is exchangeable and transferable for Bonds of other authorized denominations at the principal corporate trust office of the Paying Agent, by the Registered Owner or by a person legally empowered to do so, upon presentation and surrender hereof to the Paying Agent, together with a request for exchange or an assignment signed by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. Any tax or governmental charges shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this Bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

The Bonds maturing on or before September 1, 20__ are not subject to redemption prior to their respective stated maturities. The Bonds maturing on or after

September 1, 20__ are subject to redemption prior to maturity as a whole, or in part among maturities on such basis as shall be designated by the District and by lot within a maturity, at the option of the District, from any available source of funds, on September 1, 20__ and on any date thereafter, at a redemption price equal to 100% of the principal amount of Bonds to be redeemed, together with interest thereon to the date fixed for redemption, without premium.

[If applicable:] The Bonds maturing on September 1, 20__ (the "Term Bonds") are also subject to mandatory sinking fund redemption on or before September 1 in the years, and in the amounts, as set forth in the following table, at a redemption price equal to 100% of the principal amount thereof to be redeemed (without premium), together with interest accrued thereon to the date fixed for redemption; *provided, however*, that if some but not all of the Term Bonds have been redeemed under the preceding paragraph, the aggregate principal amount of Term Bonds to be redeemed under this paragraph shall be reduced in the manner determined by the District in integral multiples of \$5,000.

Sinking Fund Redemption Date <u>(September 1)</u>	Principal Amount To Be <u>Redeemed</u>
---	--

The Paying Agent shall give notice of the redemption of the Bonds at the expense of the District. Such notice shall specify: (a) that the Bonds or a designated portion thereof are to be redeemed, (b) the numbers and CUSIP numbers of the Bonds to be redeemed, (c) the date of notice and the date of redemption, (d) the place or places where the redemption will be made, and (e) descriptive information regarding the Bonds including the dated date, interest rate and stated maturity date. Such notice shall further state that on the specified date there shall become due and payable upon each Bond to be redeemed, the portion of the principal amount of such Bond to be redeemed, together with interest accrued to said date, the redemption premium, if any, and that from and after such date interest with respect thereto shall cease to accrue and be payable.

Notice of redemption shall be by registered or otherwise secured mail or delivery service, postage prepaid, to the registered owner of the Bonds, to a municipal registered securities depository and to a national information service that disseminates securities redemption notices and, by first class mail, postage prepaid, to the District and the respective Owners of any Bonds designated for redemption at their addresses appearing on the Bond registration books, in every case at least 30 days, but not more than 60 days, prior to the redemption date; provided that neither failure to receive such notice nor any defect in any notice so mailed shall affect the sufficiency of the proceedings for the redemption of such Bonds.

Neither the District nor the Paying Agent will be required: (a) to issue or transfer any Bond during a period beginning with the opening of business on the 15th calendar day next preceding either any Interest Payment Date or any date of selection of any Bond to be redeemed and ending with the close of business on the Interest Payment

Date or a day on which the applicable notice of redemption is given, or (b) to transfer any Bond which has been selected or called for redemption in whole or in part.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the Bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the Bonds are issued and secured. The owner of this Bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified, recited and declared that all acts and conditions required by the Constitution and laws of the State of California to exist, to be performed or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the Bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the Bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay principal and interest when due, and for levying and collecting such taxes the full faith and credit of the District are hereby pledged.

This Bond shall be not be valid or obligatory for any purpose and is not entitled to any security or benefit under the Bond Resolution (described on the reverse hereof) until the Certificate of Authentication below has been manually signed by the Paying Agent.

IN WITNESS WHEREOF, the Glendale Unified School District has caused this Bond to be executed by the facsimile signature of its President and attested by the facsimile signature of the Secretary of its Board of Education, all as of the date stated above.

GLENDALE UNIFIED SCHOOL DISTRICT

By _____ *[EXHIBIT ONLY]* _____
President

Attest:

[EXHIBIT ONLY]
Secretary of the Board

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds described in the within-mentioned Resolution.

Authentication Date:

**TREASURER AND TAX COLLECTOR OF THE
COUNTY OF LOS ANGELES**, as Paying Agent

EXHIBIT ONLY

Authorized Signatory

FORM OF ASSIGNMENT

For value received, the undersigned do(es) hereby sell, assign and transfer unto

(Name, Address and Tax Identification or Social Security Number of Assignee)

the within Bond and do(es) hereby irrevocably constitute and appoint _____
_____, attorney, to transfer the same on the registration books of the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Note: Signature(s) must be guaranteed by a an
eligible guarantor institution.

Note: The signature(s) on this Assignment must
correspond with the name(s) as written on the face
of the within Bond in every particular without
alteration or enlargement or any change
whatsoever.

APPENDIX B

GOVERNMENT CODE SECTION 5852.1 DISCLOSURE

The following information consists of estimates that have been provided by the underwriter and financial advisor, which has provided to the District in good faith:

- (A) True interest cost of the Bonds: 2.25%
- (B) Finance charge of the Bonds (sum of all costs of issuance and fees/charges paid to third parties): \$362,000
- (C) Net proceeds to be received (net of finance charges, reserves and capitalized interest, if any): \$37,790,000
- (D) Total payment amount through maturity: \$48,852,750

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Jennifer Chin Gonzales, Director, Nutrition Services Department

SUBJECT: **Approval for GUSD to Become a Member of the Education Technology Joint Powers Authority**

The Superintendent recommends that the Board of Education approve GUSD to become a member of the Education Technology Joint Powers Authority (EdTech JPA).

The Glendale Unified School District's Nutrition Services Department is requesting to become a member of the Education Technology Joint Powers Authority (EdTech JPA). EdTech JPA acts as a procurement vehicle for technology goods and allows EdTech JPA members to leverage contracts established through the Request for Proposal (RFP) process, thus alleviating member's administrative costs and overhead.

The EdTech JPA is supported by six founding entities, including Capistrano Unified School District, Clovis Unified School District, Fullerton School District, El Dorado County Office of Education, Irvine Unified School District, and San Juan Unified District. These founding members of the EdTech JPA coordinate consortium purchases of high-quality products and services to benefit all of our current and potential members' agencies.

There is no cost to join EdTech JPA, and savings is anticipated for GUSD due to the nature of consortium pricing. EdTech JPA aims to streamline procurement, provide competitive pricing, and secure favorable technology contracts for educational agencies.

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

**ED TECH JPA
ASSOCIATE MEMBER AGREEMENT**

This Associate Member Agreement is made as of **September 15, 2020** (the "Effective Date"), by and between the Education Technology Joint Powers Authority ("Ed Tech JPA" "JPA") and Glendale Unified School District ("Associate Member").

RECITALS

WHEREAS, Articles 1 and 2, Chapter 5, Division 7, Title 1 of the California Government Code (Section 6500 et seq.) permits two or more public agencies by agreement to exercise jointly powers common to the contracting parties; and

WHEREAS, the Board of Trustees of Capistrano Unified School District, Irvine Unified School District, Clovis Unified School District, Fullerton School District, El Dorado County Office of Education, and San Juan Unified School District ("Founding Members") have executed a Joint Powers Agreement, formally establishing the Ed Tech JPA for the purpose of aggregating purchasing power and expertise to negotiate legally compliant and economically priced technology software agreements for procurement by its members; and

WHEREAS, Ed Tech JPA's Board issues requests for proposals ("RFPs"), evaluates proposals, and negotiates Master Agreements with vendors that meet minimum criteria established by the Ed Tech JPA's Founding Members; and

WHEREAS, Ed Tech JPA negotiates with Vendors to establish the general terms for the purchase of the Product ("Master Agreement") by current Ed Tech JPA members and by other "Eligible Entities" who elect to join the Ed Tech JPA: and

WHEREAS, Associate Members electing to use a Master Agreement will enter into a separate contract ("Purchase Agreement") with the Vendor; and
Glendale Unified School District

WHEREAS, is an Eligible Entity with the power to contract and desires to become an Associate Member of Ed Tech JPA so that it may avail itself to the pricing, terms, and conditions leveraged by Ed Tech JPA; and

WHEREAS, a condition of joining the Ed Tech JPA is execution of this Associate Member Agreement; and

Glendale Unified School District

WHEREAS, if required, the Governing Board of has reviewed the services available from the Ed Tech JPA and determined that the coordinated programs and services provided by Ed Tech JPA will result in benefits that are in the best interest of Associate Member.

NOW, therefore, for good and valuable consideration, the parties agree as follows.

ARTICLE 1: DEFINITIONS

"Associate Member" shall mean any Eligible Entity that has duly executed and delivered to the Ed Tech JPA an Associate Membership Agreement.

"Designated Representative" shall mean a member of the Associate Member's technology or business services department, or person with equivalent duties and background in education technology

procurement, who shall serve as the authorized representative to the JPA. The Designated Representative will be identified on the Associate Membership Application.

"Ed Tech JPA" shall mean the Education Technology Joint Powers Authority created pursuant to the Ed Tech JPA Agreement executed by its Founding Members.

"Eligible Entity" shall mean (a) all California public school districts, county offices of education, and community college districts, and (b) any other public agency in the United States whose procurement rules, whether internal rules or rules enacted pursuant to statute, allow them to purchase goods or services through a procurement vehicle such as Ed Tech JPA.

"Founding Members" shall mean those public school districts, cities, counties, and other governmental units that are signatories to the Joint Powers Agreement and have a voting member serving on the JPA's Board of Directors.

"Implementation Plan" shall mean the mutually agreed upon contract fulfillment requirements established between Associate Member and Vendor for delivery of a product purchased pursuant to the JPA agreements, including timeline, infrastructure and data integration, testing, content creation, training and post-implementation support, and project evaluation.

"Master Agreement" shall mean an agreement entered into between Ed Tech JPA and Vendor following RFP selection process administered by Ed Tech JPA, setting forth the general terms for purchase of a Product.

"Purchase Agreement" shall mean an agreement, duly executed and approved by the Associate Member's authorized representative and, if required, approved by its governing board, entered into between Associate Member and Vendor, based on the same general terms and conditions as the Master Agreement.

"Vendor" shall mean an entity or firm selected for a Master Agreement after submitting a responsive proposal in compliance with the specifications following a RFP selection process, including meeting the essential requirements set forth by the Ed Tech JPA's Board.

ARTICLE 2: ASSOCIATE MEMBER POWERS, DUTIES, & RESTRICTIONS

2.1 Associate Member Status. The Glendale Unified School District is hereby made an Associate Member of the Ed Tech JPA for all purposes of the Joint Powers Authority Agreement and the Bylaws of the Ed Tech JPA, the provisions of which are hereby incorporated herein by reference. From and after the date of execution and delivery of this Associate Membership Agreement by the Associate Member and the Ed Tech JPA, the Associate Member shall be and remain an Associate Member of the Ed Tech JPA.

2.2 Term. Associate membership shall be for one (1) year, and shall automatically renew from year to year, on the same terms and conditions as the prior term, unless terminated sooner by either party.

2.3 Fees. Ed Tech JPA may make reasonable charges for its services rendered to Associate Members as set forth below.

2.3.1 Administrative Fee. The Ed Tech JPA receives an administrative fee (the "Administrative Fee") for each transaction, calculated as a small percentage of the gross invoiced amount (for some procurements a fixed fee applies) of any Purchase Agreement with Vendor. The administrative fee is used to cover overhead and administrative costs associated with conducting each product procurement and maintaining the JPA. Associate Member's payment to Vendors shall include the

Administrative Fee for each executed Purchase Agreement, and Vendor shall deliver the Administrative Fee to Ed Tech JPA. Once a Purchase Agreement has been fully executed by the Associate Member and the Vendor, the Administrative Fee is non-refundable under any circumstances.

2.3.2 Membership Fee. Currently, there is no cost to Associate Member to join the Ed Tech JPA. The JPA reserves the right, and Associate Member acknowledges such reservation, to assess a fee, ("Membership Fee") to its Associate Members at an undetermined future date. In such event, Associate Members shall be provided advance written notice and be provided the opportunity to withdraw membership prior to assessment of the Membership Fee. Purchase Agreements executed prior to Associates Member's withdrawal (if applicable), shall remain in effect through their natural termination and any extensions thereto, and the Administrative Fees associated with such Purchase Agreement(s) shall continue to be paid to Ed Tech JPA.

2.3.3 Audits. Ed Tech JPA will periodically audit Vendors, and Associate Members will cooperate in transaction reporting including, if requested, providing a copy of all executed Purchase Agreements to Ed Tech JPA within thirty (30) days of such request.

2.3.4 Product Research. Associate Member may browse products available for purchase and, if a suitable product is identified, Associate Member may enter into a Purchase Agreement directly with Vendor for that product. If a suitable product is not identified, Associate Members are free to solicit proposals and negotiate directly with a vendor not subject to a Master Agreement with the Ed Tech JPA.

2.3.5 Minimum Price. Associate Member acknowledges and agrees that the collective bargaining power of the Ed Tech JPA would be undermined if Associate Member used the terms and conditions obtained by the Ed Tech JPA to negotiate separately with Vendor for its own advantage. Associate Member agrees that it will not attempt to negotiate lower prices with a Vendor with a Master Agreement with the JPA. Notwithstanding the foregoing, Associate Member is free to solicit proposals and negotiate directly with a vendor not subject to a Master Agreement with the Ed Tech JPA. Consistent with this goal, and in order to provide Associate Members with assurances regarding advantageous pricing by purchasing through the JPA, Vendors are requested to provide a Minimum Price Guarantee (MPG), whereby the Vendor will not sell directly, or through a reseller, to Ed Tech JPA's Eligible Entities (regardless of whether the Eligible Entity is an Associate Member of the Ed Tech JPA) for a lower price. The requirements of this Section do not apply to contracts in existence prior to the establishment of a Master Agreement between Vendor and Ed Tech JPA.

2.4 Designated Representative. Associate Member shall appoint a Designated Representative to serve as the primary contact with Ed Tech JPA. The Designated Representative should be a member of the Associate Member's technology or business services department, or person with equivalent duties and background in education technology procurement. Associate Member will be provided a single sign-on to access to Ed Tech JPA product information. The Designated Representative will be the custodian of Associate Member's credentials and is responsible for account security. The Designated Representative shall be authorized by the Associate Member's governing board, if required, to conduct due diligence in product selection, and develop an Implementation Plan with Vendors. The Designated Representative shall obtain authority from the Associate Member's governing board, if required, to negotiate and execute Purchase Agreements with Vendors. Purchase Agreements shall only be made for the direct use of Associate Member and not on behalf of any third party.

2.5 Proprietary/Confidential Materials. Associate Member acknowledges that proposals and other documents may contain proprietary and confidential information. Associate Member agrees to maintain documents in a responsible manner with security measures reflecting best practices. Associate Member

shall not share proposals submitted by vendors and documentation that may contain proprietary and confidential information with third-parties without prior written consent from the Vendor and Ed Tech JPA as applicable unless required to do so by law. In the event that a third-party requests confidential or proprietary information from Associate Member, Associate Member shall notify Vendor and Ed Tech JPA in writing so that Vendor/Ed Tech JPA may assist Associate Member to redact proprietary information prior to disclosing the requested information.

2.6 Restrictions. An Associate Member shall not be entitled to representation on the Board of Directors or to vote on any matter coming before the Board of Directors or the Ed Tech JPA. However, an Associate Member shall be entitled to participate in all programs and other undertakings of the Ed Tech JPA.

2.7 Withdrawal. An Associate Member may withdraw from membership in the Ed Tech JPA upon thirty (30) days advance written notice to the Ed Tech JPA. No such withdrawal, however, shall relieve such Associate Member from its obligations under any outstanding Purchase Agreements relating to the Ed Tech JPA. Effective immediately upon withdrawal, Associate Members shall not have access to Ed Tech JPA Master Agreements and other documentation, or be entitled to participate in the other programs of Ed Tech JPA.

2.8 Independent Vendor Selection. Ed Tech JPA does not warrant that the products available will be suitable for the specific needs of individual Associate Members. Associate Member agrees to conduct its own due diligence in compliance with all applicable state and federal laws, as well as the requirements of Associate Member's local procurement rules and regulations. Associate Member is solely responsible for determining suitability of product and compliance with local, state and federal procurement rules prior to entering into any Purchase Agreement with a Vendor.

2.9 Compliance with Laws. Ed Tech JPA's Master Agreements follow bidding and procurement procedures established by the California Public Contract Code and the local body overseeing each respective Founding Member. Associate Member has access to all the contract documentation prepared by Ed Tech JPA and is responsible for compliance with any additional or varying laws and regulations governing its purchases. Associate Member acknowledges that purchases made with federal funds may be subject to additional requirements. Associate Member is encouraged to seek approval from its own local agency(s) before entering into a Purchase Agreement with a Vendor.

Master Agreements are available to Associate Members "as is". Ed Tech JPA is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of an Associate Member. Associate Members are permitted to negotiate directly with the Vendor and agree to additional terms and conditions that are separate from the base price.

Associate Member acknowledges and agrees that it is solely responsible for (a) completing due diligence regarding the suitability of Vendor, including using price as a significant factor, and (b) prior to executing a Purchase Agreement, working directly with the Vendor to establish a suitable Implementation Plan for contract fulfillment. An Associate Member is not bound to a purchase until it has obtained approval from its governing board, if required, and executed the Purchase Agreement with the Vendor for the Product. Associate Member acknowledges that Vendor is not bound to provide products and/or services prior to execution of the Purchase Agreement.

2.10 Liabilities. The debts, liabilities and obligations of the Associate Member shall be the debts, liabilities or obligations of the Associate Member alone and not of the Ed Tech JPA or its membership. There shall be no joint and several liabilities between Ed Tech JPA and Associate Member. Notwithstanding any other provision of this Agreement, in no event, shall Ed Tech JPA 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.

2.11 Release. Associate Member acknowledges that Ed Tech JPA is not a party to any Purchase Agreement between the Associate Member and the Vendor. Associate Member is solely responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and providing payment. Any dispute which may arise from Associate Member's participation in Purchase Agreement shall be resolved between the Associate Member and the Vendor. Associate Member will not seek remedy from Ed Tech JPA for issues arising from a Purchase Agreement and hereby waives and releases Ed Tech JPA from all possible claims.

2.12 Reservation of Rights. Ed Tech JPA reserves the right to cancel the whole or any part of this Agreement due to failure by the Associate Member to carry out any obligation, term or condition of the Agreement, including, failure to follow the established procedure for purchase orders, invoices and receipt of funds, and failure to pay.

2.13 Indemnification. Associate Member agrees to defend, indemnify and hold the Ed Tech JPA, its Board of Directors and its Founding Members, as well as all of their respective officers, employees and agents, free and harmless from any claims, liabilities, costs, penalties, or interest arising out of any such use.

2.14 Amendments. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

2.15 Governing 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.

2.16 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.

2.17 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.

[SIGNATURES ON FOLLOWING PAGE]

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

Glendale Unified School District

Education Technology JPA

By: _____

By: _____

Name: **Stephen Dickinson**

Name: Brianne Ford

Title: Chief Business & Financial Officer

Title: President

Date: _____

Date: _____

20-41/4425452.2

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 6

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 Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Jefferson Elementary School and Notice of Completion**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Jefferson Elementary School in the amount of \$19,703 and a Notice of Completion, funded by Measure S funds.

On April 7, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Jefferson Elementary School in the amount of \$395,630.50, pursuant to California Public Contract Code 10298.

During construction, the project required the removal and replacement of concrete in order to eliminate trip hazards in the kindergarten play area, as well as the addition of asphalt at all play areas. This resulted in an increase to the original scope of work.

Change Order No. 1 in the amount of \$19,703 accounts for these changes to the contract. This Change Order represents a 4.98% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$415,333.50.

This project was completed in a satisfactory manner as of August 12, 2020 and was funded by Measure S – Summer Projects and Deferred Maintenance Project funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

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.



Planning, Development & Facilities
 349 Magnolia Avenue
 Glendale, California 91204
 Tel: 818.507.0201 Fax: 818.507.4911

Project Name: *Jefferson Elementary*
DSA No:

District PO No: 0020106529
District Contract No:

CHANGE ORDER (CO)

To: PlayPower LT Farmington, Inc.

CO No. 1
Date: 8/11/2020

The following modifications have been made to your basic contract for the reasons listed below:

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
<i>Install asphalt</i>	7		<i>\$8,088.00</i>
<i>Remove & replace concrete</i>	7		<i>\$11,615.00</i>

Contractor agrees to furnish all labor and materials and perform all of the above described work indicated in each item attached in compliance with the applicable sections of the Contract Documents. The amount of the charges under the Change Order is limited to the charges allowed under Article 17 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in the Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in the Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

The Original Contract Sum and Calendar Days	\$	395,630.50	33
Net Change by Previously Authorized Requests and Changes	\$		
The Contract Sum and Days prior to this Change Order were.....	\$	395,630.50	33
The Contract Sum and Days will be Increased/(decreased) by	\$	19,703.00	4
The New Contract Sum and Days including this Change Order.....	\$	415,333.50	37
The Date of Contract Completion as of this Change Order is therefore			
Cumulative Percentage of Original Contract	%	5%	

Authorized	Signature	Date
Owner		
Contractor	Jeff Prangler <small>J. Prangler, 818.507.4911 626.233.1110 (T) 626.233.4907</small>	
Architect		
Project Manager		9/13/2020
Inspector of Record		

- Responsibility Code
- | | | |
|-------------------------|------------------------|-------------------------|
| 1. Differing Conditions | 4. Value Enhancement | 7. Required Extra Scope |
| 2. Design Error | 5. Settlement | 8. Optional Extra Scope |
| 3. Design Omission | 6. Resolution of Claim | 9. Other (explain) |

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

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: Jefferson Elementary School
ADDRESS: 1540 Fifth St.
Glendale, California 91201

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

IMPROVEMENT: Purchase and installation of playground equipment
DATE of COMPLETION: 08/12/2020
CONTRACTOR: Playpower LT Farmington, Inc.
CONTRACT DATE: April 22, 2020
PURCHASE ORDER No.: 0020106529

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 September 16, 2020 at Glendale, California

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION 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, and Facilities

SUBJECT: **Approval of Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at College View School and Notice of Completion**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at College View School in the amount of \$9,682 and a Notice of Completion, funded by Measure S funds.

On May 5, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at College View School in the amount of \$196,751.98, pursuant to California Public Contract Code 10298.

During construction, the contractor encountered an existing storm drain that was damaged during excavation that required repairs. In addition, the project required the removal and installation of a new curb that was damaged prior to the start of construction.

Change Order No. 1 in the amount of \$9,682 accounts for changes to the contract. This Change Order represents a 4.92% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$206,433.98.

This project was completed in a satisfactory manner as of August 27, 2020 and was funded by Measure S – Shade and Play Structure Installation funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

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.



Planning, Development & Facilities
 349 Magnolia Avenue
 Glendale, California 91204
 Tel: 818.507.0201 Fax: 818.507.4911

Project Name: *College View Elementary*
DSA No:

District PO No: 0020106702
District Contract No:

CHANGE ORDER (CO)

To: PlayPower LT Farmington, Inc.

CO No. 1
Date: 8/11/2020

The following modifications have been made to your basic contract for the reasons listed below:

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
<i>Remove & dispose damaged curb and install new curb 7</i>			<i>\$5,692.00</i>
<i>Repair storm drain damaged during excavation 7</i>			<i>\$3,990.00</i>

Contractor agrees to furnish all labor and materials and perform all of the above described work indicated in each item attached in compliance with the applicable sections of the Contract Documents. The amount of the charges under the Change Order is limited to the charges allowed under Article 17 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in the Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in the Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

The Original Contract Sum and Calendar Days	\$	196,751.98	[15]
Net Change by Previously Authorized Requests and Changes	\$		
The Contract Sum and Days prior to this Change Order were.....	\$	196,751.98	[15]
The Contract Sum and Days will be increased/(decreased) by	\$	9,682.00	[2.5]
The New Contract Sum and Days including this Change Order.....	\$	206,433.98	[17.5]
The Date of Contract Completion as of this Change Order is therefore			
Cumulative Percentage of Original Contract	%	4.92%	

Authorized	Signature	Date
Owner		
Contractor	Jeff Prangler <small>Digitally signed by Jeff Prangler DN: cn=Jeff Prangler, o=PlayPower</small>	
Architect		
Project Manager		9/17/2020
Inspector of Record		

- Responsibility Code
- | | | |
|-------------------------|------------------------|-------------------------|
| 1. Differing Conditions | 4. Value Enhancement | 7. Required Extra Scope |
| 2. Design Error | 5. Settlement | 8. Optional Extra Scope |
| 3. Design Omission | 6. Resolution of Claim | 9. Other (explain) |

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

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: College View School
ADDRESS: 1700 E. Mountain St.
Glendale, California 91207

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

IMPROVEMENT: Purchase and installation of playground equipment
DATE of COMPLETION: 08/27/2020
CONTRACTOR: Playpower LT Farmington, Inc.
CONTRACT DATE: May 20, 2020
PURCHASE ORDER No.: 0020106702

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 September 16, 2020 at Glendale, California

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 8

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 Change Order No. 1 to the Sourcewell Contract for the Purchase and Installation of Playground Equipment and Fall Zone Material from PlayPower LT Farmington, Inc. at Columbus Elementary School**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to the Sourcewell Contract for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Columbus Elementary School in the amount of \$44,070, funded by Measure S funds.

On May 5, 2020, the Board approved use of Sourcewell Contract No. 030117-LTS for the purchase and installation of playground equipment and fall zone material from PlayPower LT Farmington, Inc. at Columbus Elementary School in the amount of \$449,267.90, pursuant to California Public Contract Code 10298.

Prior to the start of construction, Planning and Development staff determined that the installation of a new deck would be required at the site due to an existing tree located in the play structure area. This would ensure the safety of students and prevent trip hazards due to overgrown roots.

Change Order No. 1 in the amount of \$44,070 accounts for these changes to the contract. This Change Order represents a 9.81% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the original contract total to \$493,337.90.

This project was funded by Measure S – Small Non-Tech and Summer Projects funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

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.



Planning, Development & Facilities
 349 Magnolia Avenue
 Glendale, California 91204
 Tel: 818.507.0201 Fax: 818.507.4911

Project Name: *Columbus Elementary*
DSA No:

District PO No: 0020106699
District Contract No:

CHANGE ORDER (CO)

To: PlayPower LT Farmington, Inc.

CO No. 1
Date: 8/11/2020

The following modifications have been made to your basic contract for the reasons listed below:

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
18' x 28' deck	8		\$44,070.00

Contractor agrees to furnish all labor and materials and perform all of the above described work indicated in each item attached in compliance with the applicable sections of the Contract Documents. The amount of the charges under the Change Order is limited to the charges allowed under Article 17 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in the Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in the Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

The Original Contract Sum and Calendar Days	\$	449,267.90	[31]
Net Change by Previously Authorized Requests and Changes	\$		
The Contract Sum and Days prior to this Change Order were.....	\$	449,267.90	[31]
The Contract Sum and Days will be increased/(decreased) by	\$	44,070.00	[7]
The New Contract Sum and Days including this Change Order.....	\$	493,337.90	[38]
The Date of Contract Completion as of this Change Order is therefore			
Cumulative Percentage of Original Contract	%	9.8%	

Authorized	Signature	Date
Owner		
Contractor	Jeff Prangler <small>Digitally signed by Jeff Prangler DN: cn=Jeff Prangler, o=Glendale Unified School District, ou=Glendale Unified School District, email=jprangler@glendaleunified.edu</small>	
Architect		
Project Manager		9/3/2020
Inspector of Record		

- Responsibility Code
- | | | |
|-------------------------|------------------------|-------------------------|
| 1. Differing Conditions | 4. Value Enhancement | 7. Required Extra Scope |
| 2. Design Error | 5. Settlement | 8. Optional Extra Scope |
| 3. Design Omission | 6. Resolution of Claim | 9. Other (explain) |

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 9

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 Change Order No. 2 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center Project**

The Superintendent recommends that the Board of Education approve Change Order No. 2 to Lease-Leaseback Contract with Balfour Beatty Construction for the Glendale High School Aquatic Center project in the amount of \$179,102, funded by Measure S, Capital Outlay, and Previous State funds.

On July 16, 2019, the Board approved the award of Lease-Leaseback contract to Balfour Beatty Construction for the Glendale High School Aquatic Center in the amount of \$13,348,345. This project budget allocation included the approval of a \$400,000 owner contingency for unforeseen conditions, and was not a part of the Contractor Guaranteed Maximum Price (GMP).

On August 11, 2020, the Board approved Change Order No. 1 in the amount of \$207,883.00, which accounted for unforeseen conditions, modifications, and regulatory requirements that resulted in additional costs on the project. On September 1, 2020, the Board approved an additional budget allocation of \$1,014,649 for the project to cover additional costs on the project.

Following this budget allocation, Planning and Development staff negotiated final costs of a portion of the additional items on the project, including the relocation of unforeseen underground water lines, the installation of a shade structure with downspouts, a chiller sump pump and drywell, and additional site fencing. Change Order No. 2 in the amount of \$179,102 accounts for these changes on the project. This Change Order represents a 2.89% increase to the original contract and is within approved project budget, as well as the 10% project Change Order limit. This increases the total construction cost to \$13,735,330. This project is funded by Measure S, Capital Outlay, and Previous State funds.

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.



Planning, Development & Facilities
 349 Magnolia Avenue
 Glendale, California 91204
 Tel: 818.507.0201 Fax: 818.507.4911

Project Name: Glendale HS Aquatic Center
DSA No: 03-118726

District PO No: 0020103658
District Contract No: LLB/RFP 1-18/19

CHANGE ORDER (CO)

To: Balfour Beatty

CO No. 2

Date: September 16, 2020

The following modifications have been made to your basic contract for the reasons listed below:

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
PCO No. 01R	7	0	\$ 26,252.00
PCO No. 03R	2	0	\$ 40,165.00
PCO No. 08R	4	21	\$100,449.00
PCO No. 12R	8	0	\$ 12,236.00

Contractor agrees to furnish all labor and materials and perform all of the above described work indicated in each item attached in compliance with the applicable sections of the Contract Documents. The amount of the charges under the Change Order is limited to the charges allowed under **Article 17** of the **General Conditions**. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in the Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in the Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

The Original Contract Sum and Calendar Days	\$	13,348,345.00	365 cal. days
Net Change by Previously Authorized Requests and Changes	\$	207,883.00	36 cal. days
The Contract Sum and Days prior to this Change Order were.....	\$	13,556,228.00	401 cal. days
The Contract Sum and Days will be increased/(decreased) by	\$	179,102.00	21 cal. days
The New Contract Sum and Days including this Change Order.....	\$	13,735,330.00	422 cal. days
The Date of Contract Completion as of this Change Order is therefore		12/4/20	422 cal. days
Cumulative Percentage of Original Contract	%		[2.89%]

Authorized	Signature	Date
Owner		
Contractor		
Architect		
Project Manager		
Inspector of Record		

Responsibility Code

- | | | |
|------------------------------------|------------------------|-------------------------|
| 1. Unforeseen/Differing Conditions | 4. Value Enhancement | 7. Required Extra Scope |
| 2. Design Error | 5. Settlement | 8. Optional Extra Scope |
| 3. Design Omission | 6. Resolution of Claim | 9. Other (explain) |

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any claims for any additional compensations, damages or time extensions, in connection with the above referenced change(s). We the undersigned Contractor have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will accept as full payment the price shown above. All other items and conditions of the Contract Documents shall remain in effect.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT 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
Christine Ward, Director, Procurement and Contract Services

SUBJECT: **Award of Bid No. 203-20/21 for the Tennis Court Fencing and Rails Project at Glendale High School**

The Superintendent recommends that the Board of Education award Bid No. 203-20/21 for the tennis court fencing and rails project at Glendale High School to Red Hawk Services, Inc. in the amount of \$119,531.00, funded by Capital Outlay and RRMA funds.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the tennis court fencing and rails project at Glendale High School. A bid conference and a job walk were conducted on June 24, 2020 and 11 contractors participated. The District received and opened two (2) bids on July 15, 2020, as outlined below:

Contractor	Base Bid – Proj. 1	Base Bid – Proj. 2	Base Bid – Proj. 3	Total Bid
Red Hawk Services, Inc.	\$90,479	\$10,467	\$18,585	\$119,531
G2K Construction, Inc.	\$935,000	\$248,000	\$124,000	\$1,307,000

After conducting a post-bid conference and reviewing the bid documents, staff is recommending the award of contract to Red Hawk Services, Inc. as the lowest responsive and responsible bidder in the amount of \$119,531.00. This includes all three portions of the project, which consist of tennis court fence refurbishment, fence and gate installation, railing installation, and light pole refinishing. Bid details are available for review in the Procurement & Contract Services Department. This project will be funded by Capital Outlay and RRMA – Tennis Court Renovation Project funds.

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

September 15, 2020

ACTION REPORT NO. 11

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
Christine Ward, Director, Procurement & Contract Services

SUBJECT: **Rejection of Bids for Bid No. 204-20/21 for Tennis Court Refurbishment at Glendale High School**

The Superintendent recommends that the Board of Education reject the bids received for Bid No. 204-20/21 for tennis court refurbishment at Glendale High School.

On August 24, 2020, the District opened bids in response to Bid No. 204-20/21 for refurbishment of the tennis courts at Glendale High School. Eight (8) contractors attended the job walk on August 13, 2020; however, only two (2) bids were received and opened on August 24, 2020.

Staff recommendation is to reject all bids received for the project and re-bid project at later date pursuant to policies and regulations. Upon review of the project details, staff believes that the costs for the bids do not accurately reflect the work that needs to be performed. Staff will review the scope of work and re-bid the project as needed.

Bid details are available for review in the Procurement & Contract Services Department. The Superintendent's Facility Advisory Committee voted to support this recommendation.

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

September 15, 2020

ACTION REPORT NO. 12

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval of Services Agreement Between Glendale Unified School District and A-Line to Success, LLC**

The Superintendent recommends that the Board of Education approve an agreement between Glendale Unified School District and A-Line to Success, LLC in an amount not to exceed \$70,000 for providing contracted psychologists to meet the needs of students.

A-Line to Success, LLC is an agency that provides contracted psychologists to meet the needs of students. It is estimated that \$70,000 will be needed to pay for services for the 2020-2021 school year. Special education resources will be used to pay for these services.

TO SUPPORT 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

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 31st day of August, 2020 by and between the Glendale Unified School District, (“District”) and A-LINE TO SUCCESS, LLC 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 July 1, 2020 and will diligently perform as required and complete performance by June 30, 2021
- 2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

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

- 3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) Seventy Thousand dollars (\$ 70,000.00) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

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

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

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

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

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

10. **Insurance.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

District:

Glendale Unified School District

223 N. Jackson Street

Glendale, California 91206

ATTN: Arik Panossian

Contractor:

A-LINE TO SUCCESS, LLC

4919 Dunsmore Avenue

La Crescenta, CA 91214

Aline Chakerian

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 A-LINE TO SUCCESS, LLC

By: _____ Licensed Educational Psychologist
Signature _____ Title: _____
Allne Chakerian _____ Dated: _____, 2020
Print Name _____

By: _____ Owner
Signature _____ Title: _____
Allne Chakerian _____ Dated: _____, 2020
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: 4919 Dunsmore Avenue
La Crescenta, CA 91214
Telephone: (818)613-5686
Facsimile: _____
E-Mail: aline.chakerian@gmail.com

81-1352613 :
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: _____
 Limited Liability Company
 Other: _____

Glendale Unified School District

By: _____ Date: _____

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent Educational Services

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services:

Consultant, as needed, to provide assessments and individual counseling services to Special Education students.

Rate: \$95/hour

EXHIBIT "A"

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

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

EXHIBIT "B"

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

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

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

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

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

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

Name: _____

Title: _____

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

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

Date: _____

Name of Contractor or Company: _____

Representative's Name and Title: _____

Signature: _____

EXHIBIT "C"

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

The undersigned declares:

I am the _____ of A-LINE TO SUCCESS, LLC, the party making the foregoing bid.

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

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

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

Signature

Print Name

EXHIBIT "D"

TUBERCULOSIS CLEARANCE

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

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

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

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

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

ACTION REPORT NO. 13

TO: Dr. Vivian Ekchian, Superintendent

FROM: Dr. Kelly King, Assistant Superintendent, Educational Services

SUBMITTED BY: Dr. Narineh Makijan, Coordinator III, Career Technical Education

SUBJECT: **Approval of Agreement with Bayha Group**

The Superintendent recommends that the Board of Education approve an agreement with Bayha Group in the amount of \$150,000 to build and implement both remote and in-person Work Based Learning opportunities, including internships, job shadowing, career readiness workshops, industry chats and other work based learning activities for the students of Glendale Unified School District. This project is approved and funded by the K12 Strong Workforce Grant.

The Glendale Unified School District (GUSD) K12 Strong Workforce Program (SWP) application, Guided Pathways to Prepare Student for 21st Century Demands, indicated work-based learning (WBL) activities as one of its main goals and objectives detailed in the program description. The Career and Technical Education (CTE) department has provided teachers grades 6-12 the opportunity to utilize Nepris, a work-based learning tool accessible virtually to all students. To expand and complete the SWP program objective, GUSD is contracting with Bayha Group to build a robust work-based learning program for GUSD students, to include internships, guest speakers, mock interview and career readiness activities. The work-based learning program is one of the goals and strategies outlined in the SWP application.

Bayha Group will provide GUSD students with virtual and (when possible) in-person WBL opportunities to be implemented District-wide. Bayha Group will provide quarterly, District-wide career readiness online workshops with professionals from a variety of industries—with emphasis on career pathways already offered in GUSD—in high-demand, high-wage jobs with the goal for students to explore careers and acquire employability skills.

Bayha Group has collaborated with industry professionals from companies including Apple, Automation Technology Expo, AVIXA, Dine LA, Jet Propulsion Laboratory, Harvard Medical School, Nickelodeon, and The Walt Disney Company. Bayha Group

will coordinate WBL opportunities with industry professions including, but not limited to, online workshops. GUSD will be responsible for recruiting students to participate.

Bayha Group will reach out, build relationships, and connect employers with GUSD to lay the foundation for a sustainable WBL program including internships. Bayha Group will begin to cultivate both virtual and (when possible) in-person internship opportunities for GUSD juniors and seniors with the goal of offering these opportunities beginning Summer 2021. Bayha Group will work with GUSD to identify which students will participate in internships, when offered.

Bayha Group, referred to as the service provider for the program, will administer the following activities:

A. Recruit and Engage Industry

Bayha Group will enhance relations by establishing and maintaining effective working relationships with key community stakeholders. Bayha Group staff will recruit, engage and maintain relations with local industry leaders and offer the following industry volunteer opportunities: guest speaker/panelist, mock interviewer, project-based learning judge, host a student at worksite, sponsor a student for work experience placement, offer career guidance, or sponsor a workplace tour. Events such as Mock Interview Day, Employer Interviews and the program's culminating event will be coordinated to better introduce students to local industry partners. The program will offer work readiness seminars that include either a guest speaker or industry panel aligned with the seminar's focus. Industry guests will talk about their own career journey, educational background, industry, work environment, required education, and even offer personal and career advice.

B. Program Coordination and Attend Mandatory Meetings

Bayha Group staff will meet with GUSD staff and administration on a regular basis to discuss coordination of activities. A committee that includes college and career technicians and school administration will be established to better develop program resources and collaborate on this work experience program.

C. Support the Delivery of Work Readiness Seminars

Bayha Group staff will deliver fun, useful, interactive seminars that cover skills necessary for success in the workplace. Throughout the duration of the school year, students will be trained in a variety of ways, which include technical skills, soft skills and even role-play. Students who complete all six-work readiness seminars will be eligible for local work experience opportunities with GUSD and Bayha Group-identified partners in business and industry.

D. Provide Career Technical Assistance and Professional Development

Bayha Group will provide career technical assistance and professional development to GUSD college and career technicians and administration. Bayha Group staff will create workshop agendas, schedule of activities, and develop presentations (PowerPoint or Google Presentations, etc.) in collaboration with GUSD college and career team. Seminars will begin with a GUSD staff-led overview of the seminar content that will be showcased, and interactive activities that will promote workplace success.

E. Sharing Best Practices

Bayha Group will share and provide best practices to create sustainability for the coming years. School administration and college and career technicians will have access to all program tools and resources.

F. Data Collection and Evaluation

Bayha Group will collect information from each student and industry partner to assess their level of satisfaction with their experience in the work experience program. In addition, Bayha Group will conduct program review and analysis and make recommendations for future program improvements. Program surveys will be administered to industry and students.

G. Offer Work Experience Opportunities

Bayha Group will identify and coordinate worksite placements for students. These worksite placements will be secured through partnerships with local employers and workforce development boards. Students will be equipped with the tools necessary to interview with local employers and obtain work experience placement.

1. Objectives/What Will Students Gain?

- a. Gain a deeper understanding of strengths and how values connect/align with career choices.
- b. Gain Insights in regard to what employers are looking for in a new hire.
- c. Opportunity to be matched with an industry professional who will become a mentor.
- d. Learn by doing; gain hands-on, interactive real-life experiences.
- e. Confidence in professional settings and a boost of self-esteem.
- f. Make new friends and collaborate with peers to become team players.
- g. Discover a leadership style.
- h. Gain the ability to showcase a portfolio and tell a story about projects,

accomplishments, and gained skills.

- i. An awareness and ability to speak on behalf of experiences in the program.
- j. Opportunity to interview with business and industry leaders in the community.
- k. Opportunity to gain work experience placement; student will be placed at a local organization for six weeks.
- l. Final project, which serves as an example to employers of what capable of.
- m. Be introduced to professionals in community, and hear about journey, obstacles and success stories.

2. How Do Students Qualify for the Program?

- a. Must be in junior year of high school.
- b. Must have GPA of 2.5 or higher in enrolled courses from previous grading period (If do not meet this requirement, eligible to apply for a waiver).
- c. Forward thinking and growth oriented; ready for purposeful play.

3. What Students Must Complete?

- a. Attend all Interactive Seminars and Program Events Between November 2020 and June 2021
- b. Interview with Worksite Mentors
- c. Submit Portfolio:
 - 1. Completed Application
 - 2. Resume
 - 3. Cover Letter
 - 4. Letter of Recommendation
 - 5. Transcripts to Verify GPA
 - 6. Portrait/Picture

The K12 Strong Workforce Program Grant will fund the Bayha Group contract in the amount of \$150,000 for the 2020-2021 school year.

TO SUPPORT 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 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 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 1st day of September 2020 by and between the Glendale Unified School District (“District”), a public entity, and Bayha Group, a corporation, whose place of business is San Diego, California, herein referring to as (“Contractor”) (collectively “Parties”).

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

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 September 1, 2020 and will diligently perform as required and complete performance by June 30, 2021.
2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- 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) one hundred and fifty thousand dollars (\$150,000 fixed price) which includes reimbursable costs 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.** This Agreement is a bona fide business-to-business contracting relationship and meets the conditions set forth California Labor Code §2750.3(e). Accordingly, Contractor meets the necessary criteria to be classified as an Independent Contractor under California law and 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 Workers' Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. In the performance of the work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.
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: N/A
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.

Contractor retains exclusive interest in, and ownership of, all Pre-Existing Materials. For purposes of this Agreement, "Pre-Existing Materials" means any and all proprietary tools, know-how, works of authorship, compilations, programs, and methodologies used in performing the services or creating work product whether or not patentable or registrable under copyright or similar laws, and any knowledge or information relating thereto, created, developed or authored by or for Contractor prior to, or outside the scope of, the services or that have general applicability to Contractor's business, and all modifications, improvements and enhancements thereto and derivative works thereof.

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.

With Cause by District. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

- 8.2.1. material violation of this Agreement by the Contractor; or
- 8.2.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
- 8.2.3. 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.-

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.

To the furthest extent permitted by California law, District shall defend, indemnify, and hold free and harmless Contractor, its employees, and agents from any and all Claims (except "Excluded Claims" as defined below") to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, 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 District, 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, unless the claims are caused wholly by the sole negligence or willful misconduct of Contractor. Contractor shall have the right to accept or reject any legal representation that District proposes to defend Contractor. "Excluded Claims" shall be defined as (1) any claims based on Contractor's status as an independent contractor, and/or the independent contractor status of any of Contractor's employees, independent contractors or agents (collectively "Personnel") and (2) any claims of entitlement by Personnel to retirement benefits from District.

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10. Insurance.

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

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

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

10.1.2. **Workers' Compensation and Employer's Liability Insurance.** Workers' Compensation Insurance and Employer's 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 Employer's 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 Employer's 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 Liability.** Other than as provided in this Agreement, District's and Contractor'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 or Contractor 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 obligations under this paragraph do not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other party; 2) was lawfully in District or Contractor'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.

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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: Narineh Makijan

Contractor:

Bayha Group
7875 Highland Village Pl., Suite B102-383
San Diego, CA 92129
Attn: June Bayha, CEO

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 Decmed 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 attorneys' fees.

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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, pandemic, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.
35. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on either party unless authorized by that party in writing.
36. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not require District to accept shipments nor deprive it of the right to return goods already accepted at Contractor's expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.
37. **Conduct on District Premises.** Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District's premises, possession or distribution of contraband, or the access to, and security of, the Party's real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the other Party's premises. The operation of vehicles by either Party's personnel on the other Party's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party's property and involving either Party's personnel shall be reported promptly to the appropriate Party's personnel. Each Party covenants that at all times during the term it, and its

employees, agents, and Subcontractors shall comply with, and take no action that results in the

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

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

SIGNATURE PAGE

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

Company Name Bayha Group

By: _____ CEO
Signature Title:
June Bayha Dated: _____, 2020
Print Name

By: _____ Chief Financial Officer
Signature Title:
Harlen Bayha Dated: _____, 2020
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.: _____ 47-5575161 :
Address: _____ Employer Identification
and/or Social Security
Number

Telephone: _____

Facsimile: _____

E-Mail: _____

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

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

Glendale Unified School District

By: _____

Date: 9/16/20

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services: See attached.

EXHIBIT "A"

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

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

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

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

Date: _____

Name of Contractor: Bayha Group

Signature: _____

Print Name and Title: June Bayha, CEO

(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: June Bayha

Title: CEO

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: Bayha Group

Representative's Name and Title: June Bayha, CEO

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 CEO of Bayha Group, 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 25 Aug 2020, at San Diego, California.

Signature

June Bayha
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 Bayha Group ("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: Bayha Group

Signature: _____

Print Name and Title: June Bayha, CEO

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 1

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
PREPARED IN: Office of the Superintendent
SUBJECT: **Minutes**

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

- a) Regular Meeting No. 5, September 1, 2020

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

BOARD OF EDUCATION MEETING NO. 5
UNADOPTED MINUTES
REGULAR MEETING, September 1, 2020

CALL TO ORDER AND ROLL CALL

The regular meeting of the Glendale Unified School District Board of Education was called to order by Dr. Armina Gharpetian, president of the Board of Education, at 4:30 p.m., on Tuesday, September 1, 2020, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Mrs. Jennifer Freemon, Ms. Nayiri Nahabedian, Mr. Shant Sahakian, and Dr. Armina Gharpetian. Mr. Krikorian was not present for roll call; he arrived at 4:45 p.m.

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

PLEDGE OF ALLEGIANCE

Tatul Yakhanyan, a 6th grade student from Jefferson Elementary School, led the Pledge of Allegiance.

CERTIFICATE OF COMPLIANCE

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

APPROVAL OF AGENDA ORDER

A motion was made by Ms. Nahabedian and seconded by Mrs. Freemon to approve the agenda, as presented. Motion approved unanimously: AYES — Freemon, Krikorian, Nahabedian, Sahakian, and Gharpetian.

PUBLIC COMMUNICATIONS

No one addressed the Board at this time.

MINUTES: September 1, 2020– Regular Board Meeting

CLOSED SESSION

The Board recessed to Closed Session at 4:52 p.m. to discuss the following:

1. Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957
2. Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957
3. Conference with GUSD Labor Negotiators pursuant to Government Code Section 54957.6:
Agency designated representatives: Dr. Darneika Watson and Mr. David Greco
Employee organization: California School Employees Association-Glendale Chapter No. 3
4. Conference with Legal Counsel-Existing litigation pursuant to Government Code §54956.9 (a)
Case No. LASC19STCV42371
5. Conference with Legal Counsel–Existing litigation pursuant to Government Code §54956.9 (a)
Case No. 18STCV09976

CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 6:17 p.m.

REPORTING OUT OF CLOSED SESSION

No action was taken during Closed Session.

PUBLIC HEARING

Public Hearing Regarding Learning Continuity and Attendance Plan

Staff provided the Board of Education an opportunity for discussion regarding the Learning Continuity and Attendance Plan, which replaces the LCAP for the 2020-2021 school year. The plan is intended to memorialize the planning process that is already underway and is intended to balance the needs of all stakeholders, including educators, parents, students, and community members.

Dr. Gharpetian opened the public hearing at 6:18 p.m. There were no public comments. Dr. Gharpetian closed the public hearing at 6:55 p.m.

MINUTES: September 1, 2020– Regular Board Meeting

SUPERINTENDENT’S UPDATE

1. Return to School Update

The Superintendent and staff presented an update on the District’s Return to School Plan.

2. Working Group to Ensure Culturally Relevant and Responsive Education (CRRE)

The Superintendent provided information on the newly formed CRRE working group, including the areas of focus.

INFORMATION

1. 2020-2021 Board Priorities

2. Reclassification Criteria

3. Proposed Contract Approval with Bayha Group

4. Proposed Revision to Board Policy 7310 - Naming of School Facilities

5. Proposed Basic Textbook for Use in High Schools in the Area of World Languages and Cultures

6. Acknowledgements of Service

7. This report provides information regarding Sale of General Obligation Bonds Series E, and possible refunding of portions of prior bonds.

8. Update on Measure S and Facility Programs

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

ACTION REPORTS

1. Approval of Agreements with Planet Bravo for Computer Science Immersion Curriculum and Services at Cerritos Elementary School and Theodore Roosevelt Middle School

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

2. Approval of Services Agreement between Glendale Unified School District and PlanetBravo, LLC for Edison Elementary School

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

MINUTES: September 1, 2020– Regular Board Meeting

ACTION REPORTS (Continued)

3. Variable Term Waiver Requests for Bilingual Crosscultural, Language and Academic Development (BCLAD) for the 2020-2021 School Year

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

4. Resolution No. 1 - Gann Appropriations Limit for 2019-20 and 2020-21

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

5. Approval of the Re-appointment of Two (2) Current Citizens' Bond Oversight Committee (CBOC) Members and the Appointment of One (1) New CBOC Candidate

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

6. Approval of Change Order No. 1 to Bid No. 201-20/21 with 2A Construction Company for Glendale High School 5000 Building Restroom Remodel

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

7. Approval of Budget Adjustment for the Glendale High School Aquatic Center Project

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

8. Approval of Project and Budget Allocation for the Glendale High School Tennis Court Renovation Project

It was moved by Ms. Nahabedian and seconded by Mrs. Freemon to approve Action Report No. 8, as recommended. Motion approved by the following vote: AYES—Freemon, Nahabedian, Sahakian, and Gharpetian. NAY—Krikorian. (4 -1)

9. Approval of Project and Budget Allocation for the Glendale High School Sports Lighting Renovation Project

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

MINUTES: September 1, 2020– Regular Board Meeting

CONSENT CALENDAR

1. Minutes
 - a. Regular Meeting No. 5, August 11, 2020
2. Certificated Personnel Report No. 3
3. Classified Personnel Report No. 3
4. Warrants totaling \$1,120,916.13 for August 7, 2020 through August 25, 2020
5. Purchase Orders totaling 9,147,489.33 for the period of August 3, 2020 through August 21, 2020.
6. Appropriation Transfer and Budget Revision Report
7. Approval of Notice of Completion with California Paving & Grading Co, Inc., for Agreement No. 50831 at Mountain Avenue Elementary School
8. Approval of Memorandum of Understanding with Glendale Community College District for the Adult Education Block Grant Consortium
9. Acceptance of the Strengthening Career and Technical Education for 21st Century Act (Perkins V) Grant
10. Approval of New and Revised Course of Study Outlines for Use in High Schools in the Area of Career Technical Education
11. Approval of Nepris Subscription Renewal for 2020-2021
12. Approval of Revised Board Policies/Exhibits Relating to Personnel and Records
13. Acceptance of Gifts

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

REPORTS FROM THE BOARD

1. Mr. Krikorian said it was a great start of the school year. He thanked the teachers and parents for coming together for our children. It is a difficult time, but we will get through this together. His twins are turning 29 tomorrow. He thanked Dr. Ekchian and her team for their hard work in planning for a safe reopening of schools.

REPORTS FROM THE BOARD (Continued)

2. Mr. Sahakian thanked our teachers, employees, students, and families for starting out the school year. We want our students to be healthy and successful. The Kiwanis Club presented Mann Elementary School with \$1000 in gift cards. Mann is one of 16 schools nationwide being recognized as America’s Best Urban School. We were all part of the working group meeting on culturally relevant and responsive education with Dr. Shaun Harper. He shared a slide from Dr. Harper’s presentation regarding deliberate acts of anti-racism, which are refusing to exclude any student enrolled in the GUSD; affording students meaningful opportunities to learn from the racial and ethnic diversity represented in GUSD; and refusing to send accidental racists into our community, the workforce, and the world.
3. Ms. Nahabedian was able to be at Columbus Elementary for the first day of school. It was a positive environment. There was a lot of energy and excitement that day. She was at the CALSSD meeting where they discussed distance learning, tracking attendance, and how to mitigate learning loss. They meet again on October 23. She was pleased to see over 80 people at the Culturally Relevant and Responsive Education task force meeting. The Superintendent’s Parent Advisory Committee’s Inclusion working group has been addressing this issue since October of last year. The three recommendations of the committee are long-term professional development for our staff, investing in anti-bias education, and restorative practices. Dr. Harper said don’t deny activities to talk about current events. Current events are opportunities to learn. It is an exciting time as well as a stressful time as we begin the school year. We have a moral responsibility to take care of each other. There is a lot going on in our nation right now. We can focus on the things we can change and be patient with each other and ourselves as we navigate through these difficult times. We are a school district, and we are responsible for our students’ education. We are committed to having our students do well, academically and emotionally.
4. Mrs. Freemon said she had the opportunity to join the LACSTA meeting via Zoom with Dr. Ekehian. Dr. John Patrick was the speaker and spoke about the importance of messaging. The biggest piece was being clear about your “Why.” As we begin the school year, feedback has been very important and we will do some intentional surveys. We need to know what is working, as we need everyone to be successful. The September 11 motorcade that goes through La Crescenta will take place this year. They are still planning on going around the neighborhood. We are all working with the Culturally Relevance and Responsive Education committee. We started this work because it was the right thing to do. As a data point, she would like to see what books were checked out by our students. We have many resources for teachers.
5. Dr. Gharpetian said the Adelante Latinos had their first meeting of the school year. They are actively working on Hispanic Heritage Month. She participated in the Five Star Education Coalition meeting; they shared their school reopening plans. Our technology learning pods generated a lot of interest from the other school districts. She also participated in the LACSTA stakeholder meeting and in a telebriefing for

MINUTES: September 1, 2020– Regular Board Meeting

REPORTS FROM THE BOARD (Continued)

elected officials by the LA County Public Health Department. Their priority is to bring students back. She welcomed Jennifer Cano, the new executive director of the Glendale Educational Foundation. She participated in the Student Advisory Council meeting. The election for student board member will be held next month. All five board members participated in the working group to ensure culturally relevant and responsive education. We are not just checking boxes; we are doing meaningful work. We need to include parents and students in the conversation. The first day of school was interesting. She hopes that everyone is staying healthy and happy. As a reminder, from 7 to 8 a.m., we are offering free “grab and go” meals at all of our middle and high schools. From noon to 1 p.m., meals are available at Cerritos, Columbus, and Jefferson Elementary schools. She asked that our parents join their school PTAs. She congratulated our staff for going above and beyond in opening our schools. The level of customer service has been amazing.

REPORT FROM THE SUPERINTENDENT

Dr. Ekchian thanked the entire GUSD community for their trust and cooperation. Our “WHY” is taking care of those in our charge and the social emotional and academic needs of our students. She thanked our employees for their coping skills as so much has changed. Most importantly, together we learn to practice empathy. Our concern for one another is the driver. The joy for her comes from the social interaction with our students, parents, teachers and administrators and their feedback. We have wonderful people who work together to make a difference for our students and community. She is appreciative.

ADJOURNMENT

There being no further business, President Gharpetian adjourned the meeting at 10:38 p.m.

Dr. Armina Gharpetian
President, Board of Education

Nayiri Nahabedian
Clerk, Board of Education

Board of Education Minutes - Regular Meeting, September 1, 2020

Recorded by: Ms. Phyllis F. Ishisaka, Executive Assistant to the Superintendent

Approved by the Board of Education:

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations Officer/Director of Classified Personnel

SUBJECT: CERTIFICATED PERSONNEL REPORT NO. 4

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

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Extension of Maternity Leave of Absence</u>		
1.	Kinjo, Naomi Teacher, Regular 5 th Grade Dunsmore Elementary	8/17/20 through 10/02/20
2.	Ruiz Zendejas, Maria T. Teacher, Early Education Pacific/Edison Preschool	7/06/20 through 12/07/20
<u>Change of Child Care Leave of Absence</u>		
1.	Kinjo, Naomi Teacher, Regular 5 th Grade Dunsmore Elementary	10/05/20 through 2/28/21
<u>Change of Parental Leave of Absence</u>		
1.	Kinjo, Naomi Teacher, Regular 5 th Grade Dunsmore Elementary	10/05/20 through 1/14/21

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment</u>			
1.	Bowman, John Ross, Justin	Daily High School Teachers, as needed, for beginning of the year planning	7/01/20 through 8/17/20 \$31.00 per hour Not to exceed 12 hours 01.0 31820.0 11100 10000 1130 0400000
2.	Brown Mackey, Diana S. Der Mesropian, Sandra Katzner, Whitney E. Kim, Joann H. Lee, Jen Ku Markarian, Kathryn L. Milano, Kristen M. Nelson, Jacqueline D. Soforenko, Nikolaus Workman, Kayla R.	Teachers, as needed, to attend CART training at Crescenta Valley High School	8/17/20 through 8/18/20 \$31.00 per hour Not to exceed 1.25 hours per day each Special Education – SAI Core SC 01.0 65000.0 57601 11100 1130 0000600

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>	
<u>Additional Assignment (Cont.)</u>			
3.	Aleksandryan, Anet Alvis, Robin Baird, Lynette Barsoumian, Tamara Brown, Stephanie Buensuceso, Elena Dashdemirians, Christine Ghazaryan, Alvina Gorsuch, Pamela Haghnazarian, Elin Igraryan, Emma Kadzhikyan, Lusine Kaeller, Meri Kamiya, Roselia Khoury, Saba Martinez, Josephina Mulder, Kirra Prichard, Jamie Rubalcava, Veronica Santiago, Karla Shahbazian, Edit Sarkissian, Adrineh Silva, Francesca Smith, Adriana Spencer, Carolyn Tevosyan, Zhanna Trivitt, Patricia Valdez, Erick Valdez, Iris Viggiano, Jean Yahaiyan, Natalie	Teachers and Teacher Specialist, as needed, to participate in grade level PLC collaboration and planning. Teachers to participate in professional development and workshops for parents on different instructional strategies at Balboa Elementary School	8/17/20 through 6/11/20 \$31.00 per hour to plan \$34.00 per hour to work with students Not to exceed \$5,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 2000000
4.	Hambarsumian, Melineh Yegiyants, Anna	Teachers, as needed, for Assistant to the Principal Marshall Elementary	8/19/20 through 6/11/21 \$73.89 per month Not to exceed 11 months 01.0 00000.0 11301 10000 1170 0005616

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment (Cont.)</u>		
5.	Avetyan, Zhenik Cole, Jessica Curtiss, Elizabeth Doom, Judith Fishback, Cassandra Galfayan, Gagik Gruss, Gerald Hande, Marilyn Hernandez, Lizette Lowe, Kristine Manalo, Michelle McLeod, Amber Pogroszewski, Denise Sasse, Collin Smith, Susan Taylor, Traci Wilson, Morgan Wisinski, Robyn Yegiyants, Anna	Teachers, as needed, to share best practices for distance learning with a focus on different technology platforms or curriculum Teaching & Learning
		7/01/20 through 6/30/21 \$31.00 per hour to plan \$34.00 per hour to present Not to exceed 20 hours combined per teacher 01.0 07405.0 11100 10000 1130 0000618
6.	Alarcon, Jamie	Teacher, to work on Model School Application for Daily High School
		8/01/20 through 8/19/21 \$35.00 per hour Not to exceed 20 hours 01.0 01000.0 11100 10000 1130 0400000
7.	Cady, Yelena	Elementary/Assistant to the Principal at Lincoln Elementary
		8/17/20 through 6/10/21 \$73.89 per month Not to exceed \$812.79 (11 months) 01.0 00000.0 11301 10000 1170 0005616
8.	Khemichian, Narineh A.	School Psychologist, as needed, to work for Special Education
		8/25/20 through 12/18/20 Daily rate of pay Not to exceed 30 days total Special Education Support Services 01.0 65000.0 50011 31200 1233 0000600

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment (Cont.)</u>		
9.	Thomas, Angelina Elementary Teacher/ Assistant to the Principal at Lincoln Elementary	8/17/20 through 6/10/21 \$73.89 per month Not to exceed \$812.79 (11 months) 01.0 00000.0 11301 10000 1170 0005616

Change of Management Position

1.	Mekhitarian, Stepan TO: Interim Director, Innovation, Instruction, Assessment & Accountability Educational Services FROM: Coordinator III, Assessment & Evaluation Educational Services	7/01/20 through 6/30/21
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Termination

1.	Balekian, Janet Substitute Teacher Elementary	Effective 9/04/20
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Election

1.	Barocio, Danny Teacher, Temp Contract Wilson Middle School	8/31/20 through 6/11/21
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Election Hourly/Daily

1.	Batra, Monika Bishop, Joshua Black, David Blattner, Charles Chavez, Andrea Davarhanian, Patrick	Teachers, as needed, to plan curriculum and enrichment at Clark Magnet High School	8/01/20 through 6/30/21 \$31.00 per hour Not to exceed \$5,000.00 total Supplemental 01.0 010000.0 11100 10000 1130 0900000
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Effective Dates
And Salary Rate

Position

Election Hourly/Daily (Cont.)

1. Davis, Christopher
Davis, Jennifer
Day-Blattner, Alex
Der-Gevorkian, Narbeh
Doom, Nicholas
Evans, Dominique
Frazer, Steven
Ghavam, Amir
Gruss, Gerald
Guarino, Maral
Isayan, Sevada
Khachatryan, Narine
Khodagulyan, Armond
Kursinski, Eric
Lockhart, Anthony
Marcucci, Victoria
McGrath, Diana
Melville, Julie Ann
Mikaelian, Ani
Mikaelian, Armineh
Mikayelyan, Vardan
Minassian, Zovig
Minasyan, Nina
O’Gara, Melissa
Ohanian, Erebuni
Paronikyan, Yeranui
Pruitt, Conrad
Schmit, Tinky
Scott-Sawyer, Shari
Snyder, Oralia
Vardanyan, Armineh
Witler, Esther
Woods, Geoffrey
Yahiayan, Hrant Avik
Yogurtian, Melanie
Zamlich, Gregory
Zendejas, Joanna

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
2.	Bretz, Christa Filz, Myriam Harvey, Megan Hickman, Beverly Hughes, Jennifer Kim, Peter Outlaw, Mildred Spiegel, David Tatevosyan, Narine Taylor, Allison Wright, Jeffrey	Verdugo Academy Home Hospital Teacher, as needed. Health Services	7/01/20 through 6/30/21 \$34.00 per hour Not to exceed 6 hours per week 01.0 00000.0 19029 10000 1130 00005682
3.	Ames, Betsy Hakopian, Angel Humphreys, Julien You, Carolina	Substitute/Retired Teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG	8/19/20 through 6/09/21 \$34.00 per hour Not to exceed \$8,250.00 01.0 02000.0 11304 10000 1130 3100000
4.	Ames, Betsy Hakopian, Angel Humphreys, Julien You, Carolina	Substitute/Retired Teachers, as needed, to provide intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG	8/19/20 through 6/09/21 \$34.00 per hour Not to exceed \$12,623.00 01.0 42030.0 11100 10000 1130 3100673
5.	Allen, Jonathan	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
6.	Arakelian, Talin Teacher, Regular Science Glendale High School	8/19/20 through 12/18/20 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 0200000
7.	Beard, David Teacher, Regular Homework Lab Roosevelt Middle School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 30100.0 11100 10000 1110 0500000
8.	Benkovich, Joseph Teacher, Regular History Glendale High School	8/19/20 through 12/18/20 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 0200000
9.	Besoli, Amy Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
10.	Black, David Teacher, as needed, to provide guidance as a SSP Mentor Clark Magnet High School	7/01/20 through 6/30/21 \$34.00 per hour Not to exceed \$7,000.00 01.0 73709.0 38000 10000 1130 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
11.	Blackwood, Vanessa Teacher, Regular World Languages Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
12.	Brownstein, Gina Teacher, as needed, to prepare the Tobacco Use Prevention Education (TUPE) grant's 2019-20 year end annual progress report for submission to the California Department of Education by September 30, 2020	9/02/20 through 9/27/20 Daily rate of pay Not to exceed 7 days Violence Prevention 01.0 00000.0 11309 10000 1130 0002682
13.	Cerda, Humberto Teacher, Regular Physical Education Roosevelt Middle School	8/19/20 through 12/17/20 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 0500000
14.	Conaty, Jennifer Teacher, as needed, to provide reading intervention to students at Lincoln Elementary school	8/31/20 through 6/10/21 \$34.00 per hour to work with students \$31.00 per hour for planning Not to exceed \$10,560.00 total Supplemental Funds 01.0 01000.0 11100 10000 1130 3300000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
15.	Drew, William	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
16.	Engen, Christina	Teacher, Regular Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
17.	Evans, Robert	Teacher, Regular English Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
18.	Fishback, Cassandra	Teacher, Regular Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
19.	Fite, Karissa	Teacher, Regular English Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
20.	Flower, Michael	Teacher, Regular VAPA Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
21.	Freemon, Allen	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
22.	Ganevsky, Kent (Roosevelt MS)	Career Technical Education (CTE) after school teacher, as needed.	7/01/20 through 6/30/21 \$50.00 per hour Not to exceed 220 hours total CTEIG 01.0 63870.4 38000 10000 1130 0000684
23.	Gregorian, Arin	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
24.	Hall, Gavin	Teacher, Regular Social Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
25.	Hart, Omar	Teacher, Regular Social Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
26.	Hayrikyan, Lucin	Teacher, Regular Foreign Language Glendale High School	8/19/20 through 12/18/20 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 0200000
27.	Karibyan, Yana	Teacher, Regular Physical Education Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
28.	Keshishian, Nareg	Teacher, Regular Social Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
29.	Khalatyan, Gohar	Teacher, Regular Science Glendale High School	8/19/20 through 12/18/20 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 0200000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
30.	Kim, Jinny Substitute/Retired teacher, as needed, to provide FLAG Intervention to at-risk students in grades K-5 at Mark Keppel VAPA & FLAG	8/19/20 through 6/09/21 \$34.00 per hour Not to exceed \$10,000.00 01.0 95100.0 11100 10000 1130 3100000
31.	Kim, Peter Teacher, Regular Physical Education Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
32.	Kurtz, Cheryce Teacher, Regular History Glendale High School	8/19/20 through 12/18/20 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 0200000
33.	Livingston, Cynthia Retired Administrator, as needed, for Administrative Mentoring Educational Services	7/01/20 through 6/30/21 Daily rate of pay Not to exceed 60 days Educational Services 01.0 00000.0 00000 71001 1334 0007616
34.	Mardirosian, Mary Assistant Principal, to serve as Interim High School Principal Hoover High School	9/02/20 through 10/16/20 Daily rate of pay 01.0 00000.0 00000 270004 1311 0300000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
35.	Merlo, Reid	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
36.	Molano, Christin	High School Assistant Principal to serve as Interim Assistant Principal at Hoover High School	9/08/20 through 10/16/20 Daily rate of pay 01.0 00000.0 00000 270004 1311 0300000
37.	Ophoven, Barbara	Retired Teacher, as needed, to translate instructional materials to German Teaching & Learning	7/01/20 through 6/30/21 \$31.00 per hour Not to exceed 50 hours 01.0 07405.0 11100 10000 1130 0000618
38.	Palmer, Kelly	Teacher, Regular English Glendale High School	8/19/20 through 12/18/20 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 0200000
39.	Pinsker, Jason	Teacher, Regular Tech Coordinator Hoover High School	8/19/20 through 12/18/20 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 0300000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
40.	Platt, David Teacher, Regular Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
41.	Pogroszewski, Denise Teacher, Regular Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
42.	Rodriguez, Corina Teacher, Regular Dance Roosevelt Middle School	8/19/20 through 12/17/20 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 0500000
43.	Extra-Curricular Assignments	Spring Semester 2019-2020
<u>FRANKLIN ELEMENTARY</u>		
	Satamian, Taline Academic Coaching	
44.	Saw, Win Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
45.	Schilling, Paul	Teacher, Regular English Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
46.	Sheridan, Saul	Teacher, Regular Math Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
47.	Smith, Herbert	Teacher, Regular Graphic Arts Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
48.	Song, Tina	Teacher, Regular World Languages Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
49.	Stewart, Allison	Teacher, Regular MaaC Coordinator Hoover High School	8/19/20 through 12/18/20 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 0300000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>			
50.	Taix, Martin	Teacher, Special Education Special Education Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
51.	Tuason, Orenda	Teacher, Regular Science Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000
52.	Van Patten, John	Teacher, Regular Social Science Hoover High School	8/19/20 through 12/18/20 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 0300000
53.	Venier, Daniel	Teacher, Regular Science Glendale High School	8/19/20 through 12/18/20 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 0200000
54.	Waters, Jennifer	Teacher, Regular English Crescenta Valley High School	8/19/20 through 12/17/20 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 1000 1110 0100000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
55.	Witt, Kevin Teacher, Regular Water Polo Hoover High School	8/19/20 through 12/18/20 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 0300000

Additional Compensation

1.	Bedrousi, Soseh Vardanian, Narek Wiseman, Brandon	Teachers, as needed, to facilitate program pick up at Glendale High School	8/01/20 through 8/31/20 \$31.00 per hour Not to exceed 30 hours each 01.0 00000.0 11303 10000 1160 0200000
2.	Halawi, Zeinab	SAI Teacher involuntary room reassignment Edison Elementary	6/01/20 through 6/05/20 Substitute rate of pay Not to exceed 2 days 01.0 00000.0 19004 10000 1160 0004615

Revision to Previous Personnel Report

1.	Revision to Board Report No. 3, August 11, 2020		
	<u>Page 5, Item 4</u>		
	Various names	Home/Hospital teachers, as needed, for Special Education students	7/01/20 through 6/30/21 \$30.00 per hour Home/Hospital Instruction 01.0 00000.0 19006 10000 5210 0000600
	Change account number to read:		01.0 00000.0 19006 10000 1130 0000600

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
2.	Revision to Board Report No. 1, July 14, 2020	
	<u>Page 7, Item 11</u>	
	Firstman, Jill	
	Coordinator I, as needed, to work outside her contractual dates for training and implementing new instructional materials for Teaching & Learning	7/01/20 through 6/30/21 Daily rate of pay Not to exceed 10 days 01.0 07405.0 00000 21000 1130 0000618
	Change account number to read:	01.0 07405.0 00000 21000 1332 0000618

Position

Effective Dates
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

3. Revision to Board Report No. 1, July 14, 2020

Page 16, Item 5

Various names

Teacher, Teacher Specialist and other staff members, as needed, to participate in training sessions, collaboration, curriculum development, student support needed to organize, supervise and tutor teacher/parent/guardian meetings at Hoover High School

7/01/20 through 6/30/21
 \$27.00 per hour for planning
 \$30.00 per hour for working with students
 \$33.00 per hour for working with adults
 Not to exceed \$20,000.00 total
 Title I
 01.0 30100.0 11100 10000 1130
 0300000

Remove the following name:
 Roznowski, Dawn

Add the following names:
 Boykin, Byron
 Dworkin, David
 Manin, Jerome
 Minasvand, Sevana

Change pay rates to read:

\$31.00 per hour for planning
 \$34.00 per hour to teach

Remove the following pay rate:

\$33.00 per hour for working with adults

Effective Dates
 And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

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

Page 11, Item 9

All GUSD Teachers	Teachers, as needed, to attend Distance Learning Professional Development training Teaching and Learning	8/03/20 through 6/30/21 \$31.00 per hour Not to exceed 35 hours 01.0 32200.0 00000 21400 1130 0000618
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Change to read:

All GUSD Teachers and Counselors	Teachers and counselors, as needed, to attend Distance Learning Professional Development training
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5. Revision to Board Report No. 2, August 11, 2020

Page 36, Item 25

Taylor, Aya	Teacher Specialist, as needed, to assist in enrollment for the Japanese FLAG Program at Dunsmore and Verdugo Woodlands ES and Wilson MS	8/01/20 through 6/30/21 Daily rate of pay Not to exceed 3 days FLAG Support Program 01.0 00000.0 00000 21004 1130 0008682
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Change to read:

Not to exceed 6 days

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
6.	Revision to Board Report No. 3, September 1, 2020	
	<u>Page 21, Item 2</u>	
	Ophoven, Barbara Consultant, as needed, to translate instructional materials to German Teaching & Learning	7/01/20 through 6/30/21 \$31.00 per hour Not to exceed 50 hours 01.0 07405.0 11100 10000 5811 0000618
	Remove the Personnel Action from Board Report	
7.	Revision to Board Report No. 2, August 11, 2020	
	<u>Page 6, Item 6</u>	
	Curtiss, Alison Teacher, as needed, to provide Independent Study Consulting in preparation for Distance Learning at Daily High School	7/01/20 through 8/17/20 \$31.00 per hour to plan Not to exceed 30 hours total Supplemental 01.0 01000.0 11100 10000 1130 0400000
	Increase total hours to read:	Not to exceed 35 hours
<u>Personal Services Agreement</u>		
1.	Morel, Ana Consultant, as needed, to develop and coordinate art lessons Fremont Elementary	8/19/20 through 6/11/21 Not to exceed \$11,000.00 Donation account 01.0 95100.0 11100 10000 5811 2800000
2.	Matsko, Nelli Consultant, as needed, to develop and coordinate music lessons Fremont Elementary	8/19/20 through 6/11/21 Not to exceed \$8,000.00 Donation account 01.0 95100.0 11100 10000 5811 2800000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Personal Services Agreement (Cont.)</u>		
3.	Neuhoff, Deborah Consultant, as needed, to provide consultation to GUSD staff and Assistive Technology assessments for Special Education students due to mediation or settlement agreements Special Education	7/01/20 through 6/30/21 \$160 per hour Not to exceed \$10,000.00 01.0 65000.0 50011 21000 5811 0000600

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CLASSIFIED PERSONNEL REPORT NO. 4

CONSENT CALENDAR NO. 3

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations Officer/
Director of Classified Personnel

SUBJECT: CLASSIFIED PERSONNEL REPORT NO. 4

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

	<u>Location</u>	<u>Months/Hours, and Salary Rating</u>
<u>Election from Eligibility List</u>		
1. <u>Administrative Secretary</u> Manukyan, Hilda	Verdugo Woodlands	09/17/20; 10.5/8; 21-1 01.0 00000.0 00000 27004 2410 4200000
2. <u>Case Manager</u> Hovanessian, Sarineh	Student Wellness	09/08/20; 12/8; 18-2 01.0 05641.0 00000 21000 2410 0000617

Location Effective Dates,
Months/Hours, and
Salary Rating_____

Additional Assignment Temporary - At Established Rate of Pay

1. Account Clerk I
Becerrill, Brenda Wilson 07/10/20 through 07/31/20
Not to exceed 3 days, total
Supplemental
01.0 01000.0 00000 27000 2430 0800000

2. Education Assistant I
Dean, Sarah EEELP 08/01/20 through 06/30/21
Child Development Activities
Wartanyan, Sary 12.0 61051.0 85000 10000 2160 0000671
Wright, Joan Child Development Activities
Zazyan, Gayane 12.0 61051.0 85000 10000 2130 0000671
Zohrabian, Alvart Self Supporting Combined
10.0 91500.0 85000 10000 2130 0000671

3. Elementary Yard Duty Leader
Galvan, Cheryl Valley View 08/12/20; 08/13/20; 08/14/20
01.0 32200.0 11100 10000 2960 0001615

Keshishi, Lidoush Jefferson 08/13/20 through 08/14/20
Not to exceed 6 hours total
Supplemental
01.0 01000.0 11100 10000 2930 3000000

4. Multimedia Technology Assistant
Murphy, Kevin Valley View 08/12/20; 08/13/20; 08/14/20
01.0 32200.0 11100 10000 2960 0001615

Effective Dates,
 Months/Hours, and
 Salary Rating_____

Location

Change of Assignment

1. Increase in Months

a. Account Clerk III

Seyfi, Amy

Crescenta Valley
 From 11/8

07/01/20; 11.25/8
 01.0 00000.0 19025 41000 2410 0100000

2. Provisional Assignments

a. Education Assistant ASES/RAP Site Leader

Quintanilla, Dolores

EEELP
 From Education
 Assistant I,
 3-5

08/17/20 through 06/30/21
 6 hours a day
 6-5
 After School Education & Safety
 01.0 60100.0 11100 10000 2110 0000671

b. Lead Custodian

De La Torre, Edgar

Glendale
 From Custodian I,
 11-9

07/01/20 through 12/31/20
 8 hours a day
 20-6
 01.0 00000.0 00000 81006 2211 0200000

c. Cook/Baker

Babakhani, Armineh

Rosemont
 From Cafeteria
 Worker I, 1-9

09/01/20 through 09/30/20
 8 hours a day
 9-7
 13.0 53100.0 00000 37000 2212 0600000

Jarian, Shakeh

Crescenta Valley
 From Cafeteria
 Worker I, 1-9

08/17/20 through 08/31/20
 09/01/20 through 09/30/20
 6.5 hours a day
 9-7
 13.0 53100.0 00000 37000 2212 0100000

Rostamians, Armineh

Glendale
 Worker I, 1-9

08/17/20 through 08/31/20
 09/01/20 through 09/30/20
 8 hours a day
 9-7
 13.0 53100.0 00000 37000 2212 0200000

Effective Dates,
 Months/Hours, and
 Salary Rating_____

Location

Change of Assignment - Continued

2. Provisional Assignments - Continued

d. Manager, Cafeteria, Non-Transport

Tarverdians, Laris	Rosemont From Cook/Baker 9-7	09/01/20 through 09/30/20 8 hours a day M4-2 13.0 53100.0 00000 37005 2310 0000662
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e. Manager, Cafeteria, Transport

Avedian, Jasmen	Hoover From Manager, Cafeteria, Non-Transport, M4-7	09/01/20 through 09/30/20 8 hours a day M12-6 13.0 53100.0 00000 37005 2310 0000662
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Issagoolian, Bezwik	Crescenta Valley From Cook/Baker 9-9	09/01/20 through 09/30/20 8 hours a day M12-1 13.0 53100.0 00000 37005 2310 0000662
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Effective Dates,
 Months/Hours, and
 Salary Rating_____

Location

Revisions to Previous Board Reports

1. Revision to Board Report #1, July 14, 2020

Page 19, Item 9

Additional Assignment Temporary - At Established Rate of Pay

Education Assistant II

Sarkezi, Arpineh

Toll

07/01/20 through 06/30/21
 Not to exceed \$8,000.00 total
 Supplemental
 01.0 01000.0 11100 10000 2130 0700000

Change amount to read:

Not to exceed \$12,000.00 total

2. Revision to Board Report #19, June 16, 2020

Page 12, Item 2

Personal Services Agreement

Minassian, Armand

Consultant,
 as needed
 to work in
 the cablecasting
 of the Board
 of Education
 meetings and
 other district
 projects.

07/01/20 through 06/30/21
 Not to exceed \$2,500.00 total
 \$14.00 per hour
 01.0 00000.0 00000 71004 5852 0000864

Change dates to read:

07/01/20 through 07/31/20

Effective Dates,
Months/Hours, and
Salary Rating_____

Location

Revisions to Board Reports - Continued

3. Revision to Board Report #16, May 5, 2020

Page 4, Item 1

Personal Services Agreement

Arunachaiam, Alamelu

Consultant
as needed,
to provide
services
to the
Academy
of Science
and Medicine

06/12/20 through 06/11/21
Not to exceed \$7,000.00 total
01.0 72201.0 38000 10000 5811 0100000

Change date to read:

06/12/20 through 06/30/21

Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Election of Classified Hourly Substitutes (Custodian I) through 06/30/21</u>	
Morales, Hugo	08/28/20 through 06/30/21
Munn, Marlon	01.0 00000.0 00000 81006 2211 0000640
Orozco, Sergio	
Osuna, Jose	
Veimeris, Arunas	

Election of Classified Hourly Substitutes through 06/30/21

Aghajani, Michael	07/01/20 through 06/30/21
Assatouri, Narineh	
Burgara, Dailene	
Cardenas, Nicholas	
Cortes, Nancy	
Eckelberry, Arthur	
Garcia, Rita	
Grigoryan, Arus	
Landaverde, Johan	
Ramos, Sabel	
Semerdjian, Elizabeth	
Shahriari, Kiana	
Torosyan, Tatevik	
Cruz, Karina	
Tipton, Nicholas	
Nazarian, Taleen	
Friedman, Evan	
Gonzales, Marisa	
De La Parra, Donna	
Sarkesian, Minely	
Voskani, Serge	

BBS Associate RS Counselor

Arabyan, Katrina	Special Education	09/08/20 through 06/11/21 \$25.00 per hour Not to exceed 6 hours a day Special Education-Mental Health Services 01.0 65120.0 50011 21000 2930 0000600
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	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Election of Classified Hourly Substitutes through 06/30/21 - Continued</u>		
<u>Coach</u>		
Soforenko, Nikolaus	Special Education	08/18/20 Not to exceed 1.25 hours total Special Education-IDEA 01.0 33100.0 57600 11100 2130 0000600
<u>Yard Duty Assistant</u>		
Aghakhanian, Hasmik Aghakhani, Judith Agazaryan, Armine Amirkhanyan, Anzhela Baghdasaryan, Nadya Flores, Rosa Margharian-Ghalehsari, Atina Sarkesian, Katren Shahkarami, Roobina Abnousian, Rashel	Balboa	08/12/20 through 06/11/21 \$13.00 per hour Not to exceed \$3,000.00 total Supplemental 01.0 01000.0 11100 10000 2130 2000000
Aghakhanian, Hasmik Aghazaryan, Armine Aghakhani, Judith Abnousian, Rashel Amirkhanian, Anzhela Baghdasaryan, Nadya Flores, Rosa Margharian, Atina Sarkessian, Katren Shahkarami, Roobina	Balboa	08/17/20 through 06/11/21 \$13.00 per hour 01.0 00000.0 19021 10000 2930 2000000
Bedrosian, Maral Leon, Cesar Gonzalez Sanvicente, Karen Gonzalez, Leslie Handal, Amy Parra, Laura	Franklin	08/17/20 through 06/12/21 \$13.00 per hour 01.0 00000.0 19021 100000 2930 2700000

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Election of Classified Hourly Substitutes through 06/30/21 - Continued</u>		
<u>Yard Duty Assistants - Continued</u>		
Bedrosian, Maral	Franklin	08/01/20 through 08/31/20
Gonzalez, Leslie		\$13.00 per hour
Gonzalez Sanvicente, Karen		01.0 32200.0 11100 10000 2960 0001615
Hernandez-Montague, Sofia	Jefferson	08/12/20 through 08/14/20
Mehrabi, Melina		\$13.00 per hour
Sehwani, Kiran		01.0 32200.0 11100 10000 2960 0001615
Aslanian, Armineh	Jefferson	08/13/20 through 08/14/20
Sehwani, Kiran		\$13.00 per hour
Shirinyanes, Melina		Not to exceed 6 hours, each 01.0 01000.0 11100 10000 2930 3000000
Angelini, Viviane	Marshall	08/10/20 through 06/22/21
Avila, Estela		\$13.00 per hour
Arabajyan, Marina		Not to exceed \$9,000.00 total
Avetisyan, Kristine		Supplemental
Boghosian, Martin		01.0 01000.0 11100 10000 2930 3600000
Danial, Grace		
Davoodi, Meghedi		
Marouti, Armineh		
Najarian, Aylin		
Ruano, Vicenta		
Nazarian, Karine		
Osuna, Maria		
Rodriguez, Maria		
Yeghoyan, Romina		
Davoudi, Shirin	Mountain Avenue	08/01/20 through 08/31/20
Stauffer-Rubio, Melissa		\$13.00 per hour
Shahbazian, Nora		01.0 32200.0 11100 10000 2960 0001615
Yessai, Juliet		

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Election of Classified Hourly Substitutes through 06/30/21 - Continued</u>		
<u>Yard Duty Assistants - Continued</u>		
Armian-Pouri, Seda Koshkerian, Carolin Karapetyan, Siranoush Mesropian, Meghedi Muradyan, Laura Pistoia, Paola Zakaryan, Lina	R.D. White	08/17/20 through 06/11/21 \$13.00 per hour 01.0 00000.0 19021 10000 2930 4300000
Emmerson, Maria Karimian, Adrian Hovsepian, Biyana Tachera, Michelle	Valley View	08/12/20; 08/13/20; 08/14/20 \$13.00 per hour 01.0 32200.0 11100 10000 2960 0001615
Aikob, Natasha Alkadimi, Fatima	Columbus	08/01/20 through 08/31/20 \$13.00 per hour 01.0 32200.0 11100 10000 2960 0001615

<u>Personal Services Agreement</u>	Location	Effective Dates, Months/Hours, and Salary Rating_____
1. Acitelli, Lucia	Consultant, as needed to record four music videos to be accessed by students district-wide for distance learning in 2020-2021	08/19/20 through 06/10/21 \$200.00 per video Not to exceed 4 videos/\$800.00 Elementary Instruction 01.0 00000.0 11301 10000 5811 0005616
2. Alexandrian, Tina	Consultant, as needed to provide counseling services based on student's IEP or 504 plan; consultation and collaboration with District staff; complete case disposition; participate in IEP meetings; attend case consultation meetings and submit LEA Medi-Cal Billing via Paradigm on a monthly basis.	07/01/20 through 06/30/21 Not to exceed \$25,000.00 \$60.00/hour, up to 10 hrs/week 01.0 65120.0 50011 21000 5811 0000600

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Personal Services Agreement</u> - Continued		
3. Babadzhanyan, Alex	Consultant, as needed on how to integrate the Arts into the curriculum for students.	09/01/20 through 06/10/21 Not to exceed \$13,600.00 total Up to 12 hours per week 01.0 95100.0 11100 10000 5811 4300000
4. Campagna, Monica	Consultant, as needed to maintain upkeep and maintenance of the landscaping provided by the Urban Greening Grant at Franklin Elementary Magnet School during the 2020-2021 school year.	08/31/20 through 06/09/21 Not to exceed \$5,375.00, total General Fund Donation 01.0 95100.0 11100 10000 5811 2700000

<u>Personal Services Agreement</u> - Continued	Location	Effective Dates, Months/Hours, and Salary Rating_____
5. Cardea, Paola	Consultant, as needed to provide virtual assistance to students in the Italian Dual Language Program at Franklin Elementary School for 2020-2021 school year.	08/31/20 through 06/09/21 \$24.00 per hour Not to exceed \$21,600.00 total Italian Language Grant 01.0 94372.0 11100 10000 5811 0000611
6. Genachte-le Bail, Delphine Menon, Arianna Sippel, Eva	Consultants, as needed to provide virtual assistance and language support in the Flag Language Programs at Franklin Magnet School during the 2020-2021 school year.	08/31/20 through 12/18/20 Not to exceed \$10,125.00 total General Fund Donation 01.0 95100.0 11100 10000 5811 2700000

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Personal Services Agreement</u> - Continued		
7. Gilbert, Cathy	Consultant, as needed to record four theater videos to be accessed by students district-wide for distance learning in 2020-2021	08/19/20 through 06/10/21 \$200.00 per video Not to exceed 4 videos/\$800.00 Elementary Instruction 01.0 00000.0 11301 10000 5811 0005616
8. Gilbert, Cathy	Consultant, as needed to provide drama lessons and supplies to students in grades K-5 at Mark Keppel Elementary School	08/19/20 through 06/10/21 Not to exceed \$15,400.00 01.0 95100.0 11100 10000 5811 3100000

<u>Personal Services Agreement</u> - Continued	Location	Effective Dates, Months/Hours, and Salary Rating_____
9. Gonzalez Bravo, Karim Alexander	Consultant, as needed to provide virtual assistance and language support for the Spanish Dual Language Program at Franklin Magnet Elementary School during the 2020-2021 school year.	08/21/20 through 12/18/20 Not to exceed \$6,750.00 total General Fund Donation 01.0 95100.0 11100 10000 5811 2700000
10. Martinez, Prisma	Consultant, as needed to provide counseling services based on student's IEP or 504 plan; consultation and collaboration with District staff; complete case disposition; participate in IEP meetings; attend case consultation meetings and submit LEA Medi-Cal Billing via Paradigm on a monthly basis.	07/01/20 through 06/30/21 Not to exceed \$25,000.00 \$60.00/hour, up to 10 hrs/week 01.0 65120.0 50011 21000 5811 0000600

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Personal Services Agreement</u> - Continued		
11. Miles, Cathy	Consultant, as needed to provide counseling/ intervention services to Mountain Avenue Elementary School students.	09/01/20 through 06/12/21 Not to exceed \$8,000.00 total School Site Donations 01.0 95100.0 11100 10000 5811 3900000
12. Neel, Cristina	Consultant, as needed to record two dance videos to be accessed by students district-wide for distance learning in 2020-2021	08/19/20 through 06/10/21 \$200.00 per video Not to exceed 2 videos/\$400.00 Elementary Instruction 01.0 00000.0 11301 10000 5811 0005616
13. Neel, Linda	Consultant, as needed to record two dance videos to be accessed by students district-wide for distance learning in 2020-2021	08/19/20 through 06/10/21 \$200.00 per video Not to exceed 2 videos/\$400.00 Elementary Instruction 01.0 00000.0 11301 10000 5811 0005616

Effective Dates,
 Months/Hours, and
 Salary Rating_____

Personal Services Agreement - Continued Location

14. Poore, Marie	Consultant, as needed to provide counseling services based on student's IEP or 504 plan; consultation and collaboration with District staff; complete case disposition; participate in IEP meetings; attend case consultation meetings and submit LEA Medi-Cal Billing via Paradigm on a monthly basis.	07/01/20 through 06/30/21 Not to exceed \$25,000.00 \$60.00/hour, up to 10 hrs/week 01.0 65120.0 50011 21000 5811 0000600
15. Rosenberg, Lilit	Consultant, as needed to provide assessments and individual counseling services to Special Education Students.	07/01/20 through 06/30/21 Not to exceed \$60,000.00 total \$105/hour, up to 16 hrs/week 01.0 65120.0 50011 21000 5811 0000600

<u>Personal Services Agreement</u> - Continued	Location	Effective Dates, Months/Hours, and Salary Rating_____
16. Stepanian, Anna	Consultant, as needed to provide counseling services based on student's IEP or 504 plan; consultation and collaboration with District staff; complete case disposition; participate in IEP meetings; attend case consultation meetings and submit LEA Medi-Cal Billing via Paradigm on a monthly basis.	07/01/20 through 06/30/21 Not to exceed \$25,000.00 \$60.00/hour, up to 10 hrs/week 01.0 65120.0 50011 21000 5811 0000600
17. Zierhut, Joan	Consultant, as needed to record four visual arts videos to be accessed by students district-wide for distance learning in 2020-2021	08/19/20 through 06/10/21 \$200.00 per video Not to exceed 4 videos/\$800.00 Elementary Instruction 01.0 00000.0 11301 10000 5811 0005616

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Personal Services Agreement - Continued</u>		
18. Bircher, Christina	Consultant, as needed to provide extracurricular services for students at sporting events.	07/01/20 through 06/30/21 \$25.00 per hour Not to exceed \$25,000.00 total 01.0 00000.0 15003 42000 5811 0100000

Transportation Authorization – 2020-21

- It is recommended that the individuals be authorized to receive transportation expenses at the rate of 57.5¢ per mile, effective July 1, 2020, through June 30, 2021:

<u>BBS Associate RS Counselor</u>		
Arabyan, Katrina	Special Education	09/08/20 through 06/11/21: 57.5¢ Special Education-Support Services 01.0 65000.0 50011 21000 5210 0000600

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 4

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

The Superintendent recommends that “A” Form (Payroll Warrants) issued August 26, 2020 – September 10, 2020 as shown below totaling \$10,141,754.40, and “B” Form (Other than Payroll Warrants) issued August 1 – 31, 2020, totaling \$10,341,395.90 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
237-N	672238 - 6722389	Classified	\$ 2,291.72
C1B-C	672487 - 6724922	Certificated	8,101,477.52
C1B-N	672492 - 6724923	Classified	2,438.46
C5B-C	672724 - 6727308	Certificated	409,512.37
C5B-N	672730 - 6727310	Classified	7,963.52
246-C	672822 - 6728355	Certificated	28,439.87
E4D-N	672968 - 6729775	Classified	1,403,289.28
248-C	673222 - 6732221	Certificated	254.26
248-N	673222 - 6732226	Classified	3,208.64
C3B-C		Certificated	15.07
C3B-N	673334 - 6733424	Classified	182,863.69
TOTAL			\$ <u>10,141,754.40</u>

*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
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM
 AUGUST 1 THRU AUGUST 31, 2020

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
	1.0 GENERAL FUND		
4110	TEXTBOOKS	27	\$ 71,941.13
4210	BOOKS & OTHER REFERENCE MATERIAL	11	8,883.21
4310	INST. MATERIALS & SUPPLIES	333	304,675.83
4312	INST. PERIODICALS & MAGAZINES	20	2,382.97
4317	COMMENCEMENT	1	1,504.91
4340	COMPUTER SOFTWARE & RELAT EXP	27	236,856.25
4350	OFFICE & OTHER SUPPLIES	102	13,883.28
4351	PRINTING & REPRODUCTION	4	511.57
4353	EDIBLE SUPPLIES	16	1,543.67
4360	TIRES, FUEL AND OIL	25	9,270.02
4370	CUSTODIAL/OPERATION SUPPLIES	98	17,308.58
4371	GROUNDS SUPPLIES	11	276.72
4372	POOL SUPPLIES	7	2,586.50
4380	MAINTENANCE SUPPLIES	46	1,420.15
4381	REPAIR SUPPLY & MATERIALS	204	239,718.77
4410	NON-CAP AV/COMPUTER EQ UNTAGGED	12	3,958.16
4420	NON-CAP EQUIP -UNTAGGED	142	3,274,060.39
4430	NON-CAP EQUIP - TAGGED	20	162,629.43
4440	NON-CAP COMPUTER EQUIP-TAGGED	1	3,442.40
5210	MILEAGE & CAR ALLOWANCES	3	87.89
5220	TRAVEL AND CONFERENCES	12	1,531.06
5310	DUES AND MEMEBERSHIPS	4	7,204.00
5311	CERTIFICATES AND LICENSES	1	75.00
5510	NATURAL GAS SERVICES	12	4,163.81
5520	ELECTRICITY SERVICES	56	208,942.33
5530	WATER	49	49,329.38
5561	TRASH DISPOSAL	4	11,403.92
5562	SEWER CHARGES	52	16,541.48
5610	RENTALS, LEASES AND REPAIRS	20	116,866.04
5611	ETIS COPIER LEASES	3	10,145.03
5630	REPAIRS	50	109,415.61
5631	ETIS COPIER LEASES	91	21,406.93
5632	ETIS PRINTER MAINTENANCE	1	3,777.92
5710	DIRECT COST FOR TFR SERV	5	1,924.47
5811	PERSONAL SERVICES	11	17,994.50
5812	NON-PSA SERVICE AGREEMENT	9	56,689.71
5813	UNIFORM SERVICES	1	2,681.36
5815	OPERATING SERVICES	62	730,929.93
5821	LEGAL FEES	3	6,065.50
5823	SPEC ED LEGAL SETTLEMENTS	3	31,164.44
5825	AUDIT FEES	1	21,250.00

GLENDALE UNIFIED SCHOOL DISTRICT
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM
 AUGUST 1 THRU AUGUST 31, 2020

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
5828	SPED PARENT ATTORNEY FEES	3	27,900.00
5830	ADVERTISEMENT	1	163.50
5833	ACCREDITATION	6	6,420.00
5852	NON-INSTRUCTIONAL, CONSULTANTS	4	18,280.00
5853	CONTRACTUAL SERVICES	1	1,397.80
5861	FINGERPRINTS FOR EMPLOYEES	1	192.00
5862	PHYSICALS FOR EMPLOYEES	2	1,885.64
5911	POSTAGE/UPS/FEDEX	3	88.82
5912	TELEPHONE	13	17,524.42
5914	DATA LINE	1	48.70
5916	OTHER PHONES	14	26,523.83
6252	OTHER CONSTRUCTION	11	29,821.59
6282	MOVING-STORAGE	2	1,995.17
8290	ALL OTHER FEDERAL REVENUES	1	116,885.00
8689	ALL OTHER FEES AND CONTRACTS	5	665.98
9320	STORES	11	83,087.75
9530	FRINGE BENEFITS SUBS - H&W	1	611.23
		----- 1,640	----- 6,119,935.68
 12.0 CHILD DEVELOPMENT FUND			
4310	INST. MATERIALS & SUPPLIES	5	15.46
4350	OFFICE & OTHER SUPPLIES	5	197.16
5220	TRAVEL AND CONFERENCES	3	457.00
5815	OPERATING SERVICES	5	2,354.05
5911	POSTAGE/UPS/FEDEX	2	22.29
5916	OTHER PHONES	1	0.23
		----- 21	----- 3,046.19
 13.0 CAFETERIA FUND			
4350	OFFICE & OTHER SUPPLIES	4	374.00
4360	TIRES, FUEL AND OIL	2	260.33
4380	MAINTENANCE SUPPLIES	37	5,741.04
4381	REPAIR SUPPLY & MATERIALS	1	256.00
4395	NON-FOOD SUPPLIES	1	3,403.75
4420	NON-CAP EQUIP -UNTAGGED	3	11,617.04
4710	FOOD	34	124,772.30
5563	PEST CONTROL	2	2,225.60
5610	RENTALS, LEASES AND REPAIRS	6	7,685.08

GLENDALE UNIFIED SCHOOL DISTRICT
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM
 AUGUST 1 THRU AUGUST 31, 2020

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
5815	OPERATING SERVICES	2	117.91
5916	OTHER PHONES	3	884.96
6490	CAPITALIZED EQUIPMENT	8	103,698.07
8634	FOOD SERVICE SALES	18	1,770.30
		-----	-----
		121	262,806.38
	21.1 MEASURE S PROJECTS FUND		
5610	RENTALS, LEASES AND REPAIRS	4	1,083.58
5630	REPAIRS	1	85.00
6150	SURVEYS FOR SITE PURCHASES	1	8,250.00
6210	ARCHITECT FEES ON BUILDINGS	3	6,575.00
6250	BUILDING CONSTRUCTION/IMPROV	3	1,259,778.70
6252	OTHER CONSTRUCTION	10	653,227.26
6258	CONSULTANT COSTS	1	1,392.87
6293	PRINTING & DISTRIBUTION	1	222.39
6294	ADVERTISEMENTS & NOTICES	2	1,248.74
		-----	-----
		26	1,931,863.54
	25.0 CAPITAL FACILITIES FUND		
6250	BUILDING CONSTRUCTION/IMPROV	1	84,965.03
6280	BUILDING INSPECTIONS	1	5,980.00
		-----	-----
		2	90,945.03
	40.1 SPEC RESERVE - CAPITAL PROJECTS		
5520	ELECTRICITY SERVICES	2	554.20
5530	WATER	1	825.90
5562	SEWER CHARGES	2	588.39
5610	RENTALS, LEASES AND REPAIRS	2	5,569.00
5815	OPERATING SERVICES	2	543.40
6210	ARCHITECT FEES ON BUILDINGS	2	11,471.25
6252	OTHER CONSTRUCTION	1	2,070.00
6280	BUILDING INSPECTIONS	1	13,227.50
		-----	-----
		13	34,849.64
	67.0 SELF-INSURANCE FUND		
4351	PRINTING & REPRODUCTION	1	1,089.27
5872	DELTA ADMINISTRATIVE FEES	2	15,392.13

GLENDALE UNIFIED SCHOOL DISTRICT
 CONSENT CALENDAR NO. 4

SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM
 AUGUST 1 THRU AUGUST 31, 2020

OBJECT CODE	DESCRIPTION	NUMBER OF ENTRIES	AMOUNT
5873	VSP CLAIMS	7	22,864.85
5874	VSP ADMINISTRATIVE FEES	1	4,157.26
5875	DELTA PAYMENTS	1	238,793.33
5877	MEDIMPACT CLAIMS	1	9,044.35
5878	MEDIMPACT PAYMENTS	2	685,506.53
		-----	-----
		15	976,847.72
	67.1 WORKERS' COMPENSATION FUND		
5815	OPERATING SERVICES	1	770,442.00
5852	NON-INSTRUCTIONAL, CONSULTANTS	1	11,814.92
		-----	-----
		2	782,256.92
	67.2 EARLY RETIREMENT BENEFITS FUND		
5815	OPERATING SERVICES	1	138,844.80
		-----	-----
		1	138,844.80
	TOTALS	1,841	\$ 10,341,395.90
		=====	=====

GLENDALE UNIFIED SCHOOL DISTRICT

SEPTEMBER 15, 2020

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**

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,966,806.52 for the period of August 24, 2020 through September 4, 2020 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM AUGUST 24, 2020 THROUGH SEPTEMBER 4, 2020.

Funding Source	Number of Purchase Orders	Amount
UNRESTRICTED RESOURCES	117	438,918.25
FEDERAL RESTRICTED RESOURCES	49	928,838.66
STATE RESTRICTED RESOURCES	49	834,879.36
LOCAL RESTRICTED RESOURCES	63	243,811.40
FOOD SERVICES FUND	3	406.79
MEASURE S PROJECTS FUND	5	23,098.65
DEVELOPER FEE FUND	2	59,268.00
CAPITAL PROJECTS & IMPROVEMENT FUND	2	437,585.41
TOTAL	290	\$ 2,966,806.52

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

PO NUMBER	UNRESTRICTED RESOURCES VENDOR	AMOUNT
0021000013	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - EDUCATIONAL SERVICES	1,166.89
0021000015	SCHOOL SPECIALTY INSTRUCTIONAL SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	2,430.07
0021001523	IMPACT CANINE SOLUTIONS SERVICE AGREEMENT TO CONDUCT E-CIGARETTE/VAPE PRESENTATIONS TO STAFF AND STUDENTS AT ELEMENTARY AND SECONDARY SCHOOLS - STUDENT SUPPORT SERVICES	14,700.00
0021001525	DJO CONSUMER LLC SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	5,903.89
0021001528	CTBOOK HOLDINGS LLC DBA BULK BOOKSTORE INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	1,369.31
0021001529	GALE SUPPLY COMPANY	598.11
0021001530	COMMUSA	232.50
0021001531	ULINE SHIPPING SUPPLY CUSTODIAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	1,135.60
0021001532	THE HOME DEPOT PRO (SUPPLYWORKS)	810.76
0021001540	CENGAGE LEARNING BOOKS - CRESCENTA VALLEY HIGH SCHOOL	7,173.42
0021001543	TIAA COMMERCIAL FINANCE INC BLANKET PURCHASE ORDER FOR COPIER LEASES - MONTE VISTA ELEMENTARY SCHOOL	2,000.00
0021001547	METAL CRAFT, INC. OFFICE SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,450.89
0021001548	NEXT PACE SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	24,655.00
0021001549	AMAZON CAPITAL SERVICES, INC. CLASSROOM SUPPLIES - EDISON ELEMENTARY SCHOOL	63.77
0021001552	STARFALL EDUCATION FOUNDATION	124.34
0021001556	4WALL ENTERTAINMENT	86.73
0021001558	NIPPON SHOSEKI HANBAI, INC. BOOKS - DUNSMORE ELEMENTARY SCHOOL	1,153.33

UNRESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001559	GRAINGER	87.05
0021001566	SIGNAL HILL AUTO ENTERPRISES CUSTODIAL SUPPLIES RELATED TO COVID 19 - FACILITY & SUPPORT OPERATIONS	5,898.38
0021001567	IPEVO INC. AUDIOVISUAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	3,685.76
0021001568	SCHOOL HEALTH CORP.	259.08
0021001570	SOUTHWEST SCHOOL & OFFICE SUPPLY BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	2,500.00
0021001572	SAN JOAQUIN COUNTY OFFICE OF EDUCATION SERVICE AGREEMENT FOR ONLINE SERVICES - HUMAN RESOURCES	3,736.05
0021001573	PRINT ON ALL	132.30
0021001577	FONDAZIONE ITALIA BOOKS - TOLL MIDDLE SCHOOL	1,404.29
0021001579	O.H. LYNN PRINTING	99.23
0021001580	READY REFRESH BY NESTLE (ARROWHEAD)	500.00
0021001582	O.H. LYNN PRINTING	66.15
0021001583	COMPLETE BUSINESS SYSTEMS EQUIPMENT MAINTENANCE AGREEMENT - KEPPEL ELEMENTARY SCHOOL	2,850.00
0021001584	O.H. LYNN PRINTING	124.31
0021001586	COPY NETWORK	406.82
0021001597	MINUTEMAN PRESS	592.04
0021001601	OFFICE DEPOT BLANKET PURCHASE ORDER FOR EDIBLE SUPPLIES - BALBOA ELEMENTARY SCHOOL	1,500.00
0021001602	OFFICE DEPOT	231.51
0021001606	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	1,609.10
0021001607	VETERAN BUILDING MAINTENANCE, LLC SUPPLIES RELATED TO COVID 19 - FACILITY & SUPPORT OPERATIONS	3,869.78
0021001608	BARNES & NOBLE	563.60
0021001610	MAINTEX CUSTODIAL SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,337.06
0021001611	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - KEPPEL ELEMENTARY SCHOOL	21.47

UNRESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001612	THE HOME DEPOT PRO (SUPPLYWORKS)	461.25
0021001614	RAYVERN LIGHTING SUPPLY CO INC	177.66
0021001615	THE HOME DEPOT PRO (SUPPLYWORKS)	747.65
0021001616	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	795.12
0021001621	SCHOOL MATE	104.92
0021001626	LEXISNEXIS	600.00
0021001627	O.H. LYNN PRINTING	112.47
0021001628	COAST 2 COAST COACHING, INC. SOFTWARE FOR ONLINE PE LESSIONS FOR ELEMENTARY SCHOOLS - EDUCATIONAL SERVICES	8,000.00
0021001633	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - EDUCATIONAL SERVICES	40.67
0021001634	OFFICE DEPOT	165.36
0021001636	CALIFORNIA WESTERN VISUALS	410.85
0021001637	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - MANN ELEMENTARY SCHOOL	77.70
0021001639	DICK BLICK ART MATERIALS	439.68
0021001640	THE HOME DEPOT PRO (SUPPLYWORKS)	77.13
0021001641	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL EQUIPMENT - KEPPEL ELEMENTARY SCHOOL	154.29
0021001645	FRANKLIN COVEY ANNUAL MEMBERSHIP FEE FOR VARIOUS SCHOOL SITES - EDUCATIONAL SERVICES	60,000.00
0021001646	OFFICE DEPOT	437.46
0021001651	OFFICE DEPOT BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - RD WHITE ELEMENTARY SCHOOL	2,500.00
0021001652	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - BALBOA ELEMENTARY SCHOOL	2,000.00
0021001653	COMPLETE BUSINESS SYSTEMS	950.00
0021001669	MAINTEX CUSTODIAL SUPPLIES - FACILITY & SUPPORT OPERATIONS	7,511.92
0021001673	SUNBELT RENTALS, INC	363.37
0021001674	GLENDALE BUILDER'S SUPPLIES	70.88
0021001676	NICK'S NURSERY	197.10
0021001679	COUNTY SANITATION DISTRICTS	38.96

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001685	REGISTRAR-RECORDER/COUNTY CLERK EXPENSES RELATED TO MARCH 2020 ELECTIONS - BUSINESS SERVICES	186,672.30
0021001687	SOLARWINDS ONLINE SERVICES RENEWAL - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	6,609.00
0021001688	LAGUNA CLAY CO	449.24
0021001690	CDW GOVERNMENT COMPUTER EQUIPMENT - CATEGORICAL PROGRAMS	2,943.68
0021001691	THE HOME DEPOT PRO (SUPPLYWORKS)	855.08
0021001693	AMAZON CAPITAL SERVICES, INC. BOOKS - EDUCATIONAL SERVICES	106.21
0021001694	CDW GOVERNMENT	824.31
0021001695	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL EQUIPMENT - CATEGORICAL PROGRAMS	181.88
0021001696	JOURNEYED.COM INC	108.00
0021001697	ZANER-BLOSER	200.18
0021001698	THE HOME DEPOT PRO (SUPPLYWORKS) CUSTODIAL SUPPLIES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	1,848.74
0021001699	ONCE UPON A TIME	155.98
0021001705	HEXAGRAMM BOOKS BOOKS - FRANKLIN ELEMENTARY SCHOOL	1,464.99
0021001706	PERMA-BOUND- A DIVISION OF HERTZBERG-NEW METHOD INC. BOOKS - SECONDARY SERVICES	2,359.41
0021001707	FOUNDATION FOR KOREAN LANGUAGE & CULTURE TEXTBOOKS - CRESCENTA VALLEY HIGH SCHOOL	2,083.73
0021001708	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LINCOLN ELEMENTARY SCHOOL	7,000.00
0021001709	GENERAL LOGISTICS SYSTEMS US, INC	300.00
0021001710	PERMA-BOUND- A DIVISION OF HERTZBERG-NEW METHOD INC.	725.00
0021001711	SURVEYMONKEY.COM, LLC	264.00
0021001712	CDW GOVERNMENT OFFICE EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	1,618.14
0021001714	GLORIA HEWLEY	18.62

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001715	COMPLETE BUSINESS SYSTEMS EQUIPMENT MAINTENANCE AGREEMENT - BALBOA ELEMENTARY SCHOOL	1,900.00
0021001716	FOLLETT SCHOOL SOLUTIONS, INC. LIBRARY BOOKS - CLARK MAGNET HIGH SCHOOL	1,108.32
0021001718	J.W. PEPPER & SON, INC.	12.40
0021001719	HERFF JONES LLC	69.57
0021001722	O.H. LYNN PRINTING PRINTING SERVICES - EDUCATIONAL SERVICES	1,737.54
0021001729	CRESCENTA VALLEY FLOWERS	358.31
0021001733	SUNBELT RENTALS, INC	375.20
0021001734	HOME DEPOT CREDIT SERVICES	335.13
0021001735	VETERAN BUILDING MAINTENANCE, LLC	438.24
0021001738	DEPARTMENT OF TOXIC SUBSTANCES VERIFICATION AND HAZARDOUS WASTE MANIFEST FEES - FACILITY & SUPPORT OPERATIONS	1,265.00
0021001744	LAWN & CONSTRUCTION EQUIPMENT DEPOT INC	459.00
0021001747	VETERAN BUILDING MAINTENANCE, LLC SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	2,342.16
0021001749	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - GLENDALE HIGH SCHOOL	30.86
0021001750	OFFICE DEPOT	583.22
0021001751	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - MUIR ELEMENTARY SCHOOL	40.85
0021001753	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - HEALTH SERVICES	29.76
0021001754	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - CRESCENTA VALLEY HIGH SCHOOL	627.32
0021001755	THE HOME DEPOT PRO (SUPPLYWORKS)	273.86
0021001756	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	33.04
0021001758	THE HOME DEPOT PRO (SUPPLYWORKS)	584.44
0021001759	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - ROSEMONT MIDDLE SCHOOL	39.68

UNRESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001760	VIRCO INC. CLASSROOM FURNITURE - CLARK MAGNET HIGH SCHOOL	8,719.89
0021001761	BARNES & NOBLE	554.78
0021001762	AJAX SIGN GRAPHICS INC	79.31
0021001767	TOSHIBA FINANCIAL SERVICES BLANKET PURCHASE ORDER FOR COPIER LEASE AGREEMENTS - CERRITOS ELEMENTARY SCHOOL	10,000.00
0021001768	LAKESHORE LEARNING	187.48
0021001775	DEMCO	313.96
0021001776	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS AND SUPPLIES - DUNSMORE ELEMENTARY SCHOOL	6,000.00
0021001779	WILLIAM V. MACGILL & CO.	141.12
020106064R	CDW GOVERNMENT	184.71
020106359R	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	112.41
020106511R	SCHOOL SPECIALTY	229.17
	TOTAL	<hr/> 438,918.25
FEDERAL RESTRICTED RESOURCES		
0021001520	ABSOLUTE INTERNATIONAL SECURITY BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - CRESCENTA VALLEY HIGH SCHOOL	26,000.00
0021001521	AMERICAN GUARD SERVICES INC BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - ROOSEVELT MIDDLE SCHOOL	26,000.00
0021001522	ABSOLUTE INTERNATIONAL SECURITY BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - GLENDALE HIGH SCHOOL	26,000.00
0021001546	WINSOR LEARNING, INC INSTRUCTIONAL MATERIALS PLUS TRAINING FOR THE IMPLEMENTATION OF READING INTERVENTION PROGRAM - SPECIAL EDUCATION	8,903.50
0021001550	THE MARKERBOARD PEOPLE INSTRUCTIONAL SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	1,819.13
0021001555	WESTERN PSYCHOLOGICAL SERVICES	333.51

FEDERAL RESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001564	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA CREATIVESHAPSETC.COM - INSTRUCTIONAL SUPPLIES - MARSHALL ELEMENTARY SCHOOL	449.14
0021001578	SAN JOAQUIN COUNTY OFFICE OF EDUCATION SOFTWARE MAINTENANCE AGREEMENT - SPECIAL EDUCATION	4,780.50
0021001585	OFFICE DEPOT	58.98
0021001596	AMERICAN GUARD SERVICES INC BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - TOLL MIDDLE SCHOOL	26,000.00
0021001600	ABSOLUTE INTERNATIONAL SECURITY BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES - CLARK MAGNET HIGH SCHOOL	26,000.00
0021001603	THERAPRO, INC.	83.92
0021001604	OFFICE DEPOT	517.40
0021001609	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - VALLEY VIEW ELEMENTARY SCHOOL	493.93
0021001617	NCS PEARSON INC.	827.50
0021001618	ALEKS CORPORATION INSTRUCTIONAL SOFTWARE - CLARK MAGNET HIGH SCHOOL	22,820.00
0021001620	THE SOUTHERN CA LEARNING CORP. SERVICE AGREEMENT FOR DISTANT TUTORING SERVICES - CATEGORICAL PROGRAMS	3,834.00
0021001622	DICK BLICK ART MATERIALS BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	2,500.00
0021001624	MOTIVATING SYSTEMS, LLC INSTRUCTIONAL SOFTWARE - WILSON MIDDLE SCHOOL	2,840.00
0021001629	HEALTH PRODUCTS FOR YOU	293.27
0021001635	WESTERN PSYCHOLOGICAL SERVICES	97.02
0021001638	CDW GOVERNMENT	337.37
0021001642	SUPER DUPER PUBLICATIONS	191.72
0021001643	EDPUZZLE, INC SOFTWARE - CLARK MAGNET HIGH SCHOOL	1,200.00
0021001654	OFFICE DEPOT BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - GLENDALE HIGH SCHOOL	5,000.00

FEDERAL RESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001686	OFFICE DEPOT	303.19
0021001689	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	66.13
0021001704	PAR INC	521.10
0021001717	PRINTING BY HARVEY	399.11
0021001724	PRINTING BY HARVEY PRINTING SERVICES - WILSON MIDDLE SCHOOL	4,878.56
0021001725	CDW GOVERNMENT CLASSROOM EQUIPMENT - WILSON MIDDLE SCHOOL	2,427.21
0021001727	SCHOOL SPECIALTY AUDIOVISUAL SUPPLIES - MARSHALL ELEMENTARY SCHOOL	1,187.52
0021001730	NCS PEARSON INC. INSTRUCTIONAL MATERIALS - SPECIAL EDUCATION	1,070.27
0021001748	AMAZON CAPITAL SERVICES, INC. BOOKS - DAILY HIGH SCHOOL	313.66
0021001763	GOLDEN STAR TECHNOLOGY INC. COMPUTER EQUIPMENT - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	687,508.75
0021001766	CDW GOVERNMENT	648.00
0021001769	J.W. PEPPER & SON, INC. BLANKET PURCHASE ORDER FOR BOOKS - ROOSEVELT MIDDLE SCHOOL	2,000.00
0021001770	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - MARSHALL ELEMENTARY SCHOOL	17.61
0021001771	COMMUSA	209.48
0021001772	SOCIAL THINKING	53.78
0021001774	GUITAR CENTER MUSICAL INSTRUMENTS - ROOSEVELT MIDDLE SCHOOL	9,602.78
0021001778	NCS PEARSON INC.	409.03
0021001782	OMEGA LABS INC.	417.00
0021001783	EDGENUITY INC. ONLINE CURRICULUM - HOOVER HIGH SCHOOL	10,750.00
0021001784	CDW GOVERNMENT ONLINE SERVICES FOR TEACHERS - ROSEMONT MIDDLE SCHOOL	6,000.00

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001786	BRAIN POP ONLINE CURRICULUM - EDISON ELEMENTARY SCHOOL	3,745.00
0021001787	SCHOLASTIC MAGAZINES MAGAZINES FOR K-5 GRADES - CERRITOS ELEMENTARY SCHOOL	2,229.59
0021001788	BRAIN POP SUBSCRIPTIONS - CERRITOS ELEMENTARY SCHOOL	2,770.00
0021001792	EXPLORELEARNING LLC SOFTWARE LICENSE PLUS ONE SESSION OF PROFESSIONAL DEVELOPMENT WEBINAR - CLARK MAGNET HIGH SCHOOL	3,930.00
	TOTAL	928,838.66
	STATE RESTRICTED RESOURCES	
0021001513	US INSTITUTE FOR THEATRE TECHNOLOGY	175.00
0021001514	USC ROSSIER SCHOOL OF ED. SERVICE AGREEMENT TO PROVIDE COLLEGE ADVISEMENT SUPPORT FOR HOOVER HIGH SCHOOL THROUGH 2022 - SECONDARY SERVICES	72,000.00
0021001526	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - HOOVER HIGH SCHOOL	3,486.03
0021001527	CENGAGE LEARNING EBOOKS FOR COSMETOLOGY - GLENDALE HIGH SCHOOL	16,087.50
0021001533	SDC PUBLICATIONS INC	189.20
0021001534	REALITYWORKS INC. CLASSROOM EQUIPMENT - HOOVER HIGH SCHOOL	6,597.59
0021001535	PIXTON COMICS INC	99.00
0021001537	CDW GOVERNMENT	457.54
0021001538	SPLASHTOP INC LICENSES - SECONDARY SERVICES	27,900.00
0021001541	ATKINSON, ANDELSON, LOYA, RUUD& ROMO BLANKET PURCHASE ORDER FOR PROFESSIONAL SERVICES - SPECIAL EDUCATION	100,000.00
0021001542	HATCH & CESARIO ATTORNEYS-AT-LAW BLANKET PURCHASE ORDER FOR PROFESSIONAL SERVICES - SPECIAL EDUCATION	250,000.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001551	IPEVO INC.	121.87
0021001553	THE RAHUS INSTITUTE INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	17,469.00
0021001554	APPLE COMPUTER COMPUTER EQUIPMENT - FOOTHILL SELPA	1,833.29
0021001557	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - SECONDARY SERVICES/CLARK MAGNET HIGH SCHOOL	1,397.09
0021001560	APPLE COMPUTER	611.10
0021001561	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA MEMBERSHIPS - KADENZE.COM - HOOVER HIGH SCHOOL	100.00
0021001562	AUTOZONE, STORE #5381	130.00
0021001563	THE HOME DEPOT PRO (SUPPLYWORKS)	742.70
0021001565	CARAHSOFT TECHNOLOGY CORPORATION INSTRUCTIONAL SOFTWARE - SPECIAL EDUCATION	15,892.67
0021001569	CAREERSAFE, LLC LICENSES - GLENDALE HIGH SCHOOL	3,750.00
0021001576	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA TOON BOOM ANIMATION - CONFERENCE EXPENSES - CLARK MAGNET HIGH SCHOOL	999.00
0021001581	O.H. LYNN PRINTING	56.23
0021001589	ANIXTER INC.	647.17
0021001590	ANIXTER INC.	647.17
0021001591	ANIXTER INC.	647.17
0021001592	PACIFIC RADIO ELECTRONICS	76.04
0021001605	OFFICE DEPOT	312.96
0021001613	FREEDOM CONCEPTS USA, LLC	129.23
0021001619	GOODHEART-WILLCOX CO., INC.	749.97
0021001625	O.H. LYNN PRINTING	37.49
0021001630	VISUAL EDGE	209.42
0021001631	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA ACCESSBYTE.COM - ELECTRONIC INSTRUCTIONAL MATERIALS - FOOTHILL SELPA	349.95
0021001632	GOODHEART-WILLCOX CO., INC.	72.00
0021001647	O.H. LYNN PRINTING	132.30

STATE RESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021001648	OFFICE DEPOT INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,315.29
0021001692	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA INDUSTRIALWEBBING.COM - INSTRUCTIONAL SUPPLIES - COLLEGE VIEW SCHOOL	112.62
0021001700	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - FOOTHILL SELPA	56.19
0021001701	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - FOOTHILL SELPA	138.89
0021001702	CDW GOVERNMENT	706.05
0021001723	EFOODHANDLERS, INC LICENSE FEE - GLENDALE HIGH SCHOOL	1,000.00
0021001746	WESTERN PSYCHOLOGICAL SERVICES	600.31
0021001752	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - FOOTHILL SELPA	154.33
0021001781	SUCCESS FOR KIDS WITH HEARING LOSS	100.00
0021001785	APH FOR THE BLIND	90.00
0021001789	JM SPEECH THERAPY & ACCENT REDUCTION LLC SERVICE AGREEMENT TO PROVIDE SPEECH, ASSESSMENTS AND IEP SERVICES - SPECIAL EDUCATION	180,000.00
0021001790	MADISON HEALTH CARE SERVICE AGREEMENT TO PROVIDE MEDICAL SUPPORT SERVICES - SPECIAL EDUCATION	75,000.00
0021001791	360 DEGREE CUSTOMER INC SERVICE AGREEMENT TO PROVIDE SPEECH, PSYCHOLOGICAL AND IEP SERVICES - SPECIAL EDUCATION	50,000.00
0021001793	INTERACTIVE APPLICATIONS, INC MEMBERSHIPS - GLENDALE HIGH SCHOOL	1,500.00
	TOTAL	834,879.36

PO NUMBER	LOCAL RESTRICTED RESOURCES VENDOR	AMOUNT
0021001515	BELDERIAN ENTERPRISES, LLC INSTALLATION OF PORTABLE HAND WASH STATIONS DISTRICTWIDE - PLANNING, DEVELOPMENT & FACILITIES	24,500.00
0021001516	CHALMERS CONSTRUCTION SERVICES, INC INSTALLATION OF PORTABLE HAND WASH STATIONS DISTRICTWIDE - PLANNING, DEVELOPMENT & FACILITIES	24,500.00
0021001517	JACK CARDANI CONSTRUCTION INC. INSTALLATION OF PORTABLE HAND WASH STATIONS DISTRICTWIDE - PLANNING, DEVELOPMENT & FACILITIES	24,500.00
0021001518	NJP SPORTS INC	791.00
0021001519	2A CONSTRUCTION CORPORATION INSTALLATION OF PORTABLE HAND WASH STATIONS DISTRICTWIDE - PLANNING, DEVELOPMENT & FACILITIES	24,500.00
0021001524	CORI ALSBROOKS SERVICE AGREEMENT TO PERFORM MURAL DRAWING AT ROSEMONT MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	1,881.00
0021001536	CAMCOR, INC. COMPUTER EQUIPMENT - FRANKLIN ELEMENTARY SCHOOL	3,785.76
0021001539	FOLLETT SCHOOL SOLUTIONS, INC. LIBRARY BOOKS - LINCOLN ELEMENTARY SCHOOL	2,995.15
0021001544	RENAISSANCE LEARNING INC SUBSCRIPTIONS FOR ONLINE INSTRUCTION - LINCOLN ELEMENTARY SCHOOL	3,967.50
0021001545	BRAIN POP INSTRUCTIONAL SOFTWARE - LINCOLN ELEMENTARY SCHOOL	2,950.00
0021001571	AMADO PLUMBING SERVICE AGREEMENT TO INSTALL NEW GAS LINE AT GLENDALE HIGH SCHOOL KITCHEN - FACILITY & SUPPORT OPERATIONS	21,800.00
0021001574	MINUTEMAN PRESS	545.74
0021001575	CRESCENTA VALLEY ATHLETICS UNIFORMS - CRESCENTA VALLEY HIGH SCHOOL	1,381.64
0021001587	HOME DEPOT CREDIT SERVICES SUPPLIES RELATED TO COVID 19 - PLANNING, DEVELOPMENT & FACILITIES	3,206.26

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001588	BELDERIAN ENTERPRISES, LLC OFFICE EQUIPMENT RELATED TO COVID 19 - PLANNING, DEVELOPMENT & FACILITIES	45,591.30
0021001593	C.A.S.H.	282.00
0021001595	STARFALL EDUCATION FOUNDATION	270.00
0021001623	ADVANCED CHEMICAL TECHNOLOGY, INC BOILER WATER TREATMENT SERVICES - FACILITY & SUPPORT OPERATIONS	3,825.60
0021001644	PHILIP PAILEY	292.38
0021001658	TECHNICAL AIR CORPORATION	935.00
0021001659	YALE CHASE EQUIPMENT AND SERVICES INC REPAIRS - FACILITY & SUPPORT OPERATIONS	1,242.32
0021001660	YALE CHASE EQUIPMENT AND SERVICES INC REPAIRS - FACILITY & SUPPORT OPERATIONS	1,127.14
0021001661	LOWE'S	414.76
0021001662	REFRIGERATION SUPPLIES DISTRIBUTOR	48.39
0021001663	VETERAN BUILDING MAINTENANCE, LLC SUPPLIES RELATED TO COVID 19 - FACILITY & SUPPORT OPERATIONS	1,095.61
0021001664	JB MECHANICAL & PLUMBING SUPPLIES PLUMBING SUPPLIES - FACILITY & SUPPORT OPERATIONS	2,114.23
0021001665	AQUATRON INC.	330.75
0021001666	CASTERS & INDUSTRIAL SUPPLIES	61.10
0021001667	BURBANK PAINT COMPANY INC	96.61
0021001668	MONTGOMERY HARDWARE COMPANY	616.98
0021001670	HARDWOODS SPECIALTY PRODUCTS	567.25
0021001671	HARTER SURFACES	215.54
0021001672	AIRGAS USA, LLC	6.12
0021001673	SUNBELT RENTALS, INC	14.63
0021001675	TOOL SHACK	39.58
0021001677	DAZIAN LLC	592.40
0021001678	MONOPRICE INC.	51.08
0021001680	WIL-POWER BATTERY DISTRIBUTORS BATTERIES - FACILITY & SUPPORT OPERATIONS	5,104.13
0021001681	HOWARD INDUSTRIES	301.43
0021001682	BIG O TIRES GLENDALE TIRES AND TUBES - FACILITY & SUPPORT OPERATIONS	1,559.71
0021001683	KAROL'S GENERAL GARAGE & BODY SHOP REPAIR EQUIPMENT - FACILITY & SUPPORT OPERATIONS	2,915.26

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021001684	TURF STAR, INC. EQUIPMENT REPAIR SUPPLIES - FACILITY & SUPPORT OPERATIONS	8,557.29
0021001713	PRINT ON ALL	617.40
0021001720	GLENDALE HIGH SCHOOL A.S.B.	680.00
0021001721	VIRGIL'S GLENDALE HARDWARE CENTER	17.08
0021001726	STUDIO 1	700.38
0021001728	STUDIO 1 PRINTING SERVICES - FRANKLIN ELEMENTARY SCHOOL	1,253.28
0021001731	KING'S CUSTOM SHEET METAL	192.94
0021001732	JB MECHANICAL & PLUMBING SUPPLIES PLUMBING REPAIR SUPPLIES - FACILITY & SUPPORT OPERATIONS	2,165.68
0021001733	SUNBELT RENTALS, INC	780.30
0021001736	KAROL'S GENERAL GARAGE & BODY SHOP REPAIRS - FACILITY & SUPPORT OPERATIONS	1,594.54
0021001737	AA1 GRAPHICS & SIGNS SIGNAGE - FACILITY & SUPPORT OPERATIONS	2,756.25
0021001739	HEARTLAND CUSTOMER SOLUTIONS, LLC	214.19
0021001740	SMARDAN HATCHER CO. PLUMBING SUPPLIES - FACILITY & SUPPORT OPERATIONS	3,715.43
0021001741	DESOTO SALES, INC.	56.07
0021001742	CERTIFIED WHOLESALE ELECTRIC	244.41
0021001743	REFRIGERATION SUPPLIES DISTRIBUTOR	178.16
0021001757	AMAZON CAPITAL SERVICES, INC. MAINTENANCE SUPPLIES - FACILITY & SUPPORT OPERATIONS	23.13
0021001765	RAPT CLOTHING	509.90
0021001777	RENAISSANCE LEARNING INC SUBSCRIPTIONS - DUNSMORE ELEMENTARY SCHOOL	3,073.75
0021001780	GEORGE ADAMIS CONSULTANT FOR 3RD GRADE RECORDERS - MONTE VISTA ELEMENTARY SCHOOL, BOARD APPROVED 9/1/2020	5,000.00
020106373R	CDW GOVERNMENT	455.42
020106406R	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	10.45
	TOTAL	----- 243,811.40

PO NUMBER	FOOD SERVICES FUND VENDOR	AMOUNT
0021001594	JOHNSTONE SUPPLY	160.30
0021001662	REFRIGERATION SUPPLIES DISTRIBUTOR	57.45
0021001672	AIRGAS USA, LLC	189.04
	TOTAL	----- 406.79
	MEASURE S PROJECTS FUND	
0021001649	SHARP BUSINESS SYSTEMS	546.32
0021001650	READY REFRESH BY NESTLE (ARROWHEAD) BLANKET PURCHASE ORDER FOR DRINKING WATER - PLANNING, DEVELOPMENT & FACILITIES	1,000.00
0021001655	ARC (AMERICAN REPROGRAPHICS COMPANY,LLC)	45.17
0021001656	INTERMOUNTAIN LOCK & SECURITY SUPPLY HARDWARE FOR NEW DOOR AT DUNSMORE ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	1,507.16
0021001745	MASTERS CONTRACTING CORP CONTRACT TERMINATION EXPENSES RELATED TO BID #196-2019/20 - PLANNING, DEVELOPMENT & FACILITIES	20,000.00
	TOTAL	----- 23,098.65
	DEVELOPER FEE FUND	
0021001598	JACK CARDANI CONSTRUCTION INC. SERVICE AGREEMENT FOR INSTRALLATION OF A NEW SEWER LINE AND DOMESTIC WATERLINE AT BALBOA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	58,800.00
0021001657	LOS ANGELES TIMES	468.00
	TOTAL	----- 59,268.00
	CAPITAL PROJECTS & IMPROVEMENT FUND	
0021001721	VIRGIL'S GLENDALE HARDWARE CENTER	24.61
0021001773	THE BANK OF NEW YORK MELLON CLEAN RENEWABLE ENERGY BOARDS (CREB) LEASE AGREEMENT - BUSINESS SERVICES	437,560.80
	TOTAL	----- 437,585.41

**LIST OF PO CHANGE ORDERS
DURING THE PERIOD OF 8/24/2020 THROUGH 9/4/2020
CONSENT CALENDAR NO. 5 - SEPTEMBER 15, 2020**

Change Order Date	PO#	Vendor	Reason of Change	Original Amount	Net Increase / Decrease	New Total
8/24/2020	0021001454	FORMLABS	MODIFY TERMS TO READ NET 30 (FROM DUE IMMEDIATELY)	\$5,556.39	\$0.00	\$5,556.39
8/25/2020	0021001035	MCGRAW-HILL	INCREASE PO TO COVER SHIPPING AND HANDLING COST	\$12,609.88	\$836.73	\$13,446.61
8/18/2020	0021000611	AMERICAN GUARD SERVICES INC	DECREASED PO AS TO FUND ALLOTTED TO SCHOOL	\$54,500.00	(\$28,500.00)	\$26,000.00
8/18/2020	0021001195	SOUTHWEST SCHOOL & OFFICE SUPPLY	INCREASED PO FOR ADDITIONAL PURCHASES	\$2,000.00	\$1,500.00	\$3,500.00
8/27/2020	0021001554	APPLE	MODIFY PO TO INCLUDE PART NUMBERS AND ADJUST PRICING	\$1,869.44	(\$36.15)	\$1,833.29
8/31/2020	0020106959	GOLDEN GATE STEEL, INC	DECREASE PO FOR BUDGET PURPOSES	\$326,742.00	\$150,000.00	\$176,742.00
9/1/2020	0021001636	CA WESTERN VISUALS	INCREASE QUANTITY TO MAINTAIN DISCOUNT PRICING	\$373.50	\$37.35	\$410.85
9/3/2020	0021000484	OFFICE DEPOT	INCREASED PO FOR ADDITIONAL PURCHASES	\$1,500.00	\$1,500.00	\$3,000.00
9/3/2020	0021000458	LAKESHORE LEARNING	INCREASED PO FOR ADDITIONAL PURCHASES	\$1,000.00	\$3,500.00	\$4,500.00
9/4/2020	0021001558	NIPPON SHOSEKI HANBAI INC	MODIFY PO TO CHANGE ITEMS ORDERED	\$1,015.07	\$138.26	\$1,153.33
9/4/2020	0021001083	PATRICK LANDSCAPING, INC.	INCREASED PO FOR ADDITIONAL GRADING AND INSTALLATION OF DECOMPOSED GRANITE	\$19,475.00	\$1,599.31	\$21,074.31

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

PREPARED BY: Craig Larimer, Financial Analyst

SUBJECT: Appropriation Transfer and Budget Revision Report

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

In support of Board Priority #4 – Maintain District 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 15, 2020
 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	\$13,711
8910-8999 Transfers In/Contributions	\$0	\$0
TOTAL REVENUES	\$0	\$13,711

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$0
2000 Classified Salaries	\$0	\$0
3000 Employee Benefits	\$0	\$0
4000 Instructional Supplies	(\$1,492)	\$10,590
5000 Contract Services	\$1,492	\$2,475
6000 Capital Outlay	\$0	\$0
7000 Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRIATIONS	\$0	\$13,065

NET INCREASE/DECREASE IN FUND BALANCE	\$0	\$646
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September 15, 2020
 BUDGET TRANSFER AND ADJUSTMENT REPORT
 BUDGET TRANSFER AND ADJUSTMENT REPORT
 BUDGET TRANSFER AND ADJUSTMENT REPORT
 BUDGET TRANSFER AND ADJUSTMENT 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	(\$1,492)	\$1,492	\$0	\$0	\$0	\$0	
		0	0	0	(1,492)	1,492	0	0	0	\$0	Services

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:
		\$0	\$0	\$0	\$10,590	\$2,475	\$0	\$0	\$646	\$13,711	
CVHS	Athletics Support Program	0	0	0	0	2,475	0	0	0	\$2,475	Cheer Stipend
DHS	Unrestricted General Fund	0	0	0	1,280	0	0	0	0	\$1,280	Graduation program
FASO	FASO	0	0	0	0	0	0	0	232	\$232	Scrap steel income
HHS	Unrestricted General Fund	0	0	0	5,000	0	0	0	0	\$5,000	TUPE Mini-Grant Award
Educational Services	Instrumental Music program	0	0	0	2,670	0	0	0	0	\$2,670	Supplies
HHS	Unrestricted General Fund	0	0	0	1,640	0	0	0	0	\$1,640	Textbook fees
District-Misc. Income	Unrestricted General Fund	0	0	0	0	0	0	0	11	\$11	Recycling
District	Unrestricted General Fund	0	0	0	0	0	0	0	403	\$403	postage
		\$0	\$0	\$0	\$10,590	\$2,475	\$0	\$0	\$646	\$13,711	

Object Codes

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

GLENDALE UNIFIED SCHOOL DISTRICT
 September 15, 2020
 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	\$19,000
8600-8799 Local	\$0	\$1,435,507
8910-8999 Transfers In/Contributions	\$0	\$0
TOTAL REVENUES	\$0	\$1,454,507

APPROPRIATION OBJECT	BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000 Certificated Salaries	\$0	\$124,543
2000 Classified Salaries	\$0	\$60,695
3000 Employee Benefits	\$0	\$65,468
4000 Instructional Supplies	\$0	\$775,744
5000 Contract Services	\$0	\$392,268
6000 Capital Outlay	\$0	\$34,952
7000 Other Outgo/Indirect/Transfers Out	\$0	\$837
TOTAL BUDGETED APPROPRIATIONS	\$0	\$1,454,507

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

September 15, 2020

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

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

Budget Trsfers	Program Description	Resource	1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	0	0	0	0	0	0	0	0	\$0	\$0
			0	0	0	0	0	0	0	0	\$0	\$0

BUDGET ADJUSTMENTS

Dept/Site	Program Description	Resource Code	1000	2000	3000	4000	5000	6000	7000	9000	Total	Adjustment appropriates funds for:
Monte Vista	School Donation	95100.0	0	0	0	0	3,800	0	0	0	\$3,800	To allocate income
Edison	School Donation	95100.0	0	0	0	0	43,000	0	0	0	\$43,000	To allocate income (Advanced Lab)
College View	School Donation	95100.0	0	0	0	530	0	0	0	0	\$530	To allocate income
Mountain Avenue	School Donation	95100.0	0	0	0	500	0	0	0	0	\$500	To allocate income
Educational Services	Donation from Fondazione Italia	94389.0	0	0	0	0	31,000	0	0	0	\$31,000	Carryover 19-20 and grant for the Italian Flag prg at HHS
Educational Services	Donation from Fondazione Italia	94388.0	0	0	0	0	15,000	0	0	0	\$15,000	Carryover 19-20 and grant for the Italian Flag prg at HHS
Student Services	Donation from Fondazione Italia	94372.0	0	0	0	0	13,644	0	0	0	\$13,644	Carryover 19-20 and grant for the Italian Flag prg at Franklin
White	School Donation	95100.0	0	0	0	0	13,600	0	0	0	\$13,600	To allocate income (Art classes)
La Crescenta	Donation from Woodmen Life Chai	95100.0	0	0	0	500	0	0	0	0	\$500	To allocate income
CMHS	Donation from First Bank	96210.0	0	0	0	10,000	0	0	0	0	\$10,000	To allocate income (Robotics program)
Dunsmore	School Donation	95100.0	0	0	0	3,074	0	0	0	0	\$3,074	To allocate income
CMHS	SSP Grant	73709.0	7,495	3,430	1,641	7,827	1,200	0	837	0	\$19,000	Grant award - SSP
Keppel	School Donation	95100.0	16,570	0	0	0	0	0	0	0	\$16,570	To allocate income (Intervention support)
Keppel	School Donation	95100.0	0	0	0	0	53,640	0	0	0	\$53,640	To allocate income (Art Education)
Monte Vista	School Donation	95100.0	0	0	0	544	0	0	0	0	\$544	To allocate income
Daily	School Donation	95100.0	0	0	0	0	76	0	0	0	\$76	to allocate income
FASO	School Donation	81500.0	0	0	0	0	3,368	0	0	0	\$3,368	to allocate income
District	School Donation	95100.0	75,889	51,856	46,923	550,069	204,221	34,952	0	0	\$963,910	Carry-over 19-20 school year
District	Administration Center Donations	94230.0	24,589	8,839	13,474	54,225	7,711	0	0	0	\$108,838	Carry-over 19-20 school year
Categorical Program	Donation from Don Levin Trust	94003.0	0	0	0	0	2,500	0	0	0	\$2,500	To allocate income (Gate program)
Categorical Program	Donation from Don Levin Trust	94340.0	0	0	0	0	2,500	0	0	0	\$2,500	To allocate income (Adelante Latinos)
Student Wellness Service	Donation	94310.0	0	0	0	0	400	0	0	0	\$400	To allocate income
Student Wellness Service	Donation from LA County Office of	94405.0	0	0	0	1,500	0	0	0	0	\$1,500	To allocate income
Public Information	PEGS fees	94236.0	0	0	0	0	30,583	0	0	0	\$30,583	To allocate income (Pegs fees)
Public Information	PEGS fees	94236.0	0	0	0	0	28,829	0	0	0	\$28,829	To allocate income (Pegs fees)
District	GEF Arts Grant	94302.1	0	0	0	40,013	19	0	0	0	\$40,013	Carry-over 19-20 school year
District	GEF Teacher Grants Support	94302.2	0	0	0	5,561	19	0	0	0	\$5,580	Carry-over 19-20 school year
District	GEF Health Grant - Sites	94302.3	0	0	0	18,101	357	0	0	0	\$18,458	Carry-over 19-20 school year
District	GEF Science & Tech - Site	94302.4	0	0	0	19,560	0	0	0	0	\$19,560	Carry-over 19-20 school year
District	GEF Bendly New Teachers	94302.6	0	0	0	560	0	0	0	0	\$560	Carry-over 19-20 school year
			0	0	0	0	0	0	0	0	\$0	\$0
			0	0	0	0	0	0	0	0	\$0	\$0
			0	0	0	0	0	0	0	0	\$0	\$0
			0	0	0	0	0	0	0	0	\$0	\$0
			0	0	0	0	0	0	0	0	\$0	\$0

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

Total Budget Adjustments
 4000 Books & Supplies
 5000 Services & Other Operating Expenses
 6000 Capital Outlay
 7000 Other Outgo
 8000 Income
 9000 Designated Reserves

Total Budget Adjustments
 \$124,543 \$60,695 \$65,468 \$775,744 \$392,268 \$34,952 \$837 \$0 \$1,454,507

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 7

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: **Extension of Bid Number P-13 18/19 for Apple Computer Products, Services, and Related Items to Apple Inc.**

The Superintendent recommends that the Board of Education extend Bid Number P-13-18/19 awarded to Apple Inc. for the purchase of computer products, services, and related items from October 16, 2020 through October 15, 2021.

Apple Inc., like Hewlett-Packard, Dell, and other technology companies serving the needs of public education, markets its products directly to educational institutions. School districts purchase products directly from the manufacturer Apple, Inc.

Per Education Code 17596, by mutual consent of the District and Apple, Inc., this award may be extended for an additional three (3) years, for a total of five (5) years from the original date of award (through October 16, 2023). In addition, per Public Contract Code 20118 and 20652, this bid may be used by school districts and community college districts by virtue of its “piggyback” bid clause.

The pricing structure for this bid is based on the current government and educational price list(s) for Apple Inc. products, which is published several times each year. A “Technology Clause” which allows product and component upgrades that meet the general technical requirements of school districts was included as a part of the bid document.

Apple equipment and supplies will be purchased, as needed, from general and categorical program funds, as well as Measure S funds. Bid details are available for review in the Purchasing Department. Amendment to the agreement with Apple, Inc. is attached.

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.

Amendment to the Education/State & Local Government Purchase Agreement

This amendment ("**Amendment**") amends the Education/State & Local Government Purchase Agreement ("**Agreement**") entered into by and between Apple Inc., located at 1 Infinite Loop, MS: 318-6OPS, Cupertino, CA, 95014, USA ("**Apple**") and:

Company Legal Name ("**Customer**"): GLENDALE UNIFIED SCHOOL DISTRICT

DBA Name: GLENDALE UNIFIED SCHOOL DISTRICT

Address: 223 N JACKSON ST, GLENDALE, CA, 91206-4334, United States of America

Capitalized terms used but not defined in this Amendment have the meanings set forth in the Agreement.

In the event of any conflict between the terms of this Amendment and the Agreement, the terms of this Amendment will prevail.

The Parties hereby agree to amend the Agreement as follows:

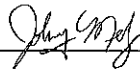
1. Extension of Agreement Term

The Term is hereby extended to October 15, 2021, unless otherwise terminated in accordance with the terms of the Agreement.

2. Effect of Amendment to Agreement

Except as set forth in this Amendment, the Agreement shall continue in full force and effect in accordance with its terms.

The duly authorized representatives of the Parties execute this Amendment as of the Effective Date stated below.

Customer	Apple Inc.
SIGNATURE: _____	SIGNATURE:  _____
PRINT NAME: _____	PRINT NAME: Johnny Mendoza
PRINT TITLE: _____	PRINT TITLE: Project Coordinator
DATE: _____	EFFECTIVE DATE: 08/26/2020

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Amendment to Lease Agreement with Two Hundred Maryland, LLC
for Use of Office Space for the EEELP Program**

The Superintendent recommends that the Board of Education approve an amendment to extend the lease agreement with Two Hundred Maryland, LLC for use of office space for the EEELP program.

Attached is the amendment to the lease agreement for the EEELP office at 200 N. Maryland Ave. Suite 101. The lease agreement is set to expire on February 28, 2021. The amendment extends the terms of this lease for another year commencing March 1, 2021 and expiring on February 28, 2022.

The amendment increases the monthly rental cost including seven (7) parking spaces by \$393 for a total of \$5,262 paid by the Capital Projects fund. Staff recommends that the Board approve the amendment to the lease agreement with Two Hundred Maryland, LLC.

The District will be exploring possibilities of moving the EEELP offices into existing District facilities. If permanent space is found, the lease can be terminated early.

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.

THIS AMENDMENT TO LEASE NO. 1 DATED THIS 1ST DAY OF SEPTEMBER _____, 2020, IS MADE AND ENTERED INTO BY AND BETWEEN TWO HUNDRED MARYLAND, LLC (“LESSOR”) AND GLENDALE UNIFIED SCHOOL DISTRICT (“LESSEE”) TO RENEW FOR A PORTION OF THE BUILDING LOCATED AT 200 NORTH MARYLAND AVENUE, SUITE 101, GLENDALE, CALIFORNIA (THE “BUILDING”).

WHEREAS, Lessor and Lessee have entered into that certain Lease dated February 22, 2016 and;

WHEREAS, Lessor and Lessee now desire to amend the Lease under the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the Premises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledge, the parties hereto agree that the Lease is hereby amended solely as hereinafter described.

1. LEASE TERM:

The Lease Term shall be extended by twelve (12) months commencing March 1, 2021 and expiring on February 28, 2022.

2. BASE RENT:

The Base Rent for the Extended Term of the Lease shall be as follows:

<u>Months</u>	<u>Rental Rate</u>
1-12:	\$2.25 per rentable square foot per month, modified gross

The term “modified gross” shall mean the Lessee is responsible for the payment of its separately metered utilities within the Leased Premises throughout the Amended Term.

3. CONDITION:

Landlord shall deliver the Premises on an “as-is” basis.

4. PARKING:

Lessee shall Lease seven (7) reserved parking spaces at the Building's standard monthly rate, currently sixty dollars (\$60.00) per space, per month. (Spaces: #16, #17, #33, #35, #37, #40 and #43).

5. CONSULT WITH YOUR ATTORNEY/ADVISORS:

This document has been prepared for approval by your attorney. No representation is made by CBRE, Inc. or its agents or employees as to the legal sufficiency, legal effect, or tax consequences of this document or the transaction to which it relates. These are questions for your attorney.

All other terms and conditions of the February 22, 2016 Lease shall remain in full force and effect unless modified by this Amendment to Lease No. 1.

LESSOR:

Two Hundred Maryland, LLC

By: _____

Its: _____

Date: _____

LESSEE:

Glendale Unified School District

By: _____

Its: _____

Date: _____

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Hagop Eulmesseikian, Director, Student Support Services

SUBJECT: Services Agreement with Opportunities to Assets

The Superintendent recommends that the Board of Education approve an agreement with Opportunities to Assets in an amount not to exceed \$31,000 for the second phase of implementation of GUSD's College Success Fund Program.

Students Support Services will partner with Opportunities to Assets to continue implementation of the second phase of GUSD's College Success Fund Program offering qualified families the opportunity to set up and contribute to a college savings account on behalf of their children.

The scope of work under this agreement includes the following:

- Attend meetings and facilitate conversations with GUSD officers, Board members, and internal stakeholders regarding the implementation of the program.
- Communicate with vendors and community partners of GUSD to provide timely information and assisting the Customer with implementation of the second phase of the program.
- Offer help with setting up the parent portal on Outcome Tracker by creating content and customizing the portal.
- Offer ideas on creating a marketing language for the program as requested by the Customer.

- Offer expert opinion on various aspects of the program including working with Outcome Tracker and checking and monitoring data communication between Outcome Tracker and external data sources.
- Assist the Customer in completing the process of account enrollments for the 2021 cohort.

The agreement will commence on July 1, 2020 and shall continue until June 30, 2021. Any extensions to the project deadline must be made in writing and agreed to by both parties. The total cost services is \$31,000 and will be paid from the Every Kid Counts College Savings grant.

TO SUPPORT 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 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 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.”

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.”

OPPORTUNITY TO ASSETS

A Financial Empowerment
Social Enterprise



SERVICE AGREEMENT

THIS SERVICE AGREEMENT (“Agreement”) is made and entered into this first day of July, 2020, by and between OPPORTUNITY TO ASSETS, a California corporation with its principal place of business at 2400 Lincoln Ave, Ste. 113, Altadena, CA 91001 (the “Company”), and the Glendale Unified School District, whose primary address is 223 North Jackson Street, Glendale, California 91206 (the “Customer”). The Agreement is prepared in five pages and includes one Exhibit.

RECITALS

WHEREAS, the Company has expertise in developing, implementing, and managing Children’s Account Programs (CSAs) that allow organizations to offer opportunities to their constituents to setup and contribute to college savings accounts on behalf of their children; and

WHEREAS, the Customer desires to employ the Company’s services and/or tools and program(s) for the Customer’s program participants (the “Clients”).

NOW, THEREFORE, the parties agree as follows:

1. **Term.** The term of this Agreement shall commence on the first day of July 2020 and shall continue in force until: (i) the 30th day of June 2021, or (ii) pursuant to the terms of Section 6 of the Agreement. In addition, both parties reserve the right to terminate the Agreement in writing with a 30-day notice. Any extensions to project deadline must be made in writing and agreed to by both parties.
2. **Duties of the Company.** During the performance of this Agreement, the Company shall perform the duties and/or work described in the attached Exhibit A for the Customer (the “Services”).
3. **Retention of Rights.** The Customer acknowledges and agrees that: (i) the Company retains all rights, title and interest in and to the websites, programs, training materials and processes (the “Deliverables”) that the Customer employs pursuant to this Agreement, and the Customer acknowledges and agrees that it does not acquire any rights, express or implied, therein, (ii) any configuration or deployment of the Deliverables shall not affect or diminish the Company’s right, title, and interest in and to the Deliverables, and (iii) if the Customer suggests any new features, functionality, or performance for the Deliverables, such new features, functionality, or performance shall be the sole and exclusive property of the Company and shall be free from any confidentiality restrictions that might otherwise be imposed upon the Company pursuant to Section 8.
4. **General Indemnity.** Each party (an “Indemnitor”) shall defend and indemnify the other party and its employees, officers, directors and agents (the “Indemnitee”) against all damages for

OPPORTUNITY TO ASSETS

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bodily injury, death, or damage to real or tangible personal property proximately caused by the Indemnitor in the course of performing this Agreement; provided that (i) the Indemnitor receives prompt written notice of the claim from the Indemnitee under this Section, (ii) the Indemnitor has the right to control the defense of such claim and any related settlement negotiations, and (iii) the Indemnitee provides to the Indemnitor, at the Indemnitor's request and expense, with the assistance, information and authority necessary to perform the Indemnitor's obligations under this Section.

5. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION DAMAGES FOR LOSS OF PROFITS, DATA OR USE, INCURRED BY EITHER PARTY OR ANY THIRD PARTY, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Except for the Company's breach of its obligations under Section 8, the Company's aggregate and cumulative liability for damages hereunder shall in no event exceed the amount of fees paid by the Customer under this Agreement, and if such damages result from the Customer's use of the Deliverables, such liability shall be limited to fees paid for the relevant Deliverables or Services giving rise to the liability. Except for any breach of its obligations under Sections 3, 4, 6, 8, and 15 the Customer's aggregate and cumulative liability for damages hereunder shall in no event exceed the amount of fees paid by the Customer under this Agreement.
6. **Termination by Either Party for Material Breach.** Either party may terminate this Agreement upon written notice if the other party materially breaches this Agreement and fails to cure such breach within thirty (30) days following receipt of written notice specifying the breach in detail; provided, however, the Customer may terminate Maintenance Services only if the Company materially breaches the provisions of Exhibit A and fails to cure, or to begin in good faith to cure, the breach within sixty (60) days following written notice from the Customer specifying the breach in detail. In the event of termination of Maintenance Services, the Customer shall be liable only for payment for Maintenance Services through the termination date and shall receive a pro-rata refund of any unused prepaid fees. For the purpose of this agreement, written notice includes communications via electronic mail.
7. **Assignment.** This Agreement may not be sold, issued, assigned, or otherwise transferred by either the Company or the Customer, and any such attempted assignment shall be void and of no effect without the advance written consent of the other party. Such consent shall not be unreasonably withheld or delayed, provided, however that such consent shall not be required if: (i) either party assigns this Agreement to a wholly-owned subsidiary or in connection with a merger, acquisition, or sale of all or substantially all of its assets, unless the surviving entity is a direct competitor of the other party, or (ii) the Company assigns its right to receive and collect payments hereunder.
8. **Nondisclosure.** Each party may have access to information that is confidential to the other party and the Customer's Clients ("Confidential Information"). The Company will comply with the provisions of privacy laws, including the Family Educational Right to Privacy Act (FERPA) 20 USC 1232g. Consultant will not use student and/or teacher data gathered for any

OPPORTUNITY TO ASSETS

A Financial Empowerment
Social Enterprise



purpose other than for needs outlined in this service agreement. Access to data will be limited only to OPTA staff for the purpose to fulfill the terms of this agreement. The Company will comply with applicable federal and state laws, rules, procedures, regulations, and court decisions relating to the confidentiality, disclosure, exchange, and use of District-provided information. The Company's Confidential Information shall include, but not be limited to, the programs, formulas, training materials, forms, methods, know-how, processes, designs, new products, developmental work, marketing requirements, marketing plans, customer names, prospective customer names, the terms and pricing under this Agreement, and all information clearly identified in writing at the time of disclosure as confidential.

- a. A party's Confidential Information shall not include information that (i) is or becomes a part of the public domain through no act or omission of the other party; (ii) was in the other party's lawful possession prior to the disclosure and had not been obtained by the other party either directly or indirectly from the disclosing party; (iii) is lawfully disclosed to the other party by a third party without restriction on disclosure; (iv) is independently developed by the other party without use of or reference to the other party's Confidential Information, or (v) is required to be disclosed by law or valid order of a court or other governmental authority; provided, however, that the responding party shall first have given notice to the other party and shall have made a reasonable effort to obtain a protective order requiring that the Confidential Information so disclosed be used only for the purposes for which the order was issued.
9. **Force Majeure.** Neither party shall be liable for any damages or penalty for any delay in performance of, or failure to perform, any obligation hereunder or for failure to give the other party prior notice thereof, if such delay or failure is due to civil disturbances, military or national emergencies, natural disasters, acts of God, or other similar causes beyond that party's reasonable control.
10. **Non-Exclusive Agreement.** Neither this Agreement nor any of its provisions shall preclude or restrict the Company from providing services of any kind to any other party during the term of this Agreement.
11. **Signature.** The undersigned has full power and authority to enter into this Agreement on behalf of the Customer.
12. **Severability.** Should any provision or part of a provision of this Agreement be determined to be illegal or invalid, that provision or part of a provision shall be deemed to not be a part of this Agreement. The remaining provisions and parts shall not be affected thereby and shall remain in full force and effect.
13. **Governing Law.** This Agreement shall be governed by and enforced in accordance with the internal laws of the State of California.
14. **Entire Agreement.** This Agreement, including Exhibit A, is the entire agreement between the parties, and supersedes and rescinds all prior agreements relating to the subject matter hereof.

OPPORTUNITY TO ASSETS

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15. **Payment.** Total amount payable to the Company is **\$31,000**. Payment for this Agreement covers miscellaneous expenses, including local mileage, parking, insurance, printing of materials, etc. Payment will be made in two installments: \$15,000 in January 2021, and a final payment of \$16,000 after completion of the project in June 2021, upon approval of the Customer.

By entering into this agreement, the Customer agrees that the Company performs all services listed in this agreement solely based on specific instructions from the Customer. The Company does not have any legal responsibility in relation to Customer's clients or other entities, such as other corporations that may in any way be involved in the programs offered by the Customer. Therefore, the Customer assumes the sole responsibility for all and any possible damage or liability to a third party as a result of the work that the Company performs under this agreement.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto, effective as of the date first above written.

Opportunity to Assets, a California corporation (EIN: 38-3811870)

By: _____

Name: Ed Khashadourian, PhD
Title: President & CEO
2400 Lincoln Ave, Ste. 113
Altadena, CA 91001
Tel: 818.395.5031

On Behalf of Customer

By: _____

Name: Dr. Kelly King
Title: Assistant Superintendent, Educational Services
Glendale Unified School District
223 N. Jackson Street
Glendale, CA 91206
Tel: 818-241-3111, Ext. 1208

OPPORTUNITY TO ASSETS

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EXHIBIT A

Scope of Services to be Performed by the Company.

The Company will help the Customer with the second phase of implementation of the GUSD's College Success Fund Program in Glendale, CA. The scope of work under this agreement includes:

1. Attend meetings and facilitate conversations with GUSD officers, Board members, and internal stakeholders regarding the implementation of the program.
2. Communicate with vendors and community partners of GUSD to provide timely information and assisting the Customer with implementation of the second phase of the program.
3. Offer help with setting up the parent portal on Outcome Tracker by creating content and customizing the portal.
4. Offer ideas on creating a marketing language for the program as requested by the Customer.
5. Offer expert opinion on various aspects of the program including working with Outcome Tracker and checking and monitoring data communication between Outcome Tracker and external data sources.
6. Assist the Customer in completing the process of account enrollments for the 2021 cohort.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 10

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Lena Richter, Director, Categorical Programs & Intervention
Bonnie Cervantes, Coordinator II, Categorical Programs & Intervention

SUBJECT: **Approval of the Glendale Unified School District
Reclassification Criteria for English Learners**

The Superintendent recommends that the Board of Education approve the Glendale Unified School District Reclassification Criteria for English learners.

The Reclassification Criteria set forth in California *Education Code (EC)* Section 313, and further detailed in Title 5 *California Code of Regulations (5 CCR)* section 11303, states LEAs should use the following four criteria, with the State Board of Education (SBE) approved standardization of criterion 1 as ELPAC Overall PL 4. Criteria 2, 3, and 4 continue to be locally determined.

1. Assessment of English Language Proficiency using an objective assessment instrument, English Learner Proficiency Assessment of California (ELPAC).
2. Teacher evaluation including, but not limited to, a review of the student's curriculum mastery.
3. Parental opinion and consultation.
4. Performance of the student in a comparison of basic skills against and empirically established range of performance in basic skills based upon the performance of English proficient students of the same age.

Students can be reclassified via two options:

Options 1 and 2

- Option 1 The student has met all criteria.
- Option 2 The student may not have met one of the areas but other factors such as writing samples, Language Appraisal Teams, IEP teams etc. may be taken into consideration for reclassification purposes.

Because of the suspension of the Summative ELPAC test in March of 2020 due to school closures resulting from the COVID-19 Pandemic, many students were unable to complete their Summative ELPAC exam. The California Department of Education (CDE) has approved the use of 2018-2019 ELPAC scores of Overall 4 for purposes of reclassification up until December 15, 2020.

Staff recommends the following criteria for reclassification:

Option 1 Reclassification Criteria—ELEMENTARY			
<u>ELPAC</u>	<u>Teacher Evaluation</u>	<u>Parental Opinion and Consultation</u>	<u>Comparison of Basic Skills</u>
Overall 4	Grades ELA: Average of 2 or higher across all Language Arts Domains AND ELD: 3 or higher	Consultation with parent Parent Signature	i-Ready Diagnostic At or Above Grade Level OR CAASPP ELA Overall Level 3 or 4 - Standard Met

Option 2 Reclassification Criteria—ELEMENTARY			
<u>ELPAC</u> Overall 4	<u>Teacher Evaluation</u> Grades ELA: Average of 2 or higher across all Language Arts Domains AND ELD: 3 or higher	<u>Parental Opinion and Consultation</u> Consultation with parent Parent Signature	<u>Comparison of Basic Skills</u> i-Ready Diagnostic No more than one Performance Level below Grade Level OR CAASPP ELA Overall Level 2 - Standard Nearly Met AND Writing Sample Score 70% or 2 or higher
<i>To reclassify any student using Option 2, a Language Acquisition Team (LAT) must be convened and rationale and interventions put into place must be articulated on the RFEP Form</i>			

Option 1 Reclassification Criteria--SECONDARY			
<u>ELPAC</u> Overall 4	<u>Teacher Evaluation</u> Grades ELA: C or higher ELD: B or higher	<u>Parental Opinion and Consultation</u> Consultation with parent Parent Signature	<u>Comparison of Basic Skills</u> NWEA Assessment Satisfactory Score OR CAASPP ELA Overall Level 3 or 4 - Standard Met

Option 2 Reclassification Criteria--SECONDARY			
<u>ELPAC</u> Overall 4	<u>Teacher Evaluation</u> <u>Grades</u> ELA: C or higher ELD: B or higher	<u>Parental Opinion and Consultation</u> Consultation with parent Parent Signature	<u>Comparison of Basic Skills</u> NWEA Assessment Satisfactory Score OR CAASPP ELA Overall Level 2—Standard Nearly Met or above AND Writing Sample 70% or higher
<i>To reclassify any student using Option 2, a Language Acquisition Team (LAT) must be convened and rationale and interventions put into place must be articulated on the RFEP Form</i>			

TO SUPPORT 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

September 15, 2020

CONSENT CALENDAR NO. 11

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval of Services Agreement between Glendale Unified School District and Hi-Tech Services (HTS)**

The Superintendent recommends that the Board of Education approve a Services Agreement between Glendale Unified School District and Hi-Tech Services (HTS) in the amount of \$35,000.00 to provide substance abuse counseling services for students at Daily High School.

Glendale Unified School District has contracted with Hi-Tech Services to assist Daily High School in helping students currently struggling with substance abuse issues to engage in a substance abuse treatment and resources program with the goal of having the students graduate with their classmates.

HTS staff will meet with Daily High School key personnel to plan initial meetings with students and their families. Services and activities will include:

- Develop and review treatment plans including referral services for students and family involvement requirements.
- Schedule school meetings with struggling students twice a week for a minimum of two hours per week.
- Prepare and review weekly progress reports for each student and meet with students, school counselor, family and other team members to report progress and status.
- Prepare final evaluation for the project.

The contract period is from September 4, 2020 through June 10, 2021. The total cost for these services is \$35,000, which will be covered by Daily High School's Comprehensive Support & Improvement (CSI) funds.

TO SUPPORT 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 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 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 4th day of SEPTEMBER, 2020 by and between the Glendale Unified School District, (“District”) and HI-TECH SERVICES (HTS) a corporation, whose place of business is PASADENA [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 SEPTEMBER 4, 2020 and will diligently perform as required and complete performance by JUNE 10, 2021
- 2. **Submittal of Documents.** The Contractor shall not commence the Services under this Agreement until the Contractor has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- X Signed Agreement
- X Workers' Compensation Certification
- X Fingerprinting/Criminal Background Investigation
- X Certification 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 FIVE THOUSAND dollars (\$ 35,000.00) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

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

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

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

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

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

10. **Insurance.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

District:

Glendale Unified School District
223 N. Jackson Street
Glendale, California 91206
ATTN: Dr. Kelly King, Assistant Superintendent

Contractor:

HI-TECH SERVICES
115 WEST CALIFORNIA BLVD, #250
PASADENA, CA 91105
ATTN: LISA VARTANIAN, Ph.D.

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 HI-TECH SERVICES (HTS)

By: _____ Title: DIRECTOR OF COUNSELING
Signature _____ Title: _____
LISA VARTANIAN, PH.D. _____ Dated: SEPTEMBER 4, 20 20
Print Name _____

By: _____ Title: _____
Signature _____ Title: _____
Print Name _____ 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.: _____
Address: 115 WEST CALIFORNIA BLVD, #250
PASADENA, CA 91105
Telephone: (826) 644-5829
Facsimile: _____
E-Mail: dr.louhughes@gmail.com

EIN 95-4450612 :
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 4, 2020
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:

Program Summary:

Hi-Tech Services (HTS) will assist Allan F. Daily High School in helping approximately 5-10 of its students now struggling with substance abuse issues to engage in a substance abuse treatment and resources program with the goal of having the students graduate with their fellow classmates.

Program Plan Of Action:

Upon notification of award, the HTS Director of Counseling (Dr. Lisa Vartanian), along with the Addiction Studies Counselor, the Students Against Substance Abuse (SASA) Coordinator, and the Evaluator will meet with Daily High School's key personnel to discuss scheduling initial meetings with students, families, and school counselors. Following are the key steps in the HTS proposed substance abuse treatment program:

Hi-Tech's Services and Activities:

- 1) Meet with the school counselor and teachers to outline treatment plans for students struggling with substance abuse issues; and review confidentiality and family involvement requirements.
- 2) Schedule twice weekly school meetings with struggling students, for a minimum of 2 hours per week per student; ELAC's Students Against Substance Abuse (SASA) Coordinator will meet with students weekly to encourage positive behavior and community involvement; Substance abuse Counselor will meet with the students weekly to address substance abuse related issues.
- 3) Develop a treatment plan for each student including referral services as needed for the student and/or family. Treatment plan to include strategies to deal with family issues, poor school work, friends, health concerns, and behaviors.
- 4) Prepare weekly progress notes for each student including results of referrals, if necessary.
- 5) Project Director to meet weekly with students, school counselor, family and other team members to report on progress and status of each student.
- 6) Prepare a final evaluation report for the project.

Daily High School (DHS) Activities:

- 1) DHS to work with HTS to coordinate meetings with counselors and teachers and to identify students struggling with substance abuse issues.
- 2) DHS to work with HTS to coordinate twice weekly meetings with struggling students.
- 3) DHS counselors to review treatment plans for each student and to be aware of the educational goals and objectives.
- 4) DHS to review progress notes and referrals.
- 5) DHS counselors to be part of the weekly progress meeting.

+

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 4, 2020

Name of Contractor: HI-TECH SERVICES

Signature: _____

Print Name and Title: Lisa Vartanian, Ph.D., Director of Counseling

(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: HI-TECH SERVICES

Title: Lisa Vartanian, Ph.D., Director of Counseling

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: September 4, 2020

Name of Contractor or Company: HI-TECH SERVICES

Representative's Name and Title: Lisa Vartanian, Ph.D., Director of Counseling

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 DIRECTOR OF COUNSELING of HI-TECH SERVICES (HTS), 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 4, 2020 [date], at Glendale [city], CA [state].

Signature

Lisa Vartanian, Ph.D.

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 HI-TECH SERVICES (HTS) ("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 4, 2020

Name of Contractor: HI-TECH SERVICES

Signature: _____

Print Name and Title: Lisa Vartanian, Ph.D., Director of Counseling

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

Allan F. Daily High School
Substance Abuse Program: August 21, 2020

Program Summary:

East Los Angeles College (ELAC)'s Addiction Studies program will assist Allan F. Daily High School in helping approximately 10-15 of its students now struggling with substance abuse issues to engage in a substance abuse treatment and resources program with the goal of having the students graduate with their fellow classmates.

Program plan of action

Upon notification of award, ELAC's Addiction Studies Coordinator will serve as the Project Director for the proposed Daily High School program along with the Addiction Studies Counselor, the Students Against Substance Abuse (SASA) Coordinator, and the Evaluator will meet with Daily High School's key personnel to discuss scheduling initial meetings with students, families, and school counselors. Following are the key steps in ELAC's proposed substance abuse treatment program:

1. Meet with the school counselor and teachers to outline treatment plans for students struggling with substance abuse issues; and review confidentiality and family involvement requirements;
2. Schedule twice weekly school meetings with struggling students, for a minimum of 3 hours per week per student; ELAC's Students Against Substance Abuse (SASA) Coordinator will meet with students weekly to encourage positive behavior and community involvement;
3. Develop a treatment plan for each student including referral services as needed for the student and/or family. Treatment plan to include strategies to deal with family issues, poor school work, friends, health concerns, and behavior issues;
4. Prepare weekly progress notes for each student including results of referrals, if necessary;
5. Project Director to meet weekly with school counselor to report on progress and status of each student; and
6. Prepare a final evaluation report for the project.

ELAC Personnel assigned to the project:

1. Dr. Lisa Vartanian, Project Director, to work 3 hours per week
2. Eddie Alvo, Addiction Studies Counselor, to work 6-9 hours per week
3. Students Against Substance Abuse (SASA) Coordinator (to be determined), to work 2 hours per week
4. Brissa Palacios, Program Specialist, to work 2 hours per week
5. Dr. Lou Hughes, Evaluator, to work 2 hours per week

East Los Angeles College, Addiction Studies Program
Allan F. Daily High School
 Substance Abuse Program: DRAFT, August 21, 2020

Budget Request, \$30,000: 9 months, September 4, 2020 – June, 2021

Category	Description	Cost
Personnel:		
Project Director	3 hours week x 36 weeks x \$75. hour	\$ 8,100
Addiction Studies Counselor	8 hours week x 36 weeks x \$40. hour	\$ 11,520
SASA Coordinator	2 hours week x 36 weeks x \$18 hour	\$ 1,296
Program Specialist	2 hours week x 36 weeks x \$30 hour	\$ 2,160
Evaluator	2 hours week x 36 weeks x \$70 hour	\$ 5,040
Subtotal Personnel costs		\$ 28,116
Fringe Benefits	20.0% x \$28,116	\$ 5,623
Liability Insurance		\$ 1,020
Supplies		241
Total Budget Request		\$35,000

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 12

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Approval of Basic Textbook for Use in High Schools in the Area of World Languages and Cultures**

The Superintendent recommends that the Board of Education approve basic textbook, East Armenian Course, for use in high schools in the area of World Languages and Cultures. The book has been reviewed for content and evaluated by the members of the World Language and Culture Curriculum Study Committee.

In accordance with Glendale Unified School District Board Policy 6161.1, the textbook was available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration. The Secondary Education Council has reviewed the information and made a recommendation of approval of the textbook to the Board of Education.

HIGH SCHOOLS

Department: World Languages and Cultures

Armenian Language and Culture 1-2, Grades 9-12
East Armenian Course, 2nd ed. (Basic)
By Arusyak V. Gevorgyan
Published by Tigran Metz, 2017

TO SUPPORT BOARD PRIORITY No. 2: Create a Culture of Learning

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Approval of Revisions to Board Policy 7310 - Naming of Facilities**

The Superintendent recommends that the Board of Education approve revisions to Board Policy 7310 - Naming of Facilities as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

Based on prior input from the Board of Education, revisions to Board Policy (BP) 7310 - Naming of Facilities are being brought back for the Board's approval.

BP 7310 - Naming of Facilities

CSBA Update July 2011
Last GUSD Update: December 2010

Board Policy 7310, Naming/Dedication of School Facilities, was last amended in December 2010. Based on a current review of Board Policy 7310 and, incorporating California School Boards Association (CSBA) language, revisions were needed.

Revisions include a proposed change of name for the policy, as well as, language suggested by the Board during a previous Board meeting.

A copy of the revised policy is attached to this report.

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.”

Facilities

Naming of Facilities

The Board of Education shall name district schools and other district-owned or leased buildings, grounds, and facilities in alignment to District and Board values in recognition of:

- a. Individuals, living or deceased, or entities that have made outstanding contributions, including serving as a positive and aspirational role model, to the school district and/or community wherein the school district is located;
- b. Individuals, living or deceased, who have made contributions of county, statewide, national or worldwide significance; or
- e. The geographic area (e.g., the street name) in which the school, building, or facility is located.

The Board encourages community participation in the process of selecting names. Whenever the opportunity to initially name a school, building grounds, or facility is presented, the Superintendent will request the principal or appropriate district administrator to meet with community residents and other interested individuals to discuss the naming opportunity. The proposed name will be referred to the Superintendent for review and recommendation to the Board.

Any name adopted for any new school shall not be so similar to the name of any existing district school as to result in confusion to members of the community.

The Board recognizes that choosing an individual, living or deceased, or entities worthy of this recognition must be done after diligently investigating the person's history, contributions, and values so as to choose those who are most deserving and will not bring embarrassment to the District. Results of investigating individuals or entities shall be kept in a historical file in the Public Information Office of the District and made available to the public upon request.

Before adopting any proposed name, the Board shall hold a public hearing at which members of the public will be given an opportunity to provide input.

When naming or renaming a District school, building, or facility, the Board may specify the duration for which the name shall be in effect.

Citizen Group Initiated Renaming of a School Building or Facility

The criteria and standards for naming or renaming a building or facility shall be the same as previously stated in this policy.

Facilities

Naming of Facilities

To ensure a broad base of support for a nomination, the group must submit a petition signed by at least 100 district residents or former students to the Superintendent. The Superintendent or designee will evaluate the recommendation.

The Superintendent or designee will request the principal meet with staff, parents, students, alumni and community residents to discuss the proposed change. If the school, building, grounds or facility is named after a local person, a good faith effort must be demonstrated to contact and seek input from the relatives of the person (e.g., internet search, legal ads) before the name change is approved.

A written report of the meeting and efforts to contact any living relatives and their response will be submitted to the Superintendent who will either support the recommendation by moving it to the Board for consideration or deny the recommendation. In the event that the Superintendent or designee denies the recommendation, written communication to the group's organizer will be sent explaining the reasons for denial.

Upon receiving a proper request to name or rename a building or facility, the Board shall wait at least 90 days before making a decision, allowing adequate time for public input on the proposal and investigation into the individuals' or entities' worthiness for recognition.

The Board makes the final decision and reserves the right to reject any proposal to name or rename a building or facility. The decision of the Board is final.

Replacement of Buildings or Facilities

When a building or facility is torn down and replaced, either at the same location or a new location, it should retain the same name unless the procedure for name changes is followed.

Memorials

Upon request, the Superintendent or designee shall consider planting commemorative trees, erecting monuments, or dedicating buildings, parts of buildings, athletic fields, gardens, or other district facilities, in memory of deceased students, staff members, community members, and benefactors of the district. The Superintendent or designee will review and either approve in the cases of commemorative trees or erecting monuments or placing plaques or make a recommendation to the Board for approval of the dedication of buildings, parts of buildings, athletic fields, gardens or other district facilities.

Periodic Review

Facilities

Naming of Facilities

Periodically, the Superintendent or designee shall review site or facility names and memorials as to their continued appropriateness when compared to the values and priorities of the District and community. If a particular name is no longer appropriate, the Superintendent or Board reserves the right to change it and retire the name.

In the case that a decision is made to retire a name or if the process to retire a name is under review, the name of the school, building, ground, facility, or memorial will revert to a generic name such as a geographic name or “[name of school] Library” until a final decision is made and the above-mentioned process for “Naming of School Facilities” is followed and completed to select a new name for school, building, ground, facility, or memorial.

Legal Reference: Education Code, Section 35160

Policy Adopted: 11/19/2002

Policy Amended: 12/14/2010; 09/15/2020

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 14

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 Clark Magnet High 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:

Clark Magnet High School – Amir Ghavam, Teacher

Project: Printed/Scanned Documents for Students

This project was awarded \$242.00 to purchase a printer/scanner to print and scan documents whenever needed to share with students. Due to school closures, the teacher needs to be able to print and scan documents as needed while conducting class during the remote learning period.

Clark Magnet High School – Amir Ghavam, Teacher

Project: Stylus with Long-Lasting Charge, Microphone/Headset, and Language Translator

This project was awarded \$290.01 to purchase a stylus, microphone/headset and language translator. The teacher will be able to utilize the stylus for the entire period, transmit the conversation/information clearly to students with the microphone/headset, and use the language translator to support with students experiencing difficulties with the English language.

Glendale Unified School District
Consent Calendar No. 14
September 15, 2020
Page 2

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

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Dr. Vivian Ekehian, Superintendent

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

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

SUBJECT: **Approval of Contract with KickUp**

The Superintendent recommends that the Board of Education approve a three-year agreement with KickUp in the amount of \$29,730 for 2020-21 and \$26,730 each year for 2021-22 and 2022-23. KickUp provides Professional Development management tools to organize events, register participants, track attendance, gather feedback, and measure effectiveness of professional development.

The Teaching and Learning Department will continue to offer professional development opportunities for teachers over the 2020-21 school year with sessions offered after the teacher workday. Teachers will be paid to attend training sessions at the extra hourly rate.

Teaching and Learning is working closely with Assessment and Accountability, Categorical Programs, Educational Technology and Information Services, and other departments to develop modules of connected content with the goal of eventually issuing badges or micro-credentials in various areas in order to recognize teacher expertise in these areas.

In order to effectively and efficiently facilitate registration for training sessions, monitor participant attendance, and compensate teachers, a system to manage professional development sessions is needed. Teaching and Learning has explored several options and found that KickUp provides a professional development management system that best meets the District needs. The purchase of KickUp would provide the following tools for GUSD staff:

- User friendly professional development registration for teachers that allows sorting by content, topic, grade level, and other filters.
- Parent training registration, feedback, and follow-up.

- Easy for teachers or other staff to register for events and add event and zoom link to google calendar.
- Attendance confirmation.
- Streamline reporting for accurate compensation.
- Feedback and follow-up tools.
- System to approve future outside of District professional development events/conferences.
- System to track attendance and completion of series of modules toward completion of a badge or micro-credential.
- Gather data that supports Local Control and Accountability Plan reporting on professional development

District staff recommend a three-year purchase of the KickUp professional development management system. The cost for the first year is \$29,730. The pricing for the second and third year is \$26,730 per year. The funding source is Title IIA Categorical Funds.

TO SUPPORT BOARD PRIORITY No. 2: Create a Culture of Learning

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

TO SUPPORT 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.”

PROPOSAL FOR GLENDALE UNIFIED SCHOOL DISTRICT



Customer Proposal and Order Form

Glendale Unified School District
223 North Jackson St
Glendale, CA 91206
Dr. Chris Coulter
Director of Teaching & Learning

September 3, 2020

Dear Dr. Coulter,

Thank you for our discussions about your needs to manage, measure, and improve professional learning in your district. KickUp, Inc. ("KickUp") has been a leader for school districts and professional learning organizations in utilizing data to improve the effectiveness of professional learning. We would be honored to engage with you and your team to power your professional learning.

This Client Proposal and Order Form (this "Proposal and Order Form") outlines the scope of a partnership between Glendale Unified and KickUp with a measured rollout throughout the school year to ensure high-quality implementation.

Solution Summary

Contract Summary	Contract Length (Years)	3
	Contract Start Date	10/1/2020
	Contract End Date	9/30/2023
	Number of District Teachers	1,200
	Platform Modules	Professional Learning [Tier 2]

Pricing Summary

KickUp charges its customers an **Annual Software Fee** for access to KickUp's software platform to manage and assess their professional development programs. The Annual Software Fee is determined based on the scope of software used and the number of teachers (full-time equivalent) in a district.

KickUp offers two primary software **pathways** for its customers: **Professional Growth** and **Professional Learning**. For each pathway, customers pay the Annual Software Fee at the beginning of each 12-month period during the Initial Term and, if applicable, each Renewal Term. For each platform pathway, a customer may instead purchase a **Tier 1**, or Monitor, module, which is a more limited scope of functionality from **Tier 2**, or the full software capabilities for each pathway. Unless otherwise specified, customers who purchase a pathway will receive the corresponding full software applications, or Tier 2.

In addition to the Annual Software Fees, for all new customer relationships, KickUp charges a standard **Implementation Fee** to enable a successful and collaborative launch process. Any ongoing service or implementation requirements that exceed KickUp's standard services will generate an applicable **Customization Fee**.

Please refer to KickUp's [Overview of Software and Services](#) for more details.

Based on the expressed needs from previous discussions, KickUp's pricing for Glendale Unified is as follows:

Summary List Price			Year 1	Year 2	Year 3
	Professional Learning				
	<i>Annual Software Fee</i>		\$ 32,400	\$ 32,400	\$ 32,400
	<i>Implementation Fee</i>		\$ 5,500		
	Total		\$ 37,900	\$ 32,400	\$ 32,400
Total Annual Price (List Price)			\$ 37,900	\$ 32,400	\$ 32,400

To reward customers for a commitment to an extended engagement, adoption of the comprehensive software platform, and key relationship benefits, KickUp offers **partnership investment** price adjustments for its customers.

The following are the partnership investments that determine the net price to be paid by Glendale Unified:

Summary Net Price			Year 1	Year 2	Year 3
	Total Annual List Price			\$ 37,900	\$ 32,400
Partnership Investments					
	<i>Multi-Year Contract</i>	12.5%	\$ (4,050)	\$ (4,050)	\$ (4,050)
	<i>Early Signing Discount (Recurring)</i>	5.0%	\$ (1,620)	\$ (1,620)	\$ (1,620)
	<i>Early Signing Discount (Implementation)</i>		\$ (2,500)	-	-
	Total		\$ (8,170)	\$ (5,670)	\$ (5,670)
Total Annual Price (Net Price)			\$ 29,730	\$ 26,730	\$ 26,730

Invoice Schedule Summary

Invoice #	Invoice Date	Due Date	Amount
1	Upon board approval	Net 30	\$29,730
2	September 1, 2021	October 1, 2021	\$26,730
3	September 1, 2022	October 1, 2022	\$26,730

Billing Contact Info

Name - _____
 Title - _____
 Email Address - _____
 Address - _____
 Phone - _____

Please check one:

- A PO is not required for payment
- A PO is required for payment
 - Purchase Order # - _____
 - A PO will be issued by _____

General Provisions

No services will be provided to Glendale Unified prior to KickUp's receipt from Glendale Unified of a Purchase Order (PO), a signed copy of this Proposal and Order Form, and payment of the initial year of Annual Software Fees, the Implementation Fees, and Customization Fees (if any).

This Proposal and Order Form is subject in all respects to the terms and conditions contained in the KickUp SaaS Services Agreement (the "SaaS Agreement"). By signing in the space provided below, Glendale Unified hereby acknowledges that it has read and understands, and hereby accepts and agrees to be legally bound by, the terms and conditions contained in each of:

- the [\[SaaS Agreement\]](#)
- the [\[Overview of Software and Services\]](#)
- the [\[KickUp Privacy Policy\]](#)

The prices and provisions listed in this Proposal and Order Form will be valid through September 30, 2020.

* * *

On behalf of the KickUp team, we would like to thank you for the opportunity to work with you.

We are committed to doing all we can to help support you and your team as your district uses KickUp to help transform the way in which teachers grow and students improve from professional learning. Please know that you can contact us any time to discuss how we can enhance your KickUp experience.

Jeremy Rogoff
Chief Executive Officer, Co-Founder
KickUp, Inc.

Date _____

Dr. Kelly King
Assistant Superintendent, Educational Services
Glendale Unified School District

Date _____

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 16

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
PREPARED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer
SUBJECT: **Agreement with Kansas State University**

The Superintendent recommends that the Board of Education approve the Student Affiliation Agreement with Kansas State University

This agreement is between the Glendale Unified School District and Kansas State University for university students to participate in educational field experiences and, in some cases, act as student teacher interns. The term of the Agreement will commence upon full execution and will expire five years from the date of execution. There is no fiscal impact to the District.

In accordance with the provisions of Sections 44225 and 44227 of the California Education Code, the Governing Board of any school district is authorized to enter into agreements with the California State Universities and Colleges, the University of California, or any other university or college approved by the Commission on Teacher Credentialing as a teacher education institution to provide teaching experience through practice teaching to students enrolled in teacher education curriculum of such institutions.

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

AFFILIATION AGREEMENT WITH A SCHOOL DISTRICT

THIS AGREEMENT, is made this ____ day of ____, 2020, by and between KANSAS STATE UNIVERSITY, (hereinafter referred to as "University"), a public educational institution of the State of Kansas, and the school district, USD _____ (hereinafter "School District"), located at _____. The parties intend to be legally bound to the following terms:

- I. PURPOSE.** The parties intend for this Agreement to set forth the obligations of the University and the School District regarding University students participating in educational field experiences, and in some cases, acting as student teacher interns at a school in the School District, which is a necessary academic component requirement for the University students.
- II. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY**
- a. **Selection of Students.** The University shall be responsible for the selection of qualified students to participate in a practicum or student teaching internship. Selected students must have the appropriate educational background and skills consistent with the standards for the educational experience offered by the School District.
 - b. **Education of Students.** The University shall assume full responsibility for the University classroom and classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, requirements of matriculation, grading, and graduation. As part of the educational component of the program, the University Contact (defined below) shall conduct in-person, or through other technological means, evaluations of the University students as determined by the University. These evaluations are not for supervisory purposes, but rather to evaluate the University student's academic progress.
 - c. **Submission of Candidates.** The University shall submit the names of the University student candidates to the School District at least eight weeks prior to the proposed start of the educational experience assignment. The University also shall send to the School District a description of each student candidate's educational goals (observation, lesson development and delivery, practicum, or internship) and the requested time period for placement.
 - d. **Payment.** The University assumes this amount will be disbursed to the Cooperating Teacher(s) performing the oversight duties.
 1. Undergraduate Student Teacher: For each intern accepted for placement by the School District, the University shall pay to the School District the amount of \$50.00/semester.
 2. MAT Graduate Student Teacher: For each intern accepted for placement by the School District, the University will compensate the School District the amount of \$100 for the fall semester, and \$150 for the spring semester.
 - e. **Communications by Representatives.** The University shall designate a representative to meet with designated School District personnel at least annually to collaboratively improve University student educational experiences. The University shall also designate one representative who shall be the point of contact ("University Contact") for the School District regarding each University student; for example, evaluations and other information necessary to assess the University student's academic progress shall be submitted to the University Contact.
 - f. **Informing Students of Rights and Responsibilities.** The University shall be responsible for informing each University student of his or her own responsibilities, as follows:

1. In accord with Section III-b, below, the student shall be informed of his or her obligations to abide by the policies and procedures of the School District and that should any student fail to abide by any policy and/or procedure, he or she may be subject to disciplinary action by the University, up to and including expulsion from the University's program, in addition to any disciplinary action taken by the School District.
2. The students will be encouraged to procure professional liability insurance of their own choosing and at their own expense.
3. Students shall be responsible for obtaining a Certification of Health for School Personnel, in accordance with K.S.A. 72-5213, relating to TB testing and providing the form to the University (the University collects forms to help facilitate the process for the School District), which will provide the form or relevant requested information to the School District.
4. Students shall be responsible for completing first aid/CPR training prior to the beginning of the student's educational experience.

III. DUTIES AND RESPONSIBILITIES OF SCHOOL DISTRICT

- a. Establishment of Practicum or Student Teaching. The School District authorizes the use of its facilities as may be agreed upon by the School District and the University as a placement location for University student educational experiences in the form of practicums and/or student teaching internships. The student practicum and/or internship opportunities are for degree-seeking students enrolled in the University's College of Education.
- b. Policies of School District. In accord with Section II-f, above, the University shall inform its students, prior to the assignment, of any and all applicable policies, codes or confidentiality issues related to the practicum or student teaching internship, to the extent the University is informed of such by the School District. The School District will provide the University all the applicable information at least four weeks in advance of the University student's participation.
- c. Administration. The School District shall have sole authority and control over all aspects of services to its own students. The School District shall be responsible for and retain control over the organization and operation of its own programs.
- d. Removal of Noncompliant Student. The School District shall have the authority to immediately remove or otherwise sanction a participating University student who fails to comply with its policies and procedures. If such a removal or sanction occurs, the School District should immediately inform the University Contact.
- e. Designation of Representative. The School District shall designate one of its employees to serve as a liaison to the University, who will meet periodically with representatives of the University in order to discuss, plan, and evaluate the experience of the University student(s).
- f. Supervision of University Students. The School District shall provide a teacher who will supervise the University student's activities during the student's educational experience ("Cooperating Teacher"). The Cooperating Teacher shall provide on-going supervision and feedback throughout the practicum or student teaching internship. The Cooperating Teacher shall provide a final written performance evaluation of the University student in accordance with the evaluation documents and timeline provided by the University.
- g. Student Teaching Intern Experience. When a student is assigned and accepted as a student teaching intern, the School District shall:

1. Allow student teachers to conduct classroom observations and lesson presentation (to include whole group, small group, and individual) under the guidance of the Cooperating Teacher;
 2. Allow student teachers to use video and audio recording devices for the purpose of individual reflection and evaluation, as well as preparation of the student teacher work sample (the portfolio which the University uses as an evaluation tool to inform recommendations for licensure). Additionally, the School District acknowledges that the University may disclose or use the video and audio recordings to respond to a lawful request pursuant to statute or judicial order, or in connection with an emergency when the contents of any such recording are necessary, in the discretion of the University, to protect the health or safety of students or other individuals;
 3. Allow the University Contact access to the classroom for normally scheduled evaluation observations, both face-to-face and video-based, as appropriate for the placement. Placements outside local driving distance from Manhattan, Kansas, may involve evaluation observations using video recordings or live cloud-based observations (i.e. Zoom, SKYPE, GoToMeeting etc.) In cases utilizing streaming or recording devices, the School District shall have responsibility for seeking any desired or required parental awareness and approval. The University shall take reasonable steps to ensure any such video recording and data is not publicly accessible; and
 4. Allow the student teacher and require the Cooperating Teacher to provide evaluations of the overall student teaching program.
- h. Qualifications of Cooperating Teacher. The Cooperating Teacher shall possess a minimum of the following qualifications:
1. Possess a valid State professional teaching credential in the subject matter field in which the student teacher is preparing to teach;
 2. An interest and desire to work with the student teacher and University Contact;
 3. Completion of a minimum of three years of successful teaching experience under a professional license and either have been in the present school at least one semester or have the requisite number of years of prior teaching experience (for mentoring purposes) at another location/assignment;
 4. Demonstrated success in promoting student learning;
 5. Demonstrated ability to collaboratively mentor adults using formal observational and feedback techniques; and
 6. Final approval as the Cooperating Teacher by:
 - i. Building Administration;
 - ii. School District Administration; and
 - iii. University Administration.
- i. Reporting of Student Progress. The School District shall provide all reasonable information requested by the University on a University student's performance, which may be in the form of conferences, assessments, or other forms reasonably requested by the University. If there are any applicable student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the School District.
- j. Student Records Privacy. To the extent the School District generates or maintains educational records related to the University student, the School District agrees to comply with the Family Educational Rights and Privacy Act (FERPA), to the same extent as FERPA applies to the University and shall limit access to only those employees or agents with a legitimate educational interest. For the purposes of this Agreement, pursuant to FERPA, the University

hereby designates the School District as a school official with a legitimate educational interest in the educational records of the University student(s) to the extent that access to the University's records is required by the University or School District for the School District to carry out the University student educational experience.

IV. MUTUAL TERMS AND CONDITIONS

- a. Educational Practicum or Student Teaching Internship. The parties will mutually agree upon the number of students that shall be assigned to the School District, the duration, and the educational experience provided which shall be consistent with the standards of the accrediting entity for the school or division of the University in which the students are enrolled. The practicum or student teaching internship will be reviewed periodically by the Parties and, when appropriate, will be revised to meet the University curriculum requirements and the standards of the accrediting entity.
- b. No Employment Relationship. It is understood by the parties that the participating students are interns, who are receiving the primary benefit of the educational experience, including but not limited to the training related to the student's academic field of study, at the School District, and the students are not employees of University or School District based on the educational experience. It is understood by the parties that the students shall not receive remuneration or compensation or other benefits applicable to employees. The parties agree that there is no expectation that the students receive future employment with School District as a result of their participation in the educational experience and that no School District employees will be displaced as a result of students' participation in the educational experience.
- c. Student Documents and Obligations. Notwithstanding anything to the contrary in this Agreement, in reference to any obligation of the participating students stated herein, any failure by the students related to such obligations shall not constitute a breach of this Agreement by the University. The parties agree that it is the student's responsibility to satisfy the School District's requirements and although the University may help compile students' documentation related to such requirements and/or transmit the same to School District, or otherwise inform students of School District's requirements, University makes no representations or warranties regarding the information and documentation provided, but merely provides such information and forwards such documentation as an administrative courtesy to School District. School District is solely responsible to review such documentation for veracity, authenticity, sufficiency, and to independently determine whether the student has satisfied School District's requirements for acceptance to the educational experience.
- d. Term of Agreement. The term of this Agreement shall be five years from the date of execution.
- e. Termination of Agreement. The University or the School District may terminate this Agreement for any reason with ninety (90) days' notice to the other party. Either party may terminate this Agreement in the event of a material breach. However, should the School District terminate this Agreement prior to the completion of an academic semester, all students participating in a practicum or student teaching internship at that time may continue their educational experience until it would have been concluded absent the termination.

- f. Modification of Agreement. This Agreement shall only be modified by written agreement signed by both parties.
- g. Relationship of Parties. The relationship between the parties to this Agreement to each other is that of independent contractors, and shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- h. Entire Agreement. This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.
- i. KSU-146a. The Provisions found in Contractual Provisions Attachment (form KSU146a, rev 7-20), which is attached hereto, are hereby incorporated in this contract and made a part hereof

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

Kansas State University

School District

Dean, College of Education Date

Superintendent of Schools Date

Provost Date

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to and specifically incorporated in all contractual agreements by adding the following statement to the main body of the contract: "The Provisions found in Contractual Provisions Attachment (Form KSU-146a, Rev. 7-20), which is attached hereto, are hereby incorporated in this contract and made a part hereof."

1. **Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in the contract (including, without limitation, all other attachments) in which this attachment is incorporated. Any terms that conflict with or could be interpreted to conflict with this attachment are nullified.

2. **Kansas Law and Venue:** All matters arising out of or related to this contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit arising out of or related to this contract shall reside only in courts located in the State of Kansas.

3. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require Kansas State University or any of its controlled corporations (collectively "University") to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The terms, conditions, and limitations of liability of the State of Kansas, the University, and their employees are exclusively defined under the Kansas Tort Claims Act (K.S.A. 75-6101, et seq.).

4. **Arbitration, Damages, Warranties:** No interpretation of this contract shall find that the University has agreed to binding arbitration, or the payment of damages or penalties. Further, the University does not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages or rights of action available to the University at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.

5. **Termination Due To Lack Of Funding Appropriation:** If sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, the University may terminate this agreement at the end of its current fiscal year. The University agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided under any contract for which it has not been paid. The University will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by the University, title to any such equipment shall revert to Contractor at the end of the University's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.

6. **Responsibility For Taxes:** The University shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.

7. **Insurance:** The University shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require the University to establish a "self-insurance" fund to protect against any such loss or damage.

8. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given, including, but not limited to, the signature of an authorized representative of the University as defined in the University Contracts Policy: <https://www.k-state.edu/policies/ppm/3000/3070.html>.

9. **Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.

10. **Export Control:** Prior to providing University with any items under this contract that are subject to export controls regulations, including items controlled under the International Traffic in Arms Regulations (ITAR), 22 C.F.R. §§ 120-130, or the Export Administration Regulations (EAR), 15 C.F.R. §§ 730-774, Contractor will notify University and identify the export controlled items at issue and the applicable categories and subcategories of the United States Munitions List and/or Export Control Classification Number(s). University reserves the right to decline to accept any items or information controlled under ITAR or EAR. Contractor will direct all notices under this section to the appropriate University contact as follows: comply@k-state.edu.

11. **Privacy of Student Records:** Contractor understands that the University is subject to FERPA (Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g). To the extent Contractor possesses any education records of University's students under this contract, Contractor is deemed to be a school official with a legitimate educational interest in the records and Contractor agrees to comply with FERPA and its regulations. Contractor specifically agrees that it shall use personally identifiable education records only for purposes related to this contract, and shall not disclose such records to any third party without authorization from the University. Contractor shall promptly report to the University any request for, or improper disclosure of, University student educational records.

12. **Anti-Discrimination Clause:** Contractor agrees to comply with all applicable state and federal anti-discrimination laws. When requested by University, Contractor shall cooperate with University in meeting obligations under University's own policies and procedures, including but not limited to the University's anti-discrimination policy: <http://www.k-state.edu/policies/ppm/3000/3010.html>. Contractor specifically acknowledges that its employees on campus and/or participating in University programs or activities have reviewed, understand, and will comply with University's anti-discrimination policy and its reporting website at <https://www.k-state.edu/report/>. Contractor also agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001, et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission or if it is determined that the contractor has violated applicable provisions of ADA, such violation(s) shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the University.

13. **Information/Confidentiality:** As a state agency, the University's contracts and prices paid for goods and services are generally public records, and therefore no provision of this contract shall restrict the University's ability to produce this contract in response to a lawful request or from otherwise complying with the Kansas Open Records Act (K.S.A. 45-215, et seq.). Moreover, no provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, et seq.

14. **The Eleventh Amendment:** The Eleventh Amendment is an inherent and incumbent protection of the State of Kansas and need not be reserved, but prudence requires the University to reiterate that nothing in or related to this contract shall be deemed a waiver of the Eleventh Amendment.

15. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

16. **Facility Access:** To the extent Contractor is required to be on the University's premises in the performance of any contract, Contractor and its representatives will adhere to the University's policies and procedures, and will use commercially reasonable efforts not to interfere with the University's regular operations. Contractor further agrees, upon request, to include the University as an additional insured on its general liability insurance policy on a primary and non-contributory basis, with such policy to provide continuous coverage for at least a period of two years after the end of the contract and such policy is not be cancelled without 30 day prior notice to the University and another general liability insurance policy in place prior to the termination of the existing policy. The Contractor shall also provide the University with a certificate of insurance within five business days upon request.

17. **Electronic Signature:** The parties agree that the contract may be signed with electronic signatures. If an electronic signature is used, the parties agree that it is the legally binding equivalent to the signing party's handwritten signature. Whenever either party executes an electronic signature on the contract, it has the same validity and meaning as a handwritten signature. The parties agree that neither party will, at any time in the future, repudiate the meaning of an electronic signature or claim that an electronic signature is not legally binding.

18. **No Endorsement.** Contractor agrees it will not use or display the name, marks, or images of the University to advertise and/or endorse its enterprises or products, or for any other purpose without the prior written approval of the University.

GLENDALE UNIFIED SCHOOL DISTRICT

September 15, 2020

CONSENT CALENDAR NO. 17

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
SUBJECT: **Acceptance of Gifts**

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

- a. FIRST wish to donate to the District \$10,000.00 to purchase supplies for use by the Robotics Team at Clark Magnet High School.
- b. Dunsmore Elementary School Foundation wish to donate to the District \$3,037.75 to purchase of online Renaissance Accelerated Reader for use at Dunsmore Elementary School.
- c. Fondazione Italia wish to donate to the District through the Educational Services Department \$21,000.00 to pay for teacher's salaries in the FLAG Programs for use at Franklin Elementary, Toll Middle and Hoover High Schools.
- d. Amelia Pitti wishes to donate to the District \$50.00 to purchase two yearbooks at Franklin Elementary School.
- e. Make Keppel Special Foundation wish to donate to the district \$53,640.00 to provide art education programs for use at Keppel Elementary School.
- f. Make Keppel Special Foundation wish to donate to the district \$20,000.00 to provide intervention support for students at Keppel Elementary School.
- g. Woodmen Life Chapter 46, Los Angeles wish to donate to the District \$500.00 to purchase instructional materials and supplies for use at La Crescenta Elementary School.
- h. Monte Vista Elementary PTA wish to donate to the District \$3,800.00 to pay for a consultant and recorders for use at Monte Vista Elementary School.
- i. Monte Vista Elementary PTA wish to donate to the District \$900.00 to pay for online instructional software for use at Monte Vista Elementary School.
- j. Amelia Lapena and Keelan Yang wish to donate to the District \$500.00 to purchase office supplies for use at Mountain Avenue Elementary School.

- k. Thomas Edison Elementary wishes to donate to the District \$43,000.00 to purchase computer lab services for use at Thomas Edison Elementary School.
- l. R.D. White Glendale Foundation wishes to donate to the District \$13,600.00 for use in Mr. Babajanyan's art classes at R.D. White Elementary School.