

**BOARD OF TRUSTEES
ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 N. Crescent Way, P.O. Box 3520
Anaheim, California 92803-3520
www.auhsd.us

NOTICE OF REGULAR MEETING

Date: February 9, 2018

To: Al Jabbar, P.O. Box 3520, Anaheim, CA 92803-3520
Brian O'Neal, P.O. Box 3520, Anaheim, CA 92803-3520
Annemarie Randle-Trejo, P.O. Box 3520, Anaheim, CA 92803-3520
Katherine H. Smith, P.O. Box 3520, Anaheim, CA 92803-3520
Anna L. Piercy, P.O. Box 3520, Anaheim, CA 92803-3520

Orange County Register, 1771 S. Lewis, Anaheim, CA 92805
Anaheim Bulletin, 1771 S. Lewis, Anaheim, CA 92805
News Enterprise, P.O. Box 1010, Los Alamitos, CA 90720
Los Angeles Times, 1375 Sunflower, Costa Mesa, CA 92626
Event News, 9559 Valley View Street, Cypress, CA 90630
Unidos, 523 N. Grand Avenue, Santa Ana, CA 92701

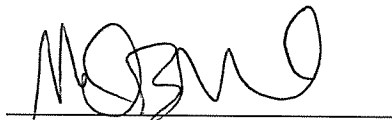
You are hereby notified that a regular meeting of the
Board of Trustees of the Anaheim Union High School District
is called for

Tuesday, the 20th day of February 2018

in the District Board Room, 501 N. Crescent Way, Anaheim, California

Closed Session—2:15 p.m.

Regular Meeting—6:00 p.m.



Michael B. Matsuda
Superintendent

ANAHEIM UNION HIGH SCHOOL DISTRICT

501 N. Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, www.auhsd.us

**BOARD OF TRUSTEES
Agenda
Tuesday, February 20, 2018
Closed Session–2:15 p.m.
Regular Meeting–6:00 p.m.**

Some items on the agenda of the Board of Trustees’ meeting include exhibits of supportive and/or background information. These items may be inspected in the superintendent’s office of the Anaheim Union High School District, at 501 N. Crescent Way in Anaheim, California. The office is open from 7:45 a.m. to 4:30 p.m., Monday through Friday, and is closed for most of the federal and local holidays. These materials are also posted with the meeting agenda on the District website, www.auhsd.us, at the same time that they are distributed to the Board of Trustees. *In compliance with the Americans with Disabilities Act, individuals with a disability who require modification or accommodation in order to participate in this meeting should contact the executive assistant to the superintendent at (714) 999-3503 by noon on Thursday, February 15, 2018.*

Meetings are recorded for use in the official minutes.

- 1. **CALL TO ORDER–ROLL CALL** ***ACTION ITEM***
- 2. **ADOPTION OF AGENDA** ***ACTION ITEM***
- 3. **PUBLIC COMMENTS, CLOSED SESSION ITEMS** ***INFORMATION ITEM***

This is an opportunity for community members to address the Board of Trustees on closed session agenda items only. Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to a maximum of five minutes; each topic or item is limited to a total of 20 minutes. Board Members cannot immediately respond to public comments, as stated on the speaker request form.

- 4. **CLOSED SESSION** ***ACTION/INFORMATION ITEM***

The Board of Trustees will meet in closed session for the following purposes:

- 4.1 To consider matters pursuant to Government Code Section 54597: Public employee performance evaluation, superintendent.
- 4.2 To consider matters pursuant to Government Code Section 54956.9 (d)(2): Conference with legal counsel, anticipated litigation regarding one matter.
- 4.3 To consider matters pursuant to Government Code Section 54957.6: Conference with labor negotiators Mr. Matsuda, Dr. Fried, Dr. Root, and Mr. Jackson regarding negotiations and contracts with the American Federation of State, County and Municipal Employees (AFSCME), Anaheim Personnel and Guidance Association (APGA), Anaheim Secondary Teachers Association (ASTA), and California School Employees Association (CSEA).
- 4.4 To consider matters pursuant to Government Code Section 54597: Public employee performance evaluation.

- 4.5 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2017-18-05. **[CONFIDENTIAL]**
- 4.6 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2017-18-06. **[CONFIDENTIAL]**
- 4.7 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2017-18-07. **[CONFIDENTIAL]**
- 4.8 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2017-18-08. **[CONFIDENTIAL]**
- 4.9 To consider matter pursuant to Government Code Section 54956.9 (b): Conference with legal counsel, anticipated litigation regarding one matter.
- 4.10 To consider matters pursuant to Government Code Section 54956.9: Conference with legal counsel, existing litigation (PERB Case No. LA-RR-1271-E). **[CONFIDENTIAL]**
- 4.11 To consider matters pursuant to Education Code Section 48918: Expulsion of students: 17-21; 17-26; 17-27; 17-28; 17-30; 17-31; 17-32; 17-34; 17-35; and 17-36.

5. RECONVENE MEETING, PLEDGE OF ALLEGIANCE, AND CLOSED SESSION REPORT OUT **INFORMATION ITEM**

5.1 Reconvene Meeting

The Board of Trustees will reconvene into open session.

5.2 Pledge of Allegiance and Moment of Silence

Student Representative to the Board of Trustees Alexandria Alvarez will lead the Pledge of Allegiance to the Flag of the United States of America and provide a moment of silence.

5.3 Closed Session Report

The clerk of the Board of Trustees will report actions taken during closed session.

6. INTRODUCTION OF GUESTS **INFORMATION ITEM**

The Board of Trustees would like to recognize our community stakeholders for their interest in the Anaheim Union High School District and for attending our Board meeting. Thank you for your participation and contribution as we create an educational environment that graduates socially aware, civic-minded students who are college and career ready for the 21st century.

In addition, Board President Jabbar will introduce dignitaries in attendance.

7. BOARD OF TRUSTEES' RECOGNITIONS **INFORMATION ITEM**

7.1 CIF Southern Section Regional Football Champions, Katella High School

The Board of Trustees will recognize the varsity football team from Katella High School for obtaining their first title in the school's history as CIF Southern Section Varsity Football Champions. On December 1, 2017, the Knights defeated Covina High School, 55-49, in an incredible game at Covina District Stadium. The staff includes Fred DiPalma, head coach;

Richard Nieto, Gary Cordray, Dubhe Ramirez, Juvenal Pineda, and Luis Sanchez, assistant coaches. The roster for the team is as follows.

Robert Alas	Andres Gaspar	Andrew Pisani
Alexis Almonte Jr.	Enock Gonzalez	Miles Poland
Jaime Anaya	Carlos Guerra	Abel Quintero
Isaac Anderson	John Guerra	Matthew Quinteros
Nathan Arrington	Brandon Gutierrez	Brandon Rangel
Ricky Arroyo	Alan Hayar	Osbaldo Rivas
Jose Camacho	Ruben Hermsillo	Daniel Rivera
Emilio Cardoza	Axel Hernandez	Samuel Rosario
Jair Castro	Nahum Hernandez	Daniel Salgado
Marcus Castro	Jeffrey Johnson	Humberto Servin
Joshua Cedillo	Isaiah Lazaro	Luis Suarez
Alberto Chavez	Bryan Lopez-Noverson	Robert Tenorio
Giovanni Curiel	Daniel Lupercio	Jonathon Truong
Alex Estrada	Alexus Malvaez	Marcos Ulloa
Adrian Favila	Leo Mauricio	Edward Williams
Nicholas Fernandez	Ben Magallon	Jesus Zuniga
Riley Flenniken	Aldair Mejia	
James Fraser	David Ortega	

7.2 **Hope Cheerleaders**

The Board of Trustees will recognize the Hope High School cheer squad for their participation in the Southern California Holiday Classic cheer competition under the Cheer and Pom category. The squad brought home the 2017 United Spirit Association Special Athlete Performance trophy. The competition took place on Saturday, December 2, 2017, at the Anaheim Convention Center. The team was led by coach Francenia Marshall and co-coach Stephanie Hernandez. The roster for the team is as follows.

Kimberly Blazer	Elizabeth Hernandez	Gregory Ramirez
Jeremiah Esparza	Maria Mira	Loreen Rodriguez
Madison Faircloth	Alma Miranda	Dakota Shibley
Barbara Fiola	Mareli Mojica	Samantha Thomas
Viveca Flores-Wilkerson	Melissa Mora	Mary Tkach

7.3 **Donations**

The Board of Trustees will recognize the following individuals for their generous donation to the District.

Farmers & Merchants Bank	\$7,000	AIME Mentoring Program
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8. **REPORTS**

INFORMATION ITEM

8.1 **Principals' Report**

Dr. Jodie Wales, Cypress High School principal and Amber Houston, Lexington Junior High School principal will acknowledge school site staff regarding the fifth C, Compassion and Kindness, as well as present a report on their school site.

8.2 **Student Representative's Report**

Alexandria Alvarez, student representative to the Board of Trustees, will report on student activities throughout the District.

8.3 **Reports of Associations**

Officers present from the District's employee associations will be invited to address the Board of Trustees.

8.4 **Parent Teacher Student Association (PTSA) Reports**

PTSA representatives present will be invited to address the Board of Trustees.

9. **PUBLIC COMMENTS, OPEN SESSION ITEMS** ***INFORMATION ITEM***

Opportunities for public comments occur at the beginning of each agenda item and at this time for items not on the agenda. Persons wishing to address the Board of Trustees should complete a speaker request form, available on the information table, at the back of the room, and submit it to the executive assistant prior to the meeting. Each speaker is limited to a maximum of five minutes; each topic or item is limited to a total of 20 minutes. Board Members cannot immediately respond to public comments, as stated on the speaker request form.

10. **PRESENTATION** ***INFORMATION ITEM***

Government Financial Strategies

Background Information:

Measure H was successfully approved by voters at the November 2014 election, authorizing \$249 million bonds to help fund the Facilities Master Plan. The first issuance of bonds was sold in May 2015 in the amount of \$64.45 million.

Current Consideration:

A presentation will be given to the Board of Trustees from the District's financial advisor, Government Financial Strategies, including an update on Measure H, and discussion of issuance of the second series of bonds.

Budget Implication:

There is no impact to budget. The bonds are repaid by taxpayers that own property within the District.

Staff Recommendation:

Although this is an information item only, requiring no formal action by the Board of Trustees, it is recommended that the Board officially receive the information.

11. **ITEMS OF BUSINESS**

RESOLUTIONS

11.1 **Resolution No. 2017/18-B-14, Calling for Full and Fair Funding of California's Public Schools** **ACTION ITEM**
(Roll Call Vote)

Background Information:

In 2013-14, Governor Brown implemented the Local Control Funding Formula (LCFF). The goal of the LCFF was to restore funding for K-12 education to the 2007-08 levels adjusted for inflation by 2020-21. Due to improvements in the state economy, the Governor's 2018-19 Budget Proposal completes the restoration two years early in 2018-19, but does not provide school funding adequacy. California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios, and 48th in pupil-staff ratios. The increasing cost of education is anticipated to outpace the increases we anticipate receiving in future years based upon the current funding model.

Current Consideration:

This resolution provides a vehicle whereby Anaheim Union High School District can share concerns regarding the lack of school funding adequacy with the State Legislature and urge legislators to fund California public schools at the national average or higher by the year 2020 and at a level that is equal to or above the average of the top 10 states nationally by 2025, as well as to maintain, at a minimum, this level of funding until otherwise decreed.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-B-14, by a roll call vote. **[EXHIBIT A]**

11.2 **Resolution No. 2017/18-B-15, Intent to Initiate the International Student Program** **ACTION ITEM**
(Roll Call Vote)

Background Information:

On January 18, 2018, the Board of Trustees approved District staff to begin the process for approval of Anaheim Union High School District to participate in the Student Exchange and Visitor Program (SEVP). The District has applied to, and been approved, into the program. This program allows the District to issue Form I-20 certificates, which permit international students to apply for an F1 Visa that, in turn, will allow international students to enroll in a District school site for up to one year.

Current Consideration:

In order to establish and develop the District's International Student Program and to provide funding and resources for District administrators to travel to China, as well as participate in structured programs, this resolution establishes procedures and protocols for travel related to the International Student Program.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-B-15, by a roll call vote. **[EXHIBIT B]**

11.3 **Resolution No. 2017/18-E-14, Read Across America 2018** **ACTION ITEM**
(Roll Call Vote)

Background Information:

In 1997, an organization known as the National Education Association (NEA) advocated for a special day to celebrate reading throughout the United States. The first Read Across America Day was held on March 2, 1998. This nationwide observance coincides with the birthday of Dr. Seuss, who is known for writing children's books. The United States, particularly students, parents, and teachers, join forces on Read Across America Day, annually held on March 2.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2017/18-E-14, Read Across America 2018. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support community involvement in the education of our youth.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt the Resolution No. 2017/18-E-14, by a roll call vote. **[EXHIBIT C]**

11.4 **Resolution No. 2017/18-E-15, Preserve Music in our Schools Month** **ACTION ITEM**
(Roll Call Vote)

Background Information:

The month of March has been designated as Preserve Music in our School Month. For at least the past two decades, the U.S. House of Representatives has passed annual concurrent resolutions stating the importance of music education for all children in America's schools.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2017/18-E-15 for Preserve Music in our Schools Month. The adoption of the resolution recognizes that music education is an important component of a well-rounded academic curriculum. The skills gained through sequential music instruction, including discipline and the ability to analyze, solve problems, create, communicate, as well as work cooperatively are vital for success in the 21st century workplace.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-E-15, by a roll call vote. **[EXHIBIT D]**

11.5 **Resolution No. 2017/18-E-16, Women's History Month**
(Roll Call Vote)

ACTION ITEM

Background Information:

Women's History Month had its origins as a national celebration in 1981 when Congress passed Public Law 97-28, which authorized and requested the President to proclaim the week, beginning March 7, 1982, as "Women's History Week." Throughout the next five years, Congress continued to pass joint resolutions designating a week in March as "Women's History Week." In 1987, after being petitioned by the National Women's History Project, Congress passed Public Law 100-9, which designated the month of March, as "Women's History Month." Since 1995, Presidents Clinton, Bush, and Obama have issued a series of annual proclamations designating the month of March as "Women's History Month."

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2017/18-E-16 for Women's History Month. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support Women's History Month.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-E-16, by a roll call vote. **[EXHIBIT E]**

11.6 **Resolution No. 2017/18-E-17, Arts Education Month**
(Roll Call Vote)

ACTION ITEM

Background Information:

Arts education in California is mandated for pupils in grades one through twelve, inclusive by Sections 51210 and 51220 of the Education Code to provide that the adopted course of study shall include instruction in visual and performing arts, including instruction in the subjects of dance, music, theatre, and visual arts. This is aimed at the development of aesthetic appreciation and the skills of creative expression. Governors and mayors throughout the United States issue proclamations declaring March as Arts Education Month.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2017/18-E-17, Arts Education Month. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support Arts Education Month for the month of March.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-E-17, by a roll call vote. **[EXHIBIT F]**

11.7 **Resolution No. 2017/18-E-18, National Athletic Training Month** **ACTION ITEM**
(Roll Call Vote)

Background Information:

Since 1950, an organization known as the National Athletic Trainers' Association (NATA) has advocated for setting a standard for professionalism, education, certification, research, and practice settings nationwide. Since its inception, NATA has been a driving force behind the recognition of the athletic training profession. March has been designated as National Athletic Training Month.

Certified athletic trainers employed by the District are nationally certified and dedicated to providing professional health care for our student-athletes. The athletic healthcare services provided by certified athletic trainers include the education, prevention, recognition, evaluation, treatment, and rehabilitation of athletic injuries and illness. The District continues to be recognized as a leader in sports-related concussion management for high school athletes. Our athletic trainers work collaboratively with parents, school staff, and community medical providers to promote safe participation for over 23,000 student-athletes each year.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2017/18-E-18 recognizing March as National Athletic Training Month. The adoption of this resolution provides an opportunity to inform parents, guardians, and the community of the efforts that the District is making in the involvement of protecting our youth.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2017/18-E-18, by a roll call vote. **[EXHIBIT G]**

BUSINESS SERVICES

11.8 **Revised Board Policy 6603, Health and Welfare Benefits- Management Employees, First Reading** **INFORMATION ITEM**

Background Information:

Based on the most recent changes to the District's health and welfare benefits offered to eligible employees and dependents, it is necessary to revise the current policy to reflect those revisions. The revisions include elimination of the HMO medical plan, implementation of the EPO medical plan, and elimination of outdated deductible and carrier references.

Current Consideration:

Board Policy 6603 has been revised to reflect an accurate offering of current health and welfare benefits to eligible employees and dependents.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees review revised Board Policy, 6603 Health and Welfare Benefits. **[EXHIBIT H]**

11.9 **New Board Policy, 5302; 5302-R Energy and Water Management Conservation, First Reading**

INFORMATION ITEM

Background Information:

The District currently employs an energy manager through the Maintenance and Operations Department who is responsible for reducing the District's overall energy costs. Capital investments in energy efficient equipment, such as lighting, heating and cooling equipment can conserve electricity, but the initial investment is significant. Energy conservation can be accomplished without any capital investment by building awareness to staff and students, as well as providing recommendations for simple behavioral changes such as remembering to turn off lights when leaving a room or turning off electronic devices when not in use.

A comprehensive energy conservation program will build this awareness and provide for regular monitoring of school facilities for compliance with the program. The Maintenance and Operations Department utilizes specially designed software to determine baseline energy use to evaluate the effectiveness of this program in terms of energy saved. Similar programs have reduced energy use up to 23 percent in other districts.

Current Consideration:

New Board Policy and Administrative Regulation, 5302; 5302-R Energy and Water Management Conservation, provides a framework and guidance to administer the District's energy conservation program. The policy has been prepared to provide methods for energy conservation through awareness and provide a means for reporting energy use, as well as energy savings to District staff and the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees review new Board Policy, 5302; 5302-R Energy and Water Management Conservation. **[EXHIBIT I]**

EDUCATIONAL SERVICES

11.10 **School-Sponsored Student Organizations**

ACTION ITEM

Background Information:

The Board of Trustees shall give approval for the establishment of all student organizations. The proposed organizations shall not engage in any activities, other than those that are organizational in nature, until the Board of Trustees has approved its application.

Current Consideration:

The following schools have submitted school-sponsored student organization applications:

- 11.10.1 Model United Nations (MUN), Anaheim High School **[EXHIBIT J]**
- 11.10.2 Animation Club, Cypress High School **[EXHIBIT K]**
- 11.10.3 Graphic Design Club, Cypress High School **[EXHIBIT L]**
- 11.10.4 Skills USA for NOCROP, Magnolia High School **[EXHIBIT M]**

Budget Implication:

Each school-sponsored student organization offsets operational costs through donations and fundraising efforts.

Staff Recommendation:

It is recommended that the Board of Trustees approve the school-sponsored organization applications.

HUMAN RESOURCES

11.11 **Initial Contract Proposal, AUHSD to APGA**

INFORMATION ITEM

Background Information:

In accordance with Board Policy 6500.01, the District's initial contract proposal to APGA must be presented in writing to the Board of Trustees.

Current Consideration:

Before the negotiation process begins, proposals are presented to the public via a Board of Trustees' meeting. The District's initial contract proposal to APGA for 2017-18 is presented to the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

Although this is an information item only, requiring no formal action by the Board of Trustees, it is recommended that the Board officially receive the proposal in order to proceed to the public hearing. **[EXHIBIT N]**

11.12 **Public Hearing, Initial Contract Proposal, AUHSD to APGA**

INFORMATION ITEM

Background Information:

The Board of Trustees is required to hold a public hearing to hear comments related to the District's initial contract proposal to APGA.

Current Consideration:

The Board must hold a public hearing of the District's initial contract proposal to APGA for the 2017-18 year. This is the public's opportunity to provide feedback and voice their support or any concerns associated with the proposal.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

Although this is an information item only, requiring no formal action by the Board of Trustees, it is recommended the Board formally open a public hearing to provide the public an opportunity to speak on the proposal.

11.13 **Initial Contract Proposal, APGA to AUHSD**

INFORMATION ITEM

Background Information:

In accordance with Board Policy 6500.01, the Anaheim Personnel and Guidance Association's (APGA) initial contract proposal to the District must be presented in writing to the Board of Trustees.

Current Consideration:

Before the negotiation process begins, proposals are presented to the public via a Board of Trustees' meeting. APGA's initial contract proposal to the District for 2017-18 is presented to the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

Although this is an information item only, requiring no formal action by the Board of Trustees, it is recommended that the Board officially receive the proposal in order to proceed to the public hearing. **[EXHIBIT O]**

11.14 **Public Hearing, Initial Contract Proposal, APGA to AUHSD**

INFORMATION ITEM

Background Information:

The Board of Trustees is required to hold a public hearing to hear comments related to the Anaheim Personnel and Guidance Association's (APGA) initial contract proposal to the District.

Current Consideration:

The Board must hold a public hearing of APGA's initial contract proposal to the District for the 2017-18 year. This is the public's opportunity to provide feedback and voice their support or any concerns associated with the proposal.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

Although this is an information item only, requiring no formal action by the Board of Trustees, it is recommended the Board formally open a public hearing to provide the public an opportunity to speak on the proposal.

11.15 **Memorandum of Understanding (MOU) with APGA**

ACTION ITEM

Background Information:

The Anaheim Union High School District unveiled the Anaheim Union Educational Pledge on September 27, 2017, designed to ensure that students have the support they need for college, career, as well as life readiness and success. The Anaheim Union Educational Pledge includes Fullerton and Cypress colleges, California State University, Fullerton, the University of California, Irvine, and the city of Anaheim, in partnership with the District to ensure that AUHSD graduates achieve their post-secondary goals.

Current Consideration:

The Anaheim Personnel and Guidance Association (APGA) and the District agree to the creation of a Counselor on Special Assignment (COSA) position to support each school's

counseling team in the process of implementation and execution of the AUHSD Educational Pledge. The MOU will be in effect from February 20, 2018, through June 30, 2020.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees approve the MOU. **[EXHIBIT P]**

12. **CONSENT CALENDAR**

ACTION ITEM

The Board will list consent calendar items that they wish to pull for discussion.

The Board of Trustees is requested to approve/ratify items listed under the consent calendar. These items are considered routine and are acted on by the Board of Trustees in one motion. It is understood that the administration recommends approval of all consent calendar items. Each item on the consent calendar, approved by the Board, shall be deemed to have been considered in full and approved/ratified as recommended. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or the public requests specific items be discussed or removed from the consent calendar.

BUSINESS SERVICES

12.1 **Amendment to Agenda Item, Agreement, Benefits & Risk Management Services (BRMS)**

Background Information:

Due to AUHSD providing a self-funded Exclusive Provider Organization (EPO) in place of the fully-insured HMO program for 2018 as part of our health and welfare program, the District requires additional services of a third-party administrator to support the management and oversight of the EPO services.

Current Consideration:

It is necessary to increase the amount of our current third-party administrator to allow for the additional cost incurred by the addition of EPO members.

Budget Implication:

EPO & PPO claim administration services are being provided January 1, 2018, through December 31, 2018, at a total cost of \$110.63, which includes BRMS claims administration, leasing of the Anthem Blue Cross Network, and Stop Loss premium (provided by Optum) for active employees and eligible retirees.

Staff Recommendation:

It is recommended that the Board of Trustees approve the amended agenda item with Benefits & Risk Management Services, Inc. **[EXHIBIT Q]**

12.2 **Agreement, Government Financial Strategies, Inc. (GFS)**

Background Information:

At various times the District requires financial advisory services which include, but are not limited to, a range of topics such as: review of facilities needs and costs, review of short and long term cash flow schedules, potential revenue sources, assistance with the production of a comprehensive financial plan, financial advisory services in connection with

any debt issues, real estate acquisition and lease agreements, allocation of revenues to expenditures, development of financial strategies, as well as review of documents and presentations if needed to the governing board.

Current Consideration:

The District wishes to continue its relationship with GFS, headed by President Lori Raineri, to provide financial advisory services to the District. The current scope of work includes a specific project for the potential issuance of the 2018 General Obligation Bonds (GO Bonds). Services are being provided January 1, 2018, through June 30, 2021, or until either party gives a 30-day notice of termination.

Budget Implication:

The scope of work that is in relationship to the issuance of the 2018 GO Bonds provides a fixed fee not to exceed \$58,750, plus \$1,500 for expenses (mainly printing and distribution of the official statements). (Measure H and General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees ratify the agreement with GFS. **[EXHIBIT R]**

12.3 **Agreement, guided decisions-inform**

Background Information:

The firm guided decisions-inform is led by Eva Lueck, a highly regarded school financial consultant. Ms. Lueck offers consulting services to school districts regarding school financial and business operations by providing clients with practical, hands-on services.

Current Consideration:

The District may require assistance regarding issues of budgeting and general fiscal issues. Services are being provided January 25, 2018, through June 30, 2019. The agreement will be signed following Board approval.

Budget Implication:

The costs for services is not to exceed \$20,000, plus expenses. (General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees ratify the agreement. **[EXHIBIT S]**

12.4 **Agreement, Brightview Tree Care Services, Inc., Districtwide Tree Inventory and Master Plan**

Background Information:

The Maintenance and Operations Department desires to inventory and assess the condition of all of the trees at District school sites. The department will use this information to produce a five-year master plan for tree care and maintenance to identify safety concerns that require immediate attention.

Current Consideration:

Staff solicited proposals from certified arborists with expertise in this field. Proposals for RFP 2018-16 Tree Inventory and Master Plan were received on January 8, 2018. Brightview Tree Care Services, Inc. submitted a proposal and has experience working with large municipalities and other government agencies. The agreement will be signed following Board approval.

Budget Implication:

Fees for services including inventory, analysis, and recommendations for a five-year maintenance plan are not to exceed \$25,600. (Operations–Unrestricted General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the agreement with Brightview Tree Care Services, Inc. for Districtwide Tree Inventory and Master Plan. **[EXHIBIT T]**

12.5 **Piggyback Bids, Purchase Through Public Corporation or Agency**

Background Information:

In the summer of 2017, there were 147 classrooms districtwide that received the new 21st century furniture. An online application process, including a thorough review and evaluation by a committee, was used to determine the recipients of the new furniture. The school sites and number of classrooms were determined by various factors such as available funding, future modernization projects, and total number of classrooms per school site. The same selection process will be used for the upcoming 2018-19 summer.

Current Consideration:

Per Public Contract Code (PCC) 20118, a district may acquire various materials, supplies, and equipment by utilizing an existing contract of another public entity, which is commonly known as piggybacking. By piggybacking, the District can take advantage of lower costs through economy-of-scale, and also avoid the time and expense of the public bid process, while fulfilling the District's legal requirements. Staff has analyzed purchasing options for classroom furniture and it has been determined that the Hawthorne Unified School District Bid 13-14-1 can be utilized to acquire these products from Culver-Newlin, Inc. Staff has also negotiated better discounts than those currently on this piggybackable bid, which will result in additional cost savings to the District, and delivery to be made for the start of the 2018-19 year. It is anticipated that approximately 105 classrooms will be furnished this phase.

Budget Implication:

The total cost is not to exceed \$2,000,000. There will be a cost savings upwards of 54 percent off of list price for furniture. (Measure H Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the use of the Hawthorne Unified School District Bid 13-14-1 for the purchase and delivery of 21st century classroom furniture, as well as related items from Culver-Newlin, Inc.

12.6 **Agreement Amendment, Knowland Construction Services**

Background Information:

Knowland Construction Services has been providing Division of the State Architect (DSA) inspector of record and related services for the District. These services are necessary for public works construction and other renovation projects. The Board of Trustees approved the original agreement with Knowland Construction Services on May 14, 2015. The term of the current agreement is from May 15, 2015, to May 15, 2018.

Current Consideration:

The District has an interest in continuing to utilize the services provided by Knowland Construction Services as required for the upcoming Measure H projects, and other work associated with the Maintenance and Facilities departments. This firm has prior knowledge

of the District's facilities, projects, and standard procedures. The agreement will be signed following Board approval.

Budget Implication:

This amendment will increase the current agreement by an additional \$500,000 for a cost not to exceed \$1,000,000, and extend the agreement's expiration until May 15, 2020. (Measure H Funds, Deferred Maintenance Funds, Routine Restrictive Maintenance Funds, Facilities Funds, and/or other funds as appropriate)

Staff Recommendation:

It is recommended that the Board of Trustees approve the amended agreement.

[EXHIBIT U]

12.7 **Award of Bid**

The Board of Trustees is requested to award the bid.

<u>Bid #</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
2018-20	Brookhurst Junior High School Tennis Court Project (Measure H Funds)	Superior Paving Company, Inc. dba United Paving Company	\$141,990

Staff Recommendation:

It is recommended that the Board of Trustees award the bid as listed.

12.8 **Ratification of Change Orders**

The Board of Trustees is requested to ratify the change orders as listed.

Bid #2018-08, Cypress High School Relocatable Buildings Project (Developer Fees Funds) Mobile Modular Construction, Inc. Original Contract	P.O. #L64A0257	\$340,000
Change Order #1 [EXHIBIT V]		\$0
New Contract Value		\$340,000
Bid #2018-09, Anaheim High School Grandstand Demolition (Routine Restricted Maintenance Funds) Resource Environmental Original Contract	P.O. #L64A0258	\$65,000
Change Order #1 [EXHIBIT W]		\$(2,500)
New Contract Value		\$62,500

Staff Recommendation:

It is recommended that the Board of Trustees ratify the change orders as listed.

12.9 **Notices of Completion**

The Board of Trustees is requested to approve the notices of completion as listed.

Bid #2018-08, Cypress High School Relocatable Buildings Project (Developer Fees Funds)	P.O. #L64A0257
---	----------------

Mobile Modular Construction, Inc.	
Original Contract	\$340,000
Contract Changes	\$0
Total Amount Paid	\$340,000

Bid #2018-09, Anaheim High School	P.O. #L64A0258
Grandstand Demolition (Routine Restricted Maintenance Funds)	
Resource Environmental	
Original Contract	\$65,000
Contract Changes	\$(2,500)
Total Amount Paid	\$62,500

Staff Recommendation:

It is recommended that the Board of Trustees authorize the assistant superintendent, business to accept all listed work as complete, and authorize the filing of the notices of completion with the Office of the County Recorder.

12.10 **Declaring Certain Furniture and Equipment as Unusable, Obsolete, and/or Out-of-Date, and Ready for Sale or Destruction**

Staff Recommendation:

It is recommended that the Board of Trustees approve the list of District furniture and equipment as unusable, obsolete, and/or out-of-date, and ready for sale or destruction, as well as authorize proper disposal in accordance with Education Code Section 17545 et al. **[EXHIBIT X]**

12.11 **Declaring Certain Textbooks and Instructional Materials as Unusable, Obsolete, and/or Out-of-Date, Damaged, and Ready for Sale or Destruction**

Staff Recommendation:

It is recommended that the Board of Trustees approve the list of District textbooks and instructional materials as unusable, obsolete, and/or out-of-date, damaged, and ready for sale or destruction as surplus, as well as authorize staff to dispose of the textbooks and instructional materials in accordance with Education Code Section 60510 et al. **[EXHIBIT Y]**

12.12 **Donations**

Staff Recommendation:

It is recommended that the Board of Trustees accept the donations as submitted. **[EXHIBIT Z]**

12.13 **Purchase Order Detail Report**

Staff Recommendation:

It is recommended that the Board of Trustees ratify the report January 9, 2018, through February 5, 2018. **[EXHIBIT AA]**

12.14 **Check Register/Warrants Report**

Staff Recommendation:

It is recommended that the Board of Trustees ratify the report January 9, 2018, through February 5, 2018. **[EXHIBIT BB]**

12.15 SUPPLEMENTAL INFORMATION

- 12.15.1 ASB Fund, December 2017 [EXHIBIT CC]
- 12.15.2 Cafeteria Fund, November 2017 [EXHIBIT DD]
- 12.15.3 Enrollment, Month 6 [EXHIBIT EE]

EDUCATIONAL SERVICES

12.16 Agreement, California Highway Patrol, Anaheim High School

Background Information:

The California Highway Patrol has sponsored the Every 15 Minutes (E15M) program since the mid-1990s. It is a two-day program focusing on teenagers and challenging them to think about drinking, driving, personal safety, and the responsibility of making mature decisions, as well as the impact their decisions have on family, friends, and many others. The program brings together a broad coalition of interested local agencies with the goal of reducing alcohol-related incidents among youth. The partnering of the California Highway Patrol, local law enforcement, local hospitals, emergency medical responders, schools, businesses, and service clubs, validates the importance of working together to ensure a healthy community.

Current Consideration:

The result of eight-to-ten months of careful planning in collaboration with the California Highway Patrol and other community agencies is a two-day program called Every 15 Minutes (E15M). Prior to the actual event, approximately 25 students, representing a cross section of the school, are selected. Waivers are reviewed and signed by students and their parents. It is strongly encouraged that Anaheim High School request 100 percent participation by both students and their parents. Anaheim High School is in the planning process for E15M to be held on April 5, 2018, through April 6, 2018.

Budget Implication:

With funding available from the California Office of Traffic Safety, the California Highway Patrol provides mini-grants to agencies and organizations implementing the program. Anaheim High School may request reimbursement for allowable expenses by way of this grant for an amount not to exceed \$6,000. Therefore, the net cost will have zero to minimal impact to the District and school site. Services are being provided January 1, 2018, through June 30, 2018.

Staff Recommendation:

It is recommended that the Board of Trustees ratify the agreement with the California Highway Patrol. [EXHIBIT FF]

12.17 Memorandum of Understanding (MOU), K to College (K2C)

Background Information:

K to College (K2C) (also doing business as "SupplyBank.Org") is a grassroots non-profit organization dedicated to meeting the needs of homeless youth across the state. It works with manufacturers, school districts, and social service agencies to distribute basic materials to alleviate kids' material needs.

From 2013 to 2015, the organization's focus has been to ensure that California's homeless children and youth receive the basic materials they need to develop, learn, and thrive. There are two main reasons for this focus: (1) the homeless are the most underserved and critically at-risk population; and (2) the existing framework of school district homeless liaisons required by the federal McKinney-Vento Homeless Assistance Act provides an efficient and effective way to reach those in need.

Current Consideration:

The purpose of this MOU is to continue the partnership with K2C to provide basic materials to the District's students who are experiencing homelessness. Services will be provided February 21, 2018, through June 30, 2022.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees approve the MOU. **[EXHIBIT GG]**

12.18 **Instructional Materials Submitted for Display**

The Instructional Materials Review Committee recommended the selected material for display, for courses in dual enrollment, English, and social science. Before the materials can be approved for adoption, they must be made available for public review. The Board of Trustees will be requested to consider adoption of the materials following the end of the period of public display, February 20, 2018, through March 6, 2018.

Staff Recommendation:

It is recommended that the Board of Trustees approve the display. **[EXHIBIT HH]**

12.19 **Individual Service Contracts**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the individual service contracts as submitted. (Special Education Funds) **[EXHIBIT II]**

12.20 **Field Trip Report**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the report as submitted. **[EXHIBIT JJ]**

HUMAN RESOURCES

12.21 **Agreement, StaffRehab**

Background Information:

When a psychologist takes a leave of absence, or if there is a sudden need to fill a vacancy, we must fill that position on a temporary basis with a qualified individual. Due to the specific qualifications needed to fill this type of position, and for only a limited time, it is increasingly difficult to find a qualified individual to perform these services. Agreements with staffing agencies provide qualified individuals when there is a sudden need to fill a vacancy. The District entered into an agreement with StaffRehab in 2015 to provide contract services on an as-needed basis. The agreement is ongoing unless terminated by either party.

Current Consideration:

The agreement with StaffRehab provides psychologist contract services effective January 26, 2018, through February 2, 2018.

Budget Implication:

The total cost is \$90 per hour. (General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees ratify the agreement. **[EXHIBIT KK]**

12.22 **Memorandum of Understanding (MOU), Point Loma Nazarene University**

Background Information:

The District has traditionally entered into agreements with university programs to provide opportunities for university students to meet their field work requirements and to gain valuable experience in a professional setting within our District school sites.

Current Consideration:

This is a new agreement and provides the opportunity for university students attending Point Loma Nazarene University to serve as interns in our District classrooms. Interns will meet with master teachers to observe, participate, and assist. Interns will meet with an on-site supervisor for the purpose of completing the University's field instruction and participation requirements. Additionally, professional attire and conduct will be reviewed. The agreement is effective February 20, 2018, through August 31, 2023.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees approve the MOU. **[EXHIBIT LL]**

12.23 **Certificated Personnel Report**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the report as submitted. **[EXHIBIT MM]**

12.24 **Classified Personnel Report**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the report as submitted. **[EXHIBIT NN]**

SUPERINTENDENT'S OFFICE

12.25 **Institutional Membership**

Anaheim Chamber of Commerce, January 1, 2018, through December 31, 2018, \$385. (General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees ratify the institutional membership.

12.26 **Conferences and/or Meetings**

It is recommended that the Board of Trustees approve the attendance to the following conferences by the superintendent with payment of necessary expenses (travel, hotel, parking, taxi, etc.)

12.26.1 California Association for Bilingual Education (CABE) Conference, March 28, 2018, through March 31, 2018, Sacramento, CA, at a cost not to exceed \$900. Registration costs were paid by CABE. (General Funds)

12.26.2 2018 NCCEP/GEAR UP Annual Conference, July 15, 2018, through July 18, 2018, Washington, D.C., at a cost not to exceed \$1,500. Registration costs were paid by GEAR UP. (General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the superintendent to attend the conferences with payment of necessary expenses.

12.27 **Board of Trustees' Meeting Minutes**

January 18, 2018, Regular Meeting [EXHIBIT OO]

13. **SUPERINTENDENT AND STAFF REPORT** **INFORMATION ITEM**

14. **BOARD OF TRUSTEES' REPORT** **INFORMATION ITEM**

Announcements regarding school visits, conference attendance, and meeting participation.

15. **ADVANCE PLANNING** **INFORMATION ITEM**

15.1 **Future Meeting Dates**

The next regular meeting of the Board of Trustees will be held on Tuesday, March 6, 2018, at 6:00 p.m.

Thursday, April 12

Tuesday, May 8

Thursday, June 7

Thursday, June 14

Thursday, July 19

Thursday, August 16

Thursday, September 13

Thursday, October 11

Thursday, November 8

Thursday, December 13

15.2 **Suggested Agenda Items**

16. **ADJOURNMENT** **ACTION ITEM**

In compliance with the Americans with Disabilities Act, individuals with a disability who require modification or accommodation in order to participate in this meeting should contact the executive assistant to the superintendent at (714) 999-3503 by noon on Thursday, February 15, 2018.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

**Calling for Full and Fair Funding
of California's Public Schools**

RESOLUTION NO. 2017/18-B-14

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation; and

WHEREAS, despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

WHEREAS, California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios and 48th in pupil-staff ratios; and

WHEREAS, K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

WHEREAS, under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007; and

WHEREAS, the modest revenue increases since the implementation of LCFF have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities; and

WHEREAS, 58 percent of California's public school students are eligible for free and reduced-price lunch — 13 percent above the national average — and 23 percent of California students are English learners, more than twice the national average; and

WHEREAS, California's investment in public schools is out of alignment with its wealth, its ambitions, its demographics and the demands of a 21st-century education; and

WHEREAS, in 2007, a bipartisan group of California leaders commissioned a report titled *Getting Down to Facts*, which stated it would take an additional \$17 billion annually to meet the State Board of Education achievement targets for K-12 schools; and

WHEREAS, in 2016, a California School Boards Association (CSBA) report, *California's Challenge: Adequately Funding Education in the 21st Century*, updated the *Getting Down to Facts* data and determined that, adjusting for inflation, an additional \$22 billion to \$40 billion annually would be required to provide all public school students with access to a high-quality education; and

WHEREAS, California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state; and

WHEREAS, California trails the average of the top 10 states by almost \$7,000 in per-pupil funding; and

WHEREAS, in *Robles-Wong v. State of California*, a group of plaintiffs led by CSBA argued that California’s school funding system violated Article IX of the State Constitution by denying all students access to an education that prepares them for economic security and full participation in our democratic institutions; and

WHEREAS, the California Supreme Court declined to hear the case by a 4-3 margin, prompting Justice Goodwin H. Liu to write: “It is regrettable that this court, having recognized education as a fundamental right in a landmark decision 45 years ago [*Serrano v. Priest* (1971) 5 Cal.3d 584], should now decline to address the substantive meaning of that right.”; and

WHEREAS, in order to prepare our students for participation in a democratic society and an increasingly competitive, technology-driven global economy, California must fund schools at a level sufficient to support student success; and

WHEREAS, despite its vast wealth, California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life; and

WHEREAS, if California is to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education, the State must provide schools with the resources to meet the needs of their specific populations;

NOW, THEREFORE BE IT RESOLVED, that the governing board of the Anaheim Union High School District, urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025 as well to maintain, at a minimum, this level of funding until otherwise decreed.

The foregoing resolution was passed and adopted at the regular meeting of the Board of Trustees on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
) SS
)

COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees therefore, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE ANAHEIM UNION HIGH SCHOOL DISTRICT**

Intent to Initiate the International Student Program

RESOLUTION NO. 2017/18-B-15

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, the Board of Trustees of the Anaheim Union High School District recognizes the move toward a global economy; and

WHEREAS, the District's Vision Statement is as follows: "The Anaheim Union High School District will graduate socially aware, civic-minded students who are college and career ready for the 21st Century"; and

WHEREAS, the District's 2012-2017 Strategic Plan includes the following under Goal #2, 21st Century Learning Environments: "Expand 21st Century curricular opportunities to include a focus on global awareness, biliteracy, financial literacy, civic literacy, information literacy, and environmental literacy"; and

WHEREAS, the District's comprehensive high schools are each Student and Exchange Visitor Program-certified by the United States Department of Homeland Security and United States Immigration and Customs Enforcement; and

WHEREAS, the District accepts international students with F-1 Visas for a one-year public high school experience; and

WHEREAS, the Board believes expansion of the international student program will benefit District students as they strive to become socially aware, civic-minded individuals who are college and career ready for the 21st Century.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Anaheim Union High School District as follows:

1. That the Board intends to contract various companies as part of the expansion of the District's international students program to provide opportunities and potentially funding, as well as resources for District Administrators and staff to travel to foreign countries and participate in structured programs that are directly related to the educational mission of the District. The travel to foreign countries and structured programs shall be designed to enhance the District's understanding of the potential students eligible to participate in District's international student program, the native culture of the potential students, the educational opportunities available to potential students in foreign countries, the facilities utilized by potential

students in their home schools, and local support structures for students who participate in international student exchange programs such as the one contemplated by the District.

2. That the District employees who travel to foreign countries and participate in structured programs will be engaged in official District business.
3. That the District, in its sole discretion, shall select the District employees who will travel to foreign countries and participate in structured programs.
4. That the costs of such travel to foreign countries and participation in structured programs will initially be borne by the District. To the extent feasible, District employees shall use their Cal-Cards to pay for costs and expenses for items related to official District business. In the event any District employee engages in a personal activity or excursion while traveling, that District employee shall be personally responsible for the costs thereof. No personal activities or excursions may be scheduled in conflict with the conduct of official District business. The District employee may not bring a guest, including a spouse, for this travel.
5. That any gifts accepted by a District employee while traveling shall be provided to the District and shall at all times be considered District property.
6. That, if the Board enters into a contract with various companies, none of the District employees who participated in the travel to foreign countries may participate in making the decision to enter such contract or influence the Board in making the decision to enter such contract. Such employees shall only file detail memoranda regarding factual observations made during the trip so that the Board may consider these facts, to the extent the Board so desires, when determining whether to enter into a contract regarding this program; the report shall not include a recommendation of whether to enter into the contract.
7. That, as determined collaboratively by the company and Anaheim Union High School District staff prior to the travel, the District shall be reimbursed by the company for the costs and expenses incurred by the District related to the District employees travel to foreign countries and participation in structured activities. Reimbursement may cover expenses related to international and local airfare, hotels, meals, daily expenditures (per diem), communications (cell phone charges and other technology), participation in conferences, programs, presentations, and performances, as well as other expenses incurred by the District in association with the travel to foreign countries and participation in structured activities.
8. That daily per diem limits, as stated in the Anaheim Union High School District Travel and Conference Policy, shall not apply to the trip authorized by this resolution. Instead, reasonable per diem limits shall be fixed in advance by the superintendent and/or designee, and any other reasonable expenses

above and beyond the per diem must be specifically ratified by the superintendent and/or designee prior to any reimbursement, if applicable.

- 9. That the superintendent and/or his designee is authorized to do all things necessary and proper to accomplish the purposes of this resolution.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees on February 20, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
)SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, Superintendent of the Anaheim Union High School District, Orange County, California, and the Secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

READ ACROSS AMERICA 2018

RESOLUTION NO. 2017/18-E-14

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, the Board of Trustees of the Anaheim Union High School District stands firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and

WHEREAS, the Board of Trustees of the Anaheim Union High School District has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's well being and long-term quality of life; and

WHEREAS, *Read Across America 2018*, a national celebration of Dr. Seuss's birthday on March 2nd, promotes reading and adult involvement in the education of our community's students;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees calls on the citizens of the Anaheim Union High School District to assure that every student has multiple opportunities to engage in reading;

AND BE IT FURTHER RESOLVED that the Board of Trustees enthusiastically endorses ***Read Across America 2018*** and recommits to engage in programs and activities to make America's children the best readers in the world.

Resolution No. 2017/18-E-14

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
) SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

PRESERVE MUSIC IN OUR SCHOOLS MONTH

RESOLUTION NO. 2017/18-E-15

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, school music programs enhance intellectual development and enrich the academic environment for students of all ages; and

WHEREAS, students who participate in school music programs are less likely to be involved with drugs, gangs, or alcohol and have better attendance in school; and

WHEREAS, the skills gained through sequential music instruction, including discipline and the ability to analyze, solve problems, create, communicate, and work cooperatively, are vital for success in the 21st century workplace; and

WHEREAS, the majority of students attending public schools in inner city neighborhoods have virtually no access to music education, which places them at a disadvantage compared to their peers in other communities; and

WHEREAS, local budget cuts are predicted to lead to significant curtailment of school music programs, thereby depriving millions of students of an education that includes music; and

WHEREAS, the arts are a core academic subject, and music is an essential element of the arts; and

WHEREAS, every student in the United States should have an opportunity to reap the benefits of music education.

Resolution No. 2017/18-E-15

NOW, THEREFORE, BE IT RESOLVED by the Anaheim Union High School District Board of Trustees, that music education, grounded in rigorous instruction, is an important component of a well-rounded academic curriculum and should be available to every student in every school; and that the Anaheim Union High School District Board of Trustees does hereby support and designate March 2018 as Preserve Music in our Schools Month.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
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) SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

WOMEN'S HISTORY MONTH

RESOLUTION NO. 2017/18-E-16

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, American women of every race, class, and ethnic background have made historical contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation; and

WHEREAS, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which creates a more fair and just society for all; and

Resolution No. 2017/18-E-16

WHEREAS, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in literature, teaching, and study of American history.

NOW, THEREFORE, BE IT RESOLVED that the Anaheim Union High School District, is in support of celebrating Women’s History Month to honor the many achievements and contributions made by American women, and that the Anaheim Union High School District Board of Trustees does hereby support and designate March 2018 as Women’s History Month.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
) SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

ARTS EDUCATION MONTH

RESOLUTION NO. 2017/18-E-17

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, Arts Education, which includes dance, music, theatre, and the visual arts, is an essential part of basic education for all students, grades one through twelve, to provide for balanced learning and to develop the full potential of their minds; and

WHEREAS, through well-planned instruction and activities in the arts, children develop initiative, creative ability, self-expression, self-reflection, thinking skills, discipline, a heightened appreciation of beauty and cross-cultural understanding; and

WHEREAS, experience in the arts develops insights and abilities central to the experience of life and are collectively one of the most important repositories of culture; and

WHEREAS, many national and state professional educational associations hold celebrations in March focused on students' participation in the arts; and

WHEREAS, these celebrations give California schools a unique opportunity to focus on the value of the arts for all students to foster cross-cultural understanding, to give recognition to the state's outstanding young artists, to focus on the careers in the arts available to California students, and to enhance public support for this important part of our curriculum; and

WHEREAS, the California State Board of Education states in its Arts Education Policy adopted in July 1989 that each student should receive a high quality comprehensive arts education program based on the adopted visual and performing arts curriculum documents.

Resolution No. 2017/18-E-17

NOW, THEREFORE, BE IT RESOLVED that the Anaheim Union High School District Board of Trustees, proclaims the month of March 2018 as Arts Education Month and encourages all educational communities to celebrate the arts with meaningful student activities and programs that demonstrate learning and understanding in the visual and performing arts.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
) SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
ANAHEIM UNION HIGH SCHOOL DISTRICT**

NATIONAL ATHLETIC TRAINING MONTH

RESOLUTION NO. 2017/18-E-18

February 20, 2018

On the motion of Trustee _____ and duly seconded, the following resolution was adopted:

WHEREAS, athletic trainers have a long history of providing quality health care for athletes and those engaged in physical activity based on specific tasks, knowledge, and skills acquired through their nationally regulated educational processes; and

WHEREAS, athletic trainers provide prevention of injuries; recognition, evaluation, and aggressive treatment; rehabilitation; health care administration; as well as education and guidance; and

WHEREAS, the National Athletic Trainers' Association represents and supports 35,000 members of the athletic training profession employed in the following settings: professional sports; colleges and universities; high schools; clinics and hospitals; corporate and industrial settings; and military branches; and

WHEREAS, leading organizations concerned with athletic training and health care have joined together in a common desire to raise public awareness of the importance of the athletic training profession and to emphasize the importance of quality health care within the aforementioned settings; and

WHEREAS, such an effort will improve health care for athletes and those engaged in physical activity and promote athletic trainers as health professionals;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Anaheim Union High School District hereby recognizes the month of March as National Athletic

Resolution No. 2017/18-E-18

Training Month and encourages all people of Anaheim Union High School District to learn more about the importance of athletic training and to support our athletic trainers.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees on February 20, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
)
) SS
)
COUNTY OF ORANGE)

I, Michael B. Matsuda, superintendent of the Anaheim Union High School District of Orange County, California, and secretary to the Board of Trustees thereof, hereby certify that the above and foregoing resolution was duly and regularly adopted by the said Board of Trustees at the regular meeting thereof held on the 20th day of February 2018, and passed by a roll call vote of all members of said board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 20th day of February 2018.

Michael B. Matsuda
Superintendent and
Secretary to the Board of Trustees

**ADMINISTRATIVE PERSONNEL HEALTH AND WELFARE BENEFITS-
MANAGEMENT EMPLOYEES**

6603

The Board of Trustees shall contribute towards the cost of the medical, dental, vision, and group life and accidental death/dismemberment insurance for all eligible employees and the employee's eligible dependents as follows, agrees to provide the following self-insurance benefits, effective ~~October 1, 1982~~:

- 1.0 A Preferred Provider Organization (PPO) mMajor medical insurance plan for all employees and their dependents with \$275 deductible per person, maximum of \$1,100 per family.
- 2.0 An Exclusive Provider Organization (EPO) major medical insurance plan.
- ~~2.0~~ 3.0 A gGroup lLife and accidental death/dismemberment insurance and life insurance protection plan for spouses and eligible children.
- ~~3.0~~ 4.0 A PPO dDental iinsurance coverage plan for all employees and their dependents. (no deductible)
- ~~4.0~~ 5.0 An HMO dental insurance coverage plan.
- ~~4.0~~ An HMO plan at equivalent rates to the regular plan through the Pacific Care.
- ~~5.0~~ 6.0 A PPO vVision care iinsurance coverage plan for employees.

~~The District shall maintain an insurance plan using an outside contract administrator.~~

Board of Trustees
 October 14, 1982
 Revised: November 13, 1986
 Revised: March 8, 1990
 Revised: April, 1993
 Reviewed: January, 1994
 Revised: October, 1997
 Revised: Pending Board Approval
 B

ENERGY AND WATER MANAGEMENT CONSERVATION**5302**

The Board of Trustees recognizes the importance of minimizing the District's use of natural resources, providing a high-quality environment that promotes health and productivity, and effectively managing the District's fiscal resources. The Board of Trustees embraces energy conservation and believes it to be our responsibility to ensure that every reasonable effort is made to conserve energy and natural resources while exercising sound financial management.

The Board has a desire for the Anaheim Union High School District to become an institutional leader in energy conservation as part of our social responsibility to respect our natural resources. To that end, the superintendent or designee shall develop an energy conservation program, which includes strategies for implementing effective and sustainable resource practices, exploring renewable and clean energy technologies, reducing energy and water consumption, minimizing utility costs, reducing the amount of solid waste, encouraging recycling and green procurement practices, as well as promoting conservation principles.

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3511.1- Integrated Waste Management)

(cf. 3512 – Equipment)

(cf. 6142.5 – Environmental Education)

The Board recognizes the importance of adopting an energy conservation policy to govern this program. The implementation of this policy will be the joint responsibility of the Board, administration, faculty, staff, students, and support personnel. Success is based on cooperation among all groups.

To ensure the overall success of our energy conservation program, the following areas will be emphasized:

1. A designated campus administrator will be accountable for energy conservation on his/her campus with the energy manager, conducting energy audits and providing timely feedback.
2. All personnel at each campus are expected to make a positive contribution to maximize energy conservation and produce real energy savings.
3. The District will implement an energy and water conservation program primarily through the energy management team led by the energy manager in accordance with adopted guidelines.
4. Accurate records of energy consumption and cost will be maintained by the energy manager for each campus to provide verifiable performance results on the goals and progress of the energy conservation program.
5. Provide recommendations for energy efficient fixtures.

Regular inspections of District facilities will be made by the energy manager, or designee, with recommendations to the director of Maintenance and Operations for

maintenance and capital expenditures which may help the district reach its conservation and management goals.

(cf. 7110 – Facilities Master Plan)

(cf. 7111 – Evaluating Existing Buildings)

The superintendent or designee shall make every effort to identify funding opportunities and incentive programs to help the District achieve its conservation and management goals.

The superintendent or designee shall annually report to the Board on the District's progress in meeting its conservation and management goals.

Legal Reference:

EDUCATION CODE

41422 – School term or session length, failure to comply due to disaster

46392 – Emergency conditions; ADA estimate

PUBLIC RESOURCES CODE

25410-25421 – Energy conservation assistance

WATER CODE

13383.5 – Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

2200 – Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 – National pollutant discharge elimination system

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT ADVISORIES

0118.01 – California's Energy Challenge

0706.90 – Water Conservation Advisory, 90-09

0222.90 – Average Daily Attendance Credit During Periods of Emergency 90-01

WEB SITES

CSBA: <http://www.csba.org>

Alliance to Save Energy: <http://www.ase.org>

California Department of Education, Facilities: <http://www.cde.ca.gov/ls/fa>

California Energy Commission: <http://www.energy.ca.gov>

California State Water Resources Control Board: <http://swrcb.ca.gov>

Department of General Resources, Green California, Sustainable Schools:

<http://www.green.ca.gov/GreenBuildings/schools>

Board of Trustees

Board Approved: TBD

B

In the development of the District's energy management program, the superintendent or designee shall analyze and review the lighting; heating, ventilation, and air conditioning systems (HVAC); water heaters; electrical equipment and appliances; water use and irrigation; and solid waste and recycling systems. The following District operations shall be incorporated in to the District's resource management program:

1. Educational programs
2. Classroom and building management and maintenance
3. Food services and equipment maintenance
(*cf. 3551 – Food Service Operations/Cafeteria Fund*)
4. Landscaping
5. New construction
(*cf. 7110 – Facilities Master Plan*)
6. Administrative operations
7. Use of facilities by outside groups
(*cf. 1330 – Use of School Facilities*)
(*cf. 3512 – Equipment*)
(*cf. 7111 – Evaluating Existing Buildings*)

The superintendent or designee may solicit input from staff, students, and parents/guardians about the District's program. The superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the District's goals, such as a reward program to recognize outstanding accomplishments. The District is committed to and responsible for a safe and healthy learning environment. Every person is expected to become an "energy saver" as well as an informed "energy consumer."

Energy Manager Responsibilities

1. Make adjustments to the District's Energy Management System (EMS), directly or indirectly, including temperature settings and run times for heating, ventilation, and air conditioning (HVAC), and other controlled equipment.
2. Perform routine audits of all facilities.
3. Provide an annual program update report to the Board.
4. Provide monthly energy savings reports to site administrators detailing performance results.
5. Implementation of Equipment/Facility Guidelines and coordination with the Facilities Department for new construction and modernization projects.
6. Coordination of repair activities with the Maintenance and Operations Department.

Site Administrator Responsibilities

1. Implement the General Guidelines as described below to reduce total energy usage.
2. Communicate the importance and impact of the energy conservation program to its internal and external constituents with information provided by energy manager.

Plant Manager/Custodian Responsibilities

1. Energy conservation in common areas, i.e., halls, cafeteria, etc.
2. Follow night time lighting procedures.

Food Services Responsibilities

1. Keep the doors on walk-in refrigerator and freezers, ice machine, and milk coolers closed after use to save energy.
2. If possible, turn food service equipment off when not in use.
3. If the kitchen is not in use during long breaks, turn off all equipment including exhaust hoods.
4. Schedule regular preventative maintenance of refrigeration equipment.

Information Technology Responsibilities

1. The District will implement a power management software program to remotely set applicable computers to a power save mode at designated times and days as determined by the chief technology officer or designee. Local users will have manual override capabilities to continue using their computer.
2. All capable personal computers should be programmed for the “energy saver” mode using the power management feature.

General Staff Responsibilities

1. All staff members are responsible to follow the General Guidelines during the time that he/she is present in the instruction room or office.

General Guidelines

1. Instruction room doors shall remain closed when HVAC is operating. Ensure doors between conditioned space and non-conditioned space remain closed at all times (i.e., between hallways and gym or pool area).
2. All office machines (copy machines, laminating equipment, etc.) shall be switched off each night and during unoccupied times. Fax machines should remain on.
3. All computers should be turned off each night. This includes the monitor, local printer, and speakers. Network equipment is excluded.
4. Personal appliances in classrooms, such as personal refrigerators, microwaves, coffee makers, space heaters, etc. shall be discouraged. If personal appliances are deemed necessary or appropriate by the site administrator, appliances shall meet Energy Star Regulations if applicable.
5. All appliances will be cleaned, emptied, and unplugged over extended vacation periods (spring break, winter break, and summer vacation).

6. Ensure all plumbing and/or intrusion (i.e., roof) leaks are reported to the Maintenance and Operations Department by work order, and repaired immediately.
7. Lighting in unoccupied areas will be turned **off**. Staff should make certain that lights are turned off when leaving the room or office, when empty. Utilize natural lighting where appropriate.
8. All outside lighting shall be **off** during daylight hours. Report any discrepancies to energy manager.
9. Gym lights should not be left on unless the gym is being utilized.
10. Custodians will turn on lights only in the areas in which they are working.
11. Refrain from turning lights on unless needed.
12. Night custodians are to adhere to night time lighting procedures. Lights shall be shut off in all unoccupied areas, unless for safety reasons. Rooms in the immediate area of working custodians can have lights on.

Night Time Lighting Procedure (Custodians)

1. Ensure at end of shift that all interior lights are shut **off** at wall switch.
2. Ensure at end of shift all exterior lights are working properly and according to outside lighting schedule.
3. Ensure that all HVAC equipment, including exhaust fans, are **off** during unoccupied hours.
4. Report any lighting or HVAC equipment issues to energy manager.

Equipment Guidelines/Facility Guidelines

Air Conditioning Equipment

Cooling Season Occupied Set Points ¹ :	72°F – 74°F
Unoccupied Set Point:	90°F
Heating Season Occupied Set Points ¹ :	67°F – 70°F
Unoccupied Set Point:	50°F

¹ASHRAE 55 “Thermal Conditions for Human Occupancy)

1. Cooling occupied temperature settings shall **NOT be set below 72°F**.
2. During unoccupied times, the air conditioning equipment shall be **off**.
3. Air conditioning start times may be adjusted (depending on weather) to ensure instruction room comfort when instruction begins.
4. Ensure outside air dampers are closed during unoccupied times.
5. Ceiling fans should be operated in all areas that have them.
6. Relative humidity levels shall not exceed 60% for any 24 hour period.
7. Air conditioning should not be utilized in facilities during the summer months unless the facilities are being used for summer school.

8. In all areas which have evaporative coolers such as shops, kitchens, and gymnasiums, the doors leading to halls which have air-conditioned instruction rooms or dining areas should be kept closed.

Heating and Ventilation Equipment

1. Occupied temperature settings shall **NOT be above 70°F**.
2. Heating start times may be adjusted (depending on weather) to ensure instruction room comfort when instruction begins.
3. The unoccupied temperature setting shall be 55°F (i.e., setback). This may be adjusted to a 60°F setting during extreme weather.
4. The unoccupied time shall begin when the students leave an area as well as when school is not in session.
5. Proper and thorough utilization of data loggers will be initiated and maintained to monitor relative humidity, temperature, and light levels throughout the organization's facilities to ensure compliance with organization guidelines on an as needed basis.
6. All exhaust fans should be turned off daily.
7. During the spring and fall when there is no threat of freezing, all steam and forced air heating systems should be switched off during unoccupied times. Hot water heating systems should be switched off using the appropriate loop pumps.
8. Ensure all domestic hot water systems are set no higher than 120°F or 140°F for cafeteria service (with dishwasher booster).
9. Ensure all domestic hot water recirculating pumps are switched off during unoccupied times.
10. For heat pumps, ensure a 6°F dead-band between heating and cooling modes.

Lighting

1. Interior and exterior lighting retrofits and new installations shall be energy efficient, such as LED.
2. Lighting controls, such as occupancy sensors, daylight harvesting, programmable dimmers, etc., shall be used when applicable or required by Title 24, and when funding becomes available.

Water – Swimming Pools

1. In order to maintain an environment that is conducive to the educational process, swimming pool temperatures shall be maintained within the range of 78° to 82°².
2. Pool covers must be on pools during hours of non-operation where applicable.

² Pool water temperatures are in accordance with American Red Cross Competitive Swimming Pool recommendations.

Water – Plumbing

1. Convert, as funds permit, existing fixtures to water saving fixtures, i.e., manual metered faucets for lavatories, low volume flush valves for water closets and urinals, drinking fountains to be push button and low volume and waterless urinals.
2. For New Construction – only low volume, water saving fixtures are to be specified and installed, i.e., manual metered faucets for lavatories, low volume flush valves for water closets and urinals, push button and low volume devices for drinking fountains.
3. Only hoses with shut-off nozzles will be used. (Local Water District directive)

Water – Irrigation

1. Outdoor irrigation schedules must comply with all local mandates, including any required targeted water use reduction efforts.
2. Grounds watering shall occur between the hours of 8:00 pm and 8:00 am.
3. The District shall manage automatic irrigation with a centrally controlled, weather/web-based system, using seasonal evapotranspiration rates to maximize water conservation, incorporate flow sensors and master valves to compliment the central control system, disable the system when unscheduled or excessive flow occurs, and send an alarm and report to the energy manager or designee of shut down.
4. The District shall implement and follow a 24-hour response program to all broken, leaking, or damaged fixtures and irrigation system components excluding sprinkler heads. Site staff is expected to report all equipment failures to Maintenance and Operations via work order immediately.
5. When spray irrigating, ensure the water does not directly hit buildings or spray onto the adjacent hardscape areas. Large turf (athletic field) areas, front lawns, and planter beds infiltration rate is to be determined/measured and irrigation shall be programmed to ensure water runoff is minimized by programming more frequent but shorter runtimes, if deemed necessary.
6. Relieve compaction in turf areas by aerating bi-annually to improve water infiltration, encouraging deep root growth and ultimately reducing water consumption by the turf.
7. Install a minimum of 3” of mulch in planter beds to provide various benefits: reduction of water loss through evapotranspiration through the soil; reduction of unwanted vegetation, minimizing the need for chemical or mechanical weed abatement; encouraging a symbiotic relationship between the top layer of soil and the bottom layer of mulch, as it breaks down, providing nutrients to the plants.
8. Existing landscape (spray head) irrigation shall be converted to low volume (drip or point source) irrigation, when renovation funding is available. New landscape irrigation shall be specified and installed per AB 1881 and local water district requirements.

9. A separate water meter for irrigation shall be installed where applicable when funding becomes available to separate irrigation from domestic water meters.
10. Harvest gray water, storm water, and rain water as forms of conserving water diverting potential runoff into the Santa Ana River by recycling and reusing in the landscape.
11. Watering of all sports fields is the sole responsibility of the energy manager. Site staff will be prohibited from accessing irrigation controls and hand watering, unless approved by the District's energy manager on a case by case basis.
12. Maintenance and Operations will provide athletic facilities workers access to irrigation controls for testing sprinkler heads only. Scheduling of irrigation systems shall be the sole responsibility of the energy manager.

Landscaping

1. Landscaping is to be energy efficient for the purpose of conserving energy and water.
2. Drought tolerant plants, native plants, xeriscape, water-wise gardens, and plants that can withstand our seasons with minimal irrigation shall be used.
3. Other energy-efficient landscaping techniques to consider are using local materials, on-site composting and chipping to reduce green waste hauling for onsite use, hand tools instead of gasoline-powered, and also may involve using drought-resistant plantings in arid areas, buying stock from local growers to avoid energy in transportation, and similar techniques.

Water – Car Washes on Campus or District Grounds

1. Use of District facilities for car wash fundraisers is prohibited.

Solid Waste Reduction & Recycling

1. Diverting solid waste from the local landfill will result in reducing dumpsters on each site, including less frequent daily visits by the trash hauling contractor.
2. The District shall follow all waste and trash disposal goals for zero waste by the year 2040.
3. A system of three (3) waste cans will be implemented which will allow the staff and students to presort waste into (1) Paper, (2) Bottles and cans, and (3) Waste.
4. Food service and custodial staff are important participants to ensure separation of various materials not being placed in the trash dumpsters, including paper, cardboard, plastic, aluminum, and food waste. Organic food waste shall be recycled per AB1826: Solid waste, organic waste.

Board of Trustees
Board Approved: TBD
B

Anaheim Union High School District
Education Division

**APPLICATION FOR STUDENT-INITIATED,
NON-CURRICULUM RELATED ORGANIZATION**

CLICK AND ENTER DATA

School:	Anaheim High School	Date of Application:	1/17/18
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Policy permits student-initiated non-curriculum related school groups to conduct voluntary meetings on school grounds regardless of the size of the group or the religious, political or philosophical purpose of the students' meetings, under the following conditions:

1. The meetings may not interfere with the orderly operation of the school.
2. The meetings must be open to all students without regard to gender, ethnicity, religion or national origin.
3. School employees may not promote, lead or participate in the meetings.
4. Non-school persons may not direct, conduct, control, or regularly attend the meetings of the student groups.
5. No school system funds may be spent on behalf of the student groups, except for the cost of providing space for the group meetings.

To apply for status as a student-initiated, non-curriculum group, complete the following:

Name of proposed group:

Model United Nations (MUN)

Purpose of the group:

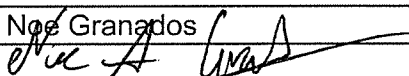
Promote a more active and concerned global citizenry while building confidence, leadership and diplomatic skills through research, public speaking, and teamwork.

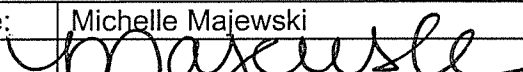
Frequency of group meetings:

Weekly

Proposed meeting day, time and location:

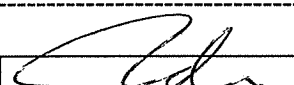
Day:	Tuesdays	Time:	2:45-3:45	Location:	Room 119
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Applicant's Signature:		Date:	1/18/18
Printed Name:	Noe Granados		

Advisor's Signature:		Date:	1/18/18
Printed Name:	Michelle Majewski		

Principal's Signature:		Date:	1/17/18
Printed Name:	Robert Saldivar		

Send signed form to #15, Assistant Superintendent/Education, for approval.

Assistant Superintendent's Signature:		Date:	1/18/18
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Following approval, the completed application will be returned to the school principal.

Anaheim Union High School District
Education Division

APPLICATION FOR CURRICULUM-RELATED STUDENT ORGANIZATION

CLICK AND ENTER DATA IN THE APPROPRIATE AREAS (DOUBLE CLICK SHADED BOXES)

Name of Organization:

Animation Club

School:

Cypress High School

Name(s) of student(s) making application:

Vy Nguyen (President) and see attached list of club members

Staff Sponsor(s):

Mrs. Sunyee Chang

List purposes, objectives, and activities of organization (attach copy of Constitution and By-Laws)

To give all students the opportunity to learn about animation and how to apply animation design and principles skills to real-world scenarios. Any and all current Cypress High School students are welcome to join and apply.

See attached document for more details.

Proposed meetings:

Day(s):	Weekdays	Time(s):	Class-time	Location:	Room 318
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Special equipment? No Yes – Describe:

Computers, smartboards, laptops

Qualifications for membership, if any:

All Digital Animation students are immediately offered to become members on the first day of school. Membership is open to all students at Cypress High School.

How are officers elected?

The officers will be chosen by the advisor via student volunteers from the Digital Animation classes. Student must have at least a 2.0 GPA and must be able to attend meetings outside class time. The advisor also have the ability to re-assign positions should an assigned officer not be able to perform their duties.

Term?

Year-long

State relationship to curriculum and/or instructional program of the district, and describe

how the organization will serve as an extension of or adjunct to the curriculum. Include specific reference to the courses of study, classes, or programs which the organization is intended to supplement; the instructional materials or learning resources which will be used; the skills, concepts, or attitudes which are planned to be developed; and the evaluation techniques which will be used to assess whether or not the objectives have been achieved:

Members will learn to create animations and apply the principles of animation through the visual electronic art form of 2D animation. Storyboarding, character development, visual storytelling skills will be developed as students' complete individual and group projects that incorporate the basic techniques of animation including staging, timing, and mechanics and learn to critique based on the principles of animation and good story development.

Members will experience team building and team work via collaborative digital projects.

Members are also invited to field trips and various other extracurricular activities for the class.

Describe the function of the staff adviser in the promotion, supervision, and leadership of the organization:

The advisor of Animation Club may also be the teacher for the Digital Animation class. As the staff advisor of this club, the teacher is responsible for assisting the student cabinet with promotion of the club.

The teacher is also responsible for handling all money and processing official paperwork needed for the class.

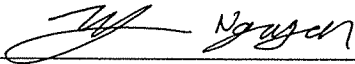
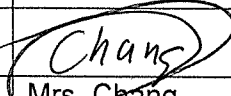
As advisor the teacher needs to communicate with the President and Vice President.

Staff advisor will offer a classroom for all club meetings and will guide and mentor the cabinet to lead the club during club meetings.

Will this organization be raising funds for any purpose? No Yes – Describe how funds will be raised and for what purpose:

\$3000 a year to cover travel expenses, t-shirts, and other misc. expenses

The undersigned agree to comply with all applicable district policies, school guidelines, and rules, as adopted and amended:


Signature of student making application:	
Printed name of student making application:	Vy Nguyen
Signature of faculty sponsor:	
Printed name of faculty sponsor:	Mrs. Chang

Faculty sponsor: I have reviewed this application and

- the application is complete the Constitution/By-Laws are attached
 the application is not complete (explain):

Signature of School Principal:

Date:

 Jodie Wales 1-24-18

Signature of Assistant Superintendent of Education:

Date:

 1/30/18

Education Office Use Only:

Board of Trustees action:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date:	
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Submit completed form to the Assistant Superintendent of Education (mail location #15).

Anaheim Union High School District
Education Division

APPLICATION FOR CURRICULUM-RELATED STUDENT ORGANIZATION

CLICK AND ENTER DATA IN THE APPROPRIATE AREAS (DOUBLE CLICK SHADED BOXES)

Name of Organization:

Graphic Design Club

School:

Cypress High School

Name(s) of student(s) making application:

Madison Howe (President) and see attached list of club members

Staff Sponsor(s):

Mrs. Sunyee Chang

List purposes, objectives, and activities of organization (attach copy of Constitution and By-Laws)

To give all students the opportunity to learn about Graphic Design and how to apply graphic design skills to real-world scenarios. Any and all current Cypress High School students are welcome to join and apply.

See attached document for more details.

Proposed meetings:

Day(s):	Weekdays	Time(s):	Class-time	Location:	Room 327
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Special equipment? No Yes – Describe:

Computers, smartboards, laptops

Qualifications for membership, if any:

All Graphic Communications students are immediately offered to become members on the first day of school. Membership is open to all students at Cypress High School.

How are officers elected?

The officers will be chosen by the advisor via student volunteers from the Graphic Communications classes. Student must have at least a 2.0 GPA and must be able to attend meetings outside class time. The advisor also have the ability to re-assign positions should an assigned officer not be able to perform their duties.

Term?

Year-long

State relationship to curriculum and/or instructional program of the district, and describe

how the organization will serve as an extension of or adjunct to the curriculum. Include specific reference to the courses of study, classes, or programs which the organization is intended to supplement; the instructional materials or learning resources which will be used; the skills, concepts, or attitudes which are planned to be developed; and the evaluation techniques which will be used to assess whether or not the objectives have been achieved:

Members will learn about the application and uses of Graphic Communications. The foundation will be the application of design concepts, principles and techniques to various projects. They will be using computer programs to create, edit and produce their designs. Learning will occur by applying the design process (from concept to final) to such items as: advertisements, product branding, posters, book/magazine covers, and more.

Members will experience team building and team work via collaborative digital projects.

Members are also invited to field trips and various other extracurricular activities for the class.

Describe the function of the staff adviser in the promotion, supervision, and leadership of the organization:

The advisor of Graphic Design Club may also be the teacher for the Graphic Communications class. As the staff advisor of this club, the teacher is responsible for assisting the student cabinet with promotion of the club.

The teacher is also responsible for handling all money and processing official paperwork needed for the class.

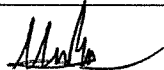

As advisor the teacher needs to communicate with the President and Vice President.

Staff advisor will offer a classroom for all club meetings and will guide and mentor the cabinet to lead the club during club meetings.

Will this organization be raising funds for any purpose? No Yes – Describe how funds will be raised and for what purpose:

\$3000 a year to cover travel expenses, t-shirts, and other misc. expenses


The undersigned agree to comply with all applicable district policies, school guidelines, and rules, as adopted and amended:

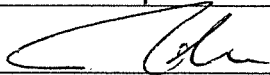
Signature of student making application:	
Printed name of student making application:	Madison Howe
Signature of faculty sponsor:	
Printed name of faculty sponsor:	Mrs. Chang

Faculty sponsor: I have reviewed this application and

- the application is complete the Constitution/By-Laws are attached
 the application is not complete (explain):

--

Signature of School Principal:	Date:
 Jodie Wales	1-25-18

Signature of Assistant Superintendent of Education:	Date:
	1/30/18

Education Office Use Only:			
Board of Trustees action:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date:

Submit completed form to the Assistant Superintendent of Education (mail location #15).

Anaheim Union High School District
Education Division

APPLICATION FOR CURRICULUM-RELATED STUDENT ORGANIZATION

CLICK AND ENTER DATA IN THE APPROPRIATE AREAS (DOUBLE CLICK SHADED BOXES)

Name of Organization:	School:
SkillsUSA for NOCROP@Magnolia High School	Magnolia HS

Name(s) of student(s) making application:
Alejandra Garcia - Treasurer

Staff Sponsor(s):
Michael Reed

List purposes, objectives, and activities of organization (attach copy of Constitution and By-Laws)
See attached documents

Proposed meetings:

Day(s):	3rd Tuesday of month	Time(s):	Lunch	Location:	Rm. 506
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Special equipment? xNo Yes – Describe:

Qualifications for membership, if any:
BITA student

How are officers elected?	Term?
By student members	current school year

State relationship to curriculum and/or instructional program of the district, and describe how the organization will serve as an extension of or adjunct to the curriculum. Include specific reference to the courses of study, classes, or programs which the organization is intended to supplement; the instructional materials or learning resources which will be used; the skills, concepts, or attitudes which are planned to be developed; and the evaluation techniques which will be used to assess whether or not the objectives have been achieved:

Dedication and leadership skills for all students

Describe the function of the staff adviser in the promotion, supervision, and leadership of the organization:
Facilitator

Will this organization be raising funds for any purpose? No xYes – Describe how funds will be raised and for what purpose:
after school sales, and/or donations

The undersigned agree to comply with all applicable district policies, school guidelines, and rules, as adopted and amended:

Signature of student making application:	
Printed name of student making application:	Alejandra Garcia - Treasurer
Signature of faculty sponsor:	
Printed name of faculty sponsor:	Michael Reed

Faculty sponsor: I have reviewed this application and
 the application is complete the Constitution/By-Laws are attached
 the application is not complete (explain):

Signature of School/Principal:		Date:	12/18/17
Signature of Assistant Superintendent of Education:		Date:	1/31/18

Education Office Use Only:

Board of Trustees action:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date:	
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ANAHEIM UNION HIGH
SCHOOL DISTRICT
(AUHSD)

INITIAL PROPOSAL TO

ANAHEIM PERSONNEL AND GUIDANCE
ASSOCIATION
(APGA)

FOR THE 2017-2018 SCHOOL YEAR CONTRACT

February 20, 2018

**Anaheim Union High School District's
Initial Negotiation Position for Collective Bargaining Purposes with the
Anaheim Personnel and Guidance Association**

The District will open negotiations with the Anaheim Personnel and Guidance Association for the 2017-2018 contract year subsequent to a public hearing before the Board of Trustees.

Article 1 Agreement

1.1 Agreement-The District will propose updated language for Agreement.

Article 12 Evaluation Procedures

The District will propose language in this article.

Article 14 Wages and Items Related to Wages

14.1 Salary-The District reserves the right to present a proposal for salary for the 2017-2018 school year.

Article 20 Duration

The District will propose updated language for Duration.

Anaheim Personnel and Guidance Association (APGA/Association) Initial Proposal to the Anaheim Union High School District for negotiations of the 2017-18 Collective Bargaining Agreement (Agreement)

The following proposal is presented to the District for the purpose of beginning collective bargaining for the 2017-18 contract year. Per Article 20: Duration, of the 2016-17 AUHSD/APGA Agreement, the Association has an interest in opening the following Articles and any appendices associated with/related to these articles:

Article 11: Pupil to Counselor Ratio

Article 14: Wages and Items Related to Wages

Article 15: Health and Welfare Benefits

Per the Memorandums of Understanding (MOUs) contained in the 2016-17 AUHSD/APGA Agreement, the parties have previously agreed to open the following Articles, related Articles and/or Appendices:

Article 12: Evaluation Procedures

Appendices: E, F, G, H, I, and J

Additional Article to be negotiated is the position of a Counselor on Special Assignment see attachments.

MEMORANDUM OF UNDERSTANDING**BETWEEN****ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)****AND****ANAHEIM PERSONNEL AND GUIDANCE ASSOCIATION (APGA)****COUNSELOR ON SPECIAL ASSIGNMENT**

The Anaheim Personnel and Guidance Association (Association) and the Anaheim Union High School District (District) agree to the creation of a Counselor on Special Assignment (COSA) position subject to the following provisions:

Duration

The duration of this MOU is from February 20, 2018 through June 30, 2020.

Job Description

- Support each school's counseling team in the process of implementation and execution of the AUHSD Educational Pledge
- Serves as liaison between counselors and district management
- Assists in the coordination of professional development activities for counselors, and may be expected to provide direct training as needed
- Assists counselors and the school's site administrator in assessing their needs and supports implementing a comprehensive guidance program that addresses the academic, career, and personal/social development of all students
- Assists in the coordination of professional development activities with counselors and provides support in promoting the academic, career, and personal/social development of students
- Assists in the re-design of the counseling evaluation tool and support the director with the maintenance and monitoring of the evaluation tools effectiveness
- Supports the director in facilitating district all-counseling and lead counseling meetings
- Facilitates the counselor task force, designed to establish and improve best practices
- Work with local universities to recruit counseling interns
- Performs other counselor specific duties, as required

WORKING HOURS

10.1 Hours - General – Current contract language as stated per article 10.1 will apply.

10.2 Assigned Days of Work – current contract language as stated per article 10.2 with the addition of up to 13 additional work days.

Extra Service Pay

Appendix C (4)-The COSA will receive a stipend consistent with the Extra Pay Schedule for Senior High School Department Chairs.

Return Rights

The COSA will have return rights to their previous position and site, including any extra service pay positions referenced in Appendix C of the collective bargaining agreement, during the duration of the MOU under the following condition:

- If the proposed return occurs at the beginning of the school year, the COSA must notify the District in writing of the intent to return no later than 45 calendar days before the end of the previous school year.

If, during the duration of the MOU, a vacant counselor position exists in the District, the COSA may apply for a transfer to the position per Article 9.3: Voluntary Transfers of the collective bargaining agreement.

If the duration of the MOU is extended, the COSA will not maintain return rights to any previous site nor will they retain return rights to any previously held extra service pay positions referenced in Appendix C (4). However, they will maintain return rights to a counselor position in the District once a vacancy exists. Article 9: Transfer Procedures will apply to that transfer.

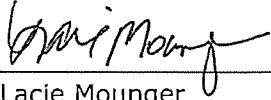
For any other situations involving the COSA returning to a counselor position, Article 9: Transfer Procedures will apply.

Backfilling the Vacant Counselor Position

The vacant counselor position created by the filling of the COSA position will be filled on a temporary basis without a posting.

This MOU is dated: February 20, 2018

Brad Jackson
 Assistant Superintendent
 Human Resources



Lacie Mounger
 Co-President
 APGA

Steve Gonzales
 Co-President
 APGA



MASTER SERVICE AGREEMENT

This Cover Page, including the Summary of Basic Terms below, together with the attached General Terms and Conditions and the Schedules thereto (the "Terms"), set forth the entire agreement of the parties with respect to services to be provided by Benefit and Risk Management Services, Inc. ("BRMS") to below-named Employer (this "Agreement").

Summary of Basic Terms

Any capitalized terms not defined in this Cover Page shall have the meaning ascribed to them in the Terms in the attached General Terms and Conditions, unless the context clearly establishes a different meaning.

Employer: Anaheim Union High School District

Service Effective Date: January 1, 2018

Description of Third Party Administration Services (check all that apply):			
Plan Administration Services	<input checked="" type="checkbox"/>	Vbas Software License	<input checked="" type="checkbox"/>
Medical Claims Administration	<input checked="" type="checkbox"/>	COBRA Administration	<input checked="" type="checkbox"/>
Dental Claims Administration	<input type="checkbox"/>	FSA Administration	<input type="checkbox"/>
Vision Claims Administration	<input type="checkbox"/>	HRA Administration	<input type="checkbox"/>
Medical Management	<input checked="" type="checkbox"/>	HR/Payroll Data Exchange	<input checked="" type="checkbox"/>

Compensation: As set forth in the applicable Exhibit A.

Employer Primary Contact (Name, Phone Number): _____

NOW, THEREFORE, intending to be bound, the parties have executed this Agreement by and through their authorized representatives as set forth below:

Anaheim Union High School District

Date: 9/27/17

By: Jennifer Root

Printed Name: Jennifer Root

Title: Assistant Superintendent, Business

Address: 501 N. Crescent Way
Anaheim, CA 92801

BENEFIT & RISK MANAGEMENT SERVICES, INC.

Date: 10.23.17

By: Matthew Schafer

Printed Name: Matthew Schafer

Title: Chief Executive Officer

Address: 80 Iron Point Circle, Suite 200
Folsom, California 95630

GENERAL TERMS AND CONDITIONS

Employer hereby engages Benefit & Risk Management Services, Inc. (“**BRMS**”) and BRMS hereby accepts such engagement by Employer to perform the Services to be provided under this Agreement. BRMS is hereby authorized to do all things necessary to carry out the terms, purposes and conditions of this Agreement and to perform the Services. In connection with the execution of this Agreement or subsequent thereto, the parties may mutually execute Schedules describing additional or complimentary Services to those described in these Terms. Such Schedules are hereby incorporated into this Agreement and made part of this Agreement as though fully set forth herein.

These Terms and Conditions (these “**Terms**”) are made as of the Effective Date by and between BRMS and the Employer indicated on the attached Summary of Basic Terms in the Cover Page (the “**Summary**”). Any capitalized terms not defined in these Terms shall have the meaning ascribed to them in the Summary.

1. **Definitions.** In addition to the terms defined elsewhere in this Agreement, the capitalized terms in this Section will have the meanings ascribed to them below.
 - 1.1 “**Administrator**” means the person, corporation or organization, including, Employer, appointed from time to time by Employer, who is responsible for the day-to-day functions and management of the Plan. The Administrator is Employer, or third party appointed by Employer unless BRMS has expressly undertaken the role of Administrator as part of the Services.
 - 1.2 “**Claim**” means a request by a Covered Person to receive benefits under the Plan.
 - 1.3 “**Claimant**” means an individual who makes a Claim.
 - 1.4 “**COBRA**” means the Consolidated Omnibus Budget Reduction Act of 1985 and any amendments thereto.
 - 1.5 “**Continuation Coverage**” means the continued group health care coverage required by COBRA as to employers employing greater than a designated number of persons.
 - 1.6 “**Covered Person**” means any employee or dependent entitled to benefits under the terms of the Plan.
 - 1.7 “**Effective Date**” means the effective date of this Agreement as set forth in the Summary.
 - 1.8 “**Employees**” means all employees of Employer as defined under the terms of the Plan.
 - 1.9 “**ERISA**” means the Employee Retirement Income Security Act of 1974, as amended, and the regulations promulgated there under.
 - 1.10 “**Funds**” means any and all assets and earnings of the Plan.
 - 1.11 “**HIPAA**” means the federal Health Insurance Portability and Accountability Act of 1996 and any amendments thereto.
 - 1.12 “**Plan(s)**” means any of the insurance benefits programs arranged by Employer and listed on the Summary, as they may be amended or modified in writing from time to time.
 - 1.13 “**Premium Trust Account**” means the account into which premiums are deposited for the Plan.
 - 1.14 “**Qualified Beneficiaries**” means any individual who, one (1) day before the occurrence of a Qualifying Event (as defined below) is covered under the Plan in one of the following capacities: (i) Spouse of the covered Employee; (ii) dependent child of the covered Employee; (iii) retired Employee; or (iv) self-employed individual, independent contractor or corporate director.
 - 1.15 “**Qualifying Event**” means a loss or reduction of group health plan coverage due to: (i) death of an Employee; (ii) voluntary or involuntary termination of employment of an Employee (other than for gross misconduct); (iii) divorce of an Employee; (iv) reduction in the hours of an Employee; (v) entitlement of an Employee to Medicare coverage; (vi) dependent child ceasing to

- be dependent child under the terms and conditions of the Plan; or (vii) Employer's filing of a Chapter 11 bankruptcy petition (or such other events listed in Section 4980B of the Code).
- 1.16 **"Schedule"** means an addendum, exhibit or other attachment to this Agreement which references this Agreement and describes particular Services to be provided by BRMS to Employer.
- 1.17 **"Services"** means the services to be provided by BRMS to or on behalf of Employer as described in this Agreement, including the Schedules hereto.
2. **Plan Administration Services.** With respect to the administration of the Plan, if BRMS is engaged to perform such services, BRMS shall have the following responsibilities:
- 2.1 **Documents and Forms.** BRMS shall design, prepare and cause to be printed and supplied to Employer the documents and forms which are necessary for the administration of the Plan. Any expense incurred in the printing of such documents and forms (including plan booklets and summary plan descriptions) shall be an expense of the Plan.
- 2.2 **File Maintenance.** Utilizing information provided by Employer, BRMS shall establish and maintain (i) eligibility files based upon the information provided by Employer and (ii) records of all participating Employees and their dependents (including retirees, COBRA participants and the student status of dependents if such services are elected by Employer) in accordance with the Plan.
- 2.3 **Eligibility Processing.** With respect to eligibility for participation in the Plan, BRMS shall have the following responsibilities:
- (a) BRMS shall communicate eligibility for the Plan to Employees who have elected to receive benefits from such Plan. Such communication may include electronic transfer of data, faxing or mailing of enrollment forms or copies of enrollment forms, electronic-mail of pertinent eligibility information and / or telephone communications. It is noted that the communication of eligibility may at times require research and resolution of discrepancies, including reconciliation of monthly reports and bills with carrier information and other auditing tools as required.
- (b) BRMS shall maintain Employee eligibility under groups, divisions or branches using a separate location status identifier, provided each such group, division, or branch is provided to BRMS by Employer.
- (c) BRMS shall follow any guidelines or limitations of the Plan, provided such guidelines or limitations have been provided to BRMS by Employer. Examples of such guidelines and limitations are: eligibility of retirees, domestic partners, overage dependent limits, waiting periods, coverage effective dates, age banded rates, tier structure and rate change guidelines.
- (d) BRMS shall furnish the eligibility and payment information to Employer for auditing purposes upon the request of Employer.
- 2.4 **Government Reports.** Upon request, BRMS will provide to Employer data regarding disbursements for administrative charges and other expenses of the Plan necessary for Employer's preparation of reports, tax returns, statements or other documents required to be filed by Employer with any local political subdivision, state government or federal government, including, all reports required to be filed pursuant to ERISA. However, Employer shall be solely responsible for the preparation and filing of any annual reports required by ERISA (including on IRS Form 5500) and BRMS shall not be responsible for the preparation and filing of such annual reports, unless BRMS specifically assumes such responsibility in a written agreement.
- 2.5 **Premium Trust Account.** Upon request, BRMS will provide assistance to Employer in Employer's efforts to develop an accounting policy for the Premium Trust Account designed to make

contributions to the Premium Trust Account to insure that sufficient funds are available to meet the obligations of the Plan. It shall be the responsibility of Employer to determine if changes in the accounting policies for the Premium Trust Account are needed and/or appropriate.

- 2.6 **Not Administrator.** It is understood that BRMS is not and will not be treated as the Administrator or sponsor of any Plan for ERISA and all other purposes. BRMS is not a provider of health care services or benefits. Except as specifically set forth in this Agreement, BRMS shall have no responsibility or liability to any person for premiums of any Plan, or for payment of premiums or costs for any Plan provided by a third party.
- 2.7 **Medical Expense Audits.** BRMS, with notice to Employer, shall be authorized to incur expenses to validate the charges of medical providers, including hospitals. BRMS may hire a third party medical expense auditor in connection with such validation. The cost of auditing the charges of medical suppliers under this Section shall be deemed an expense of the Plan. These costs will be applied toward any stop-loss provision of the Plan.
- 2.8 **Access to Eligibility Data.** BRMS agrees to allow and provide Employer complete and total access to Covered Person's eligibility data for the purpose of providing consulting assistance and customer service functions. Any and all available reports requested by Employer's designated agent shall be provided in a timely manner and in accordance with applicable state and federal privacy regulations.
- 2.9 **Audit.** Should the Plan be the subject of a Department of Labor audit or any audit or investigation by any federal or state government or any agency thereof, BRMS is specifically authorized by Employer to cooperate with any such audit or investigation.
- 2.10 **Record Keeping.**
- (a) **Plan Record Availability.** BRMS will make copies of any Plan records and documents in its possession available to Employer upon request. Alternatively, BRMS shall permit authorized representatives of Employer, at reasonable times, to have access to, examine, and make copies of, such records and documents, at Employer's expense.
 - (b) **Third Party Requests.** Should copies of Plan records or documents be requested by any Employee, Covered Persons, court or governmental agency, BRMS will notify Employer of the request.
 - (c) **Duplicating Charges.** BRMS reserves the right, in its sole and absolute discretion, to condition the making of any copies on its advance receipt of its customary copying charges. Notwithstanding any of the foregoing, any examination or copying of any Covered Persons' records shall be carried out in accordance with applicable law.
 - (d) **Record Retention.** Upon the termination of this Agreement, BRMS shall have the option of retaining its copies of such records and documents for a period of three (3) years, or delivering them to Employer. In no event will BRMS intentionally destroy its copies of any Plan records or documents without first notifying Employer by regular mail, sent to Employer's last known address, and providing Employer at least thirty (30) days within which to request that such copies be delivered to Employer at Employer's cost.
3. **Claims Administration Services.** With respect to the administration, processing and payment of Claims, if BRMS is engaged to perform such services, BRMS shall have the following responsibilities:
- 3.1 **Claim Receipt.** BRMS shall accept any Claim from Employer which shall be made in the manner prescribed by the Plan and upon the form or forms provided or approved by BRMS.
- 3.2 **Eligibility Determination.** BRMS shall determine eligibility of a Claim for the payment of benefits including, as necessary and in the sole discretion of BRMS, investigation and verification of any statements contained in the Claim.

- 3.3 Claim Payment. BRMS shall make payment from the Funds for Claims payable according to the Plan. Where authorized by the Plan, BRMS may make such payments to: (i) the Employee on behalf of a dependent, or (ii) to any physician, hospital, nurse or other medical supplier providing services to or on behalf of any Covered Person if there is an assignment of benefits executed by such Covered Person.
 - 3.4 Claim Processing. BRMS shall complete Claim processing, determination and payment within a reasonable time of receipt of the Claim, taking into consideration of the timing and volume of Claims submitted and the factors reasonably affecting the ability of BRMS to process Claims.
 - 3.5 Inadequate Funds. In the event that Funds adequate to allow payment of one or more Claims shall not be made available by the Plan at the time payment is due, BRMS shall have no responsibility to make any payment with regard to such Claims unless and until sufficient funds are made available.
 - 3.6 Monthly Reporting. Within thirty (30) days after the last day of each calendar month, BRMS shall send Employer a written report setting forth all disbursements of Funds made by BRMS in payment of Claims during the preceding calendar month. The report shall include a separate statement indicating payments made to or on behalf of dependents (as defined by the Plan) of Employees during the same month.
 - 3.7 Claim Denial. BRMS may deny any Claim if BRMS determines that such Claim or Claimant is not eligible for benefits under the Plan and/or any guidelines provided by Employer. In the event of a denial of any Claim, BRMS shall provide written notice to the Claimant setting forth the specific reason or reasons for such denial, including such other information as is required by the Plan to be provided, with a copy of such notice to the representative of Employer designated to receive such notices. A Claimant whose Claim has been denied shall be afforded any rights of appeal or other review process provided under the terms and conditions of the Plan or applicable law.
 - 3.8 Claim Compromise. Upon direction of Employer, BRMS shall compromise and adjust any disputed Claim or application for benefits previously denied. However, any Claim so compromised or adjusted upon the direction of Employer may be considered as paid outside the coverage of the applicable excess risk policy of insurance and shall be the sole responsibility of Employer.
4. COBRA Administration. With respect to the administration and processing of COBRA claims (including assisting Employer in the determination of the eligibility of applicants for COBRA coverage), if BRMS is engaged to perform such services, BRMS shall have the following responsibilities:
 - 4.1 Initial COBRA Notification. BRMS shall provide the appropriate initial COBRA notification to covered Employees and dependent spouses in accordance with the requirements of COBRA.
 - 4.2 Qualifying Event Notification. BRMS shall, upon notification from Employer of the occurrence of a Qualifying Event, promptly notify Qualified Beneficiaries of their right to continuation coverage under COBRA in accordance with the requirements of COBRA.
 - 4.3 Monthly Reporting. BRMS shall, upon receipt of a response from an Employee selecting continuation coverage under COBRA, provide the following to Employer: (i) a monthly bill or coupon booklet directed to the recipient of continuation coverage to be used to remit payments of premium; (ii) receipt and accounting for premium payments; (iii) remittance of COBRA premiums received to Employer or the appropriate carriers and/or third party vendor; (iv) notice of termination of continuation coverage for nonpayment of premium, termination of coverage due to end of coverage period under COBRA, or termination of coverage for any reason permitted under COBRA.
 - 4.4 Termination Notice. BRMS shall provide notice of termination of continuation coverage to the applicable Employee or other covered individual for nonpayment of premium, due to end of coverage period under COBRA, or for any reason permitted under COBRA

- 4.5 Benefits Payment. The source of payment of COBRA benefits payable under the terms of the Plan shall be contributions made by Employees. Expenses of administration of the Plan shall be paid from contributions made by Employer on behalf of eligible participating Employees and contributions made by eligible participating Employees, if any.
- 4.6 Premium Payment. Employer understands and agrees that COBRA regulations do not require Employer to provide participants with a monthly bill statement or payment coupon after initial enrollment by the COBRA participant and that it is the responsibility of the participant to pay their COBRA premiums when due regardless whether or not they receive a bill statement or payment coupon.
- 4.7 File Maintenance. BRMS shall maintain Employer's COBRA eligibility files and related records of all Employees and their dependents participating in COBRA in accordance with the Plan.
- 4.8 Premium Fee. BRMS is hereby authorized to assess, collect and retain an administrative fee to be invoiced with the COBRA premium payments received by BRMS from COBRA participants. This administrative fee charged to the COBRA participant by BRMS will not exceed the legal maximum. The administrative fee charged to the COBRA participant will be retained by BRMS to offset administrative charges that would otherwise be born by Employer.
- 4.9 Application Acceptance. To accept any application for benefits under COBRA from Employer made in the manner and on forms acceptable to BRMS.
- 4.10 Eligibility Determination. To assist Employer in the determination of eligibility for COBRA benefits payable under the terms of the Plan and to investigate and verify any statements contained in the application for benefits that, in BRMS' sole opinion, require additional information for verification. With respect to the requirements of continued eligibility of dependent children, BRMS shall have the following responsibilities:
- (a) BRMS shall request verification of student status two (2) times per year by notifying appropriate Covered Persons of their obligation to provide proof of student status for identified dependents upon request from BRMS.
 - (b) BRMS shall provide Employer with a written monthly report of those dependents who have exceeded the maximum age limit within the terms of the Plan and terminate identified dependents unless or until BRMS has or receives documentation identifying that said dependent is disabled.
- 4.11 Eligibility Notice. To communicate COBRA eligibility under the Plan to those Employees who have elected to receive COBRA benefits from such Plan.
- 4.12 Claims Payment. To pay Claims from Funds contributed by the Employees through the payment of COBRA premiums provided, however, that, in the event COBRA premium payments submitted by the Employees are inadequate to allow payment of any Claims, BRMS shall have no responsibility to make any payment with regard to such Claims.
- 4.13 Status Maintenance. To maintain COBRA eligibility under groups, divisions, or branches using a separate location status identifier provided such group, division, or branch is supplied to BRMS from Employer.
- 4.14 Regulation Compliance. To follow any rules or limitations under COBRA for the Plan, in which Employees may enroll, provided such rules or limitations were provided to BRMS by Employer. Examples of such rules are eligibility of retirees, domestic partners, overage dependent limits, waiting periods, coverage effective dates, age banded rates, tier structure and rate change rules.
- 4.15 Effect of Termination. All obligations of BRMS for processing of eligibility and disbursements of premiums payable under COBRA, will be terminated and extinguished upon the date of termination of this Agreement. Any COBRA premiums payable incurred prior to the date of termination will be processed and paid only for the time period up to and ending with the date of

termination. COBRA payments remaining unprocessed or unpaid as of the termination of this Agreement shall be returned to Employer by BRMS and shall no longer be the responsibility of BRMS.

5. **Vbas Service.** With respect to the administration Vbas, if BRMS is engaged to perform such services, BRMS shall have the following responsibilities:
 - 5.1 **Vbas Defined.** “Vbas” shall mean the machine readable version of the computer software located at Folsom, Ca (the “Site”) provided by BRMS in connection with and as a material part of the Services.
 - 5.2 **Vbas License.** Subject to the terms and conditions of this Agreement, BRMS hereby grants to Employer a non-exclusive, non-transferable and non-assignable license to access Vbas solely (i) through the Site; (ii) by and through Employer’s Authorized Users; (iii) for Employer’s internal business purposes and for no other purpose. BRMS hereby grants Employer a non-exclusive, non-transferable and non-assignable license to use the documentation, instructional materials and user guides for Vbas which BRMS may make generally available to BRMS’ customers and in the form (paper or electronic) selected by BRMS (collectively, the “Documentation”).
 - 5.3 **No Other Rights.** Other than the license granted under Section 5.2, all right, title and interest in and to Vbas, the Documentation, and all portions of the foregoing, including all intellectual property rights (e.g. patent, trade secret, copyright, trademark and similar rights), shall remain the property of BRMS or its licensors, as applicable. Employer’s use of third-party programs in conjunction with Vbas is not covered by this Agreement and will be governed solely by the terms and conditions of the applicable third party license agreements. Any rights not expressly licensed hereunder are reserved by BRMS.
 - 5.4 **Restrictions.** To the maximum extent allowed by applicable law, neither Employer nor its Authorized Users (defined below) shall reverse engineer, reverse assemble, decompile or otherwise attempt to derive source code of any software located on the Site or utilized in connection with the Service, including Vbas. Neither Employer nor its Authorized Users shall (i) disassemble, unbundle or cause the disassembly or unbundling of Vbas for any purpose; (ii) use Vbas on a service bureau or time share basis or to provide services to third parties; (iii) distribute, copy, rent, lease, sublicense or otherwise transfer Vbas to any third party; (iv) grant any third party, other than an Authorized User, access to Vbas; or (v) modify Vbas for any purpose. Any modifications or configurations made to Vbas shall be made by BRMS and shall be the sole and exclusive property of BRMS.
 - 5.5 **Principle User.** Employer will designate a single individual to act as the “Principle User” for Employer’s use of Vbas. BRMS will provide the Principle User with a password to access and use Vbas. Principle User will have the ability to add, change or delete Employer Information on Vbas. Principle User will have the sole authority to grant or delete Vbas access privileges to Authorized Users (defined below). Employer is responsible for the designation of the Principle User and shall notify BRMS immediately by written notice should Employer wish to designate a replacement for the Principle User. Employer is solely responsible for the activation and deactivation of access for its Authorized Users.
 - 5.6 **Access to Vbas by Authorized Users.** An individual shall be an “Authorized User” only so long as he/she is an employee, contractor or agent of Employer who has received a valid password from the Principle User.
 - 5.7 **Passwords.** Each Authorized User shall be issued a unique user name and password by the Principle User. Employer agrees and shall cause each Authorized User to agree, that no user name or password will be utilized at any time by any person other than the Authorized User to whom such user name or password was originally assigned. Upon written notice to BRMS, Employer may terminate an Authorized User’s access and substitute a new Authorized User. Employer shall be solely responsible for all activities of its Authorized Users and any party who

accesses Vbas through a password issued to Employer or an Authorized User. Employer agrees to immediately notify BRMS if Employer becomes aware of: (i) any loss or theft of any password, or (ii) any unauthorized use of any password, or (iii) any indication that anyone has or may have entered inaccurate, conflicting or inappropriate information into Vbas.

- 5.8 Electronic Signature. Employer agrees on its own behalf and on behalf of its employees, to adopt as its/their signature an employer identification code and a password, which is to be affixed to or contained in each transmission sent by such party ("Signature"). Employer hereby agrees and authorizes, on its own behalf and on behalf of its Employees, that its/their Signature shall act as its/their formal signature for all internet based transactions among Employer, its employees, BRMS, vendors and any and all third parties. The initial Signature will be provided by BRMS to the Principle User in confidence. While using Vbas, the Principle User and Employer's employees will have the ability to change their Signature at any time. Employer agrees and authorizes, on its own behalf and on behalf of its employees that any Signature of Employer affixed to or contained in any electronic document shall be sufficient to verify that Employer executed such document and authorized the actions contemplated thereby. Such Signature shall be treated in all respects as having the same effect as an original handwritten signature. In each case in this Section, where Employer purports to bind either its Authorized Users or its employees or both, Employer represents and warrants to BRMS that Employer has the express authority to bind such Authorized Users and/or employees and understands that BRMS is expressly relying on such representation as a material inducement to BRMS' willingness to enter into this Agreement.
- 5.9 Employer Information. Employer shall populate Vbas with the accurate and timely information necessary for use of Vbas by Employer and its Authorized Users including, employment, personal and payroll information on employees; contact information on each contracted vendor; benefit packages; and rates, payment, eligibility, contact, broker of record, benefits, coverage, enrollment information on each contracted Plan and employee handbook information (collectively the "Employer Information"). Employer is solely responsible for the accuracy of the Employer Information on Vbas.
- 5.10 Maintenance of Records. During the term of this Agreement, BRMS will maintain electronic records on Vbas pertaining to the use thereof by Employer and its Authorized Users. BRMS will also maintain electronic records of transactions among BRMS, third party vendors, the Employer and Authorized Users using Vbas. It is the responsibility of Employer to download (electronically or on paper) the Employer Information from Vbas prior to the termination of this Agreement. Except as specifically provided in this Section, BRMS will not be responsible for storing copies of the Employer Information for archiving or back-up purposes.
- 5.11 Accessibility of Records. Employer shall have access to all Employer Information available through Vbas during the term of this Agreement. Following termination of an Employee's benefits or of a Plan, BRMS will maintain the relevant electronic records in a manner accessible to Employer on Vbas for twenty-four (24) months following the termination of the subject employee or Plan (provided this Agreement remains in effect for such period).
- 5.12 Security. BRMS will utilize security mechanisms reasonable in its sole discretion to protect the confidentiality and integrity of the Employer Information provided to Vbas.
- 5.13 Right to Change Vbas. BRMS shall have the right in its sole discretion to change Vbas at any time, provided that BRMS shall provide Employer with thirty (30) days notice of any material change to the functionality of Vbas. BRMS is under no obligation to make any changes to Vbas that Employer may request.
- 5.14 Connection to Vbas. Employer, at its own expense, shall provide and maintain the equipment, software, communication lines, services and testing necessary to effectively and reliably transmit and receive documents and information over the Internet to and from Vbas.

- 5.15 **Agreements and Contracts with Vendors.** Employer acknowledges that it and its employees may, through the use of Vbas and otherwise, enter into separate agreements with vendors. The terms of such agreements shall be at the sole discretion of, and enforceable solely against, the parties thereto. BRMS makes no warranties or representations regarding, and shall have no liability with respect to, any coverage, right to coverage, eligibility, claims, enrollment, benefits, premiums, conditions, exclusions or any other terms which may be available or agreed to under any such agreements and/or policies issued by or entered into with such third party vendors.
6. **Fidelity Bond.** BRMS shall obtain a fidelity bond, reasonably satisfactory to Employer, providing protection for the Plan and related Funds against loss by reason of and act of fraud or dishonesty on the part of BRMS, whether directly or through connivance with others, such bond having as a surety thereon a corporate surety company reasonably acceptable to Employer and meeting the requirements of ERISA.
7. **HIPAA Requirements.** With respect to the requirements of HIPAA relative to health benefits, BRMS shall (i) accept a Certificate of Group Health Plan Coverage from Covered Persons and apply the certificate's information to the Covered Person's record; or (ii) upon notification of termination of coverage of a Covered Person by Employer, promptly provide a Certificate of Group Health Plan coverage to the subject person and subsequent certificates, as requested in accordance with the requirements of HIPAA.
8. **Information from Employer.** Employer shall provide the following documents and information to BRMS in order to allow BRMS to perform the Services:
- 8.1 **Information in General.** Throughout the term of this Agreement, Employer shall provide to BRMS, on a timely basis, all information that is requested by BRMS to perform the Services. In performing the Services, BRMS must necessarily rely upon Employer and others to provide BRMS with timely, accurate and complete information as requested by BRMS. BRMS shall not be responsible for any damages, claims or liability of any kind, caused directly or indirectly by the failure of Employer or others to provide such timely, accurate and complete information to BRMS, or by any other circumstance not within BRMS' direct control. Employer is responsible for supervising the production and timely delivery of all requested data and information to BRMS.
- 8.2 **Plan Documents.** Within a reasonable period of time after the Effective Date of this Agreement, Employer shall provide BRMS with copies of all Plan documents. Employer shall provide BRMS with a true copy of any Plan amendment within a reasonable period of time after the effective date of such amendment. All original Plan records and documents shall be maintained by Employer.
- 8.3 **Covered Person Information.** Throughout the term of this Agreement, Employer shall promptly provide to BRMS all information about the Employees and their family members who are Covered Persons under one or more Plans that BRMS may request or need in order for BRMS to perform the Services, including, census data (e.g., name, address, date of birth, date of hire, date of termination of employment, and hours of service), the coverage provided to the Employees and their family under the Plan, the effective date(s) of such coverage as to each such person, and all changes in such information.
- 8.4 **New Covered Person Information.** Within a reasonable period of time after a Covered Person first becomes covered by one or more Plans during the term of this Agreement, Employer shall provide BRMS with written notice of such coverage.
- 8.5 **Changes in Information.** Employer shall promptly notify BRMS of any changes in information previously given or supplied to BRMS, particularly with respect to any change or anticipated change in the Plan or in the Employee census data.
- 8.6 **Plan Modifications.** Employer agrees that it will immediately notify Employees and BRMS of the cancellation or change in coverage of any Plan covering Employees and/or their dependents. Employer agrees to provide BRMS with timely notice of and: (i) change to Plan, (ii) addition of new coverage to Plan, (iii) deletion of coverage from Plan; (iv) additions of new Plan and

(v) cancellation or termination of any Plan (each a "Plan Change"). Employer shall indemnify, defend and hold BRMS harmless; from and against any and all Costs resulting (directly or indirectly) from the untimely notice to BRMS of any Plan Change.

8.7 Additional Information. Throughout the term of this Agreement, Employer shall provide to BRMS such additional information as may be required in the Schedules.

9. Duties of Employer. Employer understands and agrees to perform the following obligations:

9.1 Document Execution and Delivery. Employer shall be responsible for the timely execution and delivery or filing with the applicable public agency of all documents and forms required from the Employer under the Plan or by applicable law. Although BRMS may assist Employer as requested in the preparation of such documents and forms, the decision to prepare and file such documents and forms shall be the sole responsibility of Employer.

9.2 Collection of Plan Contributions. Employer shall collect the contributions (excepting co-pays made at the time medical service is provided), if any, to be made by Employees for coverage according to the terms of the Plan, in such manner as Employer may deem appropriate and shall thereafter transfer required premiums to the Premium Trust Account.

9.3 Premium Trust Account Deposits. Promptly upon receipt of notice from BRMS, Employer shall pay into the Premium Trust Account such amounts as BRMS may request in order to pay insurance premiums payable under the terms of the Plan.

9.4 Enrollment Form Collection. Employer shall be solely responsible for collection of completed enrollment forms of Employees wishing to obtain benefits under the Plan and shall promptly transmit all completed enrollment forms to BRMS.

9.5 Enrollment Supplies. Employer shall prepare or obtain supplies of enrollment forms, enrollment cards, Plan booklets and summary plan descriptions and shall distribute or make available such forms and documents to Employees.

9.6 Eligibility Verification. Employer shall verify the eligibility of any individual enrolling for benefits pursuant to terms of the Plan which verification shall be made on the benefit enrollment form submitted by Employer to BRMS.

9.7 Enrollment Rule Instruction. Employer shall inform BRMS in writing of all enrollment rules and limitations regarding the Plan. Examples of which are eligibility of retirees, domestic partners, overage dependent limits, waiting periods, coverage effective dates, age banded rates, tier structure and rate change rules.

9.8 Rate Information. Employer shall include on the enrollment forms submitted to BRMS all carriers and the rates of all coverage's and tier structures that may apply to the enrolling Employee and their dependents. Employer shall notify BRMS within five (5) business days, after receipt of any notification from a carrier of rate changes that affect a Covered Person's premium payments.

9.9 COBRA Obligations. With respect to the requirements of COBRA relative to mandatory continuation of coverage of health benefits, Employer shall have the following responsibilities:

(a) Employer shall maintain records tracking the loss or reduction of coverage of any Employee covered under the Plan due to any Qualifying Event.

(b) Employer shall, upon loss or reduction of coverage due to a Qualifying Event, immediately notify BRMS of such loss or reduction of coverage specifying the date thereof, the name of the Employee suffering such loss or reduction in coverage, the reason for such loss or reduction, and shall specify the last known mailing address of the Qualified Beneficiaries suffering a loss or reduction of coverage due to the occurrence of a Qualifying Event. It shall be the responsibility of Employer to notify BRMS of the occurrence of a Qualifying Event

within fourteen (14) days after notice to Employer of the occurrence of such Qualifying Event.

- (c) Employer agrees that BRMS shall not be responsible for any losses incurred by Employer due to the violation of the provisions of COBRA if such violations were occasioned by Employer's failure to abide by the terms and conditions of this Agreement.
- (d) Employer shall be solely responsible for completion of the enrollment forms of Employees wishing to obtain benefits under COBRA by participation therein and shall transmit any enrollments from Employees with respect to details and shall advise BRMS promptly as to any enrollments for COBRA benefits made directly to Employer.
- (e) Employer shall verify the eligibility of any Employee enrolling for COBRA benefits pursuant to terms of the Plan which verification shall be made on the benefit enrollment form supplied and submitted by Employer.
- (f) Employer shall instruct BRMS in writing of all enrollment rules and limitations regarding all plans in which Employees may elect to enroll for COBRA benefits. Examples of which are eligibility of retirees, domestic partners, overage dependent limits, waiting periods, coverage effective dates, age banded rates, tier structure and rate change rules.

9.10 BRMS Not Plan Sponsor. BRMS is not and will not be treated as the sponsor or plan administrator of any of the Plans. BRMS is not a provider of health care services or benefits. BRMS shall have no responsibility or liability to any person for (i) any funding of any Plan benefits, (ii) the payment of any premiums or costs for Plan benefits provided by a third party (e.g., an insurance company or an HMO), (iii) providing any Plan benefits to any person, or (iv) the nature or quality of the benefits or services provided by third parties to Employer or any Covered Person.

9.11 Instruction Request. BRMS may, by written request, seek instructions from Employer on any matter related to the interpretation of a Plan or the benefits thereunder, and may await the written instructions from Employer without incurring any liability under this Agreement whatsoever. If at any time Employer should fail to give directions to BRMS in a timely manner, BRMS may act or refrain from acting, and shall be protected in acting or refraining from acting without such directions, as BRMS deems in good faith to be appropriate and advisable under the circumstances.

9.12 Business Associate Agreement. Concurrently with the execution hereof, Employer agrees to execute the Business Associate Agreement attached hereto as Exhibit B.

9.13 Dispute Resolution. If any dispute arises between Employer and any other person, including, without limitation, any Qualified Beneficiary, with respect to the interpretation of the Plan or the benefits thereunder, then BRMS shall not be obligated to take any other action in connection with the matter involved in the controversy until such time as the controversy is resolved. In addition, BRMS may deposit any cash or other property related to the controversy in an interpleader action with the court of jurisdiction under applicable law.

10. Banking Arrangements.

10.1 General Requirements. In the event any of the Services involve the handling by BRMS of Funds, BRMS shall segregate such Funds from BRMS' own funds. If BRMS is unable to make any payment to any third party from such Funds due to the failure of Employer to provide adequate Funds to BRMS in a timely manner, then (i) BRMS shall not be responsible to any person for the failure to make such payment in a timely manner and (ii) such payment shall be required of BRMS no earlier than three (3) business days after the receipt of adequate and available Funds from Employer. Employer covenants not to deliver to BRMS any Plan assets that must be held in trust, it being specifically understood that BRMS has no responsibility whatsoever for the

establishment, maintenance or administration of any trust and that BRMS is not a trustee or fiduciary with respect to any Plan assets.

- 10.2 **Application of Insufficient Funds.** If at any time contributions to the Plan made pursuant to any Premium Trust Account policy shall not be sufficient to meet the obligations of the Plan with regard to premiums payable and expenses payable according to the terms of the Plan, and if Employer has not notified BRMS in writing that the Plan is to terminate on or before such date, BRMS shall apply the Premium Trust Accounts in its charge as follows:
- (a) First, to the payment of fees and expenses incurred by BRMS in provision of the Services; and
 - (b) Second, to the payment of premiums payable and administrative fees prior to the due date of any unpaid contributions.
- 10.3 **Plan Termination.** In the event of termination of the Plan due to unpaid contributions, BRMS will provide notification to the Covered Persons of the occurrence of such termination and the priority as to disbursement of remaining available Premium Trust Accounts.
11. **Debit Card ACH Agreement.** Debit Card ACH Agreement means the required funds transfer agreement (provided in Exhibit D) which must be signed by the Employer utilizing the Evolution Benefits Program (debit card services provider). Automated Clearing House (ACH) is a secure nationwide electronic funds transfer network which enables participating financial institutions to distribute electronic credit and debit entries to bank accounts and to settle such entries.
12. **Confidential Information.** All confidential records, files, documents and the like relating to the Plan provided to BRMS by Employer shall be and remain the sole property of Employer and shall not be disclosed to third parties except as authorized in this Agreement, as otherwise authorized by Employer, or pursuant to the direction or order of a governmental agency or a court.
13. **No Legal Services.** Employer acknowledges that BRMS is not authorized to engage in the practice of law and that BRMS will not provide legal services to Employer or any other person. Employer shall not rely upon BRMS in any way for any legal opinions or legal documents that Employer or any Plan fiduciary may require. Whenever a legal issue arises in the course of the work to be performed under this Agreement, Employer shall obtain such legal counsel as may be necessary to resolve the issue. Employer shall notify BRMS of the resolution and BRMS shall be entitled to rely upon that decision in performing its services for Employer.
14. **Advice and Recommendations.** Although BRMS may from time to time call to Employer's attention and/or make recommendations regarding potential or actual problems with respect to the operation and administration of the Plan, Employer understands and agrees that such advice and recommendations are a matter of accommodation only and that BRMS has no duty to give such advice, make such recommendations, or otherwise to question any actions or decisions of Employer, the sponsoring employer, any Plan fiduciary, or any of their respective agents or employees.
15. **Not a Fiduciary.** Employer understands and agrees that BRMS is not the plan sponsor, plan administrator or plan fiduciary under ERISA for the Plan and that BRMS does not act in any fiduciary capacity with respect to the Plan. BRMS acts in an administrative support capacity only. BRMS shall not have any discretionary responsibilities in the administration of the Plan. BRMS shall not be responsible for reporting and disclosure compliance under ERISA. Employer will make certain that the sponsoring employer, all Plan fiduciaries, and the participants understand BRMS' nonfiduciary status as well. Employer and each Plan fiduciary shall retain his, her, its or their full authority, discretion and responsibility for the operation of the Plan with respect to which BRMS is providing the Services. Employer's decision as to any Claim under the Plan shall be final and binding. Employer represents and warrants that it is the employer, plan sponsor, plan administrator and plan fiduciary under ERISA for the Plan. Employer is solely responsible for state and federal disclosure and reporting requests in connection

with its activities under this Agreement. Employer agrees to maintain Plan in full compliance with all applicable laws and regulations.

16. **Payment of Fees.**

16.1 **Amount.** In consideration for the Services performed by BRMS under this Agreement, Employer shall pay to BRMS the fees and expenses set forth in Exhibit A to this Agreement and/or the applicable Schedule. BRMS shall provide Employer with a monthly invoice of the amount due to BRMS for Services and any direct expenses incurred in performance of the Services. All fees are due within thirty (30) days after the invoice date.

16.2 **Additional Service Fees.** Employer will pay BRMS its then applicable hourly rates for any Services performed for Employer by BRMS that are not included in this Agreement or any Schedule. As of the Effective Date, the hourly rate for additional Services is seventy-five dollars (\$75) and the hourly rate for programming or custom reports is one hundred twenty-five dollars (\$125). BRMS reserves the right to change the hourly rate at any time without advance notice to Employer. Employer shall pay BRMS its fees for any reprocessing of work, or if the unusual amount of time is spent by BRMS in performing the Services, as a result of circumstances beyond BRMS' reasonable control.

16.3 **Due Date.** All fees and charges shall be due when invoiced and will be considered in default if not paid within thirty (30) days after the invoice date. Unpaid fees and charges will bear a service charge equal to the greatest of five percent (5%) of the amount billed or twenty-five dollars (\$25). BRMS' obligation to provide the Services is expressly conditioned upon timely payment of its fees by Employer.

16.4 **Payment of Fees from Employer's General Assets.** Employer agrees and affirmatively represents that all fees paid for Services performed under this Agreement will be paid from the Employer's general assets. In no event shall fees be paid from the Plan assets.

16.5 **Multi Year Contract Agreements-Charge for Early Termination.** Employer reserves the right to terminate the contract at any time in compliance with Section 18. Employer and BRMS understand and affirm that while BRMS bills its fee ratably over twelve months, it does not incur costs or render services ratably over that same period. Rather BRMS incurs disproportionately more costs and renders disproportionately more services in connection with implementation and other annual events. BRMS further incurs substantial additional costs in connection with early termination and transition. Employer and BRMS have negotiated a lower rate in connection with a multi-year Agreement than BRMS would accept for a shorter term. In consideration of the disproportionate cost and burden to BRMS in connection with termination prior to the Agreement term, Employer shall also be obligated to reimburse any and all discounts negotiated in connection with the multi-year agreement.

Employer and BRMS agree and affirm that this Charge is reasonable compensation for services performed and for losses incurred in the event of early termination and is not a penalty. BRMS will calculate this charge and provide an invoice no later than sixty (60) days after receipt of notice of termination. Payment will be due in accordance with Section 16.3.

17. **Term.** The term of this Agreement shall commence on the Effective Date and continue until terminated in accordance with Section 18. Updated fees may be assessed at plan renewal and will be delivered to the Employer by the generation of a new Exhibit A.

18. **Termination.**

18.1 **Manner of Termination.** This Agreement or any Schedule may be terminated in the following manner:

(a) By Employer, by delivering at least ninety (90) days prior written notice of termination to BRMS and paying BRMS all fees owed through the effective date of termination;

- (b) By BRMS, by delivering at least ninety (90) days prior written notice of termination to Employer;
 - (c) By BRMS, by delivering written notice to Employer, in the event Employer fails to provide Funds necessary for the performance of BRMS' Claims administration responsibilities under this Agreement;
 - (d) By either party, by delivering, at least thirty (30) days written notice of the other's breach of a material obligation under this Agreement, provided that such breach is not cured within such thirty (30) day notice period; or
 - (e) Automatically, upon the voluntary or involuntary bankruptcy or dissolution of either party.
- 18.2 **Allocation of Assets.** Within sixty (60) days after termination, BRMS shall deliver to its successor or such other person or entity as may be designated by Employer such Funds of the Plan which remain in the possession of BRMS, if any, at which time BRMS shall be relieved of any obligation to make further payments under the Plan for Claims or otherwise.
- 18.3 **Final Accounting.** Within the sixty (60) days after the effective date of termination, BRMS shall deliver a final accounting to Employer which shall include an accounting of receipts, disbursements and other transactions of BRMS regarding the Plan.
- 18.4 **File Delivery on Termination.** Upon termination of this Agreement, BRMS shall deliver all eligibility files to Employer. Employer shall: (i) pay the costs of shipment of such eligibility files to Employer; and (ii) store such files in accordance with applicable laws and regulations. Employer further agrees to return to BRMS, upon request, any eligibility file that may relate to any lawsuit or proceeding involving BRMS relating to BRMS' activities as third-party administrator provided pursuant to the authority set forth in this Agreement.
- 18.5 **Conclusion of Obligations.** All obligations of BRMS under this Agreement (excepting those specifically referenced in this Section 18), including the responsibility for communicating eligibility and disbursements of premiums, will be terminated and extinguished upon the date of termination of this Agreement.
- 18.6 **Notification of Termination.** In the event of termination of this Agreement by either party Employer shall immediately notify all of the Covered Persons that this Agreement has been terminated.
- 18.7 **Multi Year Contract Termination.** For any contract with a contract period longer than twelve (12) months, a termination by the Employer prior to the expiration of the contract period shall result in additional Charges for Early Termination to the Employer, pursuant to Section 16.5 herein.
19. **Liability Limitation.** Employer agrees that, except to the extent caused by BRMS' gross negligence or willful misconduct, BRMS shall not be responsible for any damage, loss, demand, benefit, liability, payment, tax, penalty, cost or fee (including, all costs and fees of litigation and its threat, including attorneys' fees), of any nature whatsoever (collectively, "Costs"), arising from or related to claims, allegations or actions (each an "Action") pertaining to (i) the Plan, (ii) any of the Services, (iii) any refusal by BRMS to provide Services due to Employer's failure to perform any of Employer's obligations under this Agreement; or (iv) any Employer Information posted to Vbas.
20. **Employer Indemnity.** Employer agrees to indemnify, defend and hold harmless BRMS, its shareholders, directors, officers, employees, agents and subcontractors from and against any and all Costs arising from or related to any and all third party Actions regarding: (i) the action or inaction of Employer in connection with this Agreement (ii) the provision of the Services by BRMS, except to the extent the Action pertains directly to BRMS' active negligence or willful misconduct; (iii) attempts to recover benefits alleged to be payable under the terms of the Plan, except to the extent the Action pertains to BRMS' active negligence or willful misconduct; (iv) any Employer Information posted to Vbas; (v) any breach of this Agreement by

an Authorized User of Vbas. In furtherance of this indemnity obligation, Employer agrees that BRMS shall select, at its sole discretion, counsel of its choice to represent BRMS in connection with such Actions and to promptly reimburse BRMS in full for any and all such Costs submitted by BRMS, regardless of whether or not the Action is pending or has been adjudicated, settled or resolved, and regardless of any determination of fault. If Employer claims BRMS was actively negligent or engaged in willful misconduct, Employer must still indemnify BRMS and pay all Costs relating to BRMS's defense of the Action, with a preservation of its own claims under a reservation of rights to be determined only subsequent to the resolution of the underlying Action.

21. **BRMS Indemnity.** BRMS agrees to indemnify, defend and hold harmless Employer from and against any and all Costs actually incurred by Employer in connection with any party Action only to the extent directly attributable to BRMS' gross negligence or willful misconduct in performing the Services and subject to the provisions of Section 25.
22. **Insurance Requirements.** BRMS shall provide and keep in force during the term of this Agreement, at its own expense:

<u>Insurance Type</u>	<u>Coverage</u>
Workers' Compensation	Compliance with California Requirements
General Liability	\$1,000,000/Per Occurrence; \$2,000,000/General Aggregate
Errors and Omissions	\$3,000,000 Each Claim/Aggregate
Comprehensive Crime	\$1,000,000/Employee Dishonesty

23. **No Underwriting by BRMS.** Employer expressly agrees and understands that BRMS does not insure or underwrite the liability of Employer under any Plan. BRMS verifies the eligibility of an individual for benefits under the Plan only and in no event guarantees payment of benefits. Employer retains sole responsibility for payment of all Claims made under the Plan and all expenses and fees incurred incident thereto.
24. **Agency Authority.** Employer hereby grants to BRMS, on Employer's own behalf and on behalf of its employees, the authority to act as their limited agent (solely as provided herein) and to contact, interact with and transact business with vendors, brokers of record and contracted consultants of Employer through Vbas or otherwise. This authorization includes, but is not limited to, the release of file specifications, eligibility data and premium information.
25. **General Provisions.**
- 25.1 **Notice.** All notices provided for hereunder shall be in writing and shall be deemed to be given (i) upon receipt after being sent by overnight courier which issues a receipt, charges pre-paid, (ii) upon the date indicated in the return receipt when sent by United States mail, first class, registered or certified, return receipt requested, with proper postage prepaid, or (iii) upon receipt, by commercial express document delivery service which issues an individual delivery receipt, in each case to the address set forth on the Summary. The parties hereto may change their notice address or add additional addresses for the giving of notice by giving notice of such changed or additional addresses to the other party hereto in the manner set forth herein.
- 25.2 **Limitations on Actions.** Notwithstanding any applicable law that may provide for a longer period of time, no action, regardless of its form, arising out of this Agreement may be brought by either party more than two (2) years after the cause of action has arisen or, if the action involves nonpayment, more than two (2) years after the date of the last payments.
- 25.3 **No Third Party Beneficiaries.** Nothing in this Agreement is intended, nor shall be construed, to create any rights by or on behalf of any person who is not a party to this Agreement.
- 25.4 **Force Majeure.** Excepting Employer's payment obligations hereunder, neither party shall be liable for failure to perform any of its obligations under this Agreement to the extent that such failure is caused by circumstances beyond such party's reasonable control, including acts of God,

civil disturbances, natural disasters, actions or decrees of governmental bodies. Upon the occurrence of any such event, the affected party promptly shall give notice to the other party and shall use reasonable efforts to resume performance.

- 25.5 Governing Law and Arbitration. Any dispute or claim arising out of or relating to this Agreement, in the interpretation, performance, breach or termination thereof, shall be finally settled by binding arbitration in Sacramento County, California, under the rules of the American Arbitration Association by one (1) arbitrator appointed in accordance with such rules. Judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The arbitrator shall apply California law to the merits of any dispute or claim, without reference to rules of conflict of law. Nothing in this Section 25.5 shall prevent or delay either party from applying to any court of competent jurisdiction for temporary restraining order, preliminary injunction, or other interim or conservatory relief, as necessary, and such action shall not serve as an abridgement of the powers of the arbitrator provided, that the arbitrator shall have the authority to determine whether such temporary restraining order, preliminary injunction, or other interim or conservatory relief shall continued or terminated. The parties shall share the costs of the arbitration, including the arbitrator's fee, equally. Each party shall bear the cost of its own attorney's fees and expert witness fees. Each party consents to the personal jurisdiction and venue of the state and federal courts located in Sacramento County for the enforcement of any arbitrator's award.
- 25.6 Severability. The invalidity in whole or in part of any provision hereof shall not affect the validity of any other provision. The provisions of this Agreement are severable and if any one or more such provisions shall be determined to be invalid, illegal or unenforceable, in whole or in part, the validity, legality and enforceability of any of the remaining provisions or portions hereof shall not in any way be affected or impaired thereby and shall nevertheless be binding between the parties hereto. Any such invalid, illegal or unenforceable provision or portion thereof shall be changed and interpreted so as to best accomplish the objectives of such provision or portion thereof within the limits of applicable law or applicable court decisions.
- 25.7 Waiver. A waiver of a breach of any term of this Agreement must be in writing and shall not be construed as a waiver of any succeeding breach of that term or as a waiver of the term itself. A party's performance after the other's breach shall not be construed as a waiver of that breach.
- 25.8 Assignment. Neither party shall assign this Agreement or any rights hereunder, by law or otherwise, without the other party's prior written consent. Notwithstanding the foregoing, BRMS may assign or transfer this Agreement in whole or in part without the prior written consent of Employer in connection with (i) a financing of BRMS or any of its assets, (ii) a merger of BRMS with a third party, (iii) the sale of all or any part of the outstanding capital stock of BRMS, (iv) the sale of all or substantially all of BRMS' assets or those assets of BRMS related to this Agreement. In the case of any permitted assignment or transfer of or under this Agreement, this Agreement or relevant provisions shall be binding upon, and inure to the benefit of, the successors, representatives, administrators and assigns of the parties hereto. All purported assignments or transfers in violation of this Section shall be null and void. For avoidance of doubt, BRMS may subcontract any or all of the services required hereunder to any of BRMS' affiliates and subsidiaries, contracted providers, and approved vendors without the written consent of Employer.
- 25.9 Headings/Interpretation. Headings used in this Agreement are for reference purposes only and in no way define, limit, construe or describe the scope or extent of such section or in any way affect this Agreement. Where the context provides, the singular shall include the plural and terms shall be interpreted as gender neutral. The word "including" shall be read as "including without limitation". When a reference is made in this Agreement to an Article or a Section or Schedule, such reference shall be to a Section of, or Schedule to this Agreement unless otherwise indicated.

- 25.10 Consents. Wherever this Agreement requires either party's approval, consent or satisfaction, such approval, consent or satisfaction may not be unreasonably or arbitrarily withheld, conditioned or delayed.
- 25.11 Independent Contractors. BRMS is an independent contractor, and no partnership, joint venture or employee-employer relationship is intended or created by this Agreement. Except as expressly set forth herein in connection with the Services, BRMS has no authority to contract for or bind Employer in any manner whatsoever. This Agreement confers no rights upon either party except those rights expressly granted herein. Each party assumes full responsibility for its actions and the actions of its personnel in rendering performance pursuant to this Agreement.
- 25.12 Entire Agreement. This Agreement including the Schedules hereto sets forth the entire understanding and agreement of the parties with respect to the subject matter hereof and any and all previous agreements, representations or understandings, whether oral or written, which are inconsistent with or additional to any of the various terms and conditions of this Agreement are hereby canceled, rendered null and void and superseded in their entirety. No agreement or understanding to modify this Agreement shall be binding upon a party unless agreed to in writing by an authorized representative of such party.
- 25.13 Counterparts. This Agreement may be executed in counterparts with the same force and effect as if each of the signatories had executed the same instrument. If this Agreement is executed in counterparts, no signatory hereto shall be bound until both parties named below have duly executed or caused to be executed a counterpart of this Agreement.
- 25.14 Survival. The following provisions shall survive the expiration or termination of this Agreement for any reason: Sections 18.3, 18.5, 18.6, 21, and 25.
- 25.15 Costs, Expenses and Attorneys' Fees. In the event either party takes any action to enforce any of the terms and conditions hereof, the unsuccessful party to such action shall pay to the successful party all costs and expenses, including reasonable attorneys' fees incurred by the successful party in the defense and resolution of such action.
- 25.16 Authority. Each party represents and warrants to the other that the person executing this Agreement on its behalf does so with full corporate authority and as the expressly authorized agent of such party.

EXHIBIT A – Self Funded Plan Administration
BRMS Fee Schedule for Anaheim Union High School District
Effective: January 1, 2018 – December 31, 2020

Claims Administration Services		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	Claims Administration Implementation	\$10,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Annual Claims Plan Renewal	\$1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Medical Claims Administration	\$17.46 PEPM ✓	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Rx Integration	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Stop Loss Coordination	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Run In/Out Claims Administration		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Claims Reprocessing Fee - Including but not limited to deductible credits and late plan changes		<input type="checkbox"/>	<input type="checkbox"/>

Network Access		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	2018 Anthem TPA Transition Fee	\$5,000.00 Paid by BRMS	NA	NA
<input checked="" type="checkbox"/>	Anthem JAA PPO – California	\$20.01 PEPM ✓	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Anthem JAA PPO – Out of State	\$19.11 PEPM ✓	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	BRMS Out of Network Savings Program	30% of Savings	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Managed Care		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	BRMS Medical Management/Utilization Review – Supplemental services provided by the Primary PPO if applicable	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Large Case & Disease Management	\$125.00 Per Hour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Individual Claims Negotiation	30% of Savings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Subrogation & Recovery	33% of Savings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Retro Authorizations	\$15.00 Per Claim	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Physician Peer Review	At Cost	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	BRMS 24 Hour Nurse Line	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Anthem Live Health Online	Included in Anthem Network Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Plan Administration		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	Consolidated Billing & Reconciliation	Included in Claims Admin for SF Lines of Coverage Only	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dedicated 800 Customer Support Number	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<input checked="" type="checkbox"/>	Initial 2018 Plan Year ID Cards	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Ongoing/ Maintenance ID Cards	\$1.50 Per Card, Plus Postage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Adhoc Reporting (Customized Reporting)	\$125.00 Per Hour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Medicare Part D Notices	\$1.00 Per Notice, Plus Postage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Summary Plan Document (SPD) Creation	\$1,500.00 Per Document	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Summary Plan Document (SPD) Amendment	\$150.00 Per Amendment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Summary of Benefits (SBC) Creation	\$500.00 Per Document	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Fulfillment	At Cost, Plus Postage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Additional Programming (Outside Normal Scope)	\$125.00 Per Hour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Meeting Participation (Per BRMS Participant)	\$150.00 Per Day	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Vbas – Benefit Administration System		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	Standard Vbas Access - Includes: Online Eligibility System, Employer/Employee Access, EDI Carrier Data Transfer, Online/Open Enrollment Module, Reporting, Implementation & Employer Training	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Vbas Custom Programming	\$125.00 Per Hour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	HR/Payroll Data Exchange – Service is TBD by client	\$0.50 PEPM	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	New Hire Fulfillment		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Overage Dependent Administration		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Paper Enrollment & Manual Data Entry		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Evidence of Insurability Coordination & Processing		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Akunaware Total Rewards Statements		<input type="checkbox"/>	<input type="checkbox"/>

COBRA Administration		Fee	Billed To:	
			Employer	Broker
<input checked="" type="checkbox"/>	COBRA Implementation	Waived	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	COBRA Annual Renewal	\$250.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	COBRA/HIPAA Administration - 2% Admin fee is added to the COBRA premium and paid by the COBRA participants to BRMS	Included in Claims Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	COBRA Monthly Minimum	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	COBRA Packets (Open Enrollment)	\$15.00 Per Packet, Plus Postage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	COBRA Initial Notices	Included in Cobra Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Qualifying Event Notices	Included in Cobra Admin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

BRMS has the right to adjust the dollar amounts above at any time upon a thirty (30) day notice in the event that the Plan is amended or the composition of the group of individuals covered under the Plan is changed in a material way; or, if the cost of operation is increased solely by virtue of a change in charges to the BRMS by a governmental unit or a third party vendor. Such adjustment shall be limited to the amount of increased cost incurred by BRMS due to any of the above listed changes that affect any of the listed charges on this exhibit.

If the Employer designated Broker agrees to pay for services outlined within the Exhibit A on behalf of stated Employer; should the Employer terminate its' Broker of Record with stated Broker, Employer will be responsible for the payment of all service fees.

IN WITNESSETH WHEREOF, the parties hereto have caused this Agreement to be executed, under seal, on their behalf by their officers or duly authorized representatives, as of the day and year first above written.

Anaheim Union High School District

Date: 9/27/17

By: Jennifer Root

Printed Name: Jennifer Root

Title: Assistant Superintendent, Business

Address: 501 N Crescent Way
Anaheim, CA 92801

BENEFIT & RISK MANAGEMENT SERVICES, INC.

Date: _____

By: _____

Printed Name: Matthew Schafer

Title: Chief Executive Officer

Address: 80 Iron Point Circle, Suite 200
Folsom, California 95630

Exhibit B - HIPAA Business Associate Agreement

1. PREAMBLE

Anaheim Union High School District ("Covered Entity") and Benefit & Risk Management Services ("Business Associate") (jointly "the Parties") wish to modify the HIPAA Business Associate Agreement ("Agreement") to incorporate the terms of this Addendum to comply with the requirements of: (i) the implementing regulations at 45 C.F.R Parts 160, 162, and 164 for the Administrative Simplification provisions of Title II, Subtitle F of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") (*i.e.*, the HIPAA Privacy, Security, Electronic Transaction, Breach Notification, and Enforcement Rules ("the Implementing Regulations")), (ii) the requirements of the Health Information Technology for Economic and Clinical Health Act, as incorporated in the American Recovery and Reinvestment Act of 2009 (the "HITECH Act") that are applicable to business associates, and (iii) the requirements of the final modifications to the HIPAA Privacy, Security, Enforcement, and Breach Notification Rules as issued on January 25, 2013 and effective March 26, 2013 (75 Fed. Reg. 5566 (Jan. 25, 2013)) ("the Final Regulations"). The Implementing Regulations, the HITECH Act, and the Final Regulations are collectively referred to in this Addendum as "the HIPAA Requirements."

Covered Entity and Business Associate agree to incorporate into this Addendum any regulations issued by the U.S. Department of Health and Human Services ("DHHS") with respect to the HIPAA Requirements that relate to the obligations of business associates and that are required to be (or should be) reflected in a business associate agreement. Business Associate recognizes and agrees that it is obligated by law to meet the applicable provisions of the HIPAA Requirements and that it has direct liability for any violations of the HIPAA Requirements.

2. DEFINITIONS

- (a) "*Breach*" shall mean, as defined in 45 C.F.R. § 164.402, the acquisition, access, use or disclosure of Unsecured Protected Health Information in a manner not permitted by the HIPAA Requirements that compromises the security or privacy of that Protected Health Information.
- (b) "*Business Associate Subcontractor*" shall mean, as defined in 45 C.F.R. § 160.103, any entity (including an agent) that creates, receives, maintains or transmits Protected Health Information on behalf of Business Associate.
- (c) "*Electronic PHI*" shall mean, as defined in 45 C.F.R. § 160.103, Protected Health Information that is transmitted or maintained in any Electronic Media.
- (d) "*Limited Data Set*" shall mean, as defined in 45 C.F.R. § 164.514(e), Protected Health Information that excludes the following direct identifiers of the individual or of relatives, employers, or household members of the individual:
 - (i) Names;
 - (ii) Postal address information, other than town or city, State, and zip code;
 - (iii) Telephone numbers;
 - (iv) Fax numbers;
 - (v) Electronic mail addresses;
 - (vi) Social security numbers;
 - (vii) Medical record numbers;
 - (viii) Health plan beneficiary numbers;

- (ix) Account numbers;
 - (x) Certificate/license numbers;
 - (xi) Vehicle identifiers and serial numbers, including license plate numbers;
 - (xii) Device identifiers and serial numbers;
 - (xiii) Web Universal Resource Locators (URLs);
 - (xiv) Internet Protocol (IP) address numbers;
 - (xv) Biometric identifiers, including finger and voice prints; and
 - (xvi) Full face photographic images and any comparable images.
- (e) *“Protected Health Information”* or *“PHI”* shall mean, as defined in 45 C.F.R. § 160.103, information created or received by a Health Care Provider, Health Plan, employer, or Health Care Clearinghouse, that: (i) relates to the past, present, or future physical or mental health or condition of an individual, provision of health care to the individual, or the past, present, or future payment for provision of health care to the individual; (ii) identifies the individual, or with respect to which there is a reasonable basis to believe the information can be used to identify the individual; and (iii) is transmitted or maintained in an electronic medium, or in any other form or medium. The use of the term *“Protected Health Information”* or *“PHI”* in this Addendum shall mean both Electronic PHI and non-Electronic PHI, unless another meaning is clearly specified.
- (f) *“Security Incident”* shall mean, as defined in 45 C.F.R. § 164.304, the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.
- (g) *“Unsecured Protected Health Information”* shall mean, as defined in 45 C.F.R. § 164.402, Protected Health Information that is not rendered unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified by DHHS.
- (h) All other capitalized terms used in this Addendum shall have the meanings set forth in the applicable definitions under the HIPAA Requirements.

3. **GENERAL TERMS**

- (a) In the event of an inconsistency between the provisions of this Addendum and a mandatory term of the HIPAA Requirements (as these terms may be expressly amended from time to time by the DHHS or as a result of interpretations by DHHS, a court, or another regulatory agency with authority over the Parties), the interpretation of DHHS, such court or regulatory agency shall prevail. In the event of a conflict among the interpretations of these entities, the conflict shall be resolved in accordance with rules of precedence.
- (b) Where provisions of this Addendum are different from those mandated by the HIPAA Requirements, but are nonetheless permitted by the HIPAA Requirements, the provisions of this Addendum shall control.
- (c) Except as expressly provided in the HIPAA Requirements or this Addendum, this Addendum does not create any rights in third parties.

4. **SPECIFIC REQUIREMENTS**

- (a) Flow-Down of Obligations to Business Associate Subcontractors. Business Associate agrees that as required by the HIPAA Requirements, Business Associate will enter into a written agreement with all Business Associate Subcontractors that: (i) requires them to comply with the Privacy and Security Rule provisions of this Addendum in the same manner as required of Business Associate, and (ii) notifies such Business Associate Subcontractors that they will incur liability under the HIPAA Requirements for non-compliance with such provisions. Accordingly, Business Associate shall ensure that all Business Associate Subcontractors agree in writing to the same privacy and security restrictions, conditions and requirements that apply to Business Associate with respect to PHI.
- (b) Privacy of Protected Health Information
- (i) *Permitted Uses and Disclosures of PHI.* Business Associate agrees to create, receive, use, disclose, maintain or transmit PHI only in a manner that is consistent with this Addendum or the HIPAA Requirements and only in connection with providing the services to Covered Entity identified in the Agreement. Accordingly, in providing services to or for the Covered Entity, Business Associate, for example, will be permitted to use and disclose PHI for "Treatment, Payment, and Health Care Operations," as those terms are defined in the HIPAA Requirements. Business Associate further agrees that to the extent it is carrying out one or more of the Covered Entity's obligations under the Privacy Rule (Subpart E of 45 C.F.R. Part 164), it shall comply with the requirements of the Privacy Rule that apply to the Covered Entity in the performance of such obligations.
- (1) Business Associate shall report to Covered Entity any use or disclosure of PHI that is not provided for in this Addendum, including reporting Breaches of Unsecured Protected Health Information as required by 45 C.F.R. § 164.410 and required by Section 4(e)(ii) below.
- (2) Business Associate shall establish, implement and maintain appropriate safeguards, and comply with the Security Standards (Subpart C of 45 C.F.R. Part 164) with respect to Electronic PHI, as necessary to prevent any use or disclosure of PHI other than as provided for by this Addendum.
- (ii) *Business Associate Obligations.* As permitted by the HIPAA Requirements, Business Associate also may use or disclose PHI received by the Business Associate in its capacity as a Business Associate to the Covered Entity for Business Associate's own operations if:
- (1) the use relates to: (1) the proper management and administration of the Business Associate or to carry out legal responsibilities of the Business Associate, or (2) data aggregation services relating to the health care operations of the Covered Entity; or
- (2) the disclosure of information received in such capacity will be made in connection with a function, responsibility, or services to be performed by the Business Associate, and such disclosure is required by law or the Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will be held confidential and the person agrees to notify the Business Associate of any breaches of confidentiality.
- (iii) *Minimum Necessary Standard and Creation of Limited Data Set.* Business Associate's use, disclosure, or request of PHI shall utilize a Limited Data Set if practicable. Otherwise, in performing the functions and activities as specified in the Agreement and

this Addendum, Business Associate agrees to use, disclose, or request only the minimum necessary PHI to accomplish the intended purpose of the use, disclosure, or request.

- (iv) *Access.* In accordance with 45 C.F.R. § 164.524 of the HIPAA Requirements, Business Associate will make available to the Covered Entity (or as directed by the Covered Entity, to those individuals who are the subject of the PHI (or their designees)), their PHI in the Designated Record Set. Business Associate shall make such information available in an electronic format where directed by the Covered Entity.
- (v) *Disclosure Accounting.* Business Associate shall make available the information necessary to provide an accounting of disclosures of PHI as provided for in 45 C.F.R. § 164.528 of the HIPAA Requirements by making such information available to the Covered Entity or (at the direction of the Covered Entity) making such information available directly to the individual.

Business Associate is not required to record disclosure information or otherwise account for disclosures of PHI that this Addendum or the Agreement in writing permits or requires: (i) for the purpose of payment activities or health care operations (except where such recording or accounting is required by the HITECH Act, and as of the effective dates for this provision of the HITECH Act), (ii) to the individual who is the subject of the PHI disclosed, or to that individual's personal representative; (iii) to persons involved in that individual's health care or payment for health care; (iv) for notification for disaster relief purposes, (v) for national security or intelligence purposes, (vi) to law enforcement officials or correctional institutions regarding inmates; (vii) pursuant to an authorization; (viii) for disclosures of certain PHI made as part of a limited data set; and (ix) for certain incidental disclosures that may occur where reasonable safeguards have been implemented.

- (vi) *Amendment.* Business Associate shall make PHI in a Designated Record Set available for amendment and, as directed by the Covered Entity, incorporate any amendment to PHI in accordance with 45 C.F.R. § 164.526 of the HIPAA Requirements.
- (vii) *Right to Request Restrictions on the Disclosure of PHI and Confidential Communications.* If an individual submits a Request for Restriction or Request for Confidential Communications to the Business Associate, Business Associate and Covered Entity agree that Business Associate, on behalf of Covered Entity, will evaluate and respond to these requests according to Business Associate's own procedures for such requests.
- (viii) *Return or Destruction of PHI.* Upon the termination or expiration of the Agreement or this Addendum, Business Associate agrees to return the PHI to Covered Entity, destroy the PHI (and retain no copies), or if Business Associate determines that return or destruction of the PHI is not feasible, (a) continue to extend the protections of this Addendum and of the HIPAA Requirements to the PHI, and (b) limit any further uses and disclosures of the PHI to the purpose making return or destruction infeasible.
- (ix) *Availability of Books and Records.* Business Associate shall make available to DHHS or its agents the Business Associate's internal practices, books, and records relating to the use and disclosure of PHI in connection with this Addendum.

- (x) *Termination for Breach.*
 - (1) Business Associate agrees that Covered Entity shall have the right to terminate this Addendum or seek other remedies if Business Associate violates a material term of this Addendum.
 - (2) Covered Entity agrees that Business Associate shall have the right to terminate this Addendum or seek other remedies if Covered Entity violates a material term of this Addendum.

(c) Information and Security Standards

- (i) Business Associate will develop, document, implement, maintain, and use appropriate Administrative, Technical, and Physical Safeguards to preserve the Integrity, Confidentiality, and Availability of, and to prevent non-permitted use or disclosure of, Electronic PHI created or received for or from the Covered Entity.
- (ii) Business Associate agrees that with respect to Electronic PHI, these Safeguards, at a minimum, shall meet the requirements of the HIPAA Security Standards applicable to Business Associate.
- (iii) More specifically, to comply with the HIPAA Security Standards for Electronic PHI, Business Associate agrees that it shall:
 - (1) Implement Administrative, Physical, and Technical Safeguards consistent with (and as required by) the HIPAA Security Standards that reasonably protect the Confidentiality, Integrity, and Availability of Electronic PHI that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity. Business Associate shall develop and implement policies and procedures that meet the documentation requirements as required by the HIPAA Requirements;
 - (2) As also provided for in Section 4(a) above, ensure that any Business Associate Subcontractor agrees to implement reasonable and appropriate safeguards to protect the Electronic PHI;
 - (3) Report to Covered Entity any unauthorized access, use, disclosure, modification, or destruction of PHI (including Electronic PHI) not permitted by this Addendum, applicable law, or permitted by Covered Entity in writing ("Successful Security Incidents" or Breaches) of which Business Associate becomes aware. Business Associate shall report such Successful Security Incidents or Breaches to Covered Entity as specified in Section 4(e)(iii)(1);
 - (4) For Security Incidents that do not result in unauthorized access, use, disclosure, modification, or destruction of PHI (including, for purposes of example and not for purposes of limitation, pings on Business Associate's firewall, port scans, attempts to log onto a system or enter a database with an invalid password or username, denial-of-service attacks that do not result in the system being taken off-line, or malware such as worms or viruses) (hereinafter "Unsuccessful Security Incidents"), aggregate the data and, upon the Covered Entity's written request, report to the Covered Entity in accordance with the reporting requirements identified in Section 4(e)(iii)(2);

- (5) Take all commercially reasonable steps to mitigate, to the extent practicable, any harmful effect that is known to Business Associate resulting from any unauthorized access, use, disclosure, modification, or destruction of PHI;
- (6) Permit termination of this Addendum if the Covered Entity determines that Business Associate has violated a material term of this Addendum with respect to Business Associate's security obligations and Business Associate is unable to cure the violation; and
- (7) Upon Covered Entity's request, provide Covered Entity with access to and copies of documentation regarding Business Associate's safeguards for PHI and Electronic PHI.

(d) Compliance with HIPAA Transaction Standards

- (i) *Application of HIPAA Transaction Standards.* Business Associate will conduct Standard Transactions consistent with 45 C.F.R. Part 162 for or on behalf of the Covered Entity to the extent such Standard Transactions are required in the course of Business Associate's performing services under the Agreement and this Addendum for the Covered Entity. As provided for in Section 4(a) above, Business Associate will require any Business Associate Subcontractor involved with the conduct of such Standard Transactions to comply with each applicable requirement of 45 C.F.R. Part 162. Further, Business Associate will not enter into, or permit its Subcontractors to enter into, any trading partner agreement in connection with the conduct of Standard Transactions for or on behalf of the Covered Entity that:
 - (1) Changes the definition, data condition, or use of a data element or segment in a Standard Transaction;
 - (2) Adds any data element or segment to the maximum defined data set;
 - (3) Uses any code or data element that is marked "not used" in the Standard Transaction's implementation specification or is not in the Standard Transaction's implementation specification; or
 - (4) Changes the meaning or intent of the Standard Transaction's implementation specification.
- (ii) *Specific Communications.* Business Associate, Plan Sponsor and Covered Entity recognize and agree that communications between the parties that are required to meet the Standards for Electronic Transactions will meet the Standards set by that regulation. Communications between Plan Sponsor and Business Associate, or between Plan Sponsor and the Covered Entity, do not need to comply with the HIPAA Standards for Electronic Transactions. Accordingly, unless agreed otherwise by the Parties in writing, all communications (if any) for purposes of "Enrollment" as that term is defined in 45 C.F.R. Part 162, Subpart O or for "Health Covered Entity Premium Payment Data," as that term is defined in 45 C.F.R. Part 162, Subpart Q, shall be conducted between the Plan Sponsor and either Business Associate or the Covered Entity. For all such communications (and any other communications between Plan Sponsor and the Business Associate), Plan Sponsor shall use such forms, tape formats, or electronic formats as Business Associate may approve. Plan Sponsor will include all information reasonably required by Business Associate to affect such data exchanges or notifications.

- (iii) *Communications Between the Business Associate and the Covered Entity.* All communications between the Business Associate and the Covered Entity that are required to meet the HIPAA Standards for Electronic Transactions shall do so. For any other communications between the Business Associate and the Covered Entity, the Covered Entity shall use such forms, tape formats, or electronic formats as Business Associate may approve. The Covered Entity will include all information reasonably required by Business Associate to affect such data exchanges or notifications.

(e) Notice and Reporting Obligations of Business Associate

- (i) *Notice of Non-Compliance with the Addendum.* Business Associate will notify Covered Entity within 15 calendar days after discovery, any unauthorized access, use, disclosure, modification, or destruction of PHI (including any successful Security Incident) that is not permitted by this Addendum, by applicable law, or permitted in writing by Covered Entity, whether such non-compliance is by (or at) Business Associate or by (or at) a Business Associate Subcontractor.
- (ii) *Notice of Breach.* Business Associate will notify Covered Entity following discovery and without unreasonable delay but in no event later than [5] calendar days following discovery, any Breach of Unsecured Protected Health Information, whether such Breach is by Business Associate or by Business Associate Subcontractor.
- (1) As provided for in 45 C.F.R. § 164.402, Business Associate recognizes and agrees that any acquisition, access, use or disclosure of PHI in a manner not permitted under the HIPAA Privacy Rule (Subpart E of 45 C.F.R. Part 164) is presumed to be a Breach. As such, Business Associate shall (i) notify Covered Entity of any non-permitted acquisition, access, use or disclosure of PHI, and (ii) assist Covered Entity in performing (or at Covered Entity's direction, perform) a risk assessment to determine if there is a low probability that the PHI has been compromised.
- (2) Business Associate shall cooperate with Covered Entity in meeting the Covered Entity's obligations under the HIPAA Requirements and any other security breach notification laws. Business Associate shall follow its notification to the Covered Entity with a report that meets the requirements outlined immediately below.
- (iii) *Reporting Obligations.*
 - (1) For Successful Security Incidents and Breaches, Business Associate – without unreasonable delay and in no event later than 15 calendar days after Business Associate learns of such non-permitted use or disclosure (whether at Business Associate or at Business Associate Subcontractor) – shall provide Covered Entity a report that will:
 - a. Identify (if known) each individual whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been accessed, acquired, or disclosed;
 - b. Identify the nature of the non-permitted access, use, or disclosure including the date of the incident and the date of discovery;
 - c. Identify the PHI accessed, used, or disclosed (*e.g.*, name; social security number; date of birth);

- d. Identify what corrective action Business Associate (or Business Associate Subcontractor) took or will take to prevent further non-permitted accesses, uses, or disclosures;
 - e. Identify what Business Associate (or Business Associate Subcontractor) did or will do to mitigate any deleterious effect of the non-permitted access, use, or disclosure; and
 - f. Provide such other information, including a written report, as the Covered Entity may reasonably request.
- (2) For Unsuccessful Security Incidents, Business Associate shall provide Covered Entity, upon its written request, a report that: (i) identifies the categories of Unsuccessful Security Incidents as described in Section 4(c)(iii)(4); (ii) indicates whether Business Associate believes its (or its Business Associate Subcontractor's) current defensive security measures are adequate to address all Unsuccessful Security Incidents, given the scope and nature of such attempts; and (iii) if the security measures are not adequate, the measures Business Associate (or Business Associate Subcontractor) will implement to address the security inadequacies.
- (iv) *Termination.*
- (1) Covered Entity and Business Associate each will have the right to terminate this Addendum if the other party has engaged in a pattern of activity or practice that constitutes a material breach or violation of Business Associate's or the Covered Entity's respective obligations regarding PHI under this Addendum and, on notice of such material breach or violation from the Covered Entity or Business Associate, fails to take reasonable steps to cure the material breach or end the violation.
 - (2) If Business Associate or the Covered Entity fail to cure the material breach or end the violation after the other party's notice, the Covered Entity or Business Associate (as applicable) may terminate this Addendum by providing Business Associate or the Covered Entity written notice of termination, stating the uncured material breach or violation that provides the basis for the termination and specifying the effective date of the termination. Such termination shall be effective 60 days from this termination notice.
- (v) *Continuing Privacy and Security Obligations.* Business Associate's and the Covered Entity's obligation to protect the privacy and security of the PHI it created, received, maintained, or transmitted in connection with services to be provided under the Agreement and this Addendum will be continuous and survive termination, cancellation, expiration, or other conclusion of this Addendum or the Agreement. Business Associate's other obligations and rights, and the Covered Entity's obligations and rights upon termination, cancellation, expiration, or other conclusion of this Addendum, are those set forth in this Addendum and/or the Agreement.

[Signature Page to Follow]

IN WITNESSETH WHEREOF, the parties hereto have caused this Agreement to be executed, under seal, on their behalf by their officers or duly authorized representatives, as of the day and year first above written.

Anaheim Union High School District

BENEFIT & RISK MANAGEMENT SERVICES, INC.

By: Jennifer Root

By: _____

Printed Name: Jennifer Root

Printed Name: Matthew A. Schafer

Title: Assistant Superintendent, Business

Title: Chief Executive Officer

Address: 501 N Crescent Way
Anaheim, CA 92801

Address: 80 Iron Point Circle, Suite 200
Folsom, California 95630

Exhibit C - Performance Guarantee Agreement
Effective Date: January 1, 2018

This Performance Guarantee Agreement between **Anaheim Union High School District ('Employer')** and **Benefit & Risk Management Services (BRMS)** is jointly entered for the purposes of reporting service level performance on a quarterly basis to evaluate the faithful performance of the entire contract including the assessment and execution of the service metrics outlined herein.

The following agreement is effective on January 1, 2018, and is valid for one full plan year. Upon renewal with BRMS the Performance Guarantee will be reissued and will supersede all previously issued Exhibit G Agreements.

I. Assessment of Service Levels

1. The Parties agree that BRMS' failure to meet the performance metrics and service level guarantees stated in Section II may result in service credits payable by BRMS. BRMS shall pay to Anaheim Union High School District, not as a penalty but as service credit, the amount specified in Section II.
2. The penalty stated for the non-fulfillment of performance levels within Section II defines the maximum service credit payable by BRMS.
3. Cure Period. For performance requirements or service levels subject to performance metrics, BRMS will provide quarterly reporting for each performance requirement. Unless otherwise specified, BRMS will have (90) business days, from the date of the quarterly reporting to fulfill the levels required to cure the performance metric.
4. In the event of BRMS' failure to meet the agreed upon service levels within the cure period, BRMS will provide a credit for future BRMS Administrative invoices under the agreement. The credit will be equal to the value of the service level guarantee credit due for non-fulfillment of a Service Level as stated in Section II.

II. Service Level Guarantees

1. Claims

This service level is to measure the timely processing of clean claims received as well as the accuracy of those clean claims processed and paid by BRMS.

- a. The agreed upon measure of clean medical claims processed is as follows:
 - i. A clean claim is defined as a claim submitted to BRMS in which no additional information is needed from the claimant or provider.
 - ii. Ninety-six percent (96%) of claims to be processed within ten (10) days of receipt.
 - iii. Ninety-nine percent (99%) of claims to be processed within thirty (30) days of receipt.
- b. The agreed upon measure for claims financial accuracy is as follows:
 - i. Financial is defined as the number of audited dollars paid correctly divided by the total audited benefit dollars paid.
 - ii. Ninety-six percent (96%) of medical claims dollars will be processed accurately.
- c. The agreed upon measure for claims administration accuracy is as follows:
 - i. Administration is defined as the number of claims audited without dollar or procedure errors divided by the total number of audited claims.
 - ii. Ninety-eight (98%) of medical claims will be paid or denied accurately.



Benefit & Risk Management Services

2. Call Center

This service level is to measure the management of calls and/or emails received by the BRMS Call Center Monday through Friday from 6:00am to 6:00pm PST.

- a. The agreed upon measure for Average Speed to Answer (ASA) is as follows:
 - i. Speed of Answer is defined as the length of time it takes a caller to reach a BRMS Customer Service Representative after the caller selects an option from the front end recorded menu.
 - ii. Average Speed to Answer (ASA) will be ninety (90) seconds or less.
- b. The agreed upon measure for Call Abandonment Rate is as follows:
 - i. Abandonment Rate is defined as the number of callers (expressed as a percentage of all calls) that hang-up, or abandon their attempt to reach a Customer Service Representative
 - ii. Call Abandonment Rate will be ten percent (10%) or less.
- c. Transfer calls routed to voicemail shall be responded to by the end of the next business day.
- d. Emails received in the call center regarding claims, will be responded to by the end of the next business day.

3. Client Satisfaction

This service level is to ensure that BRMS' dedicated client management team is providing prompt, courteous, and accurate information to the AUHSD administration team.

- a. The agreed upon measure for responding to inquiries is as follows:
 - i. Inquires is defined as emails, phone calls, and voicemails from broker and HR staff to the dedicated client management team
 - ii. Inquiry responses shall be provided by BRMS by the end of the next business day
- b. Transfer calls routed to voicemail shall be responded to by the end of the next business day.
- c. All escalations will be handled by the Director of Client Services if the Account Executive is unable to do so
 - i. Escalations are defined as managerial approvals, non-responsiveness by the Client Management team, and/or service feedback

4. Implementation

This service level is to ensure that the implementation process is completed within the timeframe in which all parties agreed too.

- a. The implementation timeline will be developed by BRMS and will contain tasks to be completed by all parties
 - i. Parties is defined as AUHSD, BRMS and if necessary the Broker
 - ii. The implementation timeline will contain timeframes specific to each task/project. All parties are responsible for their designated tasks/project timeline dates being met
- b. The agreed upon measure for the implementation process is as follows:
 - i. The implementation process is defined as the agreed upon timeline in which AUHSD is to be up and running with BRMS, with all services operational
 - ii. A minimum of 95% of all tasks/projects within the implementation process will be completed by the target dates within the agreed upon timeline, by all parties



III. Non-Fulfillment of Service Level Guarantees

The agreed upon service level penalty for non-fulfillment of the service level guarantees listed within Section II shall be issued as credits on future invoices to Anaheim Union High School District by BRMS and are as follows:

Three percent (3%) of the monthly medical claims administration fee set forth in the Exhibit A, for each month in which the metrics within Section II were not fulfilled by BRMS within that quarter, is at risk of being deducted from BRMS administrative fees applicable to Anaheim Union High School District.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed, under seal, on their behalf by their officers or duly authorized representatives, as of the Effective Date written above.

Anaheim Union High School District
Date: 9/27/17
By: Jennifer Root
Printed Name: Jennifer Root
Title: Assistant Superintendent, Business
Address: 501 N Crescent Way
Anaheim, CA 92801

Benefit & Risk Management Services, Inc.
Date: _____
By: _____
Printed Name: Matthew Schafer
Title: Chief Executive Officer
Address: 80 Iron Point Circle, Suite 200
Folsom, California 95630



MEMORANDUM

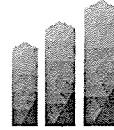
To: Jennifer Root
 From: Keith Weaver *KW*
 Date: January 23, 2018
 Re: Scope of Work to Provide Financial Advisory Services for GO Bonds

Jennifer, thank you again for the opportunity to assist the District with its Measure H general obligation bonds. Our focus as the District's fiduciary will be to advise the District on how to ensure that the financing best meets the District's objectives and aid in its implementation. This scope of work identifies the financial advisory services we will provide along with our fees for such services.

Services Provided

We will provide the following services in connection with the District's bonds:

- Develop and manage the schedule of events
- Assist with identifying and selecting other members of the financing team, as appropriate (e.g., trustee bank, credit rating agency, bond insurer, etc.)
- Manage the costs of issuance budget
- Review and comment on the authorizing resolution(s) and legal documents
- Draft the preliminary and final official statements
- Conduct due diligence to confirm information included in the preliminary and final official statements, including a review of the District's compliance with prior continuing disclosure obligations
- Structure the financing to meet the District's objectives, including maximizing funds available for facilities projects
- Based on GFOA best practices and market research, advise the District regarding the optimal method of sale
 - If a competitive sale process is selected, conduct a competitive bidding process to select the underwriter
 - If a negotiated sale process is selected, assist with both selecting the underwriter and negotiating the financing terms
- Coordinate the credit rating process, including preparing materials for and participating in rating calls and/or meetings
- Solicit bids for bond insurance and debt service reserve insurance policies and assist in the selection of a bond insurer (if financially viable)
- Prepare the closing wire instructions, including coordinating the flow of funds and deposit of proceeds
- Coordinate with the County to ensure debt service is incorporated into future tax levy calculations
- Provide a post-sale presentation to the District summarizing the sale process, sale results, funds available for projects, and refinancing savings
- In connection with the above, provide Board presentations, attend meetings, and coordinate with District staff, other members of the financing team and outside entities as needed



Fees and Expenses

Consistent with our published fee schedule, our standard fixed fee for the above services is \$58,750 plus \$1,500 for expenses.

Our fees and expenses are payable from the proceeds of the issuance (and therefore built into the borrowing amount) when the financing closes. The expenses are mainly associated with printing and distributing the preliminary and final official statements.

In order to be able to provide independent advice to the District, if the financing process is not completed (e.g., the District changes its mind and decides to not move forward), then our fee would be based on the hours worked (at our rate of \$225) and expenses incurred to that point, but not to exceed the fixed fee amount.

Jennifer, as you know, our commitment to our clients is "100 percent satisfaction guaranteed, 100 percent of the time". It is our goal to provide the best financial advisory services in the most economical fashion. We look forward to continuing to provide the District with this same high level of service.

If the scope of work is acceptable, please sign and date below and return a copy to us. Thank you.

Accepted By:

Jennifer Root
Assistant Superintendent, Business Services
Anaheim Union High School District

Date:_____

**GOVERNMENT FINANCIAL STRATEGIES
FINANCIAL ADVISORY SERVICES AGREEMENT**

THIS AGREEMENT ("Agreement") is made this January 1, 2018, between Government Financial Strategies inc., a financial advisory firm ("Government Financial Strategies") and Anaheim Union High School District ("Client") who agree as follows:

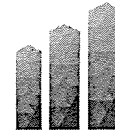
1. Scope of Work. Government Financial Strategies shall perform the services described in the scope(s) of work attached hereto as Exhibit A (the "Work"). Modifications, deletions and additions to the Work described in Exhibit A may be made, from time to time, upon the subsequent written agreement by both parties.

2. Payment.

- a. In consideration for the Work to be provided by Government Financial Strategies under this Agreement, Client agrees to pay fees and expenses as set forth in Exhibit A.
- b. For Work performed on a time and materials basis, Government Financial Strategies shall submit invoices to the Client on a monthly basis. For Work performed for a fixed fee, Government Financial Strategies shall submit invoices to the Client upon the completion of the Work or as otherwise identified in Exhibit A.
- c. Government Financial Strategies is required to provide written disclosure to all financial advisory clients about actual or potential conflicts of interest as well as certain other information. Exhibit B sets forth the potential conflicts of interest that we have determined presently exist as well as other information we are required to provide to you as a federally registered municipal advisor. Client acknowledges receipt of Exhibit B, and Client has been given the opportunity to discuss such matters with Government Financial Strategies.

3. Term.

- a. This Agreement shall terminate upon the later of the completion of the Work or June 30, 2021, unless earlier terminated as provided in subsection (b).
- b. This Agreement may be terminated by either party upon thirty (30) days advance written notice to the other party.
- c. Upon termination of this Agreement by either party, Client shall compensate Government Financial Strategies for all Work performed prior to termination. If the compensation identified in Exhibit A was on a time and materials basis, such compensation shall be based on time and materials incurred prior to termination. If the compensation identified in Exhibit A was on a fixed fee basis, such compensation shall be the greater of: 1) the percentage of services completed through the termination date multiplied by the fixed fee, or 2) the amount based on a time and materials basis, not to exceed the fixed fee. "Payment," "Ownership of Documents," "Indemnification," "Severability," "Governing Law and Venue," and "Entire Agreement" shall survive the termination of this Agreement.



4. Professional Ability and Loyalty. Government Financial Strategies represents that it possesses the skill to competently perform the Work, that it shall perform that Work in a manner equal to or exceeding generally accepted professional practices and standards for firms performing similar work, and that it will act in a manner it believes to be in the best interest of the Client rather than any third party.

5. Ownership of Documents. Every report, study, memo, letter, spreadsheet, worksheet, plan, graph, diagram, map, photograph, computer model, computer disk, computer software and other document or item prepared by Government Financial Strategies under this Agreement and provided to and paid for by the Client (the "Work Product") shall be the property of Client, and Client shall have the right to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Government Financial Strategies. Government Financial Strategies may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Government Financial Strategies shall not provide any Work Product not previously made available to the public to any third party without Client's prior approval, unless compelled to do so by legal process. If Client reuses or modifies any Work Product for a use or purpose other than that intended by the Work under this Agreement, then Client shall hold Government Financial Strategies harmless against all claims, damages, losses and expenses arising from such reuse or modification.

6. Indemnification. Both parties shall indemnify, defend, protect, and hold harmless the other party, its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney's fees) directly arising from any negligent act or omission, willful misconduct or violation of law of the other party.

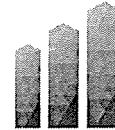
7. Insurance.

- a. Government Financial Strategies, at its sole cost and expense, shall procure and maintain for the duration of this Agreement workers compensation insurance in the amount required by statute, comprehensive general liability insurance with coverage of at least one million dollars (\$1,000,000) per occurrence and aggregate, automobile liability insurance with coverage of at least one million dollars (\$1,000,000) per accident, and professional errors and omissions insurance with coverage of at least one million dollars (\$1,000,000) per occurrence and aggregate.
- b. Upon request, Government Financial Strategies shall provide to Client the evidence of such insurance.

8. Municipal Advisor Registration. Government Financial Strategies is a municipal advisor registered with the Securities and Exchange Commission (registration number 867-00775) and the Municipal Securities Rulemaking Board (registration number K0127).

9. Conflicts of Interest. Except as expressly described in Section 2(c) above and Exhibit B attached, Government Financial Strategies has no material conflicts of interest that might impair its fiduciary duty to the Client. Client acknowledges that Government Financial Strategies may have other governmental clients with overlapping jurisdictions with Client.

10. Independent Contractor. Government Financial Strategies shall be an independent contractor in performing the Work and shall not act as an agent or employee of Client. The employees of Government Financial Strategies and its subcontractors are not employees of Client within the meaning or application of any federal or state unemployment insurance laws, social security law or any worker's compensation, industrial accident law or other industrial or labor law.



11. Non-Discrimination. Government Financial Strategies will not discriminate in any way against any person on the basis of race, color, religious creed, national origin, ancestry, sex, sexual orientation, age, physical handicap, medical condition or marital status in connection with, or related to, the performance of this Agreement.

12. Successors and Assigns. This Agreement shall bind and inure to the benefit of the successors and assigns of the parties; however, Government Financial Strategies shall not assign its rights and obligations under this Agreement without the prior written consent of Client, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, Government Financial Strategies may subcontract a portion of the Work to its wholly-owned subsidiary, GFS Australia Pty. Ltd, and its sole employee, Jonathan Edwards.

13. No Waiver of Rights. Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.

14. Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity, and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired.

15. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where the Client's main office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

16. Notice. All notices that are required or permitted to be given under this Agreement shall be in writing and sent by either personal delivery, nationally recognized overnight courier service or prepaid, first class United States postal mail. Notices shall be sent to the addresses listed below, or to such other address as either party may specify in writing:

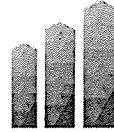
Government Financial Strategies:

Government Financial Strategies
Attn: Lori Raineri, President
1228 N Street, Suite 13
Sacramento, CA 95814-5609

Anaheim Union High School District:

Anaheim Union High School District
Attn: Jennifer Root,
Assistant Superintendent, Business Services
501 North Crescent Way
Anaheim, CA 92801

17. Entire Agreement. This Agreement represents the sole, final, complete, exclusive and integrated expression and statement of the terms between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by written agreement by both parties. Government Financial Strategies agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement.



IN WITNESS HEREOF, the parties have caused this Agreement to be signed by their duly authorized representatives.

Government Financial Strategies inc.

Anaheim Union High School District

By: _____

By: _____

Lori Raineri
President

Jennifer Root
Assistant Superintendent, Business Services

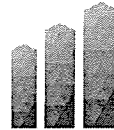


EXHIBIT A

SCOPE(S) OF WORK

Government Financial Strategies will provide general financial planning and advisory services to Anaheim Union High School District which include but are not limited to the following: a review of facilities needs and costs, a review of short term and long term cash flow schedules, identification and classification of existing and potential revenue sources, assistance with the production of a comprehensive financial plan, financial advisory services in connection with any debt issues, participation in real estate negotiations, general background information on real estate acquisition and lease agreements, allocation of revenues to expenditures, development of financial strategies, reviews of documents, and presentations to the governing board. Such services will be provided as requested by Anaheim Union High School District.

In consideration of the services provided, Anaheim Union High School District will pay Government Financial Strategies hourly fees of \$225 for services, plus out-of-pocket expenses (such as mileage, meals, etc.). For travel time, Anaheim Union High School District will pay Government Financial Strategies hourly fees of \$112.50.

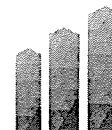


EXHIBIT B

DISCLOSURE OF CONFLICTS OF INTEREST AND OTHER INFORMATION

Conflicts of Interest

Government Financial Strategies is required to provide written disclosure to all financial advisory clients about the actual or potential conflicts of interest presented by our representation of Client.

Government Financial Strategies has determined, after exercising reasonable diligence, that it has no known material conflicts of interest that would impair its ability to provide advice to the Client in accordance with its fiduciary duty to municipal entity clients such as the Client. To the extent any such material conflicts of interest arise after the date of this Agreement, Government Financial Strategies will provide information with respect to such conflicts in the form of a written amendment or supplement to this Agreement.

Municipal Advisor Registration, Legal and Disciplinary Events

Government Financial Strategies is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") (registration number 867-00775) and the Municipal Securities Rulemaking Board ("MSRB") (registration number K0127). As part of this registration Government Financial Strategies is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Government Financial Strategies. Pursuant to MSRB Rule G-42, Government Financial Strategies is required to disclose any legal or disciplinary event that is material to the Client's evaluation of Government Financial Strategies or the integrity of its management or advisory personnel. Government Financial Strategies has determined that no such event exists.

Copies of Government Financial Strategies filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Government Financial Strategies or for our CIK number which is 0001617177.

Client Brochure

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.



Eva Rae Lueck - Owner
1967 Marengo Ave., South Pasadena, CA 91030
Tax ID Number: 47-4077658
evalueck@gmail.com
Phone # 818-823-9159

CONTRACT SERVICE AGREEMENT

This CONTRACT SERVICE AGREEMENT (“Agreement”) is made and entered into on the 25th day of January 2018 by and between the “Anaheim Union High School District” (“District”) and **guided decisions - inform** (“Contractor”), a California business located at 1967 Marengo Ave., South Pasadena, CA 91030.

RECITALS

1. The Contractor has expertise in the area of Public School Business Operation and agrees to provide consulting services to school district.
2. District agrees to engage Contractor as an independent contractor, and not as an employee, on the terms and conditions set forth herein.

AGREEMENT

In consideration of the foregoing, and of the mutual promises set forth herein, the parties hereto agree as follows:

- 1) Engagement.
 - a) The District hereby engages the Contractor to render, consulting services in the area of public school financial and business operations inclusive of facilities, budget analysis, and such other services as may be specifically assigned and agreed upon.
 - b) The Contractor hereby accepts the engagement to provide consulting services to the District on the terms and conditions set forth herein.
- 2) Term/Termination.
 - a) The term of the agreement is January 25, 2018 through June 30, 2019.
 - b) This Agreement is on an hourly basis and may be terminated at any time by either the District or Contractor.

3) Compensation.

- a) In consideration of the services performed by Contractor, District agrees to pay Contractor, the contract rate of \$120 per hour inclusive of travel time to/from District and South Pasadena. The Superintendent or designee must approve all project assignments and other day to day hourly work. The Contractor will also be reimbursed for private vehicle mileage at the current Government Rate (including mileage to/from District and South Pasadena), and in conjunction with duties assigned by the District to the Contractor. The maximum compensation for this contract is \$20,000 plus mileage.
- b) Out of pocket expenses incurred by the Contractor, which are authorized by the District, shall be reimbursed at cost by the District to the Contractor.

4) Entire Agreement.

- a) The Agreement constitutes the entire Agreement and understanding between the parties and supersedes all prior agreement and representations, if any, whether written or oral, between the parties as to the subject matter hereof. The Agreement may be modified only by subsequent written agreement of the parties, duly executed by all parties hereto.
- b) If any provision of the Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and will remain in effect.

5) Amendment. This Agreement may be amended only in writing signed by Contractor and by a representative of District duly authorized.

6) Independent Contractor. The relationship between the Contractor and School District is that of independent contractor. The Contractor will not be eligible for any employee benefits, nor will the District make deductions from fees to the Contractor for taxes, insurance, bonds or the like within the scope of this Agreement. The Contractor retains the discretion in performing tasks assigned, within the scope of work specified.

7) Hold Harmless. To the fullest extent permitted by law, the District agrees to indemnify, defend and hold the Contractor harmless from all liability arising out of the services provided by the Contractor:

8) Governing Law. This Agreement shall be construed in accordance with, and all actions arising hereunder shall be governed by, the laws of the State of California.

Anaheim Union High School District

guided decisions - inform

Jennifer Root, Ed.D.
Superintendent or Asst. Supt. / Date

Eva Rae Lueck - Owner / Date

AGREEMENT

THIS AGREEMENT is effective FEBRUARY 20, 2018, and it is made by and between BRIGHTVIEW TREECARE SERVICES, INC., hereinafter referred to as "CONTRACTOR," and the Anaheim Union High School District, hereinafter referred to as "DISTRICT."

WHEREAS, the DISTRICT is in need of special services as it relates to the implementation of a tree inventory and master plan; and

WHEREAS, CONTRACTOR is specially trained, experienced, and competent to provide the special services required.

NOW, THEREFORE, the parties hereto agree as follows:

1. CONTRACTOR shall provide the services and equipment in accordance with the requirements of the specifications contained in EXHIBIT A, which are hereby incorporated by reference into this agreement.
2. The CONTRACTOR shall commence providing services under this agreement on FEBRUARY 20, 2018, and will diligently perform as required and complete said services as an independent contractor and not as an employee of the DISTRICT. Work shall be completed by the CONTRACTOR within NINETY (90) calendar days from the commencement date of this agreement.
3. The DISTRICT will prepare and furnish to the CONTRACTOR upon request such information as is reasonably necessary to the performance of the CONTRACTOR to this agreement.
4. The DISTRICT will pay the CONTRACTOR a total not-to-exceed amount of TWENTY-FIVE THOUSAND SIX HUNDRED DOLLARS (\$25,600) for services rendered pursuant to this AGREEMENT and as explained in EXHIBIT A attached herein. The DISTRICT will approve all invoices prior to payment to CONTRACTOR for work that has been performed, which will be paid on a NET 30 day payment term after such approval.
5. The CONTRACTOR will hold prices firm for the duration of the fiscal year ending or until all work associated with the project(s) are complete.
6. The DISTRICT may at any time and for any reason terminate this Agreement and compensate CONTRACTOR only for services rendered to the date of termination. Written notice by the DISTRICT's Superintendent shall be sufficient to stop further performance of services by CONTRACTOR. The notice shall be deemed given when received or no later than three days after the day of mailing, whichever is sooner.

7. CONTRACTOR agrees to and shall hold harmless and indemnify the DISTRICT, its officers, agents, and employees from every claim or demand made and every liability or loss, damage, or expense of any nature whatsoever, which may be incurred by reason of:
 - a. Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage or expense sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR upon or in connection with the services called for in this agreement except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT, its officers, employees, or agents.
 - b. Any injury to or death of persons or damage to property, sustained by any persons, firm, or corporation, including the DISTRICT, arising out of, or in any way connected with the services covered by this AGREEMENT, whether said injury or damage occurs either on or off school DISTRICT property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT, its officers, employees, or agents.

The CONTRACTOR, at CONTRACTOR's expense, cost and risk, shall defend any and all actions, suits, or other proceeding that may be brought or instituted against the DISTRICT, its officers, agents, or employees on any such claim, demand, or liability and shall pay or satisfy any judgment that may be rendered against the DISTRICT, its officers, agents, or employees in any action, suit, or other proceedings as a result thereof.

8. During the term of the contract, the successful bidder shall, at its own cost and expense maintain the following types of insurance:
 - i. Commercial General Liability Coverage, "occurrence" form only, to include bodily injury and property damage for premises and operations, contractual liability, independent contractors, personal and advertising injury, and wrongful termination with a combined single limit not less than \$1,000,000 per occurrence and an annual general aggregate limit not less than \$2,000,000. The policy shall be endorsed to name the District, its governing boards and commissions and the individuals thereof, and all its officers, agents, employees, representatives and volunteers, as additional insured.
 - ii. Workers' Compensation insurance with limits as required by the Labor Code of the State of California and Employers Liability insurance limits of \$1,000,000 per accident.

- iii. Business Automobile Liability Coverage with limits as required by the State of California.
9. At the time of AGREEMENT award and during the entire term of the contract, the successful bidder, including all subcontractors, shall fully comply with the provisions of Education Code Sections 45125.1 and 45125.2 when District determines that the successful bidder's employees and employees of subcontractors will have more than limited contact with pupils in the performance of the work. In addition, it shall be the District's responsibility to take appropriate steps to protect the safety of any pupils that may come in contact with the CONTRACTOR. Attached is the District's standard Certification Criminal Records Check form that must be completed prior to commencement of any work.

If the CONTRACTOR refuses or fails to comply with this section, such refusal or failure shall be considered sufficient cause for termination of this AGREEMENT, in whole or in part.
10. This AGREEMENT is not assignable or delegable without written consent of the parties hereto.
11. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including worker's compensation.
12. CONTRACTOR, if an employee of another public agency, certifies 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 performed pursuant to this AGREEMENT

(AGREEMENT CONTINUED NEXT PAGE)

13. The parties have caused this AGREEMENT to be executed by duly authorized representatives as indicated herein.

CONTRACTOR:

DISTRICT:

Anaheim Union High School District
501 Crescent Way
Anaheim, CA 92801

(Signature, Authorized Representative)

(Signature, Authorized Representative)

Signer's Name

Brad Minami
Director, Purchasing and Central Services
Anaheim Union High School District

Title

(SSN or Federal ID number)

(Telephone)

(Email Address)

(Date)

(Date)

DISTRICT Board of Education Approval Date: _____

Attachment: -Certification, Criminal Records Check
-EXHIBIT A

**CERTIFICATION
CRIMINAL RECORDS CHECK
AB 1610, 1612 and 2102
BID 2017-09**

To the Governing Board of Anaheim Union High School DISTRICT:

I, _____ certify that:
Name of Contractor

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks (Education Code Section 45125.1) required by the passage of AB 1610, 1612 and 2102.
2. Due to the nature of the work I will be performing for the DISTRICT, my employees may have contact with students of the DISTRICT.
3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code Section 1192.7 and this determination was made by a fingerprint check through the Department of Justice.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____, California on _____.
Date

Signature

Typed or printed name

Title

Address

Telephone

EXHIBIT A

A. TREE INVENTORY

No later than three (3) months after full execution of contract for Tree Inventory and Maintenance Plan, the successful Bidder shall provide a complete school district-wide update of the District's tree inventory. The tree inventory data shall include at a minimum the following:

- 1) Digitized inventory and assessment database of all trees located within District grounds.
 - a. GPS coordinates for each tree inventoried, including creating an ESRI ArcView/ArcGIS or equivalent compatible file.
- 2) Attributes to be collected include:
 - a. Mapping coordinates – X and Y coordinate locations by GPS
 - b. Address of property.
 - c. Location – Tree's physical location in relation to the public space recorded.
 - d. Species – Trees will be identified by genus, species and common name.
 - e. Diameter (Inches) – Tree trunk diameter measured in 6" increments recorded at 4.5" feet above the ground.
 - f. Height (Feet) – Tree height in 15 foot increments
 - g. Stems – Number of principal stems
 - h. Condition – Good, Fair, Poor, Dead
 - i. Maintenance Need:
 - i. Grid Trim – Trees suitable for normal cycle pruning
 - ii. Trim Diseased/Declining – Trees with declining health which may not need to be removed, but need to be monitored
 - iii. Trim Poorly Structured – trees with damaged structures which may be improved with corrective trimming
 - iv. Removal due to:
 1. Overhead spacing
 2. Ground level spacing
 3. Dead
 4. Diseased/declining
 5. Poor structure
 6. Seedling/Volunteer
 7. Stump
 - v. Planting – Vacant planting site
 - j. Observations/Notes
 - k. Clearance Required – Yes/No for pedestrians or vehicle traffic
 - l. Hardscape/Sidewalk Damage – Yes/No
 - m. Provide unlimited software and computer support while performing tree maintenance services.

- i. Unlimited telephone and/or email support during regular business hours
- ii. Provide one time training to up to two (2) District staff
- iii. Provide routine maintenance, archive, backup, restore and disaster recovery procedures upon request from the District.
- iv. Provide free software upgrades as needed.

B. FIVE YEAR TREE MASTER PLAN

The Tree Master Plan (TMP) will be a five-year prioritized plan that identifies trees that need to be pruned, removed or replaced, as well as the filling of vacancies. Within three (3) months of contract award, contractor will provide the District with a TMP. This plan will include a proposed annual grid trimming schedule outlining the plan for trimming each of the District's trees over a five-year period, with exception for trees designated for more frequent trimmings.

For replacing trees, or filling vacancies, the successful bidder will present two (2) tree species as options. The options will take into account any of the District's appropriate planning documents such as the District's Facility Master Plan and list of approved trees, as well as spacing concerns, area for planting, sidewalks, existing landscape, watering needs, etc.

The TMP will include an estimated annual cost for each of the five years, for pruning, removal and replacement, assuming a 24" box replacement.

C. BIDDER QUALIFICATIONS

ISA Certified Arborist

Contractor should have at least three (3) similar and separate California governments or municipal multi-year tree maintenance contracts which have been successfully completed within the last ten (10) years. Each project shall be of comparable size and scope of this project (descriptions of these projects and contact persons must be provided with bid submission). These projects must also include work in tree inventories. The bid shall include a detailed description of their proposed inventory program along with sample reports.

Submitted bid must include the required 'Contractor's Organization Statement and Performance History' form found within this document.

**SECOND
AMENDMENT TO THE AGREEMENT
BETWEEN THE
ANAHEIM UNION HIGH SCHOOL DISTRICT
AND
KNOWLAND CONSTRUCTION SERVICES**

This Amendment Agreement is made and entered into this 21st day of February, 2018 (“Effective Date”), by and between the **Anaheim Union High School District**, 501 Crescent Way, Anaheim, California 92801 (“District”), and **Knowland Construction Services**, 33 Narcissa Drive, Rancho Palos Verdes, California 90275 (“Consultant”), for DSA Inspector of Record Services.

WHEREAS, the District and Consultant entered into an agreement on May 15, 2015, setting forth the terms and conditions under which the Consultant would perform professional DSA Inspector of Record Services (“Agreement”), in connection with the District’s facilities and maintenance projects requiring inspection services (“Project” or “Projects”);

WHEREAS, the District and Consultant subsequently agreed to amend the Agreement by vote of the Board of Trustees on April 13, 2017;

WHEREAS, the term of the Agreement is from May 15, 2015 to May 15, 2018;

WHEREAS, the Board of Trustees of the District limited the expenditures under the agreement not to exceed \$500,000;

WHEREAS, the scope of services under the Agreement have expanded due to additional Projects;

WHEREAS, the District and Consultant desire to amend the Agreement;

NOW, THEREFORE, District and Consultant hereby agree to modify the Agreement with the following:

1. The term of this Agreement shall be extended until May 15, 2020. Neither District nor Consultant shall have any obligations to the other after May 15, 2020 unless and until a written extension agreement is entered into between the parties.
2. The authorized expenditures under this Agreement shall be increased by \$500,000 to not exceed \$1,000,000 in total.
3. All other terms and conditions of the Agreement shall remain in force.

IN WITNESS WHEREOF, this Amendment Agreement entered into as of the day and year first written above.

DISTRICT
Anaheim Union High School District

CONSULTANT
Knowland Construction Services

Jennifer Root
Assistant Superintendent, Business

Chris Knowland
President

Bid 2018-08

CHANGE ORDER NO.

(Additive)

PROJECT: Bid #2018-08 Cypress HS Relocatable Buildings ProjectTO: Mobile Modular Construction, Inc.

You are hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE:

Work Order #1 – add truncated domes, repairs to portable #36, dedicated electrical circuits for clocks, 1” overlay of asphalt, and credit back allowance.

COST (This cost shall not be exceeded.):

Original contract price:	\$ <u>340,000</u>
Change Order amount:	\$ <u>0</u>
New contract price:	\$ <u>340,000</u>

TIME FOR COMPLETION:

Original completion date:	<u>70 calendar days</u>
Time for completion of Change Order:	<u>no change</u>
New completion date:	<u>70 calendar days</u>

Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Project Documents. The amount of the charges under this Change Order is limited to the charges allowed under Article 59 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time due Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order.

No additions or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

(continued on next page)
This Change Order is hereby agreed to, accepted and approved.

CONTRACTOR

By: _____
Signature

Print Name

Title

Date

DISTRICT

By: _____
Signature

Jennifer Root, Ed.D.

Print Name

Assistant Superintendent, Business

Title

Date

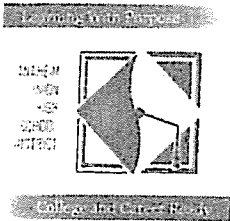
ARCHITECT

By: _____
Signature

Print Name

Title

Date



Facilities Planning, Design and Construction
 501 Crescent Way ~ P.O. Box 3520
 Anaheim, CA 92803-3520
 Tel: 714.999.3505 Fax: 714.520.5741

Project Name: Cypress HS Relocatable Buildings
 Project Number: 2018-08

P.O. # L64A0257
 DSA #: 04-116518

Work Order

To: *Mobile Modular Construction, Inc.*
 18601 Patrician Drive
 Villa Park, CA 92861

Work Order # 001

You are directed to make the following changes in the contract. All work shall be performed subject to all the conditions as contained in our Contract above as fully as if same were repeated in this Work Order. This Work Order shall constitute a full and final settlement of any and all claims you have arising out of the revision set forth herein, including claims for impact and delay costs, excluding those identified herein.

- PCO 1 - Added Truncated Domes at Daycare (RFI 6). **\$1,196.00 ADD**
- PCO 2 - Repairs to Portable #36 at Loara – Cribbing, Skirting & Vents. **\$4,476.00 ADD**
- PCO 3 - Added (1) Dedicated Electrical Circuit each for Clocks a Total of 3 (RFI 7). **\$1,732.00 ADD**
- PCO 4 - Added 1" Overlay Asphalt to create a Level Path of Travel. **\$2,596.00 ADD**
- Credit Back <\$10,000.00> Allowance Line Item 22 on Approved Schedule of Values. **<\$10,000.00> DEDUCT**

Not Valid until signed by the Owner.

Contractor agrees to furnish all labor and materials and perform all of the above-described Work in accordance with applicable sections of the Contract Documents. The amount of the charges (if applicable) under the Work Order is limited to \$100,000.00. The adjustment in Contract Sum, if any, and the adjustment in the Contract Time, if any, set out in this Work 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 Work covered by this Work Order unless otherwise provided in this Work Order.

COST:

- Lump Sum \$0.00 Not to Exceed _____
- Time and Materials. Submit daily time and material equipment documentation on TIME & MATERIAL DAILY EXTRA WORK REPORT forms
- Submit quotations promptly for the work described above. The cost of the work will be determined from the CHANGE ORDER PROPOSAL subject to review, and will be resolved to be mutually agreeable.
- In accordance with contract unit prices

TIME:

- No Change Impact unknown at this time Impact to contract completion date is estimated at _____ days
- Will not change completion date but is expected to impact durations of specific CPM activities. (Activity Nos. _____ days _____)
- The contractor will create activities in the Contractor's Detailed Construction Schedule immediately following approval of this Work Order showing the impact of this work. These activities will be reviewed and approved in accordance with the contractor's weekly and monthly schedule submittals.

	Signature	Date
AUHSD Assistant Superintendent, Business	<i>[Signature]</i>	2/6/18
AUHSD Patricia Neely	<i>[Signature]</i>	2/6/18
Contractor	<i>[Signature]</i>	2/6/18
Architect	<i>[Signature]</i>	2/5/18
Project Manager	<i>[Signature]</i>	2/5/18
IOR	<i>[Signature]</i>	2-5-18

Bid 2018-09

CHANGE ORDER NO.1

(Deductive)

PROJECT: BID #2018-09 Anaheim High School Grandstand DemolitionTO: Resource Environmental.

You are hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE:

Work Order #1- Total allowance allotted per schedule of values was \$5,000.00. Of the allowance \$2,500.00 was change order add work, resulting in a deductive change order of (\$2,500.00) for allowance not used.

COST (This cost shall not be deleted.):

Original contract price:	\$ <u>65,000.00</u>
Change Order amount:	\$ <u>(2,500.00)</u>
New contract price:	\$ <u>62,500.00</u>

TIME FOR COMPLETION:

Original completion date:	<u>19 calendar days</u>
Time for completion of Change Order:	<u>no change</u>
New completion date:	<u>19 calendar days</u>

Contractor agrees to deduct the above-described work in accordance with the above terms and in compliance with applicable sections of the Project Documents. Contractor agrees to the adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order.

No additions or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

This Change Order is hereby agreed to, accepted and approved.

QTS

CONTRACTOR

DISTRICT

By: *Leticia Covarrubias*
Signature

By: _____
Signature

Leticia Covarrubias
Print Name

Jennifer Root
Print Name

Office Manager
Title

Assistant Superintendent, Business
Title

01-22-2018
Date

Date

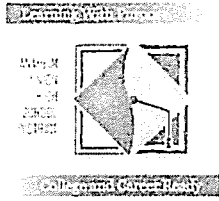
ARCHITECT

By: N/A
Signature

Print Name

Title

Date



Facilities Planning, Design and Construction
 501 Crescent Way ~ P.O. Box 3520
 Anaheim, CA 92803-3520
 Tel: 714.999.3505 Fax: 714.520.5741

Project Name: Anaheim IIS Grandstand Demolition
 Project Number: 2018-09

P.O. #
 DSA #: N/A

Work Order

To: *Resource Environmental*
 6634 Schilling Avenue
 Long Beach, CA 90805

Work Order #No. 1

You are directed to make the following changes in the contract. All work shall be performed subject to all the conditions as contained in our Contract above as fully as if same were repeated in this Work Order. This Work Order shall constitute a full and final settlement of any and all claims you have arising out of the revision set forth herein, including claims for impact and delay costs, excluding those identified herein.

COP No. 1 – ACM Stucco Infill Removal and Disposal	\$1,500.00 ADD
COP No. 2 – Unforeseen Trash/Equipment	\$1,000.00 ADD
Allowance per Schedule of Values line item 4; Items 1 and 2 billed against	(\$5,000.00) DED

Not Valid until signed by the Owner.

Contractor agrees to furnish all labor and materials and perform all of the above-described Work in accordance with applicable sections of the Contract Documents. The amount of the charges (if applicable) under the Work Order is limited to \$100,000.00. The adjustment in Contract Sum, if any, and the adjustment in the Contract Time, if any, set out in this Work 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 Work covered by this Work Order unless otherwise provided in this Work Order.

COST:

- Lump Sum (\$2,500.00) Not to Exceed _____
- Time and Materials. Submit daily time and material equipment documentation on TIME & MATERIAL DAILY EXTRA WORK REPORT forms
- Submit quotations promptly for the work described above. The cost of the work will be determined from the CHANGE ORDER PROPOSAL subject to review, and will be resolved to be mutually agreeable.
- In accordance with contract unit prices

TIME:

- No Change Impact unknown at this time Impact to contract completion date is estimated at _____ days
 - Will not change completion date but is expected to impact durations of specific CPM activities. (Activity Nos. _____ days _____)
- The contractor will create activities in the Contractor's Detailed Construction Schedule immediately following approval of this Work Order showing the impact of this work. These activities will be reviewed and approved in accordance with the contractor's weekly and monthly schedule submittals.

	Signature	Date
AUHSD Assistant Superintendent, Business		1/22/18
AUHSD Patricia Neely		1/22/18
Contractor		1-22-18
Project Manager		1-22-18
Architect	N/A	
IOR	N/A	

Monday, January 22, 2018

**Declaring Certain Furniture as Unusable, Obsolete,
and/or Out-of-Date and Ready for Sale, or Destruction**

Quantity	Description
6	AV Cart
70	Book Ends
4	Book Shelf
6	Cabinet
7	Cart
55	Chair
227	Desk
20	File Cabinet
4	Podium
20	Stool
317	Student Desk
42	Table

**Declaring Certain Technology as Unusable, Obsolete,
and/or Out-of-Date and Ready for Sale, or Destruction**

Quantity	Description
83	Access Point
1	Document Camera
2	DVD Player
21	Hard Drive
1	Monitor
73	Network Switch
9	Power Supply
2	Projector
1	Television
1	Typewriter
6	VCR
1	VHS Tape Recorder
71	WiFi Antenna

**Declaring Certain Vehicle as Unusable, Obsolete,
and/or Out-of-Date and Ready for Sale, or Destruction**

Quantity	Tag Number #	Year	Make / Model	Vehicle ID #
1	F640094424	1985	Ford Ranger	1FTCR10T0HUC63922

**Declaring Certain Equipment as Unusable, Obsolete,
and/or Out-of-Date and Ready for Sale, or Destruction**

Quantity	Description	Year	Make	Serial #
1	Diesel Generator	1986	Kurz & Root	DZ02632 Military Surplus (obsolete)
1	Portable (Clothes Closet)	N/A	N/A	Trailer 10'x56'x11'6" at Dale (obsolete)

**Declaring Certain Textbooks and Instructional Materials as Unusable, Obsolete,
and/or Out-of-Date, Damaged and Ready for Sale, or Destruction**

Description	Quantity	Publication Date	General Condition	Reason for Disposition	Compliant Y/N
<i>Various Chemistry</i>					
Basic Chemistry	1	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Dictionary</i>					
American Atlas	3	Outdated	Fair	Obsolete	No/To Be Sold
Heritage Dictionary	7	Outdated	Fair	Obsolete	No/To Be Sold
The American Heritage	13	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Language</i>					
Close Reader	1114	Outdated	Fair	Obsolete	No/To Be Sold
Inside Language	9	Outdated	Fair	Obsolete	No/To Be Sold
Inside Language C	2	Outdated	Fair	Obsolete	No/To Be Sold
Inside Language D	4	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Library</i>	1170	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Literature</i>					
High Point	1	Outdated	Fair	Obsolete	No/To Be Sold
Literature	79	Outdated	Fair	Obsolete	No/To Be Sold
Literature Level 2	46	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Math</i>					
Algebra	1	Outdated	Fair	Obsolete	No/To Be Sold
Algebra 1	7	Outdated	Fair	Obsolete	No/To Be Sold
Algebra 2	2	Outdated	Fair	Obsolete	No/To Be Sold
Geometry	10	Outdated	Fair	Obsolete	No/To Be Sold
Pre-Algebra	3	Outdated	Fair	Obsolete	No/To Be Sold
Math	1	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Novels</i>	274	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Reading</i>					
Be A Better Reader B	36	Outdated	Fair	Obsolete	No/To Be Sold
Be A Better Reader C	2	Outdated	Fair	Obsolete	No/To Be Sold
Be A Better Reader D	3	Outdated	Fair	Obsolete	No/To Be Sold
Be A Better Reader E	34	Outdated	Fair	Obsolete	No/To Be Sold
Be A Better Reader F	4	Outdated	Fair	Obsolete	No/To Be Sold
Be A Better Reader G	6	Outdated	Fair	Obsolete	No/To Be Sold
Differentiating	5	Outdated	Fair	Obsolete	No/To Be Sold
Inside Level D	62	Outdated	Fair	Obsolete	No/To Be Sold
Inside Phonics	55	Outdated	Fair	Obsolete	No/To Be Sold
The Knowing Doing Gap	25	Outdated	Fair	Obsolete	No/To Be Sold
Scholastic Read	1	Outdated	Fair	Obsolete	No/To Be Sold

Declaring Certain Textbooks and Instructional Materials as Unusable, Obsolete, and/or Out-of-Date, Damaged and Ready for Sale, or Destruction

Description	Quantity	Publication Date	General Condition	Reason for Disposition	Compliant Y/N
<i>Various Reference</i>	38	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Science</i>	3	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Spanish</i>					
Accompany Entre	32	Outdated	Fair	Obsolete	No/To Be Sold
Avancemos	12	Outdated	Fair	Obsolete	No/To Be Sold
Entre Mundos	56	Outdated	Fair	Obsolete	No/To Be Sold
Exploring Spanish	46	Outdated	Fair	Obsolete	No/To Be Sold
Realidades 1	45	Outdated	Fair	Obsolete	No/To Be Sold
TU Mundo	177	Outdated	Fair	Obsolete	No/To Be Sold
Various Spanish	29	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Speech</i>					
Basic of Speech	29	Outdated	Fair	Obsolete	No/To Be Sold
The Basics of Speech	8	Outdated	Fair	Obsolete	No/To Be Sold
<i>Various Writing</i>					
Inside Level C	1	Outdated	Fair	Obsolete	No/To Be Sold
Inside Level D	60	Outdated	Fair	Obsolete	No/To Be Sold
Inside Level E	12	Outdated	Fair	Obsolete	No/To Be Sold
Inside Level E TE	1	Outdated	Fair	Obsolete	No/To Be Sold
Literature	11	Outdated	Fair	Obsolete	No/To Be Sold
Various Writing	75	Outdated	Fair	Obsolete	No/To Be Sold
Write Source	5	Outdated	Fair	Obsolete	No/To Be Sold
Writing and Grammar	2	Outdated	Fair	Obsolete	No/To Be Sold

DONATIONS

February 20, 2018

<u>Location</u>	<u>Donated By</u>	<u>Item</u>
AIME Program	Farmers & Merchant Bank	\$7,000

ANAHEIM UHSD

PURCHASE ORDER DETAIL REPORT BY VENDOR NAME

BOARD OF TRUSTEES MEETING 02/20/2018

FROM 01/09/2018 TO 02/05/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L64R0939	4 WARD DESIGN INC	1,218.00	1,218.00	0150231081 5810	ADMIN/ELECTRIC/MO / NON-INSTRUCTIONAL
L64R0914	A CABRAL ROOFING GROUP	1,850.00	1,850.00	0120234081 5610	ANAHEIM/GLASS/MO / REPAIRS/MAINT - O/S
L64R0920	ABE'S PLUMBING	1,200.00	1,200.00	0150239081 5610	ADMIN/PLUMB/MO / REPAIRS/MAINT - O/S
L64T0354	ACME NETWORK, THE	6,300.00	6,300.00	0128393010 5880	CY/VEA-2B/INSTR / OTHER OPERATING EXPENSES
L64R0931	ADVANTAGE WEST INVESTMENT ENTE	69,598.70	69,598.70	0100000081 4347	GEN FUND/MO / OPERATIONS SUPPLIES - MISC
L64S0088	ADVANTAGE WEST INVESTMENT ENTE	1,232.75	1,232.75	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R0989	AERIES SOFTWARE INC	600.00	600.00	0108108077 5210	INFO SYSTEM/DP / TRAVEL AND CONFERENCE
L64X0429	AGRI TURF DISTRIBUTING LLC	7,500.00	7,500.00	0110230081 4355	MAINTENANCE/MO / MAINTENANCE SUPPLIES
L64C0096	AMAZON WEB SERVICES INC.	500.00	500.00	0108108077 5880	INFO SYSTEM/DP / OTHER OPERATING EXPENSES
L64R0922	AMTECH ELEVATOR SERVICES	2,400.00	2,400.00	0125230081 5610	KA/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R0985	ANAHEIM CONVENTION CENTER	2,675.16	2,675.16	0115115010 5620	EDUCATION/INSTR / RENTALS/OPERATING LEASES
L64A0254	ANAHEIM FAMILY YMCA	784,473.41	784,473.41	0100439540 5100	AFTER SCHOOL ED/SAFETY/ANCILLA /
L64R1027	ANAHEIM MAJESTIC GARDEN HOTEL	3,371.83	3,371.83	0124141072 5210	WASC PROGRAM / TRAVEL AND CONFERENCE
L64R1028	ANAHEIM MAJESTIC GARDEN HOTEL	3,853.52	3,853.52	0125141072 5210	WASC / TRAVEL AND CONFERENCE
L64T0345	APPLE INC	8,415.70	8,415.70	0147000910 4310	HOPE/LCFF-CONCENTRATION/INSTR /
L64R0983	ARAMARK SPORTS AND ENTERTAINME	1,360.84	1,360.84	0115115010 4390	EDUCATION/INSTR / MEETING EXPENSE - FOOD
L64R0961	AWARDS BY PAUL	64.65	64.65	0115115010 4310	EDUCATION/INSTR / INSTRUCTIONAL MATL &
L64X0430	AWARDS BY PAUL	500.00	500.00	0120140027 4320	ANAHEIM/SCH ADM / OTHER OFFICE/MISC
L64T0359	B AND H PHOTO VIDEO INC	949.30	949.30	0128393010 4410	CY/VEA-2B/INSTR / EQUIPMENT -
L64R1040	B AND M LAWN AND GARDEN INC	181.29	181.29	0134054081 4347	WA/AFTER SCHOOL/M&O / OPERATIONS SUPPLIES
L64R0938	BARKSHIRE LASER LEVELLING INC	2,600.00	2,600.00	0121222081 5610	OPERATIONS - GROUNDS / REPAIRS/MAINT - O/S
L64R0972	BARNES AND NOBLE	34,295.53	34,295.53	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND
L64R1010	BARNES AND NOBLE	141.37	141.37	0120000910 4210	AN/LCFF-CONCENTRATION/INSTR / BOOKS AND
L64R1016	BARNES AND NOBLE	403.79	403.79	0117402510 4150	IS/COLLEGE READINESS/INSTR / TEXTS - STATE

ANAHEIM UHSD

PURCHASE ORDER DETAIL REPORT BY VENDOR NAME

BOARD OF TRUSTEES MEETING 02/20/2018

FROM 01/09/2018 TO 02/05/2018

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
L64R1043	BARNES AND NOBLE	1,370.31	1,370.31	0117402510 4150	IS/COLLEGE READINESS/INSTR / TEXTS - STATE
L64A0252	BEACON DAY SCHOOL	132,112.20	132,112.20	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64A0253	BEACON DAY SCHOOL	24,994.20	24,994.20	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64A0262	BENEFIT AND RISK MANAGEMENT SE	620,337.70	620,337.70	6900690060 5812	HEALTH AND WELF/ENTERP / ADMIN FEE -
L64R0955	BEST BUY ORANGE	1,506.36	1,506.36	0120393010 4410	ANAHEIM/VEA-2B/INSTR / EQUIPMENT -
L64A0266	BICKMORE RISK SERVICES	4,250.00	4,250.00	0177177072 5810	RISK MANAGEMENT / NON-INSTRUCTIONAL PROF
L64R0927	BLICK ART MATERIALS LLC	160.13	160.13	0138489710 4310	BA/TUPE-COHORT M/INSTR / INSTRUCTIONAL
L64R0958	BLICK ART MATERIALS LLC	532.73	532.73	0128005010 4310	CY/ART/INSTR / INSTRUCTIONAL MATL &
L64R1003	BLICK ART MATERIALS LLC	418.93	418.93	0121000910 4310	WE/LCFF-CONCENTRATION/INSTR /
L64S0078	BLICK ART MATERIALS LLC	203.26	203.26	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64T0337	BRAINPOP LLC	3,410.50	3,410.50	0131000910 5880	BR/LCFFF-CONCENTRATION/INSTR / OTHER
L64R1008	BSN SPORTS LLC	435.01	435.01	0144027010 4310	LEX/PHYS ED/INSTR / INSTRUCTIONAL MATL &
L64R1039	BSN SPORTS LLC	2,291.72	2,291.72	0144027010 4310	LEX/PHYS ED/INSTR / INSTRUCTIONAL MATL &
L64R1036	BUDDY'S ALL STARS INC	7,970.00	1,540.00	0128025040 5630	CY/ASB/ANCIL / REPAIRS/ATHLETIC EQUIPMENT
			6,430.00	0128028081 5630	CY/ATHLET/INSTR / REPAIRS/ATHLETIC
L64R1021	C AND L CUSTOM JACKETS	322.86	322.86	0123028010 4310	SA/ATHLET/INSTR / INSTRUCTIONAL MATL &
L64A0255	C S LEGACY CONSTRUCTION INC	673,507.00	673,507.00	2431731185 6165	BR/BOND SERIES 2015 - MEAS H / SITE
L64R1018	C TECH CONSTRUCTION INC.	380.00	380.00	0132230081 5610	OR/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R1038	C TECH CONSTRUCTION INC.	405.00	405.00	0120230081 5610	ANAHEIM/GENERAL/MO / REPAIRS/MAINT - O/S
L64C0057	CABE	3,980.00	3,980.00	0163379021 5210	TITLE IIIA / LIMITED ENG PROG / TRAVEL AND
L64R0979	CABE	675.00	675.00	0153381521 5210	ECIA-J/PROFESSIONAL DEVELOP / TRAVEL AND
L64R0991	CABE	250.00	250.00	0138381010 5210	BALL/ECIA/INSTR / TRAVEL AND CONFERENCE
L64R0935	CAL BUILDING SYSTEMS INC	433.04	433.04	0125230081 5610	KA/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R0999	CALIFORNIA EDUCATIONAL	425.00	425.00	0117469021 5210	ED/EDUCATOR EFFECTIVENESS/SUPR / TRAVEL

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L64A0248	CARE YOUTH CORPORATION	114,261.00	90,636.00	0119282539 5860	SP ED MENTAL HEALTH SERVICES / NONPUBLIC
			23,625.00	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64A0249	CARE YOUTH CORPORATION	38,669.00	30,544.00	0119282539 5860	SP ED MENTAL HEALTH SERVICES / NONPUBLIC
			8,125.00	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64R0984	CBDA	190.00	190.00	0124381010 5210	LO/TITLE I/INSTRUCTIONAL / TRAVEL AND
L64S0082	CCP INDUSTRIES INC	831.83	831.83	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R1045	CCSESA	250.00	250.00	0134399010 5210	TITLE II IMPR TCHR QUAL - ED / TRAVEL AND
L64T0336	CDW GOVERNMENT INC.	2,863.12	2,863.12	0110230081 4410	MAINTENANCE/MO / EQUIPMENT -
L64R1015	CENGAGE LEARNING	10,677.76	10,677.76	0117402510 4150	IS/COLLEGE READINESS/INSTR / TEXTS - STATE
L64S0077	CERTIFIED ART SUPPLY	1,719.70	1,719.70	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64T0369	CERTIPORT	3,500.00	3,500.00	0128393010 5880	CY/VEA-2B/INSTR / OTHER OPERATING EXPENSES
L64R0936	CITY OF ANAHEIM	4,102.00	4,102.00	0125000010 5810	KA/INSTR / NON-INSTRUCTIONAL PROF CONSULT
L64R1048	CITY OF ANAHEIM	2,856.75	2,856.75	0120028040 5810	AN/ATHLET/ANCLLARY / NON-INSTRUCTIONAL
L64R1058	CITY OF ANAHEIM	1,245.25	1,245.25	0125000010 5810	KA/INSTR / NON-INSTRUCTIONAL PROF CONSULT
L64R0969	COACH FOREIGN LANGUAGE PROJECT	150.00	150.00	0120381010 5210	ANAHEIM/ECIA1/INSTR / TRAVEL AND
L64A0265	COLLEGE BOARD	73,696.00	73,696.00	0117402521 4310	IS/COLLEGE READINESS BK GRNT /
L64R0968	COLLEGE BOARD	450.00	450.00	0120381010 5210	ANAHEIM/ECIA1/INSTR / TRAVEL AND
L64R0986	COLLEGE BOARD	225.00	225.00	0120381010 5210	ANAHEIM/ECIA1/INSTR / TRAVEL AND
L64R0987	COLLEGE BOARD, THE	225.00	225.00	0121381010 5210	WE/ECIA TITLE I/INSTRUCTI / TRAVEL AND
L64R1046	COLLEGE BOARD, THE	400.00	400.00	0115115010 5310	EDUCATION/INSTR / DUES AND MEMBERSHIPS
L64R1049	COLLEGE BOARD, THE	225.00	225.00	0123000910 5210	SA/LCFF-CONCENTRATION/INSTR / TRAVEL AND
L64S0080	CONTINENTAL CHEMICAL AND SANIT	13,361.00	13,361.00	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64A0261	COSCO FIRE PROTECTION INC	7,120.00	7,120.00	0110230081 5610	MAINTENANCE/MO / REPAIRS/MAINT - O/S
L64R1030	CREATE AND CAPTURE FILMS	2,000.00	2,000.00	0120037010 5610	ANAHEIM/SOC SCI/INSTR / REPAIRS/MAINT - O/S

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L64A0260	CREATIVE BUS SALES	54,820.00	54,820.00	0113113036 6490	TRANS/REG-ED/TRANSPORTATION / EQUIPMENT -
L64R0945	CROWD CONTROL WAREHOUSE	1,202.44	1,202.44	0144025040 4310	LEX/ASB/ANCIL / INSTRUCTIONAL MATL &
L64X0425	CROWN TROPHY	700.00	700.00	0134000010 4310	WA/INSTR / INSTRUCTIONAL MATL & SUPPLIES
L64X0426	CROWN TROPHY	300.00	300.00	0134054040 4310	WA/AFTER SCHOOL/ANCILLARY / INSTRUCTIONAL
L64R1001	CSPCA	630.00	630.00	0105105072 5210	CLASS HR/GENL ADM / TRAVEL AND
L64R1004	CUE INC.	359.00	359.00	0144399010 5210	TITLE II IMPR TCHR QUAL - ED / TRAVEL AND
L64C0103	CULVER NEWLIN	577.81	577.81	2428731185 4410	CYP/BOND SERIES 2015 - MEAS H / EQUIPMENT -
L64R0959	CULVER NEWLIN	9,298.62	5,518.21	0123000910 4310	SA/LCFF-CONCENTRATION/INSTR /
			265.60	0123102372 4310	SA/SITE BEAUTIFICATION/OTHER /
			2,151.23	0123102372 4410	SA/SITE BEAUTIFICATION/OTHER / EQUIPMENT -
			1,363.58	0123381110 4410	SAVANNA/TITLE I/PARENTING / EQUIPMENT -
L64R0965	CULVER NEWLIN	1,141.07	292.00	0172000881 4320	SAFE SCHL/LCFF/M & O / OTHER OFFICE/MISC
			849.07	0172000881 4410	SAFE SCHL/LCFF/M & O / EQUIPMENT -
L64R0966	CULVER NEWLIN	2,714.00	2,714.00	0115115021 4410	EDUCATION/SUPV INST / EQUIPMENT -
L64R0998	DARTDRONES LLC	580.00	580.00	0117537010 5210	ED/OC-CAREER PATHWAYS-OCCPP / TRAVEL AND
L64R0947	DECKER INC	3,072.87	3,072.87	0120000081 4347	ANAHEIM/MO / OPERATIONS SUPPLIES - MISC
L64R1007	DECKER INC	441.29	441.29	0138000081 4347	BALL/MO / OPERATIONS SUPPLIES - MISC
L64R1056	DEMCO INC	213.37	213.37	0144000024 4315	LEX / L M T / LIBRARY/MEDIA/TECH SUPPLIES
L64A0250	DEVEREUX TEXAS TREATMENT	156,499.63	129,507.45	0119282539 5860	SP ED MENTAL HEALTH SERVICES / NONPUBLIC
			26,992.18	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64A0251	DEVEREUX TEXAS TREATMENT	23,517.12	17,751.80	0119282539 5860	SP ED MENTAL HEALTH SERVICES / NONPUBLIC
			5,765.32	0119285018 5860	SYS/SE NPS/SEV / NONPUBLIC SCHOOLS
L64R1057	DFW MOTEL SUPPLY AND	354.63	354.63	0147257011 4310	SEVER HD/CP/SE SEP CL/SEV / INSTRUCTIONAL
L64R0932	DIVISION OF THE STATE ARCHITEC	38,150.00	38,150.00	2427731185 6210	KE/BOND SERIES 2015 - MEAS H / PLANNING - DSA
L64R0933	DIVISION OF THE STATE ARCHITEC	22,150.00	22,150.00	2427731185 6210	KE/BOND SERIES 2015 - MEAS H / PLANNING - DSA

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L64R1055	DIVISION OF THE STATE ARCHITECT	19,250.00	19,250.00	4535727085 6210	ORANGE/NEIGHBORHOOD DEVE/FAC A /
L64R0946	EAI EDUCATION	1,494.79	1,494.79	0138381010 4310	BALL/ECIA1/INSTR / INSTRUCTIONAL MATL &
L64R0917	EBERHARD EQUIPMENT	27,034.49	27,034.49	0111222081 6490	OPERATIONS - GROUNDS / EQUIPMENT - OTHER
L64R0943	ECONOMY RENTALS INC	220.00	220.00	0134140027 5620	WA/SCH ADM/SCH ADM / RENTALS/OPERATING
L64R1024	EDUCATIONAL INNOVATIONS INC	93.61	93.61	0137251511 4310	LEARN HDPC S/SE SEP CL/NSEV / INSTRUCTIONAL
L64C0100	ENVIRONMENTAL REMEDIATION	2,500.00	2,500.00	0127230081 5610	KE/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R0982	EVERBIND BOOKS	1,503.76	1,503.76	0144102210 4210	LEX/INNOVATION GRANT/INSTR / BOOKS AND
L64R0918	EXECUTIVE ADVERTISING, THE	1,492.25	1,492.25	0134000910 4320	WA/LCFF-CONCENTRATION/INSTR / OTHER
L64A0267	FATHER FLANAGAN'S BOYS' HOME	17,568.36	17,568.36	0119282539 5810	SP ED MENTAL HEALTH SERVICES /
L64R1025	FHEG CYPRESS COLLEGE BOOKSTORE	10,620.54	10,620.54	01117402510 4150	IS/COLLEGE READINESS/INSTR / TEXTS - STATE
L64R0977	FIRST BOOK	1,206.37	1,206.37	0121004010 4210	WESTERN/ENGLISH/INSTR / BOOKS AND
L64C0090	FLEET SERVICES INC	12,558.66	12,558.66	0179113536 6490	GARAGE/TRANS-SP ED/TRANSP / EQUIPMENT -
L64R1012	FLINN SCIENTIFIC INC	1,599.47	1,599.47	0120032010 4310	ANAHEIM/SCIENCE/INSTR / INSTRUCTIONAL MATL
L64R0952	FOUNDATION FOR EDUCATIONAL	2,225.00	2,225.00	0117469010 5210	ED DIV/EDUCATOR EFFECT/INSTR / TRAVEL AND
L64S0081	FULL SOURCE LLC	642.62	642.62	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R1029	FULLERTON COLLEGE BURSAR'S OFF	13,237.09	13,237.09	0117402510 4150	IS/COLLEGE READINESS/INSTR / TEXTS - STATE
L64R0925	G M BUSINESS INTERIORS	396.52	396.52	0110230081 4320	MAINTENANCE/MO / OTHER OFFICE/MISC
L64R0953	GENERAL LABORATORY SUPPLY INC.	740.71	740.71	0122000910 4410	MA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
L64R1019	GOPHER SPORTS EQUIPMENT	625.01	625.01	0128489710 4310	CY/TUPE-COHORT M/INSTR / INSTRUCTIONAL
L64R1051	GOVERNMENT FINANCIAL STRATEGIE	3,500.00	3,500.00	0106106072 5880	BUSINESS/GENL ADM / OTHER OPERATING
L64R0937	GRAINGER	743.31	743.31	0144221081 4410	OPERATIONS - CUSTODIAL / EQUIPMENT -
L64C0094	GRAY STEP SOFTWARE INC	790.00	790.00	0123000010 5210	SA/INSTR / TRAVEL AND CONFERENCE
L64R0962	GRAY STEP SOFTWARE INC	355.00	355.00	0122025040 5210	MA/ASB/ANCIL / TRAVEL AND CONFERENCE
L64C0086	HAULAWAY STORAGE CONTAINERS IN	360.00	360.00	4520727085 6274	ORANGE/NEIGHBORHOOD DEVE/FAC A /

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L64A0268	HEALTH SCIENCE ASSOCIATES	38,000.00	38,000.00	0106106072 5810	BUSINESS/GENL ADM / NON-INSTRUCTIONAL
L64R1014	HILLYARD FLOOR CARE SUPPLY	3,850.63	222.40	0123028081 4347	SAVANNA/ATHLETICS/MAINT / OPERATIONS
			3,628.23	0123028081 4410	SAVANNA/ATHLETICS/MAINT / EQUIPMENT -
L64R0940	HONORS GRADUATION LLC	7,122.28	7,122.28	0117402510 4310	IS/COLLEGE READINESS/INSTR / INSTRUCTIONAL
L64R0974	HOUGHTON MIFFLIN HARCOURT	11,354.70	11,354.70	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND
L64R0990	HOUGHTON MIFFLIN HARCOURT	1,017.85	1,017.85	0144102210 4210	LEX/INNOVATION GRANT/INSTR / BOOKS AND
L64R1002	HOUGHTON MIFFLIN HARCOURT	203.35	203.35	0132252011 4310	OR/MILD MODERATE/SE SEP CL/NSE /
L64R1013	HOUGHTON MIFFLIN HARCOURT	203.35	203.35	0131255011 4310	HEARING/SE SEP CL/SEV / INSTRUCTIONAL MATL
L64C0093	IDENTICARD SYSTEMS INC	4,131.31	53.88	0110230081 4310	MAINTENANCE/MO / INSTRUCTIONAL MATL &
			4,077.43	0110230081 4320	MAINTENANCE/MO / OTHER OFFICE/MISC
L64R1060	IDENTICARD SYSTEMS WORLDWIDE I	646.50	646.50	0104104072 4320	CERT HR/GENL ADM / OTHER OFFICE/MISC
L64R1006	INNOVATIVE SYSTEMS	499.50	499.50	0137000010 4310	SY/INSTR / INSTRUCTIONAL MATL & SUPPLIES
L64R1005	INTELESYONE INC.	2,125.74	2,125.74	0125140027 4320	KA/SCH ADM/SCH ADM / OTHER OFFICE/MISC
L64X0428	J.W. PEPPER AND SON INC.	1,000.00	1,000.00	0121007010 4310	WESTERN/INS MUS/INSTR / INSTRUCTIONAL MATL
L64R0963	JACKSONS A S BREA F M P	1,008.02	1,008.02	0120000081 4347	ANAHEIM/MO / OPERATIONS SUPPLIES - MISC
L64R0941	JIM'S MUSIC CENTER	4,363.88	4,363.88	0138000910 4410	BA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
L64M0046	JM AND J CONTRACTORS	3,800.00	3,800.00	2425731185 6270	KA/BOND SERIES 2015 - MEAS H / MAIN BUILDING
L64M0051	JM AND J CONTRACTORS	7,800.00	7,800.00	0125230081 5610	KA/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R0928	JUNIOR LIBRARY GUILD	6,666.25	6,666.25	0131381010 5880	BR/ECIA1/INSTR / OTHER OPERATING EXPENSES
L64R0975	JUNIOR LIBRARY GUILD	3,337.97	3,337.97	0132381010 4210	OR/ECIA1/INSTR / BOOKS AND REFERENCE
L64R0978	KENNEDY CULINARY ARTS DEPARTME	1,250.00	1,250.00	0117402510 4390	IS/COLLEGE READINESS/INSTR / MEETING
L64M0049	KYA SERVICES	5,078.44	5,078.44	0120233081 5610	ANAHEIM/FLOOR/MO / REPAIRS/MAINT - O/S
L64R0950	KYA SERVICES	981.75	981.75	0108108077 5610	INFO SYSTEM/DP / REPAIRS/MAINT - O/S SERVICES
L64R0976	LECTORUM PUBLICATIONS INC	2,073.88	2,073.88	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND

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L64R1011	LEGO EDUCATION	4,660.70	4,660.70	0128393010 4310	CY/VEA-2B/INSTR / INSTRUCTIONAL MATL &
L64C0079	LEON PICTURE FRAMES	601.44	601.44	01117402510 4320	IS/COLLEGE READINESS/INSTR / OTHER
L64S0084	LIBERTY PAPER	44,241.29	44,241.29	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R0964	LINCOLN AQUATICS	12,326.62	12,326.62	0110240081 6490	MAINTENANCE/POOL/MO / EQUIPMENT - OTHER
L64R0996	LOZANO SMITH LLP	145.00	145.00	0104104072 5210	CERT HR/GENL ADM / TRAVEL AND CONFERENCE
L64T0357	LRP PUBLICATIONS	15,495.00	15,495.00	0119283039 5880	SYS/OTHER PUPIL / OTHER OPERATING EXPENSES
L64C0091	MC COY MILLS FORD	748.60	748.60	0110230081 4347	MAINTENANCE/MO / OPERATIONS SUPPLIES -
L64R0926	MD INSTALLATIONS INT'L INC.	768.00	768.00	0106106072 5610	BUSINESS/GENL ADM / REPAIRS/MAINT - O/S
L64C0082	MEDCO SPORTS MEDICINE	538.88	538.88	0128028010 4310	CY/ATHLET/INSTR / INSTRUCTIONAL MATL &
L64R1034	MG ARTS	14,850.00	14,850.00	0128009010 5610	CY/PHOTO/INSTR / REPAIRS/MAINT - O/S SERVICES
L64R0954	MID AMERICA SPORTS ADVANTAGE	543.30	543.30	0121028010 4310	WESTERN/ATHLET/INSTR / INSTRUCTIONAL MATL
L64C0102	MIKE BROWN GRANDSTANDS INC	1,400.00	1,400.00	0128000010 5620	CY/INSTR / RENTALS/OPERATING LEASES
L64R0919	MIKE ELAM CONSTRUCTION	10,300.00	10,300.00	0150236081 5610	ADMIN/MAINT/MO / REPAIRS/MAINT - O/S
L64A0257	MOBILE MODULAR CONSTRUCTION IN	340,000.00	340,000.00	2528710085 6221	CY/DEV FEES/ACQ / BUILDING PORTABLE
L64T0358	MONARCH TEACHING TECHNOLOGIES	3,375.00	3,375.00	0119283039 5880	SYS/OTHER PUPIL / OTHER OPERATING EXPENSES
L64R0942	NIMCO	209.01	209.01	0140489710 4310	SO/TUPE-COHORT M/INSTR / INSTRUCTIONAL
L64R0960	NIMCO	938.97	938.97	0122489710 4310	MA/TUPE-COHORT M/INSTR / INSTRUCTIONAL
L64R0981	O.C. ROPES COURSE	1,250.00	1,250.00	0120405010 5880	TRANSP GRANT/INSTR / OTHER OPERATING
L64R0988	OCAD ASSOCIATION	100.00	100.00	0127086040 5880	KE/ADECA/TH/ANCL / OTHER OPERATING
L64A0263	OCDE	80,028.00	80,028.00	0104104072 5810	CERT HR/GENL ADM / NON-INSTRUCTIONAL PROF
L64R1031	OCDE	2,942.18	2,942.18	0119283039 5810	SYS/OTHER PUPIL / NON-INSTRUCTIONAL PROF
L64R1035	OCDE	390.00	390.00	0151508140 5880	AN PREP FOUNDATION/ANCILLARY / OTHER
L64R1044	OCDE	80.00	80.00	0153381510 5210	ECIA-I/PROFESSIONAL DEVELOPMNT / TRAVEL
L64R1053	OCDE	1,144.84	1,144.84	0119283134 5880	SYS/HEALTH / OTHER OPERATING EXPENSES

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L64C0088	ORANGE COUNTY FIRE PROTECTION	2,919.26	2,919.26	0138230081 5610	BALL/GENERAL/MO / REPAIRS/MAINT - O/S
L64R1017	ORANGE COUNTY FIRE PROTECTION	805.23	805.23	0132230081 5610	OR/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64A0264	ORANGE COUNTY HEALTH CARE AGEN	325,000.00	325,000.00	0119282531 5810	SP ED IDEA MENTAL HEALTH SERVS /
L64R0738	ORANGE COUNTY REGISTER	5,208.84	5,208.84	0112112072 4320	PURCHASING/GENL ADM / OTHER OFFICE/MISC
L64R0993	ORANGE COUNTY REGISTER	5,671.92	5,671.92	0108108077 4320	INFO SYSTEM/DP / OTHER OFFICE/MISC SUPPLIES
L64R0994	ORANGE COUNTY REGISTER	1,122.84	1,122.84	0108108077 4320	INFO SYSTEM/DP / OTHER OFFICE/MISC SUPPLIES
L64R0995	ORANGE COUNTY REGISTER	5,671.92	5,671.92	0108108077 4320	INFO SYSTEM/DP / OTHER OFFICE/MISC SUPPLIES
L64R1026	ORANGE COUNTY TRANSIT AUTHORITY	18,800.00	18,800.00	0172000810 5880	SAFE SCHL/LCFF/INSTR / OTHER OPERATING
L64R0949	ORANGE COUNTY INDUSTRIAL	404.06	404.06	0124000010 4310	LOARA/INSTR / INSTRUCTIONAL MATL &
L64A0259	PARADISE CONSTRUCTION AND CONT	1,914,899.00	1,914,899.00	2435731185 6276	DALE/BOND SERIES 2015 - MEAS H / INTERIM
L64T0368	PC AND MAC EXCHANGE	2,691.60	2,691.60	0132381010 4410	OR/ECIA/INSTR / EQUIPMENT - NON-CAPITALIZED
L64S0079	PLUMBMASTER	1,269.73	1,269.73	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R0957	PROMOTE MARKETING CONCEPTS INC	200.18	200.18	0128140027 4320	CY/SCH ADM/SCH ADM / OTHER OFFICE/MISC
L64A0256	RED HAWK SERVICES	443,011.00	443,011.00	2424731185 6165	LO/BOND SERIES 2015 - MEAS H / SITE
L64R1000	REMINDERBAND INC	2,674.89	2,674.89	0172489710 4310	SS/TUPE-COHORT M, TIER 2/INSTR /
L64R0934	REPUBLIC SERVICES OF SO. CALIF	482.25	482.25	0123220081 5580	OPERATIONS - GENERAL / SANITATION
L64A0258	RESOURCE ENVIRONMENTAL	65,000.00	65,000.00	0120230081 5610	ANAHEIM/GENERAL/MO / REPAIRS/MAINT - O/S
L64R0951	RETAIL MERCHANDISING SIGNS LLC	1,776.36	1,776.36	0123102172 4400	SA/DISTRICT BRANDING/OTHER /
L64R1020	RIDDELL ALL AMERICAN	4,899.11	4,899.11	0123028081 5630	SAVANNA/ATHLETICS/MAINT /
L64X0431	RIDDELL ALL AMERICAN	9,325.00	9,325.00	0125028081 5630	KATELLA/ATHLETICS/FIELD SUPP /
L64C0097	RUSSELL SIGLER INC DBA SIGLER	1,982.10	1,982.10	0124235081 4410	LOARA/HVAC/MO / EQUIPMENT -
L64R0944	SCHOLASTIC INC.	329.45	329.45	0138381010 4310	BALL/ECIA/INSTR / INSTRUCTIONAL MATL &
L64R0930	SCHOOL SPECIALTY INC	293.40	293.40	0138000910 4310	BA/LCFF-CONCENTRATION/INSTR /
L64R1059	SCHOOL SPECIALTY INC	2,347.23	2,347.23	0137000910 4310	SY/LCFF-CONCENTRATION/INSTR /

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L64S0085	SCHOOL SPECIALTY INC	972.08	972.08	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R1032	SCSBOA	1,422.00	1,422.00	0153591510 5210	SPECIAL PROG/LOC GIFTS & GRNTS / TRAVEL AND
L64R1041	SEHI COMPUTER PRODUCTS INC	1,034.40	1,034.40	0132000910 4310	OR/LCFF-CONCENTRATION/INSTR /
L64T0335	SEHI COMPUTER PRODUCTS INC	6,570.60	5,034.08	0124000010 4310	LOARA/INSTR / INSTRUCIONAL MATL &
			1,536.52	0124000010 4410	LOARA/INSTR / EQUIPMENT - NON-CAPITALIZED
L64T0338	SEHI COMPUTER PRODUCTS INC	924.96	924.96	0144000010 4410	LEX/INSTR / EQUIPMENT - NON-CAPITALIZED
L64T0339	SEHI COMPUTER PRODUCTS INC	5,990.45	5,990.45	0140381010 4310	SOUTH/ECIA1/INSTR / INSTRUCIONAL MATL &
L64T0340	SEHI COMPUTER PRODUCTS INC	12,940.90	12,940.90	0134000910 4310	WA/LCFF-CONCENTRATION/INSTR /
L64T0341	SEHI COMPUTER PRODUCTS INC	3,463.85	3,463.85	0172172083 4410	SAFE SCHOOLS / EQUIPMENT - NON-CAPITALIZED
L64T0342	SEHI COMPUTER PRODUCTS INC	323.52	323.52	0132000910 4310	OR/LCFF-CONCENTRATION/INSTR /
L64T0343	SEHI COMPUTER PRODUCTS INC	1,974.28	1,974.28	0110230081 4410	MAINTENANCE/MO / EQUIPMENT -
L64T0344	SEHI COMPUTER PRODUCTS INC	1,243.12	1,243.12	0108108077 4410	INFO SYSTEM/DP / EQUIPMENT -
L64T0346	SEHI COMPUTER PRODUCTS INC	355.40	355.40	0147000910 4310	HOPE/LCFF-CONCENTRATION/INSTR /
L64T0348	SEHI COMPUTER PRODUCTS INC	2,264.66	2,264.66	0121261012 4310	SE RES SP(RSP)/SE RES SP/NSEV / INSTRUCIONAL
L64T0350	SEHI COMPUTER PRODUCTS INC	136.00	136.00	0110230081 5880	MAINTENANCE/MO / OTHER OPERATING
L64T0352	SEHI COMPUTER PRODUCTS INC	1,657.20	75.43	0128393010 4310	CY/VEA-2B/INSTR / INSTRUCIONAL MATL &
			1,581.77	0128393010 4410	CY/VEA-2B/INSTR / EQUIPMENT -
L64T0353	SEHI COMPUTER PRODUCTS INC	7,258.32	7,258.32	0121000910 4310	WE/LCFF-CONCENTRATION/INSTR /
L64T0355	SEHI COMPUTER PRODUCTS INC	1,006.34	1,006.34	0177177072 4410	RISK MANAGEMENT / EQUIPMENT -
L64T0356	SEHI COMPUTER PRODUCTS INC	2,368.75	2,368.75	0140000910 4410	SO/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
L64T0363	SEHI COMPUTER PRODUCTS INC	13,145.50	13,145.50	0123381010 4310	SA/TITLE I/INSTR / INSTRUCIONAL MATL &
L64T0364	SEHI COMPUTER PRODUCTS INC	27,161.80	27,161.80	0138381010 4310	BALL/ECIA1/INSTR / INSTRUCIONAL MATL &
L64T0365	SEHI COMPUTER PRODUCTS INC	12,940.90	12,940.90	0132381010 4310	OR/ECIA1/INSTR / INSTRUCIONAL MATL &
L64T0367	SEHI COMPUTER PRODUCTS INC	9,072.12	9,072.12	0127393010 4310	KE/VEA-2B/INSTR / INSTRUCIONAL MATL &

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L64R0924	SIGNATURE PARTY RENTALS	7,461.53	3,474.24	0148230081 5620	HANDE/LGENERAL/MO / RENTALS/OPERATING
			3,987.29	0149230081 5620	GLOVER/GEN MAINT/MO / RENTALS/OPERATING
L64R1022	SOCCER GARAGE INC	2,869.65	2,869.65	0123028010 4310	SA/AHLET/INSTR / INSTRUCTIONAL MATL &
L64T0351	SOLARWINDS INC.	1,269.00	1,269.00	0108108077 5610	INFO SYSTEM/DP / REPAIRS/MAINT - O/S SERVICES
L64S0083	SOUTHWEST SCHOOL AND OFFICE SU	390.49	390.49	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64S0086	SOUTHWEST SCHOOL AND OFFICE SU	617.55	617.55	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64S0087	SPOT LIGHTING SUPPLIES	781.19	781.19	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
L64R0923	STAGE TECH	5,430.50	1,364.50	0148230081 5620	HANDE/LGENERAL/MO / RENTALS/OPERATING
			4,066.00	0149230081 5620	GLOVER/GEN MAINT/MO / RENTALS/OPERATING
L64R0929	STAPLES ADVANTAGE	983.53	983.53	0120000910 4310	AN/LCFF-CONCENTRATION/INSTR /
L64R0948	STAPLES ADVANTAGE	404.06	404.06	0172172083 4320	SAFE SCHOOLS / OTHER OFFICE/MISC SUPPLIES
L64R1050	STAPLES ADVANTAGE	233.66	233.66	0102102071 4320	SUPT/BRD SUPT / OTHER OFFICE/MISC SUPPLIES
L64M0053	STORM WATER INSPECTION	11,220.70	5,960.70	0122230081 5610	MA/GENERAL/MO / REPAIRS/MAINT - O/S
			4,700.00	0125230081 5610	KA/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
			560.00	0131230081 5610	BR/GENERAL/MO / REPAIRS/MAINT - O/S SERVICES
L64R1009	SWRCB	1,400.00	1,400.00	0113113036 5880	TRANS/REG-ED/TRANSPORTATION / OTHER
L64R0956	TEXTBOOK WAREHOUSE	2,937.70	2,937.70	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND
L64R0973	TEXTBOOK WAREHOUSE	1,614.95	1,614.95	0117402510 4210	IS/COLLEGE READINESS/INSTR / BOOKS AND
L64R1042	TEXTBOOK WAREHOUSE	94.17	94.17	0132252011 4210	OR/MILD MODERATE/SE SEP CL/NSE / BOOKS AND
L64R0980	THOUSAND PINES	1,880.00	1,880.00	0120405010 5880	TRANSP GRANT/INSTR / OTHER OPERATING
L64R1052	TOWNSEND PRESS	113.49	113.49	0121252011 4210	WE/MILD MODERATE/SE SEP CL/NSE / BOOKS AND
L64A0247	TRAK ENGINEERING INC	3,766.00	3,766.00	0179113036 5610	GARAGE/TRANS-REG ED/TRANSPORT /
L64R0997	TRAN, YVONNE	400.00	400.00	0132102172 5610	OR/BRANDING/ADMIN / REPAIRS/MAINT - O/S
L64C0098	TURF STAR INC	1,332.95	1,332.95	0111222081 5610	OPERATIONS - GROUNDS / REPAIRS/MAINT - O/S
L64R0992	U S BANK	2,500.00	2,500.00	0137025040 4410	SY/ASB/ANCIL / EQUIPMENT - NON-CAPITALIZED

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L64R0967	US BANK SUPPLY	5,000.00	5,000.00	0117402510 4310	IS/COLLEGE READINESS/INSTR / INSTRUCTIONAL
L64M0044	UTIL LOCATE	25,500.00	25,500.00	2423731185 6209	SA/BOND SERIES 2015 - MEAS H /
L64T0361	VANCOUVER LAPTOP INC	1,362.16	1,362.16	0108108077 4310	INFO SYSTEM/DP / INSTRUCTIONAL MATL &
L64M0045	VERNES PLUMBING INC	2,755.00	2,755.00	2425731185 6270	KA/BOND SERIES 2015 - MEAS H / MAIN BUILDING
L64T0347	VISION COMMUNICATIONS CO.	8,318.30	8,318.30	0110230081 4355	MAINTENANCE/MO / MAINTENANCE SUPPLIES
L64T0349	VISION COMMUNICATIONS CO.	1,789.79	1,518.26	0128000910 4310	CY/LCFF-CONCENTRATION/INSTR /
			271.53	0128399010 4310	TITLE II IMPR TCHR QUAL - ED / INSTRUCTIONAL
L64T0360	VISION COMMUNICATIONS CO.	482.72	482.72	0147257027 4320	SEVER HD/CP/SCH ADM/SEV / OTHER OFFICE/MISC
L64R0971	VISTA HIGHER LEARNING	9,325.43	9,325.43	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND
L64R0970	WAYSIDE PUBLISHING	9,575.18	9,575.18	0117469021 4210	ED/EDUCATOR EFFECTIVENESS/SUPR / BOOKS AND
L64M0052	WOLVERINE FENCE COMPANY INC	7,500.00	7,500.00	0120232081 5610	MAINT-FENCE/MO / REPAIRS/MAINT - O/S
L64R1033	WORKABILITY 1 REGION 1	250.00	250.00	0119473010 5210	SYS/WORKABILITY/INSTR / TRAVEL AND
L64R1023	ZONES	1,272.64	1,272.64	0120000010 4310	ANAHEIM/INSTR / INSTRUCTIONAL MATL &
	Fund 01 Total:	2,723,694.19			
	Fund 24 Total:	3,124,349.81			
	Fund 25 Total:	340,000.00			
	Fund 45 Total:	19,610.00			
	Fund 69 Total:	620,337.70			
	Total Amount of Purchase Orders:	6,827,991.70			

VENDOR CHECK REGISTER
JANUARY 9, 2018 THROUGH FEBRUARY 5, 2018

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
5 STAR STUDENTS LLC	V6411963	5880	2,322.31	00144941
A 1 FENCE COMPANY	V6408537	5610	7,959.00	00145088
A GOOD SIGN AND GRAPHICS COMPANY	V6412597	5610	27,740.00	00145067
A U H S D FOOD SERVICE DEPT	V6400023	4390	68.88	00145344
A Z BUS SALES INC.	V6400025	4376	265.67	00145345
		4385	107.57	00145345
AAA ELECTRIC MOTOR SALES	V6400033	4355	466.04	00144805
			287.92	00144855
			84.56	00145089
			310.85	00145346
AARDVARK CLAY AND SUPPLIES INC	V6400035	4310	743.69	00144942
			42.59	00145347
ABACU MARTINEZ AND PATRICIA CERVANTEZ	V6412756	5880	211.86	00144943
ABC CLIO INTERACTIVE	V6400046	5880	2,760.00	00145171
ABC SCHOOL EQUIPMENT INC	V6400047	4355	1,336.10	00145348
ABE'S PLUMBING	V6406307	5610	1,200.00	00145349
ACADEMIC ASSET MANAGEMENT INC.	V6412691	4150	358.46	00145172
ACME NETWORK, THE	V6409414	5880	6,300.00	00145123
ACOUSTICAL MATERIAL SERVICES	V6400070	4355	794.13	00144856
			423.65	00145350
ACS BILLING SERVICE	V6400072	5580	3,942.56	00144857
ADI	V6400095	4355	575.79	00144806
			86.39	00145351
ADVANTAGE WEST INVESTMENT ENTERPRISES INC.	V6412537	4347	83.79	00144858
AFFORDABLE PIANO TUNING	V6412217	5610	95.00	00145023
AGRI TURF DISTRIBUTING LLC	V6412836	4347	349.92	00144859
		4410	1,705.68	00144859
AICHELE, STEVEN G.	V6407891	5610	125.00	00145237
AIRWOLF 3D	V6411803	4310	506.58	00144860
ALBRIGHT LIGHTING PLASTICS	V6410869	4355	245.65	00144944
			402.45	00145173
			51.72	00145352
ALLIANCE ENVIRONMENTAL COMPLIANCE INC	V6400169	5610	1,212.61	00144807
			2,669.20	00145068
			516.75	00145353
ALT REV CASH FUND	V6405194	4199	91.47	00144940
		4310	2,360.71	00144940
			1,892.71	00145304
		4320	512.73	00144940
			213.24	00145304
		4321	198.39	00145304
		4347	240.84	00144940
		4390	424.46	00144940
			82.83	00145304
		5210	16.00	00144940
		5880	280.00	00145304
		5910	44.96	00145304
ALTERNATIVE REVOLVING CASH	V6400190	4199	157.90	00144861
		4210	34.36	00144861
		4310	3,638.68	00144861
		4320	1,021.58	00144861
		4347	80.90	00144861

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
		4390	211.48	00144861
		5910	22.54	00144861
AMERICAN TIME	V6410391	4355	2,927.03	00144862
AMTECH ELEVATOR SERVICES	V6412267	5610	8,190.00	00144945
			1,575.00	00145354
ANAHEIM CONVENTION CENTER	V6400255	5620	2,482.75	00145124
ANAHEIM ELEMENTARY SCHOOL DISTRICT	V6400254	5100	2,987.15	00145355
ANAHEIM FAMILY YMCA	V6409401	5100	485,626.40	00145174
ANAHEIM HIGH SCHOOL	V6400260	5810	4,022.00	00144863
		8699	150.71	00145238
ANAHEIM UNION HIGH SCHOOL DIST	V6400267	5454	58,748.73	00144864
APPLE INC	V6400319	4310	428.85	00145239
			8,415.70	00145356
		4410	7,762.92	00144865
			1,427.17	00145090
			1,105.91	00145239
ARAMARK SPORTS AND ENTERTAINMENT	V6400326	4390	1,360.84	00145175
ARAMARK UNIFORM SERVICE	V6407528	4388	113.00	00144906
ARBOR SCIENTIFIC	V6400327	4310	50.54	00145091
ARCHIVESOCIAL	V6412852	5610	4,788.00	00144808
ART SUPPLY WAREHOUSE	V6400350	4310	115.42	00145092
ARTIANO SHINOFF	V6408054	5821	284.11	00144946
ATKINSON ANDELSON LOYA RUUD	V6400383	5821	1,315.13	00144907
AUVSI FOUNDATION	V6412582	4310	4,385.90	00144866
AVID CENTER	V6400410	5210	3,800.00	00144867
		5310	47,928.00	00144947
AWARDS BY PAUL	V6400412	4310	64.65	00145176
		4320	89.43	00144948
AZEVEDO, VICKY	V6412068	5220	68.95	00144809
B AND H PHOTO VIDEO INC	V6400422	4310	(42.33)	00145240
			2,153.92	00145357
		4410	538.02	00145240
			2,006.06	00145357
B AND K ELECTRIC WHOLESALE	V6400623	4355	58.73	00144868
			375.16	00145093
B AND M LAWN AND GARDEN INC	V6400423	4347	284.95	00144869
			599.53	00145094
			749.62	00145358
		6490	40,092.59	00144810
BACH COMPANY, THE	V6407748	4310	270.58	00145125
BALL JR HIGH SCHOOL	V6400433	5810	640.00	00145359
		8699	1.09	00145241
BANGKIT USA INC.	V6410523	9320	1,123.29	00144908
BARNES AND NOBLE	V6400450	4210	146.54	00144909
			623.20	00145126
		4320	551.68	00144909
BAVCO	V6407678	4355	315.87	00144870
			170.89	00145127
BCT ENTERTAINMENT	V6406302	4347	452.55	00144871
			80.81	00144910
		5620	101.00	00144910
BEACON DAY SCHOOL	V6409269	5860	30,998.96	00145177
BEE BUSTERS	V6400472	5610	125.00	00145178
BELL PIPE AND SUPPLY CO	V6400476	4355	99.34	00145128
BERTHA SALINAS	V6412824	4310	600.00	00144949
BILLINGS, JANICE	V6402265	3701	1,812.60	00144911

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
BIOMETRICS4ALL INC	V6409224	5810	52.50	00145129
BLANTON, PEGGY ANN	V6403615	5210	514.58	00144811
BLICK ART MATERIALS LLC	V6401357	4310	160.13	00145130
BORDERLAN SECURITY	V6412867	5610	2,700.00	00144950
BREA ORANGE COUNTY PLUMBING HEATING	V6412728	5610	6,486.00	00144872
BREWER, AMANDA	V6412654	5220	76.24	00145242
BROOKHURST JUNIOR HIGH SCHOOL	V6400602	8699	42.80	00145243
BROOKS INSTALLATIONS	V6403919	5610	1,750.00	00145244
BSN SPORTS LLC	V6412536	4310	1,482.42	00145360
		4355	56.79	00144812
BUDDY'S ALL STARS INC	V6406311	4310	628.40	00144951
			2,048.38	00145095
BUSWEST LLC	V6407892	4376	933.85	00144873
			505.49	00145131
		4385	23.92	00144873
C TECH CONSTRUCTION INC.	V6410905	5610	380.00	00145361
CADA CENTRAL	V6400658	5210	950.00	00144813
CAL BUILDING SYSTEMS INC	V6412620	5610	433.04	00145096
CALIFORNIA DEPT. OF JUSTICE	V6400689	5810	2,572.00	00145132
CALIFORNIA EDUCATIONAL	V6410868	5210	425.00	00145362
CALIFORNIA PLUMBING PARTS	V6412567	4355	3,925.41	00144874
			1,098.45	00145097
			2,560.48	00145363
CALIFORNIA RETROFIT INC	V6406910	4355	161.63	00144875
			303.86	00145133
CAPISTRANO GOLF CARS INC	V6411745	5610	1,058.82	00144876
			676.00	00145024
CARE YOUTH CORPORATION	V6412565	5860	13,042.00	00144814
			21,182.00	00144952
			12,460.00	00145025
			38,419.00	00145134
CARMAN, CANDICE	V6412031	5220	22.20	00144912
CAROLINA BIOLOGICAL SUPPLY CO.	V6400778	4310	2,228.85	00144953
			1,609.75	00145245
CARRILLO, LILIANA	V6412887	5210	306.62	00145246
CART MAN INC, THE	V6404668	5610	831.64	00144815
			2,201.78	00145364
CBDA	V6412569	5210	190.00	00145247
CCIS	V6406510	5210	4,100.00	00145248
CCP INDUSTRIES INC	V6400816	9320	772.00	00144877
			778.66	00145365
CDW GOVERNMENT INC.	V6400819	4410	3,864.13	00145135
CEMEX	V6404364	4355	1,925.87	00145249
CERASUOLO, KATHRYN	V6412765	5220	114.76	00145250
CERTIFIED ART SUPPLY	V6400850	9320	1,719.69	00145251
CHAMPION CHEMICAL CO.	V6400860	9320	6,633.74	00144954
CHAPMAN UNIVERSITY	V6400867	4310	400.00	00144816
CHILD SHUTTLE	V6406415	4310	512.00	00145098
		5870	1,710.00	00145098
CHRISTIAN BUILDING MATERIALS	V6400919	4355	2,424.38	00145366
CINNAMON HILLS YOUTH CRISIS CTR	V6407425	5860	13,863.80	00144913
			14,233.66	00145136
CISCO'S SHOP INC.	V6411971	4355	210.63	00144878
			600.94	00145137
			40.94	00145252
CITY OF ANAHEIM	V6400957	5520	103,755.21	00144817

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
			982.34	00144879
			61,736.98	00145069
		5530	14,237.50	00144817
			10,757.32	00145069
		5580	13,561.69	00144817
			1.42	00144879
			8,936.25	00145069
		5810	4,102.00	00145026
CITY OF BUENA PARK	V6400958	5530	5,155.36	00144880
		5580	523.03	00144880
CLARK SECURITY PRODUCTS	V6400966	4355	184.52	00144955
			218.14	00145138
CLETA HARDER DEVELOPMENTAL SCHOOL	V6407031	5860	3,746.78	00144956
COCO PRINTING AND GRAPHICS	V6410045	5810	455.76	00144818
			1,304.64	00145253
COLLEGE BOARD, THE	V6401014	5210	225.00	00144957
COLON, TAMARA ELIZABETH	V6412357	5810	225.00	00144914
COMPHEALTH MEDICAL STAFFING	V6412846	5810	5,600.00	00144819
			2,800.00	00144958
			5,600.00	00145099
COMPLETE OFFICE OF CA	V6411539	9320	10,942.66	00145139
COMPREHENSIVE DRUG TESTING	V6410899	5810	560.00	00145140
CONSTITUTIONAL RIGHTS	V6401072	5805	8,000.00	00145254
CORTEZ, LORENA	V6412054	5220	211.75	00145070
CREATIVE BUS SALES	V6409840	4385	216.48	00144881
CROWD CONTROL WAREHOUSE	V6412823	4310	1,215.68	00145141
CSM CONSULTING INC.	V6409922	5810	6,900.00	00145179
CSPCA	V6409770	5210	630.00	00145255
CUMMINS PACIFIC LLC	V6401190	5610	2,944.48	00144882
			194.47	00145256
CVT RECYCLING	V6407455	5580	239.20	00145027
DALE JUNIOR HIGH ASB	V6405581	8699	64.77	00145257
DAVE BANG ASSOCIATES INC	V6401265	5610	3,850.65	00145180
DECKER INC	V6401302	4320	232.13	00144820
DEL SOL SCHOOL	V6411308	5860	8,726.00	00144959
			4,714.00	00145181
DEMCO INC	V6401318	4315	520.21	00145100
DEVEREUX TEXAS TREATMENT NETWORK	V6401339	5860	127.50	00144915
			67,841.45	00145142
			14,724.10	00145258
DHAWAN, SONITA	V6410951	5220	40.29	00144960
DIGITAL DOC ORANGE COUNTY	V6412766	4320	1,095.81	00144961
DION, CANDACE	V6408224	5210	356.30	00144883
DORENE GATE OPENERS LLC	V6412792	4347	180.48	00145182
DUNN EDWARDS PAINTS	V6401448	4355	861.38	00144916
EBERHARD EQUIPMENT	V6405532	4347	387.15	00144884
ECONOMY RENTALS INC	V6401478	5620	258.79	00144917
			3,389.04	00145101
ELLIOTT, MARYJO	V6408060	5210	1,151.96	00144821
ENABLING DEVICES	V6401583	4310	293.75	00145259
ENCORP	V6409154	5610	2,352.00	00144822
			3,620.00	00144885
			1,355.00	00145102
			3,265.00	00145183
ESCOE, BARRY	V6400453	3701	2,421.00	00144918
ESPINOZA, ANA	V6412860	5210	235.00	00144823

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
EVOQUA WATER TECHNOLOGIES LLC.	V6408457	4380	431.44	00145143
EWING IRRIGATION PRODUCTS	V6401634	4355	149.43	00144824
			604.56	00145260
EXPRESS PIPE AND SUPPLY CO INC	V6401644	4355	71.98	00145103
FACILITY SOLUTIONS GROUP INC.	V6412428	9320	281.72	00145184
FARM PLAST LLC.	V6412855	4310	1,044.64	00145185
FARMAN, JUANA	V6406999	5220	113.21	00144962
			10.00	00145261
FARMERS AND MERCHANTS BANK	V6412156	5880	9,236.54	00144963
FEDEX	V6401675	5910	108.65	00145144
FELIX, STEPHANIE	V6412478	5220	46.43	00144825
			80.81	00144964
FENN TERMITE AND PEST CONTROL	V6401679	5610	809.00	00144887
			565.00	00145186
FERGUSON ENTERPRISES INC	V6409823	4355	666.78	00145187
			992.04	00145305
FERNANDEZ, LETICIA	V6411473	2410	32.96	00144965
FERRELLGAS LP	V6411875	5810	26,578.08	00144827
			18,614.04	00145145
			1,235.55	00145262
FISHER SCIENCE EDUCATION	V6401697	4310	142.88	00145367
FIVE STAR RUBBER STAMP INC	V6405116	4320	95.36	00145188
FLEET SERVICES INC	V6405625	4370	24.43	00144966
			293.25	00145028
		4376	835.36	00144966
			74.86	00145028
		4385	239.84	00144966
		4387	449.29	00145028
		6490	12,558.66	00145306
FLINN SCIENTIFIC INC	V6401708	4310	581.28	00145146
			186.36	00145189
		4410	753.82	00145146
FOLLETT SCHOOL SOLUTIONS INC.	V6411526	4210	58.66	00145190
FREESTYLE PHOTOGRAPHIC SUPPLIES	V6401761	4310	343.90	00145029
			853.30	00145206
			35.53	00145307
FROG ENVIRONMENTAL INC.	V6407428	5610	650.00	00145104
			1,709.00	00145263
FULL SOURCE LLC	V6412015	9320	596.40	00145264
GANAHL LUMBER CO	V6401804	4347	134.27	00145308
		4355	2,346.10	00144828
			1,955.51	00145308
GANS INK AND SUPPLY CO. INC.	V6412496	4320	429.92	00145309
GAS COMPANY, THE	V6404372	5510	47,493.16	00144888
GCR TIRES AND SERVICE	V6409136	5610	54.03	00145030
GILBERT HIGH SCHOOL	V6407727	8699	1.70	00145265
GILBERT SOUTH ASB	V6407543	5880	280.00	00145368
GLASBY MAINTENANCE SUPPLY CO.	V6401863	4347	146.91	00144829
			44.96	00145310
GLENN, JERRY	V6402322	3701	1,204.80	00144929
GOLDEN STATE WATER COMPANY	V6408018	5530	13,106.95	00145031
			30.43	00145105
			6,510.74	00145147
		5560	24,429.79	00145105
GOLDEN WEST MEDICAL CORPORTATION	V6401892	5810	280.00	00144967
			140.00	00145148

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
			45.00	00145311
GOPHER SPORTS EQUIPMENT	V6401902	4310	2,546.06	00144830
			1,109.09	00144968
			1,477.84	00145312
		4410	657.42	00145312
GP ELECTRIC MOTOR	V6412850	5610	6,495.00	00144969
GRAINGER	V6404982	4355	1,241.25	00144831
			5,869.49	00145313
			245.72	00145369
		4410	743.31	00145313
GRAY STEP SOFTWARE INC	V6411851	5210	395.00	00144832
			1,145.00	00145314
GRAYBAR ELECTRIC COMPANY	V6401918	4320	400.83	00144970
GREAT SCOTT TREE SERVICE INC	V6412538	5610	3,600.00	00145315
GREATER ANAHEIM SELPA	V6401927	5805	19,433.10	00144971
			28,931.50	00145316
		8311	163,584.18	00144919
GST INC.	V6401950	5610	1,657.04	00145191
GUITAR CENTER	V6401958	4310	1,115.21	00145192
			409.42	00145317
		4320	118.50	00145192
		4410	2,277.83	00145192
		5610	105.40	00145192
		5880	322.17	00145192
H AND H AUTO PARTS WHOLESALE	V6401967	4376	751.54	00145032
		4385	749.28	00144972
			606.52	00145032
HARDAWAY, HOWARD AND MELISSA	V6411288	5880	423.83	00145149
HARDY INC, CHARLES G	V6400875	4355	2,668.36	00144889
HAUGEN, CRAIG	V6401122	3701	1,204.80	00144930
HAULAWAY STORAGE CONTAINERS INC.	V6410468	5610	100.00	00144973
HEALTH EDCO	V6402013	4310	3,585.87	00145150
HEALTH IMPRESSIONS	V6412333	5880	676.50	00145151
HEALTHMASTER HOLDINGS LLC	V6412834	5880	25,000.00	00145033
HEALTHY ADVENTURES FOUNDATION	V6412541	5810	2,845.83	00145207
HEATH, DANIELLE	V6412134	5210	585.85	00144931
HERNANDEZ, CARLOS	V6400767	5220	65.50	00145318
HILLYARD FLOOR CARE SUPPLY	V6402055	4310	1,599.41	00145152
		4347	512.71	00144974
HOME DEPOT CREDIT SERVICES	V6405234	4320	60.38	00144975
		4355	1,109.24	00144975
			1,439.66	00145034
			2,900.87	00145266
			538.00	00145370
		4375	49.31	00145034
HONORS GRADUATION LLC	V6411298	4310	6,637.90	00145319
HORIZON	V6408259	4347	1,721.13	00144976
			384.80	00145320
HOUGHTON MIFFLIN HARCOURT	V6407563	4310	797.85	00144833
HOWARD INDUSTRIES	V6402088	4355	15.61	00145208
HP DIRECT	V6408671	4410	9,697.50	00144834
HUNT, BRIAN	V6412153	5210	1,800.00	00144977
HUTTNER, HEATHER	V6412032	5220	41.62	00144978
HWANG, BETHANY	V6408748	5210	243.36	00145321
ICS SERVICE CO.	V6406452	5610	1,530.00	00144835
			1,188.39	00144979

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
IDESIGN SOLUTIONS	V6412455	4410	5,807.73	00144836
IMAGE APPAREL FOR BUSINESS	V6402628	4345	171.25	00144837
			911.12	00144980
			514.84	00145322
		4347	402.29	00144980
		5610	247.82	00145322
IMAGE SOURCE	V6412458	4320	1,655.04	00144981
INTELESYSONE INC.	V6412444	4310	220.11	00144838
			884.00	00145209
IXL	V6410650	5880	479.00	00144982
J AND A FENCE	V6409989	5610	6,980.00	00144932
J.W. PEPPER AND SON INC.	V6402214	4310	718.38	00144983
			262.53	00145153
			275.07	00145323
JABBAR, ALKAMALEE	V6411490	5220	103.90	00145035
JACKSONS A S BREA F M P	V6406346	4347	(158.09)	00144984
			94.91	00145036
			1,123.39	00145324
		4370	35.69	00144984
			1,674.71	00145036
		4375	19.33	00144984
		4376	303.32	00144984
			327.99	00145036
		4385	36.41	00144984
			70.46	00145036
JACOBS, LAURA	V6412203	5210	485.02	00145325
JART DIRECT MAIL SERVICE	V6402271	5910	2,179.53	00145037
JEYCO PRODUCTS INC	V6402332	4375	985.26	00144985
			3,195.57	00145038
JHM SUPPLY INC.	V6411647	4355	60.09	00144839
			756.11	00144986
			2,590.68	00145039
			1,018.41	00145267
JIM'S MUSIC CENTER	V6402345	4410	4,363.88	00145154
JOE RHODES MAINTENANCE SERVICE	V6402367	5610	723.16	00145040
JOHNSTONE SUPPLY	V6402415	4355	6.07	00144987
			447.56	00145268
JONES SCHOOL SUPPLY	V6402421	4310	1,163.40	00144988
JUGO, JOHN PAUL	V6412890	5210	1,866.00	00145326
KALMS TEST	V6412854	4310	99.48	00145041
KATELLA HIGH SCHOOL	V6402515	5810	5,070.00	00145155
		8699	269.69	00145269
KEMP, CHRISTINE	V6400923	5220	24.88	00144989
KENNEDY CULINARY ARTS DEPARTMENT	V6412880	4390	1,250.00	00145210
KENNEDY HIGH SCHOOL	V6402571	8699	83.15	00145270
KINGS OF CONCRETE, THE	V6412605	5610	21,450.00	00145271
KNORR SYSTEMS	V6402610	4355	1,897.58	00144840
			4,913.40	00145327
			692.65	00145328
KNOWLAND CONSTRUCTION SERVICES LLC	V6409073	5810	20,909.50	00144841
			32,818.00	00144933
			22,852.00	00145042
			3,212.00	00145329
KUSTOM IMPRINTS	V6408734	4310	223.53	00145106
KUTA SOFTWARE	V6409466	5880	1,061.00	00144990
KYA SERVICES	V6411393	5610	4,965.44	00145156

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
			5,713.57	00145272
KYOCERA DOCUMENT SOLUTIONS AMERICA INC.	V6412795	4310	52,248.50	00145107
LAM, JANE	V6412453	5220	5.89	00144991
LANGUAGE NETWORK INC	V6409301	5810	1,528.73	00145330
LARNER, JOHN	V6402395	3702	1,204.80	00144934
LAW OFFICES OF MAUREEN GRAVES	V6411180	5821	7,000.00	00145157
LE, CAITLIN	V6411725	5220	38.36	00144992
LEON PICTURE FRAMES	V6412869	4320	601.44	00144993
LETTER PERFECT SIGNS	V6402726	4355	996.25	00145043
			2,546.94	00145331
LEXINGTON JUNIOR HIGH SCHOOL	V6402729	8699	148.02	00145273
LOARA ASB	V6402803	5810	3,491.00	00145211
		8699	323.21	00145274
LOS ANGELES FREIGHTLINER INC	V6402833	4376	137.25	00144994
LRP PUBLICATIONS	V6402849	5880	15,495.00	00145332
LUCYS LAUNDRY ANAHEIM	V6412017	5560	1,052.15	00144995
			420.09	00145158
LUETHKE, DON	V6412870	5210	60.00	00145044
LUNDQUIST, KATHY	V6402536	5220	164.51	00145045
			49.76	00145159
M.P. SOUTH INC	V6402889	5610	1,475.00	00145333
MACKIN LIBRARY MEDIA	V6402903	4210	2,761.65	00144842
			142.74	00145371
MAGNOLIA HIGH SCHOOL	V6402920	5810	4,146.00	00145372
		8699	10.02	00145275
MARCUS MANAGEMENT SOLUTIONS	V6411856	5805	26,000.00	00145046
MARK ENTERPRISES INC	V6411936	5880	11,424.00	00144843
			5,719.20	00145160
MATSUDA, MICHAEL	V6403107	5210	71.00	00144996
		5220	114.75	00145161
MC COY MILLS FORD	V6411093	4347	748.60	00145334
		4370	71.68	00144997
MC FADDEN DALE HARDWARE CO	V6403056	4355	26.33	00144998
			163.63	00145047
			897.16	00145276
MC GRAW HILL EDUCATION INC.	V6411310	4310	880.76	00144999
MD INSTALLATIONS INT'L INC.	V6410469	5610	768.00	00145000
			6,278.00	00145335
MEDCO SPORTS MEDICINE	V6405872	4310	484.88	00145373
		4320	242.44	00145108
			37.93	00145109
MICRO CONNECTORS INC.	V6412826	4320	216.76	00145162
MIKE ELAM CONSTRUCTION	V6412866	5610	5,285.00	00145277
MISSION AIRE CORPORATION	V6412828	5610	3,650.00	00145001
MOBILE INDUSTRIAL SUPPLY	V6407890	4375	56.00	00145048
MONTENEGRO, ROBERT	V6403968	3702	1,204.80	00144935
MONTGOMERY HARDWARE CO.	V6405624	4355	67.19	00144844
			4,052.16	00145002
			5,314.36	00145212
			3,814.32	00145374
MOUSA, LINA	V6410403	5220	12.04	00145110
MUSIC AND ARTS CENTERS	V6411397	4310	165.07	00145375
		5610	376.40	00145375
N2Y LLC	V6405551	4310	532.62	00145163
NAFME	V6412859	5310	100.00	00145213
NAOMY X MACHADO-CECENA	V6412688	5810	180.00	00145214

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
NASCO	V6403253	4310	36.62	00145003
			95.96	00145278
		9320	434.77	00145003
NASREEN, SARVI	V6412876	5210	289.00	00145071
NATIONAL HISTORY DAY INC.	V6409070	4310	1,760.00	00145004
NAVARRO, MONICA	V6412545	5220	23.81	00145005
NB CONSULTING ENGINEERS INC	V6409786	5810	10,000.00	00145342
NEW HORIZONS CONTRACTING	V6410459	5610	8,995.00	00145049
NEW MANAGEMENT INC.	V6405318	4347	248.90	00145279
NEWSELA	V6411918	5880	1,000.00	00145164
NIMCO	V6403365	4310	650.15	00145006
NORTH ORANGE COUNTY REGIONAL	V6403384	5805	1,258,753.92	00145050
			629,376.96	00145165
NORTH ORANGE COUNTY ROP	V6409740	5805	225.56	00145111
NTH GENERATION COMPUTING INC	V6411156	5610	10,650.00	00145051
O.C. ROPES COURSE	V6412881	5880	1,250.00	00145215
OC LAND MGMT SERVICE	V6405473	4347	526.96	00145280
OC SEWING AND VACUUM ALL BRANDS	V6400160	4310	969.53	00145281
OCDE	V6403452	5210	112.00	00144920
			600.00	00145166
		5870	44,456.74	00145112
		5880	1,270.00	00144890
		7141	298,453.11	00145112
OFFICE DEPOT	V6403421	4310	1,012.53	00144891
			476.61	00145282
			45.24	00145283
		4320	270.41	00144891
			1,146.96	00145216
			787.61	00145282
OKULA, ERIC	V6412871	5210	232.89	00145073
OLIVE CREST ACADEMY	V6410765	5860	7,804.26	00145284
ORANGE COUNTY FIRE AUTHORITY	V6403456	5880	100.00	00145217
ORANGE COUNTY FIRE PROTECTION	V6403457	5610	2,919.26	00145285
			1,465.23	00145376
ORANGE COUNTY HEALTH CARE AGENCY	V6407003	5810	23,140.81	00145218
ORANGE COUNTY REGISTER	V6403461	4320	12,466.68	00145286
ORANGEVIEW JR HIGH SCHOOL	V6403468	5810	160.00	00145287
		8699	54.00	00145287
O'REILLY AUTO PARTS	V6411401	4370	1,314.10	00145072
		4376	75.11	00145072
		4385	97.41	00145072
		4387	207.42	00145072
ORIENTAL TRADING COMPANY	V6403475	4310	150.30	00145219
ORVAC ELECTRONICS	V6403479	4355	71.52	00145220
OXFORD ACADEMY	V6403485	8699	110.46	00145288
PACIFIC COACHWAYS CHARTER SERVICES INC.	V6407365	5620	6,504.00	00145052
PARADIGM HEALTHCARE SERVICES	V6403536	5810	1,000.00	00145053
			3,445.02	00145193
PARK PLACE TECHNOLOGIES	V6410464	5610	3,929.17	00145054
PARKER AND COVERT LLP	V6403544	5821	7,442.50	00145113
PARKHOUSE TIRE INC.	V6403547	4386	1,070.75	00145114
PASCO SCIENTIFIC	V6403556	4310	262.67	00145115
PATHWAY COMMUNICATIONS LTD	V6410645	4410	10,236.65	00145007
			12,021.98	00145121
PATINO, REUBEN	V6403910	5220	64.20	00145074
PC AND MACEXCHANGE	V6410706	4410	1,345.80	00145116

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
PENNER PARTITIONS INC	V6403625	4355	81.35	00145117
PERRY PASSARO Ph.D.	V6411634	5810	1,650.00	00145221
PIERCY, ANNA	V6400301	5220	105.07	00145222
PINNACLE PETROLEUM INC.	V6412426	4382	24,102.31	00145336
PIPS	V6407384	3601	309,823.56	00145194
			309,823.56	00145223
		3602	103,274.52	00145194
			103,274.52	00145223
PITNEY BOWES	V6403677	5910	2,200.82	00144845
POWERS, REGINA	V6411665	5220	161.54	00145075
PRINGLES DRAPERIES AND BLINDS	V6405953	4355	123.91	00145055
PROTECTION ONE ALARM MONITORING INC.	V6412084	5620	2,596.91	00144892
			2,051.01	00145008
RAINWORKS	V6412853	4310	319.76	00145009
RANGEL, ANDRES	V6412885	5220	17.44	00145289
REAL, JEANNETTE	V6411176	5220	85.65	00145076
REINDL, SCOTT	V6409277	5220	52.75	00145077
REPUBLIC SERVICES OF SO. CALIFORNIA	V6410174	5580	482.25	00145078
REVOLVING CASH FUND	V6405190	4310	2,102.06	00145290
		4320	189.02	00145290
		4347	114.72	00145290
		4390	844.34	00145290
		5210	40.00	00145290
		5860	487.54	00145290
		5880	462.55	00145290
		5910	4,324.92	00145290
RIDDELL ALL AMERICAN	V6403939	5630	4,899.11	00145377
ROBERTS, STEVEN	V6404486	5210	345.53	00145010
RODRIGUEZ, VIRIDIANA	V6412875	5220	33.76	00145079
ROSEN, STEPHANIE	V6412886	5220	17.65	00145291
RYAN, CAROLINE TRAN	V6412711	5210	1,492.99	00145011
RYLAARSDAM, MICHAEL	V6408791	5210	635.83	00145378
SAVANNA HIGH SCHOOL	V6404130	5810	3,206.50	00145056
		8699	10.69	00145292
SCHOOLS FIRST FCU DCP	V6403419	3901	1,750.00	00145013
			1,750.00	00145014
			1,750.00	00145015
			1,750.00	00145016
		3902	1,750.00	00145012
SCHORR METALS INC	V6404179	4355	1,461.47	00145379
SCHWARTZ, BILLIE	V6400521	5220	74.36	00145380
SCSBOA	V6406007	5210	1,422.00	00145381
SHELTON, MIKE	V6403136	3701	1,812.60	00144921
SHERWIN WILLIAMS CO., THE	V6410919	4355	56.57	00145382
SHOW OFF DESIGNS INC.	V6405794	4310	4,482.94	00144893
SHRED IT USA LLC	V6411124	5610	201.96	00145383
SOBERANIS, CECILIA	V6408475	5210	289.00	00145080
SOLARWINDS INC.	V6409947	5610	1,269.00	00145384
SONY PICTURES STUDIOS	V6410932	5880	3,344.00	00145195
SOUTH JHS ASB	V6405227	8699	225.29	00145293
SOUTHERN CALIFORNIA EDISON CO.	V6404370	5520	76,222.11	00144894
SPEECH AND LANGUAGE	V6404400	5860	15,982.38	00145385
SPICERS PAPER INC	V6404405	4320	1,382.69	00145294
SPINITAR PRESENTATION PRODUCTS	V6404407	4310	904.94	00144922
		4410	1,840.86	00144922
SPOT COOLERS	V6411074	4410	7,095.47	00145224

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
ST. JOSEPH HOSPITAL	V6412532	5810	1,800.00	00145386
STAFFREHAB	V6411260	5810	7,040.00	00145196
STAPLES ADVANTAGE	V6410116	4310	206.35	00145387
		4320	83.02	00145387
STATE BOARD OF EQUALIZATION	V6404444	4382	152.82	00145057
			305.64	00145058
STEINBRICK, GAIL	V6408751	5220	107.91	00145081
STEINLE, CHARLES	V6410113	3701	1,204.80	00144923
STORM WATER INSPECTION	V6412799	4355	431.00	00145295
SWRCB	V6407133	5880	1,400.00	00145388
SYCAMORE JR HIGH ASB	V6404569	8699	15.09	00145296
SZENERI, KANDYCE	V6412490	5220	42.43	00145017
T MOBILE	V6410424	5918	6,961.30	00145118
			13,627.89	00145389
TARGET SPECIALTY PRODUCTS	V6412764	4347	38.02	00145225
TESLA FOUNDATION GROUP	V6412749	5805	67,048.00	00145197
		5880	2,920.00	00145197
THOMSON REUTERS WEST	V6407958	4320	161.00	00145390
THOUSAND PINES	V6406664	5880	206.25	00145226
TRAK ENGINEERING INC	V6407572	5610	3,766.00	00145122
TREJO, ANNAMARIE RANDLE	V6411236	5220	103.90	00144924
TROXELL COMMUNICATIONS INC	V6404796	4410	2,395.29	00145391
TRUCK PRO PTO SALES CORPORATION	V6403784	4370	4,333.54	00145082
		4385	274.08	00145082
		4387	635.73	00145082
TURF STAR INC	V6404805	4347	762.32	00144925
			556.98	00145018
			504.52	00145059
		5610	4,900.98	00144925
U S BANK	V6406511	4210	1,914.12	00145227
		4310	7,360.61	00145227
		4320	1,228.89	00145227
		4390	476.58	00145227
		5210	2,944.95	00145227
		5810	53.75	00145227
		5870	333.80	00145227
		5880	607.98	00145227
ULINE	V6406546	4320	2,520.29	00145392
UNITED RENTALS	V6404854	5620	806.76	00145228
UNITED STATES ACADEMIC DECATHLON	V6404818	5880	777.05	00145229
VALLEY VISTA SERVICES INC	V6411966	5580	5,705.27	00144895
VAZQUEZ, LIZBETH SEGURA	V6412067	5220	43.88	00145083
VISION COMMUNICATIONS CO.	V6404955	4320	1,598.16	00145393
		5610	237.31	00144896
			272.90	00145393
VITAL INSPECTION SERVICES INC	V6412251	5810	8,505.00	00145297
WALKER JR HIGH SCHOOL	V6404990	5810	640.00	00145198
		8699	104.70	00145298
WALTERS WHOLESALE	V6409053	4355	210.27	00145119
WARDS MEDIA TECH	V6408345	4410	1,593.62	00144897
WEISSMAN'S DESIGNS FOR DANCE	V6405016	4310	1,185.12	00145230
WESTERN HIGH SCHOOL ASB	V6405044	8699	145.85	00145299
WESTRUX INTERNATIONAL INC	V6405053	4376	310.79	00145120
		4385	150.85	00145120
WORKABILITY 1 REGION 1	V6409843	5210	250.00	00145394
WRESTLINGMART.COM	V6408073	4310	1,322.57	00145199

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
XEROX CORPORATION	V6405129	5620	28,009.59	00145231
YALE CHASE MATERIALS HANDLING INC	V6407574	6490	6,357.25	00145200
YAMAHA GOLF CARTS OF CALIFORNIA	V6405131	5610	940.78	00144898
			1,023.17	00145395
YELLOW CAB OF GREATER ORANGE COUNTY	V6405135	5870	1,139.00	00144854
			1,827.00	00145396
ZISKO, AMBER	V6406552	5220	58.32	00145232
GENERAL FUND (0101)			5,811,869.59	
CUMMING CONSTRUCTION MANAGEMENT INC	V6411922	6273	78,665.00	00144899
			72,665.00	00145201
DIVISION OF THE STATE ARCHITECT	V6411414	6210	22,150.00	00144926
			38,150.00	00144927
ENCORP	V6409154	6250	1,428.00	00144900
KINGS OF CONCRETE, THE	V6412605	6270	14,679.00	00145019
KNOWLAND CONSTRUCTION SERVICES LLC	V6409073	6273	212.50	00144846
			85.00	00144936
			5,100.00	00145060
			3,910.00	00145337
		6291	4,380.00	00145060
			2,555.00	00145337
NB CONSULTING ENGINEERS INC	V6409786	6209	21,900.00	00145343
		6212	15,250.00	00145343
		6251	8,990.00	00145343
RMA GROUP	V6412381	6251	4,906.00	00145202
			12,765.00	00145233
UTIL LOCATE	V6412856	6209	5,850.00	00145234
VITAL INSPECTION SERVICES INC	V6412251	6291	3,564.00	00145300
GO BOND FUND (2124)			317,204.50	
BLAIS AND ASSOCIATES	V6411845	6211	6,010.24	00145084
GIANNELLI ELECTRIC INC.	V6401857	6274	2,920.00	00145061
KNOWLAND CONSTRUCTION SERVICES LLC	V6409073	6211	595.00	00144847
			9,547.00	00144937
			3,825.00	00145062
			3,910.00	00145338
		6291	292.00	00145062
			5,402.00	00145338
MOBILE MODULAR CONSTRUCTION INC	V6412862	6221	176,415.00	00145397
SCHOOL FACILITY CONSULTANTS	V6404158	5810	6,395.00	00145203
CAPITAL FACILITIES FUND (2525)			215,311.24	
AMERICAN FENCE COMPANY INC	V6407611	6274	107.80	00145063
CUMMING CONSTRUCTION MANAGEMENT INC	V6411922	6273	21,530.00	00144901
			24,930.00	00145204
ENCORP	V6409154	6240	2,424.00	00144848
HAULAWAY STORAGE CONTAINERS INC.	V6410468	6274	360.00	00145235
KNOWLAND CONSTRUCTION SERVICES LLC	V6409073	6291	85.00	00144849
			3,315.00	00144938
			425.00	00145064
NB CONSULTING ENGINEERS INC	V6409786	6251	7,990.00	00145339
VITAL INSPECTION SERVICES INC	V6412251	6291	9,436.50	00145301

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
CAPITAL FACILITIES RDA FUND (2545)			70,603.30	
BLAIS AND ASSOCIATES	V6411845	6211	4,571.53	00145085
CUMMING CONSTRUCTION MANAGEMENT INC	V6411922	6273	390.00	00144902
SCHOOL FACILITIES FUND (3535)			4,961.53	
KNOWLAND CONSTRUCTION SERVICES LLC	V6409073	6271	3,485.00	00144939
			5,440.00	00145065
			3,060.00	00145340
SPECIAL RESERVE FUND 2017 COP (4041)			11,985.00	
DEPARTMENT OF INDUSTRIAL RELATIONS	V6409924	5811	56,621.21	00144903
OCCUPATIONAL HEALTH CENTERS	V6406429	5890	468.62	00145236
WORKERS COMPENSATION FUND (6768)			57,089.83	
AMERICAN FIDELITY ASSURANCE COMPANY	V6408036	5450	8,188.16	00145167
ANTHEM BLUE CROSS	V6409810	5461	6,784.48	00145168
AUHSD	V6400400	5891	753,335.89	00145066
			332,176.21	00145398
BENEFIT AND RISK MANAGEMENT SERVICES	V6412889	5812	620,337.70	00145341
BENISTAR HARTFORD	V6410980	5466	90,423.55	00144850
			89,234.29	00145020
CALIFORNIA SCHOOLS DENTAL COALITION	V6405368	5892	248,394.00	00144904
DELTA DENTAL INSURANCE COMPANY	V6411391	5465	12,368.51	00144851
EXPRESS SCRIPTS INC.	V6410974	5895	174,915.72	00144852
			123,571.05	00145021
			124,655.68	00145086
			171,770.68	00145169
			207,751.51	00145399
GALLAGHER BENEFIT SERVICES INC.	V6408675	5812	12,127.50	00145022
HOLMAN PROFESSIONAL COUNSELING CENTERS	V6411743	5463	147,867.28	00144928
			4,137.12	00145170
METLIFE	V6408692	5462	21,596.60	00145205
PINNACLE CLAIMS MANAGEMENT INC.	V6409946	5812	460.00	00145087
REVOLVING CASH FUND	V6405190	5499	114.40	00145302
VISION SERVICE PLAN	V6404956	5464	50,866.05	00144905
			51,039.78	00145400
HEALTH & WELFARE INS FUND (6969)			3,252,116.16	
GREATER ANAHEIM SELPA	V6401927	9620	13,000.00	00144853
			426,212.00	00145303
PASS THRU (7676)			439,212.00	
GRAND TOTAL ALL FUNDS			10,180,353.15	

**ANAHEIM UNION HIGH SCHOOL DISTRICT
ASB SUMMARY OF CASH BALANCES
DECEMBER 2017**

School Name	Prior Month Total	Current Month			
		Checking	Petty Cash / Change Fund	Savings	Total
Anaheim	355,044.95	287,155.15	1,000.00	50,766.34	338,921.49
Western	291,355.15	186,954.50	275.00	122,169.35	309,398.85
Magnolia	116,966.02	118,613.39	700.00	-	119,313.39
Savanna	127,410.27	128,040.32	500.00	262.79	128,803.11
Loara	188,478.75	119,517.94	800.00	67,272.72	187,590.66
Katella	212,000.03	193,852.83	2,100.00	-	195,952.83
Kennedy	479,696.37	471,945.28	1,300.00	-	473,245.28
Cypress	618,206.08	489,300.27	1,700.00	48,336.25	539,336.52
Brookhurst	37,727.77	38,808.55	-	-	38,808.55
Orangeview	37,222.55	40,256.09	100.00	-	40,356.09
Walker	122,442.42	122,172.37	-	-	122,172.37
Dale	61,065.35	45,309.46	-	-	45,309.46
Sycamore	50,405.57	41,491.55	-	-	41,491.55
Ball	26,878.31	28,514.18	-	-	28,514.18
South	101,270.55	96,684.42	-	-	96,684.42
Oxford	395,993.29	407,434.78	-	-	407,434.78
Lexington	70,367.09	69,326.72	-	-	69,326.72
Hope	83,479.82	83,332.14	-	-	83,332.14
Gilbert	37,349.49	37,680.19	-	-	37,680.19
Total	3,413,359.83	3,006,390.13	8,475.00	288,807.45	3,303,672.58

Anaheim Union High School District
Cafeteria Fund
Financial Statements
November 2017

Balance Sheet
Anaheim Union High School District
11/30/2017

Account Number	Description	
Asset	Assets	
CASH		
9120	Cash-Checking	\$6,684,049.48
9122	Change Fund	\$13,330.00
9123	Petty Cash	\$50.00
Total CASH		\$6,697,429.48
RECEIVABLE		
9210	A/R - Current	\$114,871.50
9280	A/R - State	\$293,221.04
9290	A/R - Federal	\$3,811,923.92
Total RECEIVABLE		\$4,220,016.46
INVENTORIES		
9321	Warehouse Food	\$161,458.36
9322	Warehouse Commodity	\$1,381.33
9323	Warehouse Supplies	\$37,764.02
9326	School Food	\$107,919.13
9327	School Commodity	\$3.32
9328	School Supplies	\$27,513.36
Total INVENTORIES		\$336,039.52
Total Asset		\$11,253,485.46
Liability	Liabilities and Fund Balance	
LIABILITIES		
9510	A/P - Current	\$1,884,141.32
9530	A/P - Accrued Vacation	\$49,716.00
9580	Sales Tax Liability	\$2,619.51
9599	Purchases Clearing	\$0.00
9650	Deferred Revenue	\$29,336.62
Total LIABILITIES		\$1,965,813.45
Total Liability		\$1,965,813.45
Fund Balance	Liabilities and Fund Balance	
FUND BALANCE		
9780	Spending Plan/Central Kitchen	\$3,871,410.12
9798	Fund Balance	\$5,014,217.95
Total FUND BALANCE		\$8,885,628.07
Total Fund Balance		\$8,885,628.07
Current Year Profit (Loss)		\$402,043.93
Total Liabilities and Fund Balance		\$11,253,485.44
Show all data		

Statement of Revenue and Expense Anaheim Union High School District

	Period 5 Ending in 11/30/2017				Period 5 Ending in 11/30/2016			
	Monthly	%	YTD	%	Monthly	%	YTD	%
Revenue								
Local Revenue								
8621	\$35,628.00	1.72 %	\$158,748.00	1.73 %	\$31,237.25	1.52 %	\$141,319.75	1.58 %
Elementary - Lunch								
8632	\$6,195.00	0.30 %	\$26,670.00	0.29 %	\$6,552.00	0.32 %	\$28,145.25	0.31 %
High School - Breakfast								
8633	\$70,002.00	3.39 %	\$335,077.00	3.65 %	\$63,826.25	3.11 %	\$286,530.75	3.21 %
High School - Lunch								
8634	\$291.00	0.01 %	\$291.00	0.00 %	\$0.00	0.00 %	\$0.00	0.00 %
Meal Sales								
8635	\$102,922.17	4.98 %	\$486,081.90	5.29 %	\$109,272.11	5.33 %	\$552,519.95	6.18 %
A La Carte Sales								
8636	\$272.78	0.01 %	\$391.54	0.00 %	\$174.05	0.01 %	\$636.94	0.01 %
Adult Rev. - Breakfast								
8637	\$3,265.97	0.16 %	\$15,071.84	0.16 %	\$4,579.91	0.22 %	\$20,528.23	0.23 %
Adult Rev. - Lunch								
Local Revenue	\$218,576.92	10.58 %	\$1,022,331.28	11.13 %	\$215,641.57	10.51 %	\$1,029,680.87	11.52 %
Federal Reimbursements								
8200	\$342,887.48	16.59 %	\$1,476,320.09	16.07 %	\$351,419.36	17.13 %	\$1,469,746.71	16.45 %
Fed. Meal Rev.-Breakfast								
8220	\$1,295,582.91	62.68 %	\$5,758,156.77	62.70 %	\$1,280,343.34	62.40 %	\$5,571,212.11	62.35 %
Fed. Meal Rev.-Lunch								
8290	\$44,484.88	2.15 %	\$193,335.12	2.11 %	\$43,645.00	2.13 %	\$184,009.90	2.06 %
Misc Fed Rev.-Snack								
Federal Reimbursements	\$1,682,955.27	81.43 %	\$7,427,811.98	80.88 %	\$1,675,407.70	81.66 %	\$7,224,968.72	80.86 %
State Reimbursements								
8500	\$39,747.84	1.92 %	\$170,781.35	1.86 %	\$39,688.45	1.93 %	\$165,768.53	1.86 %
St. Meal Rev.-Breakfast								
8520	\$94,648.65	4.58 %	\$418,654.89	4.56 %	\$90,686.50	4.42 %	\$393,864.82	4.41 %
St. Meal Rev.-Lunch								
State Reimbursements	\$134,396.49	6.50 %	\$589,436.24	6.42 %	\$130,374.95	6.35 %	\$559,633.35	6.26 %
Other Revenue								
8638	(\$1,639.45)	-0.08 %	(\$4,679.30)	-0.05 %	(\$986.14)	-0.05 %	(\$3,798.98)	-0.04 %
Cash Over & Short								
8699	\$32,561.37	1.58 %	\$149,290.38	1.63 %	\$31,237.49	1.52 %	\$125,105.92	1.40 %
Spec Activity/Cater								
Other Revenue	\$30,921.92	1.50 %	\$144,611.08	1.57 %	\$30,251.35	1.47 %	\$121,306.94	1.36 %
Total Revenue	\$2,066,850.60	100.00 %	\$9,184,190.58	100.00 %	\$2,051,675.57	100.00 %	\$8,935,589.88	100.00 %
Expense								
Food Purchases & Govnmt								
4700	\$702,946.17	34.01 %	\$3,302,161.10	35.95 %	\$751,620.46	36.63 %	\$3,278,374.12	36.69 %
Food Purchases								
Food Purchases & Govnmt	\$702,946.17	34.01 %	\$3,302,161.10	35.95 %	\$751,620.46	36.63 %	\$3,278,374.12	36.69 %
Supplies								
4300	\$71,970.23	3.48 %	\$397,774.01	4.33 %	\$18,369.06	0.90 %	\$177,224.79	1.98 %
Materials & Supplies								
4400	(\$282.83)	-0.01 %	\$57,880.63	0.63 %	\$12,920.07	0.63 %	\$77,619.30	0.87 %
Noncapitalized Equipment-Under \$5000								
4790	\$15,985.71	0.77 %	\$6,691.42	0.07 %	\$46,213.99	2.25 %	\$234,633.27	2.63 %
Supplies (Food)								

Statement of Revenue and Expense
Anaheim Union High School District

	Period 5 Ending In 11/30/2017				Period 5 Ending In 11/30/2016			
	Monthly	%	YTD	%	Monthly	%	YTD	%
Supplies	\$87,673.11	4.24 %	\$462,346.06	5.03 %	\$77,503.12	3.78 %	\$489,477.36	5.48 %
Salaries								
2200	\$697,361.06	33.74 %	\$2,791,541.18	30.40 %	\$732,888.82	35.72 %	\$2,839,360.29	31.78 %
Classified Salaries								
2300	\$41,154.54	1.99 %	\$205,772.70	2.24 %	\$35,400.79	1.73 %	\$197,049.27	2.21 %
Class.Sup/Admin Salaries								
2400	\$38,226.88	1.85 %	\$163,628.41	1.78 %	\$32,109.27	1.57 %	\$166,518.06	1.86 %
Clerical/Office Salaries								
2550	\$12,429.00	0.60 %	\$49,716.00	0.54 %	\$12,429.00	0.61 %	\$49,716.00	0.56 %
Food Service Vacation Pay								
Salaries	\$789,171.48	38.18 %	\$3,210,658.29	34.96 %	\$812,827.88	39.62 %	\$3,252,643.62	36.40 %
Benefits								
3202	\$91,682.46	4.44 %	\$388,859.58	4.23 %	\$83,538.12	4.07 %	\$333,782.52	3.74 %
PERS, Classified Position								
3302	\$58,264.11	2.82 %	\$240,218.54	2.62 %	\$60,066.79	2.93 %	\$243,505.34	2.73 %
OASD/MED/Classified Position								
3402	\$197,456.43	9.55 %	\$952,173.93	10.37 %	\$190,606.88	9.29 %	\$948,081.02	10.61 %
Hlth/Welfare, Classified								
3502	\$392.82	0.02 %	\$1,586.88	0.02 %	\$399.73	0.02 %	\$1,595.32	0.02 %
SUI, Classified Position								
3602	\$18,096.43	0.88 %	\$73,109.71	0.80 %	\$18,005.89	0.88 %	\$71,966.03	0.81 %
Workers Comp, Classified								
Benefits	\$365,892.25	17.70 %	\$1,655,948.64	18.03 %	\$352,617.41	17.19 %	\$1,598,930.23	17.89 %
Other Expenses								
5200	\$575.77	0.03 %	\$7,762.82	0.08 %	\$1,635.38	0.08 %	\$9,127.17	0.10 %
Travel & Conference								
5500	\$3,504.44	0.17 %	\$59,153.05	0.64 %	\$1,387.10	0.07 %	\$62,084.11	0.69 %
Operation & Housekeeping								
5600	\$5,786.46	0.28 %	\$26,090.09	0.28 %	\$5,079.86	0.25 %	\$50,692.21	0.57 %
Rental/Lease/Repair								
5800	\$0.00	0.00 %	\$1,589.94	0.02 %	\$103,600.00	5.05 %	\$105,600.00	1.18 %
Prof. Consult Service								
5900	\$2,697.70	0.13 %	\$19,162.15	0.21 %	\$2,909.00	0.14 %	\$12,978.94	0.15 %
Fax, Pager, Postage								
Other Expenses	\$12,564.37	0.61 %	\$113,758.05	1.24 %	\$114,611.34	5.59 %	\$240,482.43	2.69 %
Capital Outlay								
6500	\$0.00	0.00 %	\$37,274.51	0.41 %	\$0.00	0.00 %	\$25,070.39	0.28 %
Equipment- Over \$5000								
Capital Outlay	\$0.00	0.00 %	\$37,274.51	0.41 %	\$0.00	0.00 %	\$25,070.39	0.28 %
Total Expense	\$1,958,247.38	94.75 %	\$8,782,146.65	95.62 %	\$2,109,180.21	102.80 %	\$8,884,978.15	99.43 %
Net Profit (Loss)	\$108,603.22	5.25 %	\$402,043.93	4.38 %	(\$57,504.64)	-2.80 %	\$50,611.73	0.57 %

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ANAHEIM UNION HIGH SCHOOL DISTRICT
Business Division
2017/18 MONTHLY ENROLLMENT REPORT

MONTH 6
01/08/18 to 01/25/18

SCHOOL	REGULAR DAY						Subtotal	Hosp/Hm	Sp Ed	TOTAL STUDENTS
	9th	10th	11th	12th						
Anaheim	755	783	673	572		2,783	-	133	2,916	
Cypress	775	664	662	631		2,732	2	90	2,824	
Katella	673	639	604	614		2,530	5	145	2,680	
Kennedy	584	539	598	549		2,270	-	88	2,358	
Loara	484	493	475	458		1,910	3	135	2,048	
Magnolia	431	374	383	398		1,586	-	128	1,714	
Oxford	204	194	199	193		790	-	-	790	
Savanna	475	462	493	429		1,859	-	63	1,922	
Western	460	509	414	383		1,766	1	88	1,855	
Total Comprehensive	4,841	4,657	4,501	4,227		18,226	11	870	19,107	
Independent Learning Center	-	5	44	222		271	-	-	271	
Gilbert High School	-	8	193	290		491	12	97	600	
Katella Satellite Independent Study	2	10	24	28		64	-	-	64	
Kennedy Satellite Independent Study	7	25	29	41		102	-	-	102	
Polaris High School	9	34	33	53		129	-	-	129	
Special Education Transition Program	-	-	-	-		-	-	-	134	
Total Alternative Ed	18	82	323	634		1,057	12	231	1,300	
Hope	-	-	-	-		-	-	-	227	
Total Senior High Schools	4,859	4,739	4,824	4,861		19,283	23	1,328	20,634	

SCHOOL	REGULAR DAY						Subtotal	Hosp/Hm	Sp Ed	TOTAL STUDENTS
	7th	8th								
Ball	447	510	957	1		957	52		1,010	
Brookhurst	540	457	997	2		997	54		1,053	
Dale	464	531	995	2		995	77		1,074	
Lexington	767	668	1,435	1		1,435	27		1,463	
Orangeview	380	400	780	1		780	51		832	
Oxford	210	207	417	1		417	-		418	
South	742	698	1,440	-		1,440	70		1,510	
Sycamore	660	679	1,339	-		1,339	45		1,384	
Walker	478	560	1,038	-		1,038	40		1,078	
Total Comprehensive	4,698	4,710	9,398	8		9,398	416		9,822	
Polaris High School	7	11	18	-		18	-		18	
Total Alternative Ed	7	11	18	-		18	-		18	
Total Junior High Schools	4,695	4,721	9,416	8		9,416	416		9,840	

DISTRICT TOTAL

30,474

ANAHEIM UNION HIGH SCHOOL DISTRICT

Business Division

2017/18 MONTHLY ENROLLMENT REPORT

GROWTH vs. DECLINE - MONTH to MONTH COMPARISON

Month 6

HIGH SCHOOL	Month 5	Month 6	Growth v. (Decline)
Anaheim	2,909	2,916	7
Cypress	2,839	2,824	(15)
Katella	2,687	2,680	(7)
Kennedy	2,362	2,358	(4)
Loara	2,039	2,048	9
Magnolia	1,701	1,714	13
Oxford	792	790	(2)
Savanna	1,911	1,922	11
Western	1,849	1,855	6
Total Senior High	19,089	19,107	18

JUNIOR HIGH SCHOOL	Month 5	Month 6	Growth v. (Decline)
Ball	1,001	1,010	9
Brookhurst	1,049	1,053	4
Dale	1,080	1,074	(6)
Lexington	1,459	1,463	4
Orangeview	823	832	9
Oxford	419	418	(1)
South	1,512	1,510	(2)
Sycamore	1,387	1,384	(3)
Walker	1,077	1,078	1
Total Junior High	9,807	9,822	15

Total Comprehensive Schools	28,896	28,929	33
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Alternative Education	Month 5	Month 6	Growth v. (Decline)
Independent Learning Center	265	271	6
Gilbert High School	582	600	18
Hope School	227	227	-
Katella Satellite Independent Study	65	64	(1)
Kennedy Sattelite Independent Study	92	102	10
Polaris High School	156	147	(9)
Special Education Transition Program	143	134	(9)
Total Alternative Ed.	1,530	1,545	15

District Total	30,426	30,474	48
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EVERY 15 MINUTES

A. INTRODUCTION

1. Contractor agrees to implement the *Every 15 Minutes* program, a two-day program focusing on teenagers challenging them to think about drinking, driving, personal safety, and the responsibility of making mature decisions and the impact their decisions have on family, friends, their community, and many others.
2. This contract may be terminated prior to the expiration date by either party upon thirty (30) days prior written notice. If at any time the Contractor should cease to perform the services specified herein, the contract is deemed to be terminated. No penalty shall accrue to either party because of contract termination. All work performed pursuant to the contract and prior to the date of termination may be claimed for reimbursement.

B. PROCEDURES

1. Contractor agrees to follow the standard outline of the *Every 15 Minutes* program, as laid out in the *Every 15 Minutes* Procedural Manual. The overall program and guidelines presented within the procedural manual should be followed as closely as possible in order to maintain the integrity and consistency of the program. Major deviations from the procedural manual, adding to or changing the drinking and driving education message of the program (including, but not limited to, adding information related to distracted driving, drugged driving, etc.), could result in a reduction in reimbursement or an inability of the California Highway Patrol to provide any reimbursement when the final claim is paid.

The *Every 15 Minutes* Procedural Manual, as well as other important documents and information regarding the *Every 15 Minutes* program that shall be used during the course of the program, can be located at www.chp.ca.gov.

2. Contractor agrees to use the following standard language in all press, media, and printed materials: *"Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration."*
3. Contractor agrees to work in cooperation with the assigned representative from the local California Highway Patrol Office (normally the Public Information Officer) during the planning process. The local California Highway Patrol officer shall be the Contractor's primary point of contact shall be included in all planning and committee meetings, as well as the entire Day 1 and 2 activities, to include the overnight retreat.
4. A representative from the California Highway Patrol shall attempt to attend each planning meeting (student, parent, and core group committee) during the course of the program planning process. In addition, a representative from the California Highway Patrol shall be present on Day 1 of the program for the crash scene, removal of students from class, participate in the coordination of other first responders, etc., as well as attend and/or

assist in chaperoning the retreat(s). Additionally, a minimum of at least one representative from the California Highway Patrol shall attend the Day 2 assembly.

5. The Contractor shall assign no less than two students from the high school student body to program committee(s) for participation in the organization and planning of the *Every 15 Minutes* program at the subject school. Students selected to serve on the program committee(s) should not also be selected as crash victims/living dead participants during Day 1 and 2 program activities.
6. Contractor shall provide a copy of this contract to the on-site program coordinator in order to ensure the terms and conditions of this contract are met and followed throughout the course of planning.

C. TERMS AND CONDITIONS

1. Contractor agrees to maintain all records and other evidence pertaining to costs incurred and work performed thereunder, and shall make them available at the Contractor's California office during the contract period and thereafter for a period of three years from the date of receipt of final payment of federal funds.
2. The federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes: (a) The copyright in any work developed under a grant, sub grant, or contract under a grant or sub grant; and (b) Any rights of copyright to which a grantee, sub grantee or a contractor purchases ownership with grant support.
3. Contractor shall not assign or transfer interest in this contract without the prior written approval from the California Highway Patrol and the Office of Traffic Safety.
4. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid unless made in writing, signed by the parties hereto, and approved by all necessary parties.
5. The Contractor shall function as the prime contractor of this contract and shall manage the performance of any subcontractors. Contractor shall enter into subcontracts contingent upon the California Highway Patrol and Office of Traffic Safety approval. The Contractor shall be responsible for establishing and maintaining contractual agreements with, and the reimbursement of, each subcontractor for work performed in accordance with the terms of this contract.

All subcontracts entered into pursuant to this contract shall be subject to examination and audit by the Contractor, the California Highway Patrol, the Office of Traffic Safety, and/or the National Highway Traffic Safety Administration, or their designated representatives, for a minimum of three years after final payment. Each subcontract to which the California Highway Patrol and Office of Traffic Safety have consented shall contain a provision that further assignments shall not be made to any third or subsequent tier subcontractor without additional written consent of the California Highway Patrol and Office of Traffic Safety.

6. Contractor, and any subcontractors, agree to abide by the General Terms, Conditions, and Certifications contained in the Office of Traffic Safety Grant Program Manual, Chapter 6, Exhibit 6-A, all of which by reference herein shall be made a part of this contract. The General Terms, Conditions, and Certifications are available online at www.ots.ca.gov.

D. FUNDING

1. For the purposes of this specific contract, Contractor recognizes that funding for the Every 15 Minutes program is contingent on the California Highway Patrol receiving funding from the Office of Traffic Safety.
2. Payment shall be made from funds appropriated to the California Highway Patrol and are subject to the fiscal procedures of the State of California. The maximum amount payable under this contract shall not exceed six-thousand dollars (\$6,000.00).

E. EXPENSES

1. The following is a list of costs eligible for reimbursement:
 - Materials and supplies necessary to implement the Every 15 Minutes program, including but not limited to;
 - Paper and/or printing costs necessary for reproduction of the assembly program,
 - Office supplies reasonable and necessary for use during the course of the program activities only,
 - Supplies to make headstones and/or obituaries,
 - Flowers for the Day 2 assembly, or "funeral,"
 - Makeup for the living dead/crash victims,
 - Stamps/postage (excluding costs of overnight shipping charges).
 - Blank DVDs/flash drives
 - Reimbursement will be provided for purchase of DVDs/flash drives as necessary to disseminate the video to the program participants only.
 - Rental of sound/audio/video equipment and/or vendors necessary to produce the program video or amplified sound during the crash scene and/or assembly.
 - We strongly encourage student produced videos for the purposes of this program.
 - School-run media/audio classes may rent equipment needed to assist them in the production of the program video, or to provide sound during the program, if needed.
 - Rental of bleachers for the purposes of student viewing during Day 1 activities
 - The cost for motivational/guest speakers

1. The following is a list of costs not eligible for reimbursement:

- Duplication of services
 - Reimbursement will not be provided for services rendered which are a duplication of the responsibilities of state, county, and city law enforcement, including the California Highway Patrol, the school, fire department, emergency medical responders, coroner/local mortuary, hospital, chaplains, counselors, or other community groups/ agencies as listed in the Every 15 Minutes Procedural Manual. This program is a community based effort, encouraging members of the community to volunteer time, services, and resources for the common goal of educating teenagers.
- Purchase of t-shirts, sweatshirts, shorts, or any other type of clothing or costume for the program participants, coordinators, or outside resources/agencies.
 - Printing and/or design charges on t-shirts or other clothing items.
- Purchase of sound/audio/video equipment, including, but not limited to; computers, microphones, projectors and screens, cameras/camcorders, batteries, tripods, external hard drives, SD cards, phones, televisions, DVD players, iPods/iPads, etc.
- Promotional items, including, but not limited to; lanyards, banners/posters, key chains, bags/backpacks, bracelets, rulers, pencils/pens, balloons, coffee cups, bumper stickers, and stationery.
- Food/beverages
 - Meals/food of any kind including candy, donuts, snacks, or any other food items; coffee, bottled water, soda, juice, or any other beverages.
- Paper products including, but not limited to, plates, utensils, cups, napkins, tablecloths (paper or fabric), or any other paper products.
- Flash bang devices.
- Tarps.
- Fatal Vision goggles.
- Permits costs for street closures.
- Salary and/or overtime (i.e., substitute teachers, personnel at allied agencies, etc.).
- Administrative costs
 - Reimbursement will not be provided for any administrative and/or indirect costs incurred associated with the preparation of reports, documents, etc., generated as a result of grant required paperwork.
- Tips/Gratuities

- Any tip(s) provided by the Contractor to vendors, sub-contractors, for services received, etc., are made at the discretion of the Contractor and are not reimbursable under this grant.
 - Insurance fees, including supplemental insurance policies or facility rental insurance.
 - Parking fees, including charges for parking permits, tolls, or bridges.
 - Entertainment.
 - Costs of amusement, social activities, and any costs directly associated with such activities (i.e., tickets to shows or sporting events, lodging, rental of facilities, transportation to/from, and gratuities).
 - Toys and/or games.
 - Music
 - Reimbursement will not be provided for the purchase of music (online, streaming fees, physical copy, etc.), gift cards (i.e., iTunes gift cards), music rights fees, or any other costs/fees associated with purchasing music for the purposes of the program.
 - Program Advertising. Costs of billboard space, radio/television air time, and newspaper/magazine advertisement (including articles/ads of appreciation to supporters of the program) for program-related messages and activities.
 - Cost of overnight or courier mail service.
 - Contributions and donations, including cash, property, and services to others, regardless of the recipient.
 - Cost of fund-raising, including financial campaigns, solicitation of gifts, and similar expenses incurred to raise capital (such as selling the *Every 15 Minutes* program video) or obtaining contributions.
 - Scholarships.
 - Contest prizes and/or gifts (i.e., cash and/or gift certificates).
2. Only the costs as specified herein, are authorized for reimbursement by the California Highway Patrol to Contractor under this contract. Any other costs incurred by Contractor in the performance of this contract are the sole responsibility of the Contractor.
 3. All items to be purchased under this contract are considered expendable and title to the items are vested to the local agency. No inventory controls are required except reporting of what was actually purchased. No non-expendable items, defined as having a unit cost of \$5,000 or more, are authorized for purchase under this contract.

4. Please note: If Contractor accepts monetary donations from Department of Alcoholic Beverage Control licensed establishments, liquor wholesalers, distributors, or manufacturers, NO display of alcoholic beverage brand logos or other brand identification is permitted.

F. REIMBURSEMENT

1. In order to be eligible for reimbursement, Contractor shall furnish a final report package to the California Highway Patrol within thirty (30) days after completion of the *Every 15 Minutes* program. If the reimbursement package is not submitted as stated above, the agreement may be cancelled and any request for reimbursement may be denied.
2. Contractor understands in order to be eligible for reimbursement costs incurred and claimed must be necessary and reasonable for proper implementation of the program, be incurred after the effective date of the contract and on or before the contract termination date, and cannot result in a profit or other increment to the contracting agency.
3. Payment of approved reimbursable costs shall be made in arrears, on a one-time basis. Payment to the Contractor shall be made within 45 days of the California Highway Patrol's approval of invoices, however, no late payment or interest penalties are applicable to payments not made within this time period.
4. In order to be eligible for reimbursement, the reimbursement package shall consist of all the following items. The reimbursement package will be considered incomplete if all of the materials below are not submitted.
 - A cover letter on Contractor's official letterhead.
 - A written, final report by the Contractor
 - The final report shall be at least one page in length and consist of an overview of the entire program, from the planning stages through the debriefing process, as well as a final conclusion.
 - Additional materials shall include all of the following items:
 - Program operational plan,
 - Letters to parents/students/community,
 - Day 2 assembly program
 - Copies of any newspaper or online articles that were published,
 - Pictures,
 - Press release (if issued by Contractor or allied agency),
 - Program video (an online link will not be accepted),
 - Any other materials you feel will highlight your program.
 - Agency Contract Claim for Reimbursement (see page 9).
 - Copies of all invoices/receipts being claimed for reimbursement

5. The reimbursement packet will be considered incomplete if all requested documents and materials are not submitted concurrently. Contractor understands untimely submission of reimbursement claims may result in loss or reduction of grant funding.
6. The California Highway Patrol may delete from Contractor's invoice any amount claimed by Contractor if the Department determines the expense to be inappropriate or excessive, or violates any other provisions of the contract.
7. Contractor agrees to refund to the California Highway Patrol any amounts claimed for reimbursement and paid to Contractor that are later disallowed by the California Highway Patrol, or other official auditor, after audit or inspection of records maintained by the Contractor.
8. All invoices and correspondence are to be mailed in accordance with the applicable instructions. Costs incidental to the report's preparation or delivery that are incurred subsequent to the termination date of the contract are not allowable.

**Memorandum of Understanding Between
K to College and
Anaheim Union High School District**

This Agreement is made on 2/21/2018 by and between K to College (K2C), which is also doing business as "Supplybank.Org" and Anaheim Union High School District (AUHSD). K2C is a tax-exempt non-profit corporation organized under § 501(c)(3) of the Internal Revenue Code with the mission of efficiently addressing the unmet material needs of homeless and other impoverished children, and adults working towards self-sufficiency. AUHSD is a public school district in Orange County, CA.

K2C hereby agrees to use its best efforts to provide as many AUHSD students as possible identified as homeless (as defined by the McKinney-Vento Homeless Assistance Act), or otherwise enrolled in the Free or Reduced Price Meal Program (FRPM), with school supply kits, dental kits, hygiene kits, and other materials. As a condition of receiving donated materials from K2C, AUHSD hereby agrees to the following:

1. To utilize appropriate outreach methods to inform **eligible** and targeted students about materials available through AUHSD's partnership with K2C
2. To agree that K2C may only be able to provide resources for certain populations of students and that K2C will notify the district in advance of shipment which students are eligible to receive them
3. To use one of the following distribution methods:

Option 1: McKinney-Vento Homeless Only: Distributing to students verified as homeless as defined by the United States McKinney-Vento Homeless Assistance Act:

- i. Providing notification and instruction to all appropriate staff that work with homeless students that these materials are available and how to access them, and
- ii. Facilitating a check-in process following each distribution, verifying each student is enrolled in the district and designated as homeless before they receive K2C materials, and
- iii. Maintaining ownership of the check-in list for the duration of the distribution or distribution cycle, and
- iv. Following distribution(s), comparing the list of recipients to the list of eligible students for a final report as outlined in Section 4, OR

Option 2: Targeted Community Distribution: Distributing to students verified as homeless, FRPM eligible or below 200% of the federal poverty level as follows:

- v. Providing an adequate number of district staff at each community distribution venue or school with a list of those eligible (as defined above or by amendment to this agreement) to ensure only those at or below 200% of the federal poverty level benefit from the program, and
- vi. Facilitating a check-in process at each community distribution venue and/or school, verifying each student is enrolled in the district before they receive K2C materials, and
- vii. Maintaining ownership of the check-in list for the duration of the distribution at each distribution venue and/or school, and
- viii. Following distribution(s), comparing the list of recipients to the list of eligible students for a final report as outlined in the verification letter template provided by K2C, OR

Option 3: School-wide Distribution: Distributing to every student at **eligible schools*** and/or distributing to select grade-level(s) of students at eligible schools as follows:

- ix. Providing an adequate number of district staff at each school with a list of *every* enrolled student, regardless of FRPM status, and
- x. Facilitating the distribution process, verifying each student's identity and checking his or her name off the roster before they receive K2C materials, and
- xi. Maintaining ownership of the lists for the duration of the distribution at each distribution venue and/or school, and
- xii. Comparing the distribution lists to the district's internal FRPM enrollment lists, verifying the exact number of students who were eligible to receive K2C materials and the exact number of those who were not eligible, and
- xiii. Verifying the two calculated numbers are the same as initially submitted to K2C, and
- xiv. Compensating K2C for any discrepancy resulting in an increased number of students **not** eligible.

**Memorandum of Understanding Between
K to College and
Anaheim Union High School District**

* **Eligible Schools:** Unless otherwise noted, eligible schools are defined as those with a minimum of 70% FRPM enrollment.

4. To maintain an internal (accessible to AUHSD only), detailed district-wide roster that includes every child/family that receives K2C materials for auditing and/or any other purposes.† This may be done by maintaining ownership of the lists of those receiving K2C materials at each AUHSD school and/or community distribution venue. This list will include:
- Name of child/family
 - Proof of income eligibility and/or FRPM enrollment
 - Date and description of services provided

† **NOTE:** Audits will only be conducted by appropriate government agencies and/or a certified contractor of a government agency. **K to College does NOT collect any student information as a matter of policy.** There is only potential for an audit if one or more funding sources are from a government source that requires it.

5. To confirm in writing the process by which K2C materials were distributed to eligible and targeted students as outlined in the verification letter template provided by K2C (Attachment A), certifying those served were eligible and identifying the date and location of each distribution

Notices

All notices and/or correspondence shall be addressed and mailed to Parties as follows:

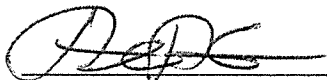
K to College
Benito Delgado-Olson
Executive Director
7730 Pardee Lane
Oakland, CA 94621

Anaheim Union High School District
Dr. Jaron Fried,
Assistant Superintendent
501 Crescent Way
Anaheim 92803

This Agreement may not be amended or modified except in writing signed by both parties. This Agreement is valid through June 30, 2022.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above.

Accepted for K to College:

 _____ Date 2/1/18
Benito Delgado-Olson, Executive Director

Accepted for Anaheim Union High School District:

_____ Date _____
Dr. Jaron Fried, Assistant Superintendent

Instructional Materials Submitted for Display
Tuesday, February 20, 2018
February 20, 2018-March 6, 2018

Curriculum	Basic/ Suppl.	Course Name (Number)	Grade	Title	Publisher
English	Suppl.	English 3 (#1535) English 4 (#1550)	11-12	<i>Gilead</i>	Picador
English/Social Science	Suppl.	English 3 (#1535) U.S. History (#2640)	11-12	<i>Unbroken</i>	Random House
Dual Enrollment	Basic	Punctuating for Court Reporting (#2043)	11-12	<i>Punctuating Your Transcript</i>	Cypress College

SCHEDULE A

**STUDENT IN NONPUBLIC SCHOOL UNDER EC 56030
Regular School Year 2017-2018**

STUDENT	DOB	GRADE	BOARD APPROVAL DATE	NONPUBLIC SCHOOL	TOTAL CONTRACT COST*
1718-162	1/09/1999	14	2/20/2018	Rossier Park	\$35,000.00
1718-192	4/28/2005	7	2/20/2018	Rossier Park	\$35,000.00
1718-193	7/15/2002	10	2/20/2018	Rossier Park	\$35,000.00

Field Trip Report

Board of Trustees

February 20, 2018

1. Anaheim High School: Choir (32 students-16 male, 16 female)
Adviser/Lead Chaperone: Jeffrey M. Derus (male)
Chaperones: William Davis (male), Tiffani Santiago (female), and Debra Davis (female)

To: San Diego, CA
 Dates: April 19, 2018 to April 22, 2018
 Purpose: World Strides On-Stage Vocal Competition
 Expenses: ASB/Club Fundraisers-registration, transportation, accommodations
 Parent/Student-meals
 Site Funds-substitutes

Number of school days missed for this trip: 2
 Number of school days missed previously: 0
 Total number of days missed by this group: 2

2. Brookhurst Junior High School: Drama (31 students-11 male, 20 female)
Adviser/Lead Chaperone: Autumn Browne (female)
Chaperones: Sandy Loth (female), Stacy Shoup (female), Bryan Shoup (male), and Mark Weiss (male)

To: Hollywood, CA
 Dates: March 9, 2018 to March 11, 2018
 Purpose: Behind the scenes look at filmmaking
 Expenses: ASB/Club Fundraising-meals, transportation, accommodations
 Parent/Student-meals, transportation, accommodations

Number of school days missed for this trip: 0
 Number of school days missed previously: 0
 Total number of days missed by this group: 0

3. Cypress High School: Boys Tennis (4 male students)
Adviser/Lead Chaperone: Joseph Paul (male)
Chaperone: Lindsey Thornburg (female)

To: Ojai, CA
 Dates: April 25, 2018 to April 28, 2018
 Purpose: Ojai Tennis Tournament
 Expenses: ASB/Club Fundraisers-registration, accommodations, substitutes
 Parent/Student-meals, transportation

Number of school days missed for this trip: 3
 Number of school days missed previously: 0
 Total number of days missed by this group: 3

Field Trip Report

Board of Trustees

February 20, 2018

4. Cypress High School: Every 15 Minutes (33 students- 14 male, 19 female)
Adviser/Lead Chaperone: David Lewis (male)
Chaperones: Jeffrey Russell (male), Carrie Vaughn (female), Heather Dillard (female), and Dana Ursich (female)
To: Hyatt House Cypress, Cypress, CA
Dates: April 12, 2018 to April 13, 2018
Purpose: Show the danger and consequences of drinking and driving
Expenses: ASB/Club Fundraisers-accommodations, transportation, substitutes
 Booster Club-meals
 California Highway Patrol Grant-accommodations

Number of school days missed for this trip: 1
Number of school days missed previously: 0
Total number of days missed by this group: 1

5. Katella High School: Choir (56 students-16 male, 40 female)
Adviser/Lead Chaperone: Janae West (female)
Chaperones: Victoria Bower (female), Janice Coats (female), Debbie Morgan (female), Debbie Rush (female), Daniel Pappas (male), and Dennis Morgan (male)

To: Hart High School, Santa Clarita, CA
Dates: March 9, 2018 to March 10, 2018
Purpose: Show Choir Competition
Expenses: ASB/Club Fundraisers-registration, meals, transportation, accommodations, substitutes
 Parent/Student-registration, meals, accommodations
 Booster Club-registration, meals, accommodations

Number of school days missed for this trip: 1
Number of school days missed previously: 0
Total number of days missed by this group: 1

6. Kennedy High School: Band (74 students-35 male, 39 female)
Adviser/Lead Chaperone: Joshua Parsons (male)
Chaperones: Jakob Imbrogno (male), Terry Shum (male), Billy Ray Griffin (male), Ryono Robert (male), Karen Griffin (female), Debra Batchelor (female), Patricia Gray (female), Gloria Liu (female), Michelle Parsons (female), Summer Hall (female), Nellie Liu (female), Regina Zurbano (female), Trisha Cangey (female), Audrey Jones (female), Carol Matsune (female), and Mayra Osuna (female).

To: Honolulu, HI
Dates: March 11, 2018 to March 17, 2018
Purpose: Performance Tour
Expenses: Parent/Student-meals, transportation, accommodations

Number of school days missed for this trip: 0
Number of school days missed previously: 2
Total number of days missed by this group: 2

Field Trip Report

Board of Trustees

February 20, 2018

7. Magnolia High School: Choir (35 students-14 male, 21 female)
Adviser/Lead Chaperone: Alan Garcia (male)
Chaperones: Kevin Phan (male), Martha Key (female), Lorena Dayton (female), Katrina Mundy (female), and Melanie Harvey (female)
- To: Point Loma Nazarene University, San Diego, CA
Dates: April 26, 2018 to April 28, 2018
Purpose: Heritage Festival Performance
Expenses: ASB/Club Fundraisers-registration, meals, transportation, accommodations, substitutes
Booster Club- registration, meals, transportation, accommodations,
Parent/Student-registration, meals, accommodations
- Number of school days missed for this trip: 2
Number of school days missed previously: 2
Total number of days missed by this group: 4
8. North Orange County ROP: HOSA (11 students-1 male, 10 female)
Adviser/Lead Chaperone: Elizabeth McPeak (female)
Chaperone: Cornelio Pascua (male)
- To: Marriott Anaheim, Anaheim, CA
Dates: April 5, 2018 to April 8, 2018
Purpose: HOSA State Leadership Conference
Expenses: Parent/Student-meals, transportation, accommodations
NOCROP-registration
- Number of school days missed for this trip: 2
Number of school days missed previously: 0
Total number of days missed by this group: 2
9. Oxford Academy: HOSA (120 students-56 male and 64 female)
Adviser/Lead Chaperone: Jun Cuenca (male)
Chaperones: Cornelio Pascua (male), Mark Bowie (male), Kiem Liem (male), Paul Okoye (male), Willy Lising (male), Daniel Cullinane (male), Le Bui (male), Samir Grover (male), Rachelle Blinoff-Mudd (female), Hilda Vazquez (female), Sapna Patel (female), Kim A. Le (female), Shelly Nicola (female), Courtney Flynn (female), Tamara Sasaki (female), Mahalakshmy Iyer (female), Dangling Wu (female), and Anita Chatterjee (female)
- To: Anaheim Marriot, Anaheim, CA
Dates: April 5, 2018 to April 8, 2018
Purpose: HOSA State Leadership Conference
Expenses: ASB/Club Fundraisers-registration, accommodations
Parent/Student-registration, meals, transportation, accommodations
NOCROP-substitutes
- Number of school days missed for this trip: 2
Number of school days missed previously: 0
Total number of days missed by this group: 2

Field Trip Report

Board of Trustees

February 20, 2018

10. Oxford Academy: Key Club (9 students-1 male, 8 female)
Adviser/Lead Chaperone: Kellie Vosskuhler (female)
Chaperone: Lamont Miya (male)
- To: Grand Sierra Resort, Reno, NV
Dates: April 13, 2018 to April 15, 2018
Purpose: Participate in the Kiwanis Key Club California, Nevada, Hawaii District Convention
Expenses: Parent/Student-registration, meals, transportation, accommodations
Key Club-substitutes
- Number of school days missed for this trip: 1
Number of school days missed previously: 0
Total number of days missed by this group: 1
11. Oxford Academy: Science/STEM (18 students-12 male, 6 female)
Adviser/Lead Chaperone: Clay Elliott (male)
Chaperones: Daniel Cullinane (male), Shirley Tran (female) and Kelli Elliott (female)
- To: Lake Skinner, CA
Dates: May 17, 2018 to May 20, 2018
Purpose: Solar Cup STEAM Competition
Expenses: ASB/Club Fundraisers-substitutes
Parent/Student-meals, transportation
Metropolitan Water District-meals, accommodations
- Number of school days missed for this trip: 2
Number of school days missed previously: 0
Total number of days missed by this group: 2
12. Savanna High School: HOSA (27 students-6 male, 21 female)
Adviser/Lead Chaperone: Jennifer Prado (female)
Chaperones: Jennifer Goodwin (female), Erika Kobayashi (female), Gabriela Moreno (female) and Kevin Carpio (male)
- To: Anaheim Marriot, Anaheim, CA
Dates: April 5, 2018 to April 8, 2018
Purpose: HOSA State Leadership Conference
Expenses: Parent/Student-meals, transportation, accommodations
NOCROP-registration, substitutes
- Number of school days missed for this trip: 2
Number of school days missed previously: 0
Total number of days missed by this group: 2



**Candidate Rate Confirmation
Candidate Extension
01/18/2018**

This agreement is entered into on 01/18/2018 (Date) by and between Rockstar Recruiting LLC, DBA StaffRehab (StaffRehab) and Anaheim Union High School District (Client). The purpose of this confirmation is to establish a bill rate for the candidate referenced below.

Facility agrees to the following:

Candidate's Name:	Mark Nguyen
Assignment Dates:	January 26 th , 2018 – February 2 nd , 2018
Approved Time Off:	N/A
Guaranteed Hours & Schedule	7:30 am – 4:00 pm, 30 minute lunch, 8 hour billable day, per School Calendar Year, not to be working January 26 th , 2018 as it is a non-student day
Cancellation Notice:	14 Days
Bill Rate:	\$90 per hour
Overtime/Holiday Rate:	\$135 per hour
Mileage Reimbursement:	Between school sites, per IRS Guidelines

All time over 40 hours in a week or 8 hours in a day will be billed at time and one half (1 ½)

Please complete the following information:

Facility Name and Address:	Anaheim Union High School District PO Box 3520 Anaheim, CA
Facility Telephone Number:	(714) 999-3527
Facility Supervisor Name:	Janet Queneau
Facility Dress Code:	Business Casual
Timesheet Approver Email Address and Name:	Janet Queneau queneau_j@auhsd.us

Billing Info:

Billing Address:	501 N. Crescent Way, Anaheim, CA 92801
Billing Telephone Number:	(714) 999-3528
Billing Contact Info:	Angelica Flores
Billing Email Address:	queneau_j@auhsd.us cc: flores_a@auhsd.us

Cancellation of Services: A minimum 30 day written cancellation notice whereas the traveler's end date falls on a Friday must be given to StaffRehab directly (not the contract employee) for cancellation or early termination of any specific traveler contract, other than termination for cause attributable to StaffRehab or the contract employee.

Please sign and fax back to 949-258-5296 or scan and send over to tisam@staffrehab.com. If you have any questions or concerns, please contact Sara Palmer at 888.835.0894.

Client Name		Rockstar Recruiting, LLC DBA StaffRehab	
Name:		Name:	
Print:	Janet Queneau	Print:	sarah luxon
Title:	Director, SYS	Title:	Account Manager
Date:		Date:	01-18-2018

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into and executed as of **February 20, 2018** by and between **Point Loma Nazarene University** ("PLNU"), referred to here as the University, and **Anaheim Union High School District**, referred to here as the District with respect to the following matters:

- A. The Parties to this MOU desire to set forth their respective responsibilities concerning the delivery of post-baccalaureate programs offered by PLNU which may include the following: Intern Credential the Level I Preliminary and the Level II Professional Clear Credentials for Special Education (Mild-Moderate and Moderate Severe Education Specialist Credentials), the Preliminary and Clear Administrative Services credential, the Pupil Personnel Services Credential, and the Master of Arts in Education with concentrations in Teaching and Learning, Educational Leadership, Counseling, the Master of Arts in Special Education degree, and Early Student Teaching Field Experience/Clinical Practice. The selected programs in any given academic year will be referred to as the PLNU Partnership Programs.

NOW THEREFORE, the parties agree as follows:

B. Program Description

The *PLNU Partnership Programs* will be operated in accordance with the following:

1. Under the terms and conditions in this agreement, PLNU will provide California Commission on Teacher Credentialing (CCTC) approved programs. This may include the Preliminary Credentials in Multiple Subject, Single Subject, and Education Specialist both Mild-Moderate and Moderate Severe for teachers teaching with Intern Credentials and Professional Clear Credentials for the Education Specialist (Mild-Moderate and Moderate Severe). Additional CCTC approved programs may include the Preliminary and Professional Credentials in Administrative Services and the Pupil Personnel Services Credential, Early Student Teaching Field Experience/Clinical Practice.
2. Under the terms and conditions of this agreement, PLNU will also provide Master of Arts in Education courses of study with concentrations in Teaching and Learning and Special Education that incorporate and augment the California Teacher Induction standards to the graduate-M.A. level. **District** teachers will be provided the instruction and support to present CTIP evidence of proficiency aligned with induction standards to meet specific PLNU course requirements.

Memorandum of Understanding – PLNU and Anaheim Union High School District

3. **The District** will validate the completion of California Teacher Induction requirements at a proficient level for candidates seeking graduate course credit for meeting formative assessment and induction standards.

C. Tuition

Each participating teacher will be responsible for paying his/her own assessed tuition rate to PLNU according to a specified schedule.

D. Termination

This MOU may be terminated by either party with a written notice from the party initiating the termination. The termination notice may only apply to future PLNU semester or quad, for which this MOU applies, and the MOU cannot be terminated for the semester or quad currently being taught at the time notice of termination is given. In such cases, PLNU and **District** teachers enrolled in the PLNU Partnership Program will establish a new agreement between PLNU and the respective candidates. In the event that the Program is terminated for any reason, PLNU will extend every effort to ensure candidates will be able to complete the program at the mutually agreed upon rate. Any tuition discount associated with this Partnership Program ends with the termination of this agreement. New candidates will not be permitted to enroll or receive the discount rate.

E. General Liability Insurance

The DISTRICT does not furnish workers' compensation insurance for PLNU students participating in this program. COLLEGE/UNIVERSITY, at its discretion, may maintain at its sole expense workers' compensation and employers liability for students who are participating in this program.

The University shall provide and maintain commercial general liability insurance acceptable to the District in the minimum amount of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage, with an aggregate limit twice the occurrence limit. The University shall furnish to the District, upon request, proof of the above coverage in the form of certificates of insurance.

The District shall provide and maintain: commercial general liability insurance acceptable to the District in the minimum amount of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage, with an aggregate limit twice the occurrence limit. The District shall furnish to the University, upon request, proof of the above coverage in the form of certificates of insurance.

F. Indemnification

The University shall hold harmless, defend, and indemnify the District and its officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorney fees), or causes of action arising from any negligent or willful act of the University, its officers, employees, or agents

Memorandum of Understanding – PLNU and Anaheim Union High School District

incurred in the performance of this Agreement. Student teachers are required to carry professional liability insurance as a requirement of this program.

The District shall hold harmless, defend, and indemnify the University and its officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorney fees), or causes of action arising from any negligent or willful act of the District, its officers, employees, or agents incurred in the performance of this Agreement

G. Term

The term of this MOU shall be for a term beginning **February 20, 2018**. Each party shall be bound from the date signed by both parties until **August 31, 2023** (end of the PLNU academic year then in progress). The MOU will be reviewed and extended for the next academic year by mutual agreement if there are no substantive changes that would require action by either entity governing bodies.

H. Miscellaneous.

Entire Agreement

This MOU constitutes the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the PLNU credential and advanced degree programs identified in this agreement. The MOU supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

Amendment The provisions of the MOU may be modified only by mutual agreement of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.

Waiver Any of the terms or conditions of this MOU may be waived at any time by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance or satisfaction either of that term or condition as it applies on a subsequent occasion or any other term or condition of this MOU.

Assignment Neither party may assign any rights or benefits or delegate any duties under this MOU without the written consent of the other party or parties. Any purported assignment without written consent shall be void.

Parties in Interest Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this MOU on any person other than the parties to it and their respective successors and assigns, nor is anything in this MOU intended to relieve or discharge the obligation or liability of any third persons to any party of this MOU.

Memorandum of Understanding – PLNU and Anaheim Union High School District

Severability If any provision of this MOU is held by a court or arbitrator of competent jurisdiction to be invalid or unenforceable, the remainder of the MOU shall continue in full force and effect and shall in no way be impaired or invalidated.

Governing Law The rights and obligations of the parties and the interpretation and performance of this MOU shall be governed by the laws of California, excluding any statute which directs the application of the laws of another jurisdiction.

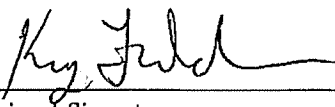
IN WITNESS WHEREOF, the parties have executed this MOU as of the date first set forth above.

For Point Loma Nazarene University:

Name: Kerry D. Fulcher, Ph.D.

Title: Provost and Chief Academic Officer

Address: Point Loma Nazarene University
3900 Lomaland Dr.
San Diego, CA 92106



Authorized Signature

Date 1-26-18

PLNU Contact:

Name: Deborah E. Erickson, Ed.D.

Title: Dean, School of Education

Address: Point Loma Nazarene University
4007 Camino Del Rio South, Suite 400
San Diego, CA 92108

District Contact:

Name: Brad Jackson

Title: Assistant Superintendent, HR Date _____

Authorized Signature: _____

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1. Resignations/Retirements, effective as noted:

Curington, William	Resignation	1/25/18
Rodriguez, Aidee	Resignation	2/2/18

2. Employment:A. Teacher(s)/Probationary:

		<u>Column</u>	<u>Step</u>
Tran, Winston	1/26/18	3	1

B. Teacher(s)/Permanent:

		<u>Column</u>	<u>Step</u>
Quan, Laura	1/29/18	4	11

C. Day-to-Day Substitute Teacher(s) with authorization to teach in subject areas where they have adequate preparation, effective as noted:

Arellano Betancourt, Eddie	1/31/18
Bean, Cheryl	1/16/18
Bittinger, Connie	1/23/18
Carrera, Cristian	1/8/18
Chavarin, Norma	1/16/18
Elias, Paula	1/11/18
Gargano, Robert	1/24/18
Green, Annette	1/16/18
Hammond, Mikayla	1/17/18
Licata, Thomas	1/9/18
Sanchez, Daniel	2/2/18
Van Vooren, Melissa	1/9/18
Yousefian, Jerry	1/12/18

D. Temporary Contract Junior ROTC Teachers, granted one-year contract for 2017-18 with pay per military contract:

Gonzalez, Israel	2/1/18	\$6,981.49	Anaheim High School
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E. Administrator Salary Placements, effective as noted:

		<u>Range</u>	<u>Step</u>
Kim, Joan Psychologist	2/2/18	31	1
McCann, Gina Marie Psychologist	2/6/18	31	3
Swans, Todd Interim Assistant Principal, Junior High School	12/12/18	21	3

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3. Extra Service Compensation:

- A. Additional Salary, for an extra period of coverage to be paid tenthly and based on the individual's salary for 2017-18, effective as noted: (General Funds)

Cendejas, Arthur	1/8/18
Serrano, Federico	1/8/18
Vu, Darlene	1/8/18
Wilson, James	1/8/18

- B. American Speech-Language-Hearing Association (ASHA) Certificate of Competence Stipend, to be paid to the following individual(s), in the amount of \$1,133, for an earned ASHA Certificate of Competence, effective as noted:

Williams, Stacie	1/8/18
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- C. Doctorate Stipend, to be paid to the following individual(s) for an earned doctorate stipend, effective as noted:

Root, Jennifer	1/1/18
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- D. Lion Awards Stipend, for the following individual to compile and produce the end of year Lion Awards at Lexington Junior High School, in the amount of \$400, to be paid at the end of the 2017-18 year: (ASB Funds)

Sanchez, Mary

- E. JROTC/NJROTC Drill Team Stipend, for the following individuals, for the 2017-18 school year, in the amount of \$2,000, to be paid half at the end of each semester: (General Funds)

Gonzalez, Israel	Anaheim High School
Napoles, Victor	Kennedy High School

- F. Additional Salary, for extra coverage to attend District and parent meetings in January 2018, to be paid at the hourly rate of pay of \$44.29 per person: (General Funds)

Jiron, Pedro	6 Hours
Jiron, Tera	4 Hours
Poole, Ryan	3 Hours

4. Change of contract for the following personnel who have completed the additional units and/or years of experience to advance on the salary schedule, effective as noted:

	<u>From</u>	<u>To</u>	<u>Effective</u>
Cerasuolo, Kathryn	1 1	2 1	1/8/18
Fieldson, Tony	3 4	4 4	1/8/18
Morales, Janelle	4 1	4 3	1/8/18
Tilson, Zachary	2 11	3 11	1/8/18

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5. Pay adjustments for the following military instructors for the JROTC/NJROTC program unless otherwise noted by military contract, effective as noted:

	<u>Salary</u>	<u>Effective</u>
Gastelum, Daniel	\$7,248.69	10/1/17
Gastelum, Daniel	\$7,222.69	11/1/17
Golden, Marixa	\$6,926.20	10/1/17
Granville, Clevester	\$6,487.69	10/1/17
Knight, John	\$9,315.59	1/1/18
McMahan, Kevin	\$8,056.33	9/1/17
Miles, Noel	\$6,998.29	10/1/17

6. Education Code/California Regulation Authorization:

Approval to Teach Other Subject Areas, for the following teachers to teach out of their majors as authorized under their Standard Secondary, Single Subject, or Multiple Subject teaching credential based on the following Education Codes. The required units of coursework in the specific subject area have been met.

Education Code 44258.3

For academic assignments, holders of Credential other than emergency permits may be assigned to teach academic departmentalized classes 1-12 provided:

1. Local board to verify adequacy of subject knowledge.
2. Bargaining unit is notified of each assignment.
3. Assignment is limited to district verifying adequacy.

<u>Name</u>	<u>School</u>	<u>Subject</u>
Abril, Yvonne	Western	Physics
Alvarado, Brianna	Magnolia	Environmental Science
Anderson, Donna	Oxford	Math 3 (grades 9-12)
Barrera, Miguel	Anaheim	Earth Science/Lab
Belyea, Steven	Anaheim	ELD
Brown, Shannon	Magnolia	Social Science
Carrillo, Julie	Magnolia	Earth/Science
Chavez, Joe	Anaheim	Biology
Culciar, Mitrut	Kennedy	Physics (per new science chart)
Doherty, Erin	Cypress	Biology
Eusebio, Julie	Walker	Drama
Franks, Michael	Cypress	Earth Science/ Lab
Garabedian, Phil	Savanna	Integrated Science
Gholdoian, Linda	Anaheim	Geography
Gray, Laura	Orangeview	ELD
Gray, Matthew	Loara	English
Hemingway, Rob	Dale	Science 7/8
Jurado, Uriel	Anaheim	Earth Science
Lopez-Romero, Samuel	Anaheim	Biology
Mc Bride, Shawn	Sycamore	Science 8
Mc Jilton, Stephen	Western	Earth Science/Lab
McMillen, John	Loara	Earth Science/Lab
Miceli, Cynthia	Anaheim	AP Environmental Science
Pascal, Christopher	Kennedy	Earth Science/Lab
Prange, Edward	Loara	Social Science

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Pratt, William	Anaheim	Biology
Russell, Jeffrey	Cypress	Social Science
Sircable, Weston	Savanna	Physics
Stracener, Ruth	Magnolia	Earth Science/Lab & Biology
Suarez, Gema	Katella	Chemistry
Thoma Lundber, Jon	Cypress	Biology
Todd, Alan	Western	Math 4
Trevett, David	Ball	World History
Walsh, Leone	Katella	Stats & Prob (Math 5)
Weir, Tiffany	Kennedy	Politics
White, Michael	Savanna	Biological Science Specialized
Wise, Diana	Savanna	Biology

Education Code 44258.7(b)

For athletics and competitive sports, approval to coach one period per day in a competitive sport for which students receive physical education credit.

<u>Name</u>	<u>School</u>	<u>Subject</u>
Clark, Sean	Kennedy	Athletics
Feldman, Richard	Cypress	Athletics
Glorioso, Salvatore	Katella	Athletics
Goossens, Kristen	Katella	Athletics
Holton, Kerri	Loara	Athletics
Jankowski, David	Kennedy	Athletics
Leanza, Daniel	Katella	Athletics
Leon, Jesus	Loara	Athletics
Lopez-Romero, Samuel	Anaheim	Athletics
Luethke, Donald	Western	Athletics
McMillen, John	Loara	Athletics
Mikesell, David	Katella	Athletics
Miranda, Marcelo	Katella	Athletics
Nelson, Dennis	Savanna	Athletics
Paul, Joseph	Cypress	Athletics
Pineda-Garcia, Juvenal	Katella	Athletics
Ramirez, Alejandro	Savanna	Athletics
Ricci, Thomas	Savanna	Athletics
Rodriguez, Alfonso	Anaheim	Athletics
Rolph, Neil	Lora	Athletics
Rueter, Ryan	Magnolia	Athletics
Sandvig, Darren	Cypress	Athletics
Slevcove, Mark	Cypress	Athletics
Storm, Michael	Anaheim	Athletics
Thoma Lundber, Jon	Cypress	Athletics
Tilson, Zachary	Loara	Athletics
Weber, John	Cypress	Athletics

Education Code 44258.7(c) and (d)

For electives and special assignments, teachers having a special skill or preparation outside of credential authorization may, with consent, be assigned to teach an elective course in the area of special skill. Assignment requires prior approval by a committee established by Board and Superintendent action.

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<u>Name</u>	<u>School</u>	<u>Subject</u>
Ake, Brian	Magnolia	Lifetime Fit 2
Allen, Lisa	South	Health
Alvarez, Jose G.	Kennedy	PE
Anderson, Leslie	Walker	Multimedia Prod. (CTE)
Belski, Brian	Savanna	PE
Benjamin, Leslie	Savanna	PE
Berekian, Beverly	Lexington	PE
Bettendorf, Christie	Kennedy	FILM IB (Elective)
Binder, Jonathan	Savanna	PE
Brazil, Frank	Katella	PE-2
Broad, Tera	Savanna	Music
Carrillo, Julie	Magnolia	MESA
Castelli, Brian	Anaheim	Life Management
Chang, Jin	Oxford	Yearbook Design; AP Computer Design (9-12)
Chang, Sunyee	Cypress	CTE
Churchill, Mark	Anaheim	CTE
Churchill, Mark	Cypress	CTE
Churchill, Mark	Katella	CTE
Churchill, Mark	Kennedy	CTE
Churchill, Mark	Oxford	CTE
Churchill, Mark	Savanna	CTE
Chylinski, Paul	Loara	Yearbook; ASB Leadership
Cornelius, Jeff	Lexington	Student Government
Cummings, Rosezetta	Lexington	STEM (Elective)
Davis, Michael A.	Savanna	PE
Day, Russell	Lexington	STEM (Elective)
Derbish, Michael	Magnolia	Business/Computers
Domingues, Scott	Loara	PE
Freeman, Kevin	Loara	CTE
Fumelle, Anne	Magnolia	Psychology
Gamboa, Ocatvio	Ball	STEM (elective)
Garcia, Juanis	Western	PE-1
Garcia, Michael	Anaheim	CTE
Gasinski, Michael	Kennedy	Graphic Comm (CTE)
Gray, Matthew	Loara	Art
Guerrero, Heather	Sycamore	Student Government
Haaf, Erik	Kennedy	(CTE)
Hale, Deborah	Oxford	EXP Entrepreneur
Hansen, Troy	Orangeview	STEM (elective)
Harlan, Dylan	Katella	PE
Harpst, Kristin	Lexington	Home Economics
Hench, Sandra	Western	PE-2
Hogencamp, Jon	Savanna	CTE or SS: Industrial Tech (video Prod; Broadcast media, Digital Animation); PE
Hokuf, Brandy	Dale	Health
Holt Jr, Edward	Western	PE-2
Hoos, Shannon	Ball	MESA (elective)
Kim, Jeffrey	South	Conflict Resolution (Elective)
King, Sharon	Anaheim	PA Conservatory

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Latham, Ronald	Walker	Essentials of Technology
Laubie, Joseph	Katella	CTE
Likens, Robert	Brookhurst	CTE Multimedia Prod. Business Tech
Link, Tom	Kennedy	PE-2
Lopez, Sylvia	Katella	Draw Paint 2, 3
Lopez-Romero, Samuel	Anaheim	Yearbook
Luethke, Donald	Western	PE2
Mackprang, Emily	Magnolia	Lifetime Fit 2
Malone, Steven	Katella	CTE
Marquez, Lisa	South	MESA (Elective)
McQuerrey, Christopher	Sycamore	STEM (non-departmentalized)
Miranda, Sussanne	Dale	Memorybook
Moorlach, Edward	Sycamore	Wood Mfg
Mundi Jr., Frank	Ball	Business
Olson, Mitchell	Loara	PE
Padilla, Ricardo	Brookhurst	Exp Forensics
Parsons, Joshua	Kennedy	PE-2
Ponte, Jose	Kennedy	PE-1
Quirion, James	Cypress	PE-1 Marching Band
Rambaud, Aimee	Katella	Yearbook Design
Ramirez, Gabriela	South	Spanish
Reall, Julieanne	Anaheim	Computer Science
Ricci, Thomas	Savanna	Yearbook Design
Rodriguez, Lorenzo	Ball	Student Government
Russell, Kenna	Walker	Student Government
Salazar, Valentine	Sycamore	Spanish
Schumm, Brett	Anaheim	Transportation Technology
		Trans Tech; Modified PE
		CTE
Shaw, Carol	South	MESA
Shoemaker, Brion	Dale	Soc Entrepr
Spencer, Kasey	Anaheim	TV Studio Production
Tice, Maryanne	Sycamore	MESA
Turner, Kelly	Loara	MESA
Turshman, Linda	Kennedy	Business (10-12)
Ulit, Cenicio	Ball	School Paper
Urbanos, Daniel	Kennedy	PE-2
Urquidez, James	Dale	Music
Villalobos Jr, Paul	Anaheim	Video Production
Warner, Travis	Kennedy	PE-1
Watson, Jeffery	Orangeview	Memory Book
Wuornos, Sarah	Loara	CTE

Education Code 44865

Alternative Education – Approval to teach one or more of the following subjects: Art, Business, English, Health, Home Economics, Industrial and Technology Education, Foreign Language, Mathematics, Music, Physical Education, Biological Science, Chemistry, Physical Science, Geosciences

<u>Name</u>	<u>School</u>	<u>Subject</u>
Blanton, Peggy	Polaris	Alternative Ed
Dechene, John	Gilbert	Alternative Ed
Denoon, Gwendolyn	Gilbert	Alternative Ed

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Esparza, Stephanie	Polaris	Alternative Ed
Fagan, Brenda	Gilbert	Alternative Ed
Frese, Janelle	Gilbert	Alternative Ed
Greene, Jaime	Gilbert	Alternative Ed
Hickman, Karen	Polaris	Alternative Ed
Kersten, Johanna	Gilbert	Alternative Ed
Lee, Eun	Gilbert	Alternative Ed
Leiningner, Frederick	Polaris	Alternative Ed
Mar, Robert	Gilbert	Alternative Ed
Ortega-Gamez, Veronica	Gilbert	Alternative Ed
Pakiser, Scott	Polaris	Alternative Ed
Perez, Melchor	Gilbert	Alternative Ed
Shickler, Edward	Gilbert	Alternative Ed
Shoup, Stacy	Gilbert	Alternative Ed
Whalen, Cynthia	Gilbert	Alternative Ed

California Regulation Title 5 §80005(b)

For elective subjects where no credential exists that authorizes the curriculum, a credentialed teacher whose knowledge and training best fulfills the needs of the students may teach, with their consent, in such assignment. Title 5 §80005(b) allows an employing agency to select an individual who holds a credential based on a bachelor's degree and a teacher preparation program including student teaching and approved subject area knowledge and training. An individual who holds an emergency permit, teaching permit, internship, or waiver may not serve in this type of assignment.

<u>Name</u>	<u>School</u>	<u>Subject</u>
Almaraz, Michelle	Anaheim	AVID
Alvarado, Rogelio	Savanna	AVID
Bennett, Steven	Savanna	AVID
Bryant, Amanda	Orangeview	AVID
Davis, Valencia	Loara	AVID
Estrada, Natalie	Loara	AVID
Garcia, Alan	Magnolia	AVID
Gascon-Jewell, Jennifer	South	AVID
Graham, Melissa	Katella	AVID
Guerrero, Heather	Sycamore	AVID
Hill, Melanie	Magnolia	AVID
Jensen, Ann	Western	AVID
Jurado, Nicole	Anaheim	AVID
Jurado, Uriel	Anaheim	AVID
Kanouse, Kenneth	Brookhurst	AVID
Kaufman, James	South	AVID
Kelli, Veronica	Sycamore	AVID
Ludeman, Tisha	Brookhurst	AVID
Manville, Laurie	Brookhurst	AVID
Martin, Richard	Loara	AVID
Mendoza, Kathleen	Ball	AVID
Miranda, Sussanne	Dale	AVID
Montgomery, Vanessa	Loara	AVID
Mundy, Katrina	Magnolia	AVID
Nakayama, Robert	Orangeview	AVID

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Padilla, Janelle	South	AVID
Park, Andrew	Ball	AVID
Rahill, Jennifer	Katella	AVID
Reall, Julieanne	Anaheim	AVID
Rippon, Matthew	Anaheim	AVID
Smith, Jacob	South	AVID
Trevett, Kirsten	Ball	AVID
Valenzuela, Sarah	Savanna	AVID
Wetrosky, Marina	South	AVID

7. Membership(s):

Membership to Wellness Council of America (WELCOA): WELCOA provides resources for building high-performing, healthy workplaces. Members have access to materials that improve employee well-being and create healthier organizational cultures. Membership effective February 20, 2018, through February 19, 2019, for the following individual(s):

Carrillo, Liliana	Human Resources, Certificated
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8. Volunteer Employee Aides, with coverage by Workers' Compensation Insurance, effective as noted:

Aquino, Nathaniel	1/24/18
Beacham, William	12/27/17
Cate, Dustin	1/29/18
Chatterjee, Anita	2/2/18
Cole, Chandler	1/13/18
Costescu, Diana	1/23/18
Damer, Mouminat	1/19/18
Davis, Debra	1/28/18
Davis, William	1/28/18
Depriest, Cheleitha	1/17/18
Diaz, Vanessa	1/22/18
Diaz, Jose	1/9/18
Doberneck, Jeffrey	1/18/18
Duarte, Gabriela	2/1/18
Duphily, Laura	1/19/18
Elserwan, Zainab	1/25/18
Furuya, Myles	1/26/18
Gonzalez, Luis	1/10/18
Gonzalezsolis, Veronica	1/8/18
Grover, Samir	1/26/18
Hall, Summer	1/29/18
Herd, Breanna	2/2/18
Imbrogno, Jakob	1/30/18
Iyer, Mahalakshmy	12/6/16
Jones, Audrey	1/19/18
Le, Kim	1/24/18
Leonard, Thomas	1/29/18
Leonvargas, Graciela	1/19/18
Lim, Edward	1/12/18

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Lising, Willy	2/2/18
Liu, Gloria	1/30/18
Liu, Nellie	12/26/17
Mclaren, Shaun	1/31/18
Ortega, Haziell	1/19/18
Paningsoro, Michael	1/8/18
Pastrana, Margarita	1/11/18
Peterson, Ryan	1/22/18
Rico, Jenny	1/10/18
Salgado, Luzelena	1/26/18
Salgado, Maricela	2/2/18
Savla, Heena	1/25/18
Shum, Terry	1/3/18
Sims, Esmeralda	1/19/18
Slater, Morgan	1/11/18
Solorzano Ruiz, Claudia	1/17/18
Takeda, Steven	1/22/18
Tenorio, Daniel	1/19/18
Trimillos, Renaldo	1/29/18
Vazquez, Lorinda	2/6/18
Vazquezflores, Fausto	1/19/18
Vigil, Paul	1/29/18
White, Courtney	1/25/18
Wilson, Dennis	2/2/18
Wu, Danling	2/1/18

9. Extra Service Assignments, employment effective as noted:

Classified:

	<u>Salary</u>	<u>Term</u>	<u>Effective</u>
<u>Anaheim</u>			
Garcia, Befael Band, Assistant Director	\$1,589	2 nd Semester	1/8/18
Guerrero, Jalisa Cheer	\$1,243	2 nd Semester	1/8/18
Ramirez, Kevin Basketball, Asst./Lower Level, Boys	\$3,350	Season	11/6/17
<u>Cypress</u>			
Baker, Kristen Softball, Asst./Lower Level	\$3,350	Season	12/21/17
Cahill, Holiday Softball, Asst./Lower Level	\$3,350	Season	1/3/18
Corliss, Robert Wrestling, Asst./Lower Level	\$3,350	Season	1/24/18
Sandvig, Erik Swimming, Varsity	\$3,350	Season	12/18/17

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Swinford, Brandon Wrestling, Asst./Lower Level	\$3,350	Season	1/24/18
Vargas, Ernesto Wrestling, Asst./Lower Level	\$3,350	Season	1/24/18
Williams Jr., Charles Baseball, Asst./Lower Level	\$3,350	Season	2/13/18
<u>Katella</u> Paddison, Richard Softball, Asst./Lower Level	\$3,350	Season	2/13/18
<u>Kennedy</u> Aiau, Brandon Baseball, Lower Level	\$3,350	Season	2/13/18
Cervantes Cenizo, Sergio Water Polo, Asst./Lower Level, Girls	\$3,023	Season	11/8/17
Johnson, Devan Tennis, Varsity	\$3,350	Season	2/13/18
Macias, Renato Soccer, Lower Level, Girls	\$3,023	Season	11/7/17
Ruiz, Jasmine Softball, Asst./Lower Level	\$3,350	Season	2/13/18
Tran, Derek Water Polo, Lower Level, Girls	\$3,023	Season	11/8/17
Tran Derek Swimming, Lower Level	\$3,023	Season	2/13/18
<u>Loara</u> Hill, Shaun Baseball, Varsity	\$4,197	Season	2/13/18
Jiron, Pedro Swim, Head Varsity, Boys	\$3,350	Season	2/13/18
Jiron, Pedro Swim, Head Varsity, Girls	\$3,350	Season	2/13/18
Oregel, Cassandra Softball, Assistant	\$3,350	Season	2/13/18
Remigio, Gary Baseball, Assistant	\$3,350	Season	2/13/18

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Rojas, Anibal Volleyball, Assistant	\$3,023	Season	2/13/18
Sandu, Christopher Volleyball, Assistant	\$3,023	Season	2/13/18
Vatcharasumph, Siriporn Badminton, Assistant	\$3,023	Season	2/13/18
<u>Magnolia</u>			
Avila, Sarah Softball, Assistant	\$3,350	Season	2/13/18
Prieto, Blanca Softball, Assistant	\$3,350	Season	2/13/18
Viramontes, Jesse Softball, Varsity	\$4,197	Season	2/13/18
<u>Oxford</u>			
Atwater, Nathan Jazz Band, High School	\$767	2 nd Semester	1/8/18
Atwater, Nathan Jazz Band, Junior High School	\$767	2 nd Semester	1/8/18
Low-Atwater, Elizabeth Band, Assistant Director High School	\$1,589	2 nd Semester	1/8/18
Low-Atwater, Elizabeth Band, Junior High School	\$1,589	2 nd Semester	1/8/18
Phan, John Debate	\$1,675	2 nd Semester	1/8/18
<u>Savanna</u>			
Arellano, Stephen Basketball, Asst./Lower Level, Girls	\$3,350	Season	11/6/17
Avila, Elizabeth Basketball, Asst./Lower Level, Girls	\$3,350	Season	11/6/17
Flores, Ralph Basketball, Asst./Lower Level, Boys	\$3,350	Season	11/6/17
Robinson, Cory Dance, Assistant	\$1,589	1 st Semester	8/7/17
Robinson, Cory Dance, Assistant	\$1,589	2 nd Semester	1/8/18

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Sauvey, Audrey Swimming, Asst./Lower Level, Boys	\$3,023	Season	2/13/18
Trent, Derrick Volleyball, Asst./Lower Level	\$3,023	Season	2/13/18
<u>South</u>			
Ramirez Jr., Israel Soccer, Junior High, Boys	\$2,486	3 rd Quarter	1/8/18
<u>Western</u>			
Aguilera Jr., Robert Volleyball, Asst./Lower Level	\$3,023	Season	1/22/18
Awoyele, Anthony Track, Asst./Lower Level	\$3,023	Season	2/5/18
Bobadilla, Karen Song/Cheer	\$2,483	2 nd Semester	1/8/18
Canto, Kaylee Softball, Asst./Lower Level	\$3,350	Season	2/5/18
Canto, Roger Softball, Asst./Lower Level	\$3,350	Season	2/13/18
Maniscalco, Kimberly Softball, Asst./Lower Level	\$3,350	Season	2/5/18
Mao, Karen Softball, Varsity	\$4,197	Season	2/5/18
Millhouse, Steven Volleyball, Varsity	\$3,350	Season	2/5/18
Takahama, Paul Tennis, Varsity	\$3,350	Season	2/5/18

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1. **Retirements/Resignations/Terminations, effective as noted:**

	<u>Location:</u>	<u>Effective:</u>
Barry, James Technology Service Technician	Education and Information Technology Department	02/01/2018
Estrada, Lisa Instructional Assistant – Behavioral Support	Hope School	01/12/2018
Hernandez, Adalberto Human Resources Analyst	Human Resources Department - Classified	02/14/2018
Mendez, Louis Custodian	Food Service Department	04/27/2018
Rahaman, Asma Food Service Assistant I	Food Service Department	08/09/2017
Ruiz, Jose Instructional Assistant – Special Abilities	Hope School	01/30/2018
Ticer, Phyllis Senior Payroll Technician	Payroll Technician	04/16/2018

2. **Employment, effective as noted:**

	<u>Range/Step:</u>	<u>Effective:</u>
Permanent Employees:		
Bines, Patrice Instructional Assistant – Behavioral Support	51/02	01/16/2018
Carter, Chekesha Instructional Assistant – Behavioral Support	51/01	01/17/2018
Diaz, Eleazar Food Service Assistant I	41/03	01/29/2018
Kravetz, Rich Integrated Pest Management	57/01	01/20/2018
Mohamed, Aysah Food Service Assistant I	41/01	01/18/2018
Rice, Carlene Instructional Assistant – Behavioral Support	51/01	02/07/2018
Sanchez, Laura Food Service Assistant I	41/01	02/01/2018

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Stubbs, Ben Instructional Assistant – Behavioral Support	51/02	01/30/2018
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Tiongson, James Food Service Assistant I	41/01	02/05/2018
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Valdez, Antonio Inventory Control Specialist	55/03	01/03/2018
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Promotions:

Barrera, Juan Assistant Mechanic	59/02	01/29/2018
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Farias, Lorena Secretary – School Support	51/02	01/17/2018
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Germano, Laura Instructional Assistant – Behavioral Support	51/01	01/17/2018
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Lopes, Erica Instructional Assistant – Behavioral Support	51/01	02/01/2018
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Substitute Employees:

Acevedo-Gurrola, Rodolfo Tutor	\$14.53/Hr.	12/20/2017
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As, Abdulkareem Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/16/2018
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Ayala, Daniel Tutor	\$14.53/Hr.	01/19/2018
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Bolanos, Hortencia Substitute Food Service Assistant I	41/01	02/02/2018
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Brailsford, Shawntel Substitute Instructional Assistant – Behavioral Support	51/01	01/17/2018
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Brailsford, Shawntel Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/17/2018
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Campos-Chicas, Marisol Substitute Instructional Assistant – Behavioral Support	51/01	01/16/2018
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Campos-Chicas, Marisol Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/16/2018
Cobian, Alondra AVID Tutor	\$14.53/Hr.	01/16/2018
Diaz, Silvia Substitute Athletic Facilities Worker II	52/01	01/09/2018
Grib, Tatyana Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	01/19/2018
Guerrero, Zulma Substitute Food Service Assistant I	41/01	02/01/2018
Hernandez, Selena Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/16/2018
Lovern-Davidson, Amoure Substitute Instructional Assistant – Behavioral Support	51/01	01/22/2018
Lovern-Davidson, Amoure Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/22/2018
Machado, Jacob AVID Tutor	\$14.53/Hr.	01/24/2018
Mejia, Susan AVID Tutor	\$14.53/Hr.	01/19/2018
Melendez-Torres, Mauricio Substitute Food Service Assistant I	41/01	02/01/2018
Meza, Lizeth Substitute Instructional Assistant – Behavioral Support	51/01	01/30/2018
Meza, Lizeth Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/30/2018
Nava, Isela Substitute Instructional Assistant – Behavioral Support	51/01	01/10/2018

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Nava, Isela Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/10/2018
Nieto, Sergio Tutor	\$14.53/Hr.	12/20/2017
Ortega, Analiese Substitute Instructional Assistant – Behavioral Support	51/01	02/05/2018
Ortega, Analiese Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/05/2018
Perez, Timothy Substitute Campus Safety Aide	41/01	01/31/2018
Ponce, Christiane Substitute Campus Safety Aide	41/01	02/05/2018
Rai, Jasbir Substitute Campus Safety Aide	41/01	01/22/2018
Sullivan, Marquice Substitute Instructional Assistant – Behavioral Support	43/01	01/08/2018
Sullivan, Marquice Substitute Instructional Assistant – Specialized Academic Instruction	43/01	01/08/2018
Tafoya, Joshua AVID Tutor	\$14.53/Hr.	01/17/2018
Ulcine, Anthony Substitute Campus Safety Aide	41/01	01/24/2018

3. **Workability, current minimum wage or stipend of \$256 effective as noted:**
(Workability Grant Funds)

Effective

Amezcuca, Brian	01/17/2018
Antunez-Lagunas, Maria	01/09/2018
Beltran, Bill	01/12/2018
Briggs, Mary	01/25/2018
Garcia, Miguel	02/01/2018
Gonzales, Aaron	01/09/2018
Juarez, Karen	01/09/2018
Juarez, Luis	01/17/2018
Lopez, David	01/12/2018
Lorenzo, Leo	01/09/2018

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Pompa, Leslie	02/01/2018
Pullen, Teri	01/10/2018
Pullen, Tori	01/10/2018
Reyes, Yulisa	01/09/2018
Shafi, Mohammed	01/23/2018
Sullivan, Matthew	01/09/2018
Verdugo, Brittany	01/10/2018
Vicente-Garcia, Diego	01/09/2018

4. **Food Service Student Workers**

Effective

Razo, Eduardo	01/17/2018
Southwick, Nicholas	02/01/2018

5. **Retroactive Advanced Step Placement (Special Approval)**

	<u>Range/Step:</u>	<u>Effective:</u>
Hem, Sophea Custodian	48/03	10/09/2015
Ibarra, Jose Custodian	48/03	10/09/2015
Mejia, Jesus Custodian	48/03	10/09/2015

ANAHEIM UNION HIGH SCHOOL DISTRICT

501 N. Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, www.auhsd.us

BOARD OF TRUSTEES
Minutes
Thursday, January 18, 2018

UNADOPTED**1. CALL TO ORDER–ROLL CALL**

Board President Jabbar called the regular meeting of the Anaheim Union High School District Board of Trustees to order at 2:30 p.m.

Present: Al Jabbar, president; Brian O’Neal, clerk; Anna L. Piercy, member; Michael B. Matsuda, superintendent; Jaron Fried, Ed.D., Brad Jackson, and Jennifer Root, Ed.D., assistant superintendents.

Jeff Riel, District counsel entered at 2:31 p.m.

Trustee Smith entered at 2:33 p.m.

Absent: Trustee Randle-Trejo

2. ADOPTION OF AGENDA

Staff requested the following amendments to the agenda:

- Insert Exhibit Y
- Insert Exhibit MM

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees adopted the amended agenda.

3. PUBLIC COMMENTS, CLOSED SESSION ITEMS

There were no requests to speak.

4. CLOSED SESSION

The Board of Trustees entered closed session at 2:33 p.m.

Trustee Randle-Trejo entered closed session at 2:38 p.m.

5. RECONVENE MEETING, PLEDGE OF ALLEGIANCE, AND CLOSED SESSION REPORT OUT**5.1 Reconvene Meeting**

The Board of Trustees reconvened into open session at 6:04 p.m.

5.2 **Pledge of Allegiance**

Board President Jabbar led the Pledge of Allegiance to the Flag of the United States of America.

5.3 **Closed Session Report**

Board Clerk O'Neal reported the following actions taken during closed session.

5.3.1 No reportable action taken regarding public employee performance evaluation, superintendent.

5.3.2 No reportable action taken regarding anticipated litigation.

5.3.3 No reportable action taken regarding negotiations.

5.3.4 No reportable action taken regarding personnel.

5.3.5 The Board of Trustees took formal action, with a 5-0 vote, to appoint Christie Gutierrez as Program Administrator I.

5.3.6 No reportable action taken regarding anticipated litigation.

5.3.7 No reportable action taken regarding Claim AUHSD 15-01, Tort Claim #342, Case No. 30-2014-00761469-CU-PA-CJC.

5.3.8 The Board of Trustees took formal action, with a 5-0 vote, to accept settlement on Claim AUHSD 16-01, Tort Claim #358.

5.3.9 No reportable action taken regarding conference with property negotiators.

Christie Gutierrez, newly appointed Program Administrator I, thanked the Board and cabinet for the opportunity to be part of a great team and introduced her family in attendance.

6. **INTRODUCTION OF GUESTS**

The Board of Trustees recognized our community stakeholders for their interest in the Anaheim Union High School District and for attending our Board meeting. Thank you for your participation and contribution as we create an educational environment that graduates socially aware, civic-minded students who are college and career ready for the 21st century.

In addition, Board of Trustees' President Jabbar introduced Dean Elder, ASTA president; Steve Gonzales, APGA co-president; Cheryl Ing, ASCPTA president; Allison Edwards, OC Human Relations CEO; Larry Larsen, Anaheim High School alumni; Misha Houser, TESLA Foundation; Janet Brown, representative for Congressman Lou Correa; and Dr. Jose F. Moreno, city of Anaheim council member.

7. **BOARD OF TRUSTEES' RECOGNITION**

7.1 **Honor Outgoing Board President**

The Board of Trustees honored Trustee Anna L. Piercy for her service as Board president from December 2016 through December 2017.

7.2 **Donations**

The Board of Trustees recognized the following individuals for their generous donations to the District.

SHOPOFF Realty Investments	\$2,500	AIME Mentoring Program
Anaheim Municipal Employees Associations	\$1,500	Anaheim High School Band Boosters

7.3 **Rusty Kennedy, Orange County Human Relations Council (OCHRC)**

The Board of Trustees recognized Rusty Kennedy, who recently retired as CEO of Orange County Human Relations Council (OCHRC). Rusty Kennedy was the founding CEO of the non-profit, which was established in 1991. Mr. Kennedy is an inspiring and innovative leader who has established a public/private partnership. He has received numerous awards and honors for his work in civil rights. Additionally, he serves as a mentor and guide for law enforcement agencies, community leaders, and anti-violence experts. OCHRC has been a long-standing partner with the District through various programs such as Bridges, Restorative Justice Practices, and Peer Mediation. It is an honor to recognize someone who has shown compassion and kindness while connecting diverse communities with one another.

7.4 **Anaheim Secondary Council Parent/Teacher Association (ASCPTA) Reflections Winners**

Each year, the PTA Reflections program challenges students to create art inspired by a specific theme. This year's theme is "Within Reach." Students submit entries to local PTA or PTSA units. Nationally, the program consists of six areas of the arts: dance choreography, film production, literature, musical composition, photography, and visual arts. The following students were recognized for their outstanding work and as Anaheim Secondary Council-level PTA Reflections award recipients. Their work will be forwarded to the Fourth District PTA to compete in the Regional PTA Reflections program.

- Annie Barnes, Cypress High School, Literature and Photography
- Amber Galante, Lexington Junior High School, Dance Choreography
- Natalie Leminh, Lexington Junior High School, Music Composition
- Karnie Liao, Lexington Junior High School, Visual Arts
- Nathan Nam, Lexington Junior High School, Film Production
- Hana Chung, Oxford Academy, Film Production
- Amanda Gao, Oxford Academy, Dance Choreography
- Suvan Ravi, Oxford Academy, Photography
- Ritika Singh, Oxford Academy, Visual Arts
- David Yi, Oxford Academy, Literature
- Jeffrey Yoh, Oxford Academy, Music Composition
- Veronica Salas, Savanna High School, Photography
- Rohan Bhakta, Walker Junior High School, Literature

8. **REPORTS**

8.1 **Principals' Report**

Dr. Ben Carpenter, Katella High School principal, and Hilda Vasquez, South Junior High School interim principal acknowledged school site staff regarding the fifth C, Compassion and Kindness, as well as presented a report on their school site.

8.2 **Student Representative's Report**

Alexandria Alvarez, student representative to the Board of Trustees, reported on student activities throughout the District.

8.3 **Reports of Associations**

Dean Elder, ASTA president, spoke about the Servathon and thanked the District for creating a culture where giving back to the community is encouraged. Additionally, he reported ASTA elections are approaching and his return to the classroom.

8.4 **Parent Teacher Student Association (PTSA) Reports**

Cheryl Ing, ASCPTA president, reported they hosted their annual holiday potluck and the assistant principal appreciation breakfast, as well as invited the Board to attend the Fourth District Reflections Gallery and Parent Education Night.

9. **PUBLIC COMMENTS, OPEN SESSION ITEMS**

- 9.1 Bianca Muratalla, current student, spoke regarding her administrative transfer stemming from a disciplinary issue.
- 9.2 Michi Kono, attorney for Bianca Muratalla, requested that Bianca Muratalla be reinstated into Katella High School.

10. **ITEMS OF BUSINESS**

Trustee Smith exited at 7:21 p.m. and re-entered at 7:23 p.m.

RESOLUTIONS

10.1 **Resolution No. 2017/18-E-13, Designate Magnolia High School as a Center of Excellence for Technology and Innovation**

Background Information:

The Tesla Foundation has agreed to work in close partnership with Magnolia High School to develop and implement technology and innovation programs to inspire its students to become leaders in technological fields, as well as to empower their creative exploration of new ideas, inventions, and technology solutions for the wider community. Magnolia High School has implemented a first-of-its-kind program for all students focusing on cybersecurity and related innovation technology including drones.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-13 to Designate Magnolia High School as a Center of Excellence for Technology and Innovation. The

adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to implement new programs and partnerships with leading technology organizations and companies.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, following discussion, the Board of Trustees adopted Resolution No. 2017/18-E-13. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.2 **Resolution No. 2017/18-E-08, Career and Technical Education Month**

Background Information:

The month of February has been designated as Career and Technical Education Month by the Association for Career and Technical Education. Career and technical education provides Americans with a school-to-career connection and it is the backbone of a strong, well-educated workforce, which fosters productivity in business and industry, as well as contributes to America's leadership in the international marketplace.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-08 for Career and Technical Education Month. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to promote career and technical education.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-E-08. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.3 **Resolution No. 2017/18-E-09, National Parent/Teacher Association Founders Day**

Background Information:

National Parent/Teacher Association Founders Day honors the dedication of the Parent/Teacher Association (PTA), which was established more than a century ago.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-09 for National Parent/Teacher Association Founders' Day. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support parent involvement and working on behalf of all children and families.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-E-09. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.4 **Resolution No. 2017/18-E-10, National African American History Month**

Background Information:

National African American History Month in February celebrates the contributions that African Americans have made to American history in their struggles for freedom and equality, as well as deepens our understanding of our nation's history.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-10 for National African American History Month. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is taking to honor the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-E-10. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.5 **Resolution No. 2017/18-E-11, Kick Butts Day**

Background Information:

In 1996, an organization known as the Campaign for Tobacco-Free Kids advocated for a special day to stand out, speak up, and seize control against Big Tobacco throughout the United States. The first Kick Butts Day was held in March of 1996. This nationwide observance encourages teachers, administrators, classified employees, and all staff to use the date to stand up to the tobacco industry and join together at events highlighting the deadly toll of tobacco.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-11 for Kick Butts Day. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support their commitment to tobacco-free, healthy lifestyles.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Smith, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-E-11. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.6 **Resolution No. 2017/18-E-12, Through with Chew Week**

Background Information:

Through with Chew Week is a national week of activism that empowers youth and any concerned group to stand out, speak up, and seize control against the tobacco industry. The purpose is to raise awareness of the problem of smokeless tobacco use, encourage youth to reject the tobacco industry's deceptive marketing, and stay tobacco-free, as well as urge elected officials to take action to protect kids from tobacco.

Current Consideration:

The Board of Trustees was requested to adopt Resolution No. 2017/18-E-12 for Through with Chew Week. The adoption of this resolution provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support their commitment to decrease spit tobacco use and increase awareness of the negative health effects of using these tobacco products.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-E-12. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.7 **Resolution No. 2017/18-HR-03, National School Counseling Week**

Background Information:

National School Counseling Week focuses public attention on the unique contribution of professional school counselors and how students benefit as a result of what school counselors do. National School Counseling Week highlights the tremendous impact school counselors can have in helping students achieve school success and plan for a career. The special week honors school counselors for being actively engaged in helping students examine their abilities, strengths, interests, and talents; working in a partnership with parents as they encounter the challenges of raising children in today's world; focusing on positive ways to enhance students' social and/or personal, educational and career development; working with teachers and other educators to provide an educational system where students can realize their potential and set healthy, realistic, and optimistic aspirations for themselves. Professional school counselors are certified, experienced educators with a master's degree in guidance and counseling. The combination of their training and experience makes them an integral part of the total educational program.

Current Consideration:

Resolution No. 2017/18-HR-03, National School Counseling Week, declares the week of February 5, 2018, through February 9, 2018, as National School Counseling Week throughout Anaheim Union High School District. Counselors will be recognized for their dedication and hard work in preparing our students for success in the future.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-HR-03. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

10.8 **Resolution No. 2017/18-BOT-01, Compensation for Board Meeting**

Background Information:

Education Code Section 35120 provides that the monthly compensation provided to Board members shall be commensurate with the percentage of meetings attended during the month. Education Code Section 35120 specifies limited circumstances under which the Board is authorized to compensate a Board member for meetings he/she missed but authorizes the Board, by resolution, to compensate a Board member for meetings he/she missed due to one of the following reasons: (1) performance of other designated duties for the District during the time of the meeting; (2) illness or jury duty; or (3) hardship deemed acceptable by the Board.

Current Consideration:

Trustee Katherine H. Smith was not present on the December 7, 2017, Board of Trustees meeting due to illness.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-BOT-01. The roll call vote follows.

Ayes: Trustees Piercy, Randle-Trejo, O'Neal, and Jabbar

Abstain: Trustee Smith

10.9 **Resolution No. 2017/18-B-12, Tort Claim Settlement Authority**

Background Information:

The Governing Board of the Anaheim Union High School District, as a public entity in the State of California, is permissibly self-insured up to at least \$1,000,000, and is a member of the Southern California Regional Liability Excess Fund, administered by Keenan & Associates, with additional excess liability coverage to a maximum of \$50,000,000. The Board of Trustees has a self-insurance retention of \$25,000 for property and \$50,000 for liability.

Government Code Section 935.4 states that the Board of Trustees may authorize and direct responsibility to designated employees to allow, compromise, or settle claims against the District. This resolution authorizes the settlement and payment of property claims, not to exceed \$25,000, and the settlement and payment of liability claims, not to exceed \$50,000, to the superintendent or the assistant superintendent, Business.

Current Consideration:

Approval of this item will enable the District to settle property and liability claims in an expeditious and efficient manner to ensure fair resolution of claims.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted Resolution No. 2017/18-B-12. The roll call vote follows.

Ayes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

Public comments:

Dennis Robinson, community member and Visser's Florist employee, spoke on the effects the Lincoln Avenue Widening Project could have on the business.

Ted Robinson, owner of Visser's Florist, expressed his opposition to the Lincoln Avenue Widening Project.

Paul Kott, community member, expressed why he believes the Lincoln Avenue Widening Project should not go forward.

Roberta Thompson-Hopkins, community member, provided her opinion on the Lincoln Avenue Widening Project.

Steve White, community member, communicated his thoughts on the Lincoln Avenue Widening Project.

Sandy Lamar, community member, conveyed her opposition in regards to the Lincoln Avenue Widening Project.

Vern Nelson, community member, spoke against the Lincoln Avenue Widening Project.

Cynthia Ward, community member, voiced her disapproval regarding the Lincoln Avenue Widening Project.

Jordan Brandman, community member and former city council member, voiced his opposition on the Lincoln Avenue Widening Project and asked the Board to reconsider this project.

10.10 **Resolution No. 2017/18-B-13, Declaring Support of Proposed Lincoln Avenue Widening Project**

Background Information:

The city of Anaheim ("City") applied for and was selected for a grant by the Orange County Transportation Authority ("OCTA") to evaluate and implement certain street widening improvements to Lincoln Avenue between West Street and Harbor Boulevard located in the city of Anaheim, in order to improve existing conditions consisting of heavy pedestrian volumes, substandard sidewalks, corridor bottleneck, and degrading level of service. The City initially explored the viability of a North Alignment Alternative, Centered Alignment Alternative, and South Alignment Alternative. After completing its evaluation of the three alternatives, the City concluded that only the North Alignment Alternative is fiscally viable and meets the criteria of the OCTA grant.

Current Consideration:

The City has requested the support of the District to implement the proposed North Alignment Alternative. The District desires to approve a resolution in support of the North Alignment Alternative, conditioned upon the City and District entering into one or more subsequent agreements concerning the properties owned by the City and District, located north of Lincoln Avenue between West Street and Citron Street.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, following a lengthy discussion, the Board of Trustees did not adopt Resolution No. 2017/18-B-13. The roll call vote follows.

Noes: Trustees Piercy, Smith, Randle-Trejo, O'Neal, and Jabbar

BUSINESS SERVICES

10.11 Financial Audit for Fiscal Year 2016-17

Background Information:

California Education Code Section 41020 requires that school districts provide an annual audit of all funds under the District's jurisdiction using an independent auditor, and a report using the format established by the California State Controller's Office. California Education Code Section 41020.3 requires that the Governing Board review the annual audit at one of its regularly scheduled meetings.

Current Consideration:

The Board of Trustees has previously retained the firm of Vavrinek, Trine, Day & Co., LLP, certified public accountants, to conduct the District's annual audit. Representatives of the firm have completed their examination and have presented the results to District staff. The final report has been provided to the Board of Trustees and will be presented in open session.

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board reviewed and accepted the Annual Financial Report.

10.12 Bond Audit Report for Fiscal Year 2016-17

Background Information:

Vavrinek, Trine, Day and Co., LLP recently issued the audit report for the General Obligation Bonds, Building Fund (Measure H). The report will be presented to the Citizens' Oversight Committee in January 2018. California Education Code Section 15286 requires the audit report be submitted to the Board of Trustees no later than March 31 of each year.

Current Consideration:

The Board of Trustees retained the firm of Vavrinek, Trine, Day & Co., LLP, certified public accountants, to conduct the District's 2016-17 audit of the General Obligation Bonds,

Building Fund (Measure H). Representatives of the firm have completed their examination and have presented the results to District staff. The final report has been provided to the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board officially reviewed and accepted the Building Fund (Measure H) Financial and Performance Audits Report for the year ended June 30, 2017.

10.13 **New Board Policy, 4506 Federal Grant Funds, Second Reading**

Background Information:

All grants awarded by the federal government including formula grants and discretionary grants are subject to the requirements contained in the Office of Management of Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly called "Uniform Guidance"). The Uniform Guidance, adopted in December 2014, applies to all new and continuing grant awards made on or after December 26, 2014. The District is mandated to adopt written procedures related to procurement, conflict of interest, cash managements, payments, and allowable costs. In addition to the following policy, it is recommended that districts maintain a detailed administrative regulation or procedures manual addressing the mandated components.

Current Consideration:

New Board Policy, 4506 Federal Grant Funds, provides guidance for the implementation and administration of the District's Federal Grant Funds. The policy has been prepared to meet the requirements of Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees reviewed and approved new Board Policy, 4506 Federal Grant Funds.

10.14 **Purchase and Sale Agreement for Portable Buildings, Cucamonga School District (CSD)**

Background Information:

The District is preparing to undertake Measure H projects that will require, on an interim basis, displacing students and staff while construction work is being performed. The District plans on installing and certifying many portable buildings that will serve as interim housing. This action will ensure that students and staff are properly housed during construction. In June 2017, the District purchased 27 portable buildings from Glendale Unified School District for interim housing use at Dale Junior High School. The District informed that additional portable classroom buildings would be needed.

Current Consideration:

The District contacted Cucamonga School District (CSD) to inquire about three of its portable buildings that would soon be subject to surplus. In anticipation of considerable savings to our District, staff met with CSD representatives to identify the portable buildings

that would be suitable for interim housing use at Dale Junior High School, and subsequently, at other District schools. The portable buildings will be certified by the Division of the State Architect upon relocation to our District. Pursuant to California Education Code Section 17540, school districts are authorized to buy or sell personal property from and to other districts without advertisement or receipt of bids, by action of their governing boards.

Three 24' x 40' portable buildings from CSD will be purchased to complete the interim housing campus at Dale Junior High School.

Budget Implication:

The purchase price of the three portable buildings including ramps is \$3. (Measure H Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees approved the purchase and sale agreement with Cucamonga School District.

10.15 **Selection of Contractor for the Dale Junior High School and Polaris High School New Construction and/or Modernization-RFP #2018-11**

Background Information:

Staff is using the Lease-Leaseback (LLB) delivery method to procure construction for the Dale Junior High School and Polaris High School New Construction and/or Modernization project as approved by the Board. Education Code Section 17406 is the LLB provision, which allows districts to lease real property for the purpose of constructing buildings and improvements for District use during the term of the lease, as well as requires that title to the buildings and improvements shall vest in the District at the expiration of that term.

Current Consideration:

The District issued Request for Proposals (RFP) #2018-11 inviting contractors to submit qualifications and proposals to perform the work associated with the subject projects. Staff received proposals from prequalified contractors. After a review of the submitted qualifications and proposals, and interviews of shortlisted firms, staff recommends to the Board of Trustees the selection of Tilden-Coil Constructors as the LLB contractor for the projects based on the fact it achieved the highest best value score pursuant to the criteria set forth in the RFP. Next, staff will commence negotiations with the selected contractor for the final agreement that will include the guaranteed maximum price, and other costs that will be presented to the Board of Trustees for ratification at a future meeting.

Budget Implication:

There is no impact to the budget at this time. The final guaranteed maximum price will be presented to the Board of Trustees for ratification at a future Board meeting.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board approved the selection of Tilden-Coil Constructors as the LLB contractor pursuant to RFP #2018-11, and delegated authority to the assistant superintendent, Business to: (1) negotiate and enter into the LLB Agreement pursuant to the terms indicated in the forms of the LLB contract documents previously approved by the Board, subject to minor revisions approved by staff and legal counsel; and (2) take all steps and perform all actions necessary to execute and implement the LLB contract, as well as to take any actions deemed necessary to best protect the interest of the District, all subject to ratification by the Board of Trustees.

10.16 **Selection of Contractor for Oxford Academy New Construction and/or Modernization, Savanna High School Modernization–RFP #2018-13, and Award of Preconstruction Services Agreement**

Background Information:

Staff is using the Lease-Leaseback (LLB) delivery method to procure construction for the Oxford Academy New Construction and Modernization and the Savanna High School Modernization projects. Education Code Section 17406 is the LLB provision, which allows districts to lease real property for the purpose of constructing buildings and improvements for District use during the term of the lease, as well as requires that title to the buildings and improvements shall vest in the District at the expiration of that term.

Current Consideration:

The District issued Request for Proposals (RFP) #2018-13 inviting contractors to submit qualifications and proposals to perform the work associated with the subject projects. Staff received proposals from prequalified contractors. After a review of the submitted qualifications and proposals, as well as interviews of shortlisted firms, staff recommends to the Board of Trustees the selection of Erickson-Hall Construction as the LLB contractor for the projects based on the fact it achieved the highest best value score pursuant to the criteria set forth in the RFP. Next, staff will commence negotiations with the selected contractor for the final agreement that will include the guaranteed maximum price, and other costs that will be presented to the Board of Trustees for ratification at a future Board meeting.

Pursuant to RFP #2018-13, the District also requested contractors to provide preconstruction services. The District will negotiate and enter into a contract with Erickson-Hall Construction for preconstruction services that will be presented to the Board of Trustees for ratification at a future Board meeting.

Budget Implication:

There is no budget impact for the selection of the LLB contractor for the Oxford Academy New Construction and Modernization, as well as the Savanna High School Modernization. The final guaranteed maximum price, and the preconstruction services contract, will be presented to the Board of Trustees for ratification at a future Board meeting.

Action:

On the motion of Trustee Smith, duly seconded and unanimously carried, the Board approved the selection of Erickson-Hall Construction as the LLB contractor pursuant to RFP #2018-13, awarded a contract for preconstruction services agreement to Erickson-Hall Construction for the Oxford Academy New Construction and Modernization, as well as the Savanna High School Modernization, and delegated authority to the assistant superintendent, Business to: (1) negotiate and enter into the LLB Agreement pursuant to the terms indicated in the forms of the LLB contract documents previously approved by the Board, subject to minor revisions approved by staff and legal counsel; (2) negotiate and enter into a Preconstruction Services Agreement, subject to approval by staff and legal counsel; and (3) take all steps and perform all actions necessary to execute and implement the LLB contract and Preconstruction Services Agreement, as well as to take any actions deemed necessary to best protect the interest of the District, all subject to ratification by the Board of Trustees.

10.17 **Agreement, Health Science Associates**

Background Information:

During winter break, debris was discovered in the Cypress and Loara high schools swimming pools and determined to contain asbestos fibers. Based upon this finding, it was necessary to bring in an outside expert to provide District staff with knowledge and recommendations on the topic involving the interpretation of the situation, as well as to serve as a resource to our students and parents to understand what occurred and its potential impacts. Due to his reputation in the industry as a preeminent expert in the area of asbestos, District staff selected Howard Spielman from Health Science Associates to support District staff.

Current Consideration:

Howard Spielman, Health Science Associates, will provide consultation services to District staff and participate in informational outreach meetings as needed. Services are being provided January 3, 2018, through December 31, 2018.

Budget Implication:

The cost for services is not to exceed \$38,000. (General Funds)

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees ratified the contract with Health Science Associates.

10.18 **Agreement, AB 939 Regional Recycling and Waste Reduction Grant Funding Assistance**

Background Information:

Through an infusion of funding, Katella High School has transformed into a school noted for its environmental friendliness and sustainability. Through recent modernization at the school, the campus is now designed for water reclamation and conservation. Additionally, the school has also established an anti-littering campaign. Katella High School staff and students are continually looking at additional ways to increase the environmental consciousness for the school.

Current Consideration:

To implement additional "green" projects at the school site, Katella High School has applied for and been awarded an AB 939 Recycling and Waste Reduction Grant through the OC Waste & Recycling Department. The goal of AB 939 requires that counties and local jurisdictions divert 50 percent of all solid waste from landfills through such diversion efforts of source reduction, recycling, and composting activities. The grant application was coordinated by Leone Walsh, teacher and advisor for the Save the Earth/Recycling Club at Katella High School, and supported by 24 other staff and students. The goal of the grant is to support, continue, and expand the school-wide recycling program for all cans, glass and plastic bottles, batteries, cell phones, paper, ink cartridges, and cardboard. The grant will also fund a new composting program, which will be used in the Katella High School greenhouse. Funds raised from the recycling portion of the grant will be used to create ongoing sustainability of the grant after grant funding has ended. Any additional funds raised will be distributed among various school clubs and organizations. The five-year grant is designed to provide start-up funding for the project, and each year transition more of the fiscal responsibility of the project to the school site as it is able to become fiscally sustained by the school site.

Budget Implication:

Katella High School will receive \$54,268 to implement the grant.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the Funding Assistance agreement.

10.19 **Memorandum of Understanding (MOU) between the Orange County Superintendent of Schools and School Districts in Orange County for Participation in the Orange County Integrated Foster Youth Education Database**

Background Information:

This Memorandum of Understanding (MOU) is for the District's participation in the Orange County Integrated Foster Youth Education Database (OCIFYED) maintained by the Orange County Department of Education (OCDE). The purpose of this MOU is to facilitate secured electronic data sharing for foster youth under the jurisdiction of the California Juvenile Courts. Currently, academic information regarding foster youth is provided via Foster Focus, a third-party database, as well as through faxing and/or mailing of records. The OCIFYED would replace this process and allow for the real-time sharing of student data through an electronic database maintained by OCDE. Foster youth placement information will be uploaded into the District's Aeries Student Information System on a daily basis providing the District immediate access to information regarding the foster youth. For those districts that do not have Aeries, there is a bridge built to connect this data. Information is exchanged through an encrypted and secure transfer protocol to OCDE's information technology network and securely stored in the OCIFYED.

The sharing of foster youth information will improve the identification, case management, and ability to utilize data to develop programs to support foster youth, improving their academic outcomes. Further, OCDE will be able to utilize the data to enhance the collaboration and coordination of foster youth services between the school districts and the Orange County Social Services Agency. Both the District and OCDE will be able to generate academic reports to use to improve program planning and improve the educational outcomes of foster youth consistent with the Local Control Funding Formula. Foster youth are one of the vulnerable populations identified in the Local Control Accountability Plan for concentration and supplemental grants.

Benefits to the District:

- Ability to pull district data to measure foster youth academic outcomes for Local Control Accountability Plan planning and reporting
- Immediate access to foster youth demographic data in the District's Student Information System including, but not limited to Social Worker and/or Probation Officer name and contact information, current placement information, status of parental rights, court dates and courtroom number, and Foster Youth Client ID used to populate CALPADS
- Immediate access to records when foster youth move into the District from another Orange County school district
- Increased team coordination to document and develop foster youth service plans
- Streamline and reduce the amount of staff time required to obtain, process, and transfer foster youth educational records
- Provide more timely and accurate student information used by the OCDE Foster Youth Services Coordinating Program to create and send Educational Summary

Reports on foster youth to the Social Worker and/or Probation Officer used to share information with the Juvenile Court for status review hearings

Current Consideration:

Approve MOU between the Orange County Superintendent of Schools and School Districts in Orange County for Participation in the Orange County Integrated Foster Youth Education Database (OCIFYED) through June 30, 2022. The MOU is automatically renewable for five years at the end of each five-year term. There is not a cost associated with this MOU.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees approved the MOU.

EDUCATIONAL SERVICES

10.20 **Memorandum of Understanding (MOU), Assistance League**

Background Information:

The Assistance League (AL) is an all-volunteer nonprofit organization that puts together philanthropic programs in Orange County. Member volunteers are dedicated to working with local schools and districts to support the basic needs of students.

Current Consideration:

The purpose of the MOU is to approve the AL to work with the District to support McKinney-Vento and Foster Youth students with school uniforms, clothing, shoes, and other basic needs. Services are free of cost to the students and the District. The MOU allows for the collaboration to begin January 19, 2018. Services will be provided until either party gives a 30-day notice of termination. Services will be offered to students based on the needs of students and availability of funds and services at the AL of Anaheim. The MOU will be signed following Board approval.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the MOU.

10.21 **Memorandum of Understanding (MOU), Community Health Initiative of Orange County (CHI OC)**

Background Information:

Community Health Initiative of Orange County (CHI OC) is a non-profit agency dedicated to reducing the number of uninsured children in Orange County. CHI OC helps families by screening them for health care and social services programs, as well as determining their eligibility and assisting them with the enrollment process.

Current Consideration:

The purpose of this MOU is to approve CHI OC agency to partner with school sites. The agency may implement outreach efforts and program objectives which include: enrolling

eligible youth into available healthcare and social services; educating families on how to navigate their child's health coverage; increasing utilization of health services; and increasing re-enrollment, as well as retaining youth in healthcare and social services. The MOU allows for the collaboration to begin January 19, 2018. Services will be provided until either party gives a 30-day notice of termination. Services will be offered to families at all participating school sites through the District's parent involvement efforts and activities.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees approved the MOU.

10.22 **Memorandum of Understanding (MOU), Schools on Wheels, Inc.**

Background Information:

School on Wheels, Inc. is a nonprofit organization that understands the importance of education to homeless students and the unique challenges they face. Volunteers work one-on-one with children whose homelessness prevents them from getting the academic stability and help they need. The heart of School on Wheels' programs is the volunteer tutors who come from all backgrounds and professions with a shared goal, which is to reach out to a child, to teach, to mentor, and to assist in their educational life.

Current Consideration:

The purpose of this MOU is to approve the Schools on Wheels, Inc. to work with the District to support the McKinney-Vento office with academic support programs. The services will be provided at school sites or any location that the parents/legal guardians approve, as an effort to make sure students have access. Services include one-on-one weekly tutoring, school supplies, scholarships, and guidance for parents in educational matters for their children. The MOU allows for the collaboration to begin January 19, 2018. Services will be provided until either party gives a 30-day notice of termination.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the MOU.

10.23 **Memorandum of Understanding (MOU), Teen Leadership Foundation, Inc.**

Background Information:

Teen Leadership Foundation, Inc.'s mission is to improve the lives of current and emancipating foster youth through leadership equipping programs. Starting with summer camps, Teen Leadership Foundation, Inc. has since expanded to include life skills workshops, mentoring, monthly youth groups, and transitional housing to help prepare teens for meaningful and successful lives beyond foster care.

Current Consideration:

The purpose of this MOU is to approve the Teen Leadership Foundation, Inc. to work with the District to support Foster Youth with onsite life skills workshops and support groups. The

MOU allows for the collaboration to begin January 19, 2018. Services will be provided until either party gives a 30-day notice of termination.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees approved the MOU.

10.24 **Educational Consulting Agreement, Hi-Tech Services**

Background Information:

In 2016, Katella High School was awarded a \$2 million Drought Response Outreach Program for Schools (DROPS) grant by the State Water Board. DROPS projects are intended to reduce storm-water pollution and provide multiple benefits, including water conservation, water supply augmentation, energy savings, increased awareness of water resource sustainability, and the reduction of dry-weather runoff. All DROPS projects include an educational component to increase the awareness of water resource sustainability at schools.

Although the educational requirements of DROPS have been fulfilled, the school's vision has been to build upon this program, which will also further the implementation of Next Generation Science Standards (NGSS). To that end, Katella High School's science department has been seeking funding opportunities to support agricultural aquaponics related projects, such as the greenhouse and the aquaponics farm. They are in need of experienced grant writers who specialize in writing agricultural aquaponics related proposals for educational organizations.

Current Consideration:

Hi-Tech Services will assist Katella High School in writing and submitting a range of three-to-five grants to support the development and the implementation of the agricultural aquaponics program. Services will be provided January 19, 2018, through June 30, 2018.

Budget Implication:

The total cost is not to exceed \$9,600. (Site Discretionary Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the agreement.

10.25 **Memorandum of Understanding (MOU), Higher Ground Youth and Family Services**

Background Information:

Higher Ground's mission is to bring together youth and mentors. The vision is to expand purpose, possibilities, and hope, for at risk youth and families. Higher Ground provides a multi-use field, a club house, and modulars for activities and tutoring. Their youth programs are all mentoring based and focused on STEM classes, homework and tutoring, dance, music and arts, computer graphics and video production, all sports, as well as educational field trips.

Current Consideration:

Higher Ground will offer services to students, parents, and families in our community. They are offering family therapy, ESL classes, computer literacy classes, Zumba, food distribution, and Family Health Days with mobile medical clinics to our parents and families. Services will be provided January 19, 2018, through September 1, 2020. The MOU will be signed following Board approval.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the MOU.

10.26 **International Student Visitations**

Background Information:

In 2017, the Board of Trustees approved the District's Federal Government application to a District participation in the Student Exchange and Visitor Program (SEVP). Once approved, the authorization would allow the District to issue Form I-20 certificates, which permit international students to apply for an F1 Visa that, in turn, allows international students to enroll in a District school for up to one year. The District recently received approval to award I-20 certificates.

Due to our SEVP application, the District has received numerous inquiries from international student groups seeking to visit our schools while they are touring the United States on visitor visas. These short-stay visits are intended as cultural exchanges exposing both the international students and our students to different cultures and experiences. Under this program, various international student groups would visit our school sites anywhere from a single day up to multiple weeks. Typically, international students would be paired with or shadow our students (referred to as Ambassadors) through a typical school day to share the experience of attending a U.S. school. This benefits both the international student and our resident students, who will have an opportunity to interact with someone of a different culture.

Current Consideration:

The District is seeking authorization from the Board to engage in these short-stay visits. If approved, the District would develop an agreement that can be used for each short-stay group whom plans to visit our school sites.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo and duly seconded, the Board of Trustees approved the District developing a short-stay program permitting international students to visit our school sites with the following roll call vote.

Ayes: Trustees Piercy, Randle-Trejo, O'Neal, and Jabbar

Abstain: Trustee Smith

10.27 **Letters of Intent (LOI), International Students**

Background Information:

In 2017, the Board of Trustees approved the District's Federal Government application to permit District participation in the Student Exchange and Visitor Program (SEVP). Once approved, the authorization would allow the District to issue Form I-20 certificates, which permit international students to apply for an F1 Visa that, in turn, will allow international students to enroll in a District school for up to one year. The District recently received approval to award I-20 certificates.

Current Consideration:

The District has received numerous inquiries from international student groups seeking to visit our schools, while they are touring the United States on visitor visas. These short-stay visits are intended as cultural exchanges exposing both the international students and our students to different cultures and experiences. Under this program, various international student groups would visit our school sites anywhere from a single day up to multiple weeks. Typically, international students would be paired with or shadow our students (referred to as Ambassadors) through a typical school day to share the experience of attending a U.S. school. This benefits both the international student and our resident students, who will have an opportunity to interact with someone of a different culture.

The Center for American Education and Culture (CAEC) is one agency and/or group that will promote our school sites for future short stay students and potential F1 students. These agencies often request a Letter of Intent signed by the District. A Letter of Intent will be used to demonstrate to potential foreign school administrators and/or agencies that the District is committed to participating in placing short-stay students on our campuses.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo and duly seconded, the Board of Trustees authorized staff to sign non-binding letters of intent with agencies interested in short-stay agreements.

Ayes: Trustees Piercy, Randle-Trejo, O'Neal, and Jabbar

Abstain: Trustee Smith

10.28 **Memorandum of Understanding (MOU), Inflexion**

Background Information:

In November 2017, the Educational Policy Improvement Center (EPIC) changed its name to Inflexion, as they shifted from a focus on state and federal policy to one of direct partnerships with educators. The new name is inspired by educators who prioritize a culture that truly supports students as they develop the skills needed to become lifelong learners. Inflexion is thrilled to continue their journey to ensure all students graduate ready for college, career, and life.

Current Consideration:

The District and Inflexion will enter a research practice partnership (RPP) designed to improve students' deeper learning, life readiness, and success through deliberate reflective practice, reaching at least 80 percent of the District's high school students. The District and Inflexion have been awarded a three-year \$1 million grant from the William and Flora Hewlett Foundation to: (a) establish this RPP; (b) support scaling deliberate reflective

practices across the District; and (c) conduct research on the effects of our grant-related activities.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the MOU.

10.29 **Memorandum of Understanding (MOU), JMh-Anaheim Foundation, Inc, DBA Love Anaheim**

Background Information:

The JMh-Anaheim Foundation Inc., DBA Love Anaheim is a non-profit community service organization dedicated to serving the West Anaheim community. Since 1975, Dale Junior High School has raised \$5,000 to \$7,000 through their annual holiday community service project. This community service project provides food for 40-50 families over the winter holiday break. Love Anaheim has partnered with Dale Junior High School on this holiday community service project for the past two years.

Current Consideration:

Love Anaheim has agreed to assist the project by taking over as the custodian for the collected donations. Love Anaheim will maintain the financial records and release the funds to the coordinator of the project from Dale Junior High School for the purchase of the groceries for the identified families. Services were provided December 4, 2017, through December 31, 2017.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees ratified the MOU.

10.30 **Educational Consulting Agreement, Mourad Kordab**

Background Information:

Mourad Kordab is a recent graduate from the College of Engineering and Computer Science from California State University, Fullerton (CSUF). Mr. Kordab was also a graduate of Western High School. While at CSUF, Mr. Kordab was instrumental in beginning a chapter of the Offensive Security Society (OSS), which provides a fresh perspective to cybersecurity via an offensive approach, rather than a defensive approach. Students learn how to ethically and proactively "hack" to discover weaknesses in technological systems and to have the weaknesses corrected before becoming a crisis.

Current Consideration:

Mourad Kordab will assist in the establishment of OSS chapters at various school sites. He will train and mentor a team of students and supervising teachers to run the OSS chapter. Mr. Kordab will also provide the materials and curriculum, as well as host competitions to test the mastery of the learned cybersecurity skills. Services will be provided January 19, 2018, through May 31, 2018.

Budget Implication:

The costs for services are not to exceed \$15,000. (College Readiness Block Grant Funds)

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees approved the educational consulting agreement.

10.31 **Grant Award, Bilingual Teacher Professional Development Program (BTPDP): California State University, Fullerton (CSUF), Anaheim Elementary School District (AESD), and Westminster School District (WSD)**

Background Information:

The District partnered with California State University, Fullerton (CSUF) on several grants, which included professional development and curriculum development opportunities for content teachers. Anaheim Elementary School District (AESD) is one of feeder elementary districts with the largest number of dual language school sites. AESD was a partner in the Transforming Academic and Cultural Identidad through Biliteracy (TACIB) grant. The District, CSUF, AESD, and Westminster School District (WSD) applied as partners and were awarded a research grant supported by the California Department of Education for \$625,000.

Current Consideration:

The District and its partners are one of only eight applications to be funded statewide. The two-year project, entitled Biliterate, Equitable, Communicative, Observant and Multicultural Educators (BECOME) will provide professional development to selected teachers, classified staff, and administrators who are involved in dual language programs. Project goals include increasing the capacity of our dual language programs, and increasing the number of bilingual credentialed teachers. Services are being provided January 1, 2018, through June 30, 2020.

Budget Implication:

There is no impact to the budget. The grant is \$625,000 over a two-year period.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees accepted and ratified the grant award.

10.32 **School-Sponsored Student Organizations**

Background Information:

The Board of Trustees shall give approval for the establishment of all student organizations. The proposed organizations shall not engage in any activities, other than those that are organizational in nature, until the Board of Trustees has approved its application.

Current Consideration:

The following schools submitted school-sponsored student organization applications:

- 10.32.1 Anaheim High School Best Buddies, Anaheim High School
- 10.32.2 Ethnic Studies, Anaheim High School
- 10.32.3 Newspaper-Journalism, Cypress High School
- 10.32.4 Health Occupations Students of America (HOSA), Katella High School
- 10.32.5 Knights for Christ, Katella High School
- 10.32.6 Run Club, Savanna High School

- 10.32.7 Be Kind: Walker's Kindness Club, Walker Junior High School
- 10.32.8 ILC Leadership, Western High School
- 10.32.9 National Art Honor Society, Western High School

Budget Implication:

Each school-sponsored student organization offsets operational costs through donations and fundraising efforts.

Action:

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees approved the school-sponsored organization applications.

HUMAN RESOURCES

10.33 **Memorandum of Understanding (MOU), California Association of Bilingual Educators (CABE)**

Background Information:

CABE is a non-profit organization that promotes bilingual education and quality educational experiences for all students in California. CABE supports its vision of biliteracy, educational equity, and 21st century success for all students by implementing initiatives and services targeted to teachers, administrators, parents, and others.

Current Consideration:

This MOU releases Cynthia Petitt from her duties with the District and temporarily assigns her to a position with CABE, after which she may return to an available teaching position with the District or an additional MOU may be submitted for renewal. CABE will reimburse the District for costs incurred, which include salary, statutory benefits, as well as health and welfare benefits. This MOU will be signed following approval by the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted the MOU.

10.34 **Amended 2018-19 and 2019-20 Student/Teacher Calendars**

Background Information:

The Student/Teacher Calendar is an instructional calendar that is negotiated between the District and the Anaheim Secondary Teacher's Association (ASTA). The District and ASTA engaged in negotiations and reached a tentative agreement for Student/Teacher Calendars for the 2018-19 and 2019-20 years.

Current Consideration:

On December 7, 2017, the Board of Trustees approved the 2018-19 and 2019-20 Student/Teacher Calendars, which specify all teacher start/end dates, student start/end dates, vacation periods, and holidays. Additionally, the calendars designate dates for staff development days/non-student days, quarters, semesters, and deadlines for progress reports and grades. These amended calendars specify the holiday in March.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees adopted the amended 2018-19 and 2019-20 Student/Teacher Calendars.

10.35 **Public Hearing, Disclosure of Collective Bargaining**

Background Information:

The Board of Trustees must hold a public hearing to hear comments related to the collective bargaining agreement with the American Federation of State, County, and Municipal Employees (AFSCME) for 2016-17, in accordance with AB 1200 (Statutes of 1991, G.C. 3547.3, Chapter 1213). Copies of the disclosure are available for review and study in the Business Office, 501 N. Crescent Way, Anaheim, California.

Current Consideration:

After the negotiation process with AFSCME has concluded, the collective bargaining agreement is presented to the public via a Board of Trustees' meeting. This is the public's opportunity to provide feedback and voice their support or any concerns associated with the agreement.

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board formally opened the public hearing to provide the public an opportunity to speak on the proposed agreement.

Board President Jabbar opened the public hearing at 9:39 p.m.

There were no requests to speak.

Board President Jabbar closed the public hearing at 9:40 p.m.

10.36 **Adoption of the 2016-17 Collective Bargaining Agreement with AFSCME**

Background Information:

The District entered into contract negotiations with the American Federation of State, County, and Municipal Employees (AFSCME) for a successor agreement after proposals were brought forth by both parties. Negotiations were held and a tentative agreement was reached by both parties and ratified by AFSCME.

Current Consideration:

The tentative agreement includes contract language changes.

Budget Implication:

There is minimal impact to the budget. (General Funds)

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees adopted the agreement.

11. **CONSENT CALENDAR**

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, following discussion, the Board of Trustees approved all consent calendar items, with the exception of items 11.1 pulled by Trustee Jabbar, as well as 11.9 and 11.10 pulled by Trustee O'Neal.

BUSINESS SERVICES

11.1 **Operations Professional Development, Brightview Landscape Services**

Background Information:

The Anaheim Union High School District grounds department consists of twelve employees tasked with maintaining over nine million square feet of landscaped areas each week. Efficient use of labor and materials is critical for the success of the program. Changes in landscape design and maintenance requirements for drought tolerant landscaping is changing the way our grounds department approaches landscape maintenance. Training is required in order to care for the investment in our school grounds.

Brightview Landscape Services is a commercial landscaping company that offers tailored training for landscaping professionals to handle large commercial accounts similar in size and scope as public schools. In addition to providing training, they also provide templates that the department can use to care for the landscaping and prioritize tasks at the appropriate time of the year with existing staff.

Current Consideration:

Brightview Landscape Services will train District staff to prioritize, schedule, and perform general landscaping tasks throughout all of the District school sites. They will provide a recommended schedule for routine and planned services for the ongoing maintenance of landscaped areas. Training will be provided to existing grounds staff, including two supervisors, in a classroom and in a field setting over multiple days.

Budget Implication:

Total cost for services is not to exceed \$15,900. (General Funds)

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the operations professional development agreement.

11.2 **Agreement, Government Financial Strategies, Inc. (GFS)**

Background Information:

Government Code Section 8855, effective January 1, 2017, requires state and local governments to submit an annual debt report to the California Debt and Investment Advisory Commission (CDIAC) for any issuance of debt for which they have filed a report for final sale on or after January 21, 2017. Due to the District's sale of Certificates of Participation in 2017, as well as anticipated future sales of GO Bond Certificates, it will be necessary for the District to file these reports.

Current Consideration:

The District wishes to have GFS, headed by President Lori Raineri, complete the annual reports on behalf of the District. The scope of work for this agreement includes preparation and filing of the Annual Debt Transparency Report to CDIAC.

Budget Implication:

The cost of the report(s) is not to exceed \$2,000 per year, plus costs for out-of-pocket expenses for third party data needed by GFS for preparation of the report annually. (Measure H and General Funds)

Action:

The Board of Trustees ratified the agreement with GFS.

11.3 **Actuarial Services Agreement, Bickmore**

Background Information:

The Government Accounting Standards Board (GASB) Statement No. 10 requires the District to accrue a liability on its financial statement for the ultimate cost of claims and expenses associated with all reported and unreported claims. This includes the allocated and unallocated loss adjustment expenses. Professional actuarial services for the District's self-insured general liability program was completed by Bickmore Risk Services for outstanding liabilities as of June 30, 2016. The District is in need of an updated study and analysis of the District's self-insured general liability program.

Current Consideration:

In their study and analysis of the District's self-insured general liability program, Bickmore will provide a projection of loss costs, cash flow and investment income, as well as calculate program funding levels, determine appropriate rates for claims incurred, estimate required funding for the program's outstanding losses for the next two years, and provide a statement of compliance with the Government Accounting Standards Board (GASB) Statements No. 10 and 30. Services will be provided January 19, 2018, through June 30, 2018.

Budget Implication:

The cost is not to exceed \$4,250. (General Funds)

Action:

The Board of Trustees approved the agreement.

11.4 **Award of Bids**

The Board of Trustees was requested to award the bids.

<u>Bid #</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
2018-12	Anaheim High School Temporary Interim Housing Project (Redevelopment Agency Funds)	Reject all bids	N/A
2018-15	Kennedy High School Relocatable Buildings Project (Developer Fee Funds)	Reject all bids	N/A

Action:
The Board of Trustees rejected the bids as listed.

11.5 **Ratification of Change Order**

The Board of Trustees was requested to ratify the change order as listed.

Bid #2018-01, Anaheim and Katella high schools	P.O. #L64A0104
Room Signage (Routine Restricted Maintenance Funds)	
A Good Sign & Graphics Co.	
Original Contract	\$34,200
Change Order #1	\$(5,000)
New Contract Value	

Action:
The Board of Trustees ratified the change order as listed. \$29,200

11.6 **Notice of Completion**

The Board of Trustees was requested to approve the notice of completion as listed.

Bid #2018-01, Anaheim and Katella high schools	P.O. #L64A0104
Room Signage (Routine Restricted Maintenance Funds)	
A Good Sign & Graphics Co.	
Original Contract	\$34,200
Contract Changes	\$(5,000)
Total Amount Paid	\$29,200

Action:
The Board of Trustees authorized the assistant superintendent of business to accept all listed work as complete, and authorized the filing of the notice of completion with the Office of the County Recorder.

11.7 **Declaring Certain Furniture and Equipment as Unusable, Obsolete, and/or Out-of-Date, and Ready for Sale or Destruction**

Action:
The Board of Trustees approved the list of District furniture and equipment as unusable, obsolete, and/or out-of-date, and ready for sale or destruction, as well as authorized proper disposal in accordance with Education Code Section 17545 et al.

11.8 **Donations**

Action:
The Board of Trustees accepted the donations as submitted.

On the motion of Trustee O’Neal, and duly seconded, following discussion, the Board of Trustees ratified items 11.9 and 11.10 with the following roll call vote.

Ayes: Trustees Piercy, Smith, Randle-Trejo, and Jabbar
Abstain: Trustee O’Neal

11.9 **Purchase Order Detail Report**

Action:

The Board of Trustees ratified the report November 22, 2017, through January 8, 2018.

11.10 **Check Register/Warrants Report**

Action:

The Board of Trustees ratified the report November 22, 2017, through January 8, 2018.

11.11 **SUPPLEMENTAL INFORMATION**

11.11.1 ASB Fund, November 2017

11.11.2 Cafeteria Fund, October 2017

11.11.3 Enrollment, Month 5

EDUCATIONAL SERVICES

11.12 **2017-18 Single Plan for Student Achievement**

Background Information:

California Education Code Section 64001, specifies that schools and districts that receive state and federal funding prepare a Single Plan for Student Achievement for any recipient school. The purpose of the Single Plan for Student Achievement is to coordinate all educational services at the school site, and serve as a blueprint to improve the academic performance of all students.

Current Consideration:

Each action plan, recently distributed to the Board of Trustees, and available to the public, includes information pertaining to school site curriculum, instruction, professional development, parent activities, and budget expenditures.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees approved the 2017-18 Single Plan for Student Achievement, for all school sites.

11.13 **Amendment, Memorandum of Understanding (MOU), California State University, Fullerton (CSUF) Auxiliary Services Corporation**

Background Information:

CSUF Auxiliary Services Corporation is a fiscal and administrative agent of CSUF. This organization works with CSUF and its partners, including Cypress College, to collaborate and coordinate to meet the goals and objectives of mutual projects, such as the newly acquired grant, The North Orange County Allied and other Health Careers Opportunity Program (NOCA HCOP). This project is a three-year program focused on increasing the pipeline of disadvantaged Latinos, Pacific Islanders, and Southeast Asians into the professions of communicative disorders, counseling, occupational therapy, public health, physical therapy, and social work. This multifaceted effort is specifically designed to increase retention and

graduation of these diverse underserved students across the educational continuum, from high school and community college into four-year college and graduate allied, as well as other health profession programs.

Current Consideration:

On November 15, 2015, the Board of Trustees approved the MOU with NOCA HCOP, which requires the District to assist in the identification of eligible students enrolled in the Medical Careers Pathway, provide NOCA HCOP evaluators with access to information pertinent to the progress of selected NOCA HCOP students, and participate in discussions about how to sustain the NOCA HCOP after the three-year funding period ends. The MOU must be amended to include Fullerton College in this partnership. The grant amount is \$1,765,618. Services are being provided November 6, 2015, through August 31, 2018.

Budget Implication:

CSUF will be the fiscal agent for this project funded through a U.S. Department of Health and Human Services Health Careers Opportunity Program. There is no cost to the District. All terms of the agreement remain intact.

Action:

The Board of Trustees approved the amended MOU.

11.14 **Amendment to Agenda Item, Agreement, TESLA Foundation**

Background Information:

On August 10, 2017, the Board of Trustees approved the agreement with Tesla Foundation to collaborate with the District to implement the Tesla Technology Farm System, which identifies students interested in the Unmanned Aircraft Systems (UAS) field. Through a trainer-of-trainer model, Tesla will provide after school UAS drone camps for interested students and teachers.

Current Consideration:

The previously approved agenda item stated an amount not to exceed \$50,984. After careful review of the services and the implementation costs, it has been agreed by both parties to increase the amount to allow other cohorts, as well as other school sites to also participate in the program. The agenda item needs to be amended to increase the amount previously approved. All terms of the agreement remain intact.

Budget Implication:

The new amended amount is not to exceed \$150,000. (Perkins and LCFF Funds)

Action:

The Board of Trustees amended the agenda item.

11.15 **Agreement, Father Flanagan's Boys' Home**

Background Information:

Father Flanagan's Boys' Home, also known as Boys Town, is one of the largest non-profit child-care agencies in the country. It was originally founded in 1917 by Father Edward Flanagan. It provides extensive training and support to school personnel via the Boys Town Education Model (BTEM), which is designed to increase time for academic instruction by reducing the amount of time needed to address inappropriate behaviors in the classroom. This is accomplished through implementing a research-proven social skills curriculum,

administrative intervention processes, and a proactive approach to classroom behavior management.

Current Consideration:

The District provides special education services to a variety of students with significant emotional and behavioral needs in both the Emotional Disturbance (ED) and Bridges programs. Boys Town will provide six days of training and consultation in the BTEM over the course of the 2017-18 year for up to 50 District staff members supporting these programs. The intent is to maximize the District's ability to successfully meet the educational needs of these populations in District programs. Services will be provided February 1, 2018, through June 30, 2018.

Budget Implication:

The District will pay Father Flanagan's Boys' Home a fee not to exceed \$17,568.36 for the 2017-18 year. (Educator Effectiveness Funds)

Action:

The Board of Trustees approved the agreement.

11.16 **Orange County Department of Education (OCDE) Special Education Legal Alliance Membership**

Background Information:

The Special Education Legal Alliance (Alliance) is a collaborative comprised of all school districts in Orange County. The Alliance provides districts professional development, trainings, seminars, outreach, advocacy, and other supports addressing special education issues. The Alliance also supports various legal issues related to special education matters that have significant impact on districts throughout the county. This year, the Alliance review committee has recommended district dues for the 2017-18 year be set at 0.10 per ADA. This recommendation was approved by the district Superintendents at the Executive Committee on March 24, 2017. The District has been implementing this membership since 2005.

Current Consideration:

The Alliance provides education, support, advocacy, and assistance to the District on important legal issues related to special education matters. The District significantly benefits from Alliance services. Services are being provided July 1, 2017, through June 30, 2018.

Budget Implication:

Costs for these services are not to exceed \$2,942.18. The amount paid for the 2016-17 year was \$2,988.18. (Special Education Funds)

Action:

The Board of Trustees ratified the payment of membership dues.

11.17 **Agreement, Orange County Department of Education (OCDE), Positive Behavior Interventions and Supports (PBIS)**

Background Information:

The Orange County Department of Education (OCDE) has provided Positive Behavior Interventions and Supports (PBIS) training to all of our District's schools. PBIS is a behavioral component necessary in a Multi-Tiered System of Supports.

Current Consideration:

OCDE offers trainings to districts through a fee-based structure. As a PBIS Sustainability District, OCDE will provide one District team, three half-day meetings, and one full-day symposium, including on-going consultation and technical assistance. Services are being provided September 1, 2017, through June 30, 2018.

Budget Implication:

The cost of these services is \$750 for our District team. (LCFF Funds)

Action:

The Board of Trustees ratified the agreement.

11.18 **Institutional Membership, College Board**

Action:

The Board of Trustees ratified the membership with College Board for 2017-18 year, at an amount not to exceed \$400. (General Funds)

11.19 **Instructional Materials Submitted for Adoption**

The Instructional Materials Review Committee has recommended the selected books for English and dual enrollment courses. The books have been made available for public view.

Action:

The Board of Trustees adopted the selected materials.

11.20 **Individual Service Contracts**

Action:

The Board of Trustees approved/ratified the individual service contracts as submitted. (Special Education Funds)

11.21 **Field Trip Report**

Action:

The Board of Trustees approved/ratified the field trip report as submitted.

HUMAN RESOURCES

11.22 **Classified Employee Salary Schedules**

Background Information:

The California Public Employees' Retirement System (CalPERS) requires the Board of Trustees to formally approve classified salary schedules, along with any subsequent additions, corrections, or modifications made to the schedules. Additional modifications continue to be necessary to accurately represent necessary changes and corrections on the schedules.

Current Consideration:

Adopt the salary schedules for employees in the following classifications and bargaining units: the American Federation of State, County and Municipal Employees (AFSCME), California School Employees Association (CSEA), classified confidential, and classified management.

The proposed modifications include the addition of the Integrated Pest Management Technician, Language Program Technician, Assistant Mechanic, and Network Manager classifications, along with updating all Food Service position job titles to "Food Service" from "Food Services" and "Nutrition Services."

Budget Implication:

Once filled, the addition of the classifications will impact the budget. However, the exact fiscal impact will not be known until the specific salary step and other position change factors are known. Notably, the new classifications on the schedule only represent the types of assignments that could later be approved. The approval for the salary schedule is not approval to fund specific assignments within the new classifications, but rather approval for the types of positions that may be approved later by the Board.

Action:

The Board of Trustees adopted the salary schedules for AFSCME, CSEA, classified confidential, and classified management.

11.23 **Agreement, StaffRehab**

Background Information:

When a psychologist takes a leave of absence, or if there is a sudden need to fill a vacancy, we must fill that position on a temporary basis with a qualified individual. Due to the specific qualifications needed to fill this type of position, and for only a limited time, it is increasingly difficult to find a qualified individual to perform these services. Agreements with staffing agencies provide qualified individuals when there is a sudden need to fill a vacancy. The District entered into an agreement with StaffRehab in 2015 to provide contract services on an as-needed basis. The agreement is ongoing unless terminated by either party.

Current Consideration:

The agreement with StaffRehab provides psychologist contract services effective January 8, 2018, through January 25, 2018.

Budget Implication:

The total cost is \$90 per hour. (General Funds)

Action:

The Board of Trustees ratified the agreement.

11.24 **Agreement, 24 Hour Fitness**

Background Information:

The Well Done! Wellness Program assists employees and their families by providing programs and services that support healthy choices at home and in the workplace. Research has shown that increased physical activity promotes good health and reduces risks for heart disease, diabetes, and metabolic syndrome, as well as improves blood pressure, blood glucose, cholesterol, metabolism and body mass index. Typically, negotiated agreements that offer reduced rates at 24 Hour Fitness require a "sponsorship" fee whereby the organization must pay a fee up front to facilitate reduced monthly rates for enrollees. However, 24 Hour Fitness has agreed to partner with the District for no service fee to offer employees reduced monthly rates for all employees and their families.

Current Consideration:

The agreement will be effective February 16, 2018, through February 28, 2019. Due to 24 Hour Fitness' policy for executing agreements, this agreement will be signed following approval by the AUHSD Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees approved the agreement.

11.25 **2017-18 Second Quarterly Report, Williams Uniform Complaints**

Background Information:

The Williams Uniform Complaints report summarizes all complaints relative to adequate textbooks and instructional materials, teacher vacancies or misassignments, facilities conditions, and intensive instruction and services for students who have not passed the California High School Exit Examination (CAHSEE) by the end of the 12th grade. This is a quarterly report required by Education Code Section 35186, which is submitted to the Orange County Department of Education.

Current Consideration:

The Williams Uniform Complaints Second Quarterly Report, October 1, 2017, through December 31, 2017, states there were no complaints during this quarter.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees accepted the report.

11.26 **2017-18 Williams Settlement Legislation Review Report**

Background Information:

The Orange County Department of Education (OCDE) conducts a semi-annual review of decile 1-3 schools based on the 2012 Academic Performance Index and school sites participating in the Quality Education Investment Act (QEIA) program to ensure compliance with Williams Settlement Legislation requirements. This process is conducted in addition to the District's submission of Williams Uniform Complaints reports, which summarize all complaints relative to the sufficiency of textbooks and instructional materials, maintenance of facilities, accuracy of data reported on School Accountability Report Cards (SARC), and compliance with teacher assignments.

Current Consideration:

According to Education Code Section 1240(2)(H), the findings of the review by OCDE must be publically shared with the Board of Trustees. The reports, as provided, indicate any deficiencies during 2017-18, which were reported to school administrators for remediation.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees officially received the report.

11.27 **Certificated Personnel Report**

Action:

The Board of Trustees approved/ratified the report as submitted.

11.28 **Classified Personnel Report**

Action:

The Board of Trustees approved/ratified the report as submitted.

SUPERINTENDENT'S OFFICE

11.29 **Board of Trustees' Meeting Minutes**

11.29.1 November 6, 2017, Special Meeting

11.29.2 December 7, 2017, Regular Meeting

Action:

The Board of Trustees approved the minutes as submitted.

12. **SUPERINTENDENT AND STAFF REPORT**

There was no report.

13. **BOARD OF TRUSTEES' REPORT**

Trustee Piercy indicated she attended the Insurance Committee meeting, Lunch with the Viking at Walker Junior High School, Cypress State of the City, and the Servathon VIP tour.

Trustee Randle-Trejo shared she attended the Servathon VIP tour, GASELPA Board meeting, tour of Magnolia High School's special education program, ROP Board meeting, Katella High School's championship football game, ASCPTA Reflections Gallery, ASCPTA meeting, Personnel Commission meeting, CSBA conference in San Diego, UCI Saturday Academy of Law graduation, and Veterans' Day celebration.

Trustee O'Neal reported he attended the Budget Committee meeting, Kennedy High School's choir performance, "Frozen" show at Hope High School, Servathon VIP tour, city of La Palma swearing-in ceremony, Green Band performance, and Cypress State of the City.

Trustee Jabbar congratulated Trustee Randle-Trejo for being classified employee of the year at her school site, and shared he attended the UCI Saturday Academy of Law graduation, the Servathon, AUHSD Foundation meeting, Anaheim High School vs. Katella High School basketball game, BROS holiday dinner, Dr. Jose F. Moreno's city council member District update meeting, civic engagement event at Anaheim High School, Katella High School's championship game, as well as visited Anaheim High School softball field.

14. **ADVANCE PLANNING**

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees approved to move the next regular Board of Trustees' meeting from Thursday, February 15, 2018, to Tuesday, February 20, 2018.

14.1 **Future Meeting Dates**

The next regular meeting of the Board of Trustees will be held on Tuesday, February 20, 2018, at 6:00 p.m.

Tuesday, March 6
Thursday, April 12
Tuesday, May 8
Thursday, June 7
Thursday, June 14
Thursday, July 19

Thursday, August 16
Thursday, September 13
Thursday, October 11
Thursday, November 8
Thursday, December 13

14.2 **Suggested Agenda Items**

15. **ADJOURNMENT**

On the motion of Trustee O'Neal, duly seconded and unanimously carried, the Board of Trustees adjourned the meeting at 10:23 p.m.

Approved _____
Clerk, Board of Trustees