

BOARD OF TRUSTEES
ANAHEIM UNION HIGH SCHOOL DISTRICT
501 Crescent Way, P.O. Box 3520
Anaheim, California 92803-3520
www.auhsd.us

NOTICE OF SPECIAL MEETING

Date: March 10, 2010

To: Brian O'Neal, P.O. Box 3520, Anaheim, CA 92803-3520
Jordan Brandman, P.O. Box 3520, Anaheim, CA 92803-3520
Anna L. Piercy, P.O. Box 3520, Anaheim, CA 92803-3520
Katherine H. Smith, P.O. Box 3520, Anaheim, CA 92803-3520
Thomas "Hoagy" Holguin, 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
Excelsior, 523 N. Grand Avenue, Santa Ana, CA 92701

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

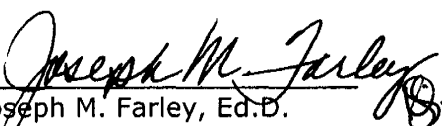
Thursday, the 11th day of March 2010

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

Immediately Following the Conclusion of the Regular Meeting

AUHSD School Improvement Grant (SIG) Program Application for Funding

The Board of Trustees is requested to approve the AUHSD School Improvement Grant (SIG) Program application for funding. The one-time funding is intended to improve student achievement, must supplement and not supplant, and can be used for salaries, training, instructional materials, and facilities. Only schools currently participating in the Quality in Education Investment Act (QEIA), and also designated as Program Improvement, Corrective Action, or Alternative Governance are eligible to apply for the SIG Program. South and Sycamore Junior High Schools are eligible, and each school may apply for \$50,000 to \$500,000. The application is due to the California Department of Education by April 15, 2010. However, there is not enough SIG funding available for all eligible schools, so priority will be given to each district based on the date and time the district's application is received. The funding for each school must be expended by September 30, 2010. (SIG Funds)



Joseph M. Farley, Ed.D.
Superintendent

BOARD OF TRUSTEES
Special Meeting Agenda
Thursday, March 11, 2010
Immediately Following the Conclusion of the Regular Meeting

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 Crescent Way in Anaheim, California. The office is open from 7:30 a.m. to 5:00 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 web site, www.auhsd.us, at the same time that they are distributed to the Board of Trustees.

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, OPEN SESSION** **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.

4. **ITEM OF BUSINESS**

AUHSD School Improvement Grant (SIG) Program Application for Funding

ACTION ITEM

The Board of Trustees is requested to approve the AUHSD School Improvement Grant (SIG) Program application for funding. The one-time funding is intended to improve student achievement, must supplement and not supplant, and can be used for salaries, training, instructional materials, and facilities. Only schools currently participating in the Quality in Education Investment Act (QEIA), and also designated as Program Improvement, Corrective Action, or Alternative Governance are eligible to apply for the SIG Program. South and Sycamore Junior High Schools are eligible, and each school may apply for \$50,000 to \$500,000. The application is due to the California Department of Education by April 15, 2010. However, there is not enough SIG funding available for all eligible schools, so priority will be given to each district based on the date and time the district's application is received. The funding for each school must be expended by September 30, 2010. (SIG Funds) **[EXHIBIT]**

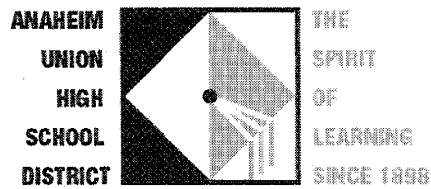
Recommendation:

It is recommended that the Board of Trustees approve the application.

5. **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 Board of Trustees at (714) 999-3503 by noon on Wednesday, March 10, 2010.



ANAHEIM UNION HIGH SCHOOL DISTRICT

SCHOOL IMPROVEMENT GRANT

(SIG) PROGRAM

APPLICATION FOR FUNDING

March 11, 2010

Sections 1003 (a) and (g) 2009-10

501 Crescent Way • Post Office Box 3520
Anaheim • California 92803-3544
Tel: 714-999-3501 Fax: 714-535-1706

SIG Application Checklist

Required Components

The following components must be included as part of the application. Check or initial by each component and include this form in the application package. These forms can be downloaded at the CDE Improving Academic Achievement Web page at <http://www.cde.ca.gov/sp/sw/t1>. Please compile the application packet in the order provided below.

Include this completed checklist in the application packet

Form 1 – Application Cover Sheet
(Must be signed in **blue ink** by the LEA Superintendent or Designee)

Form 2 – Collaborative Signatures
(Must be signed in **blue ink** by the principal at each funded school and by the LEA Superintendent or Designee)

Form 3 – Projected Budget

Form 4 – Budget Narrative

Form 5 – Grant Conditions and Assurances (two pages)
(Must be signed in **blue ink** by the LEA Superintendent or Designee)

Form 6 – Selection of School Improvement Strategies
(Must be signed in **blue ink** by the LEA Superintendent or Designee)

All grantees are required to retain on file a copy of the following General Assurances. Download, obtain appropriate signature, and retain at the LEA.

Drug-Free Workplace Certification (referenced on Form 7)

Lobbying Certification (referenced on Form 7)

Debarment and Suspension Certification (referenced on Form 7)

(These certification forms may be downloaded at the CDE Funding Tools and Materials Web page at <http://www.cde.ca.gov/fg/fo/fm/>).

School Improvement Grant (SIG)

Application for Funding

APPLICATION RECEIPT DEADLINE
April 15, 2010, 4 p.m.

Submit to:
California Department of Education
District and School Improvement Division
Regional Coordination and Support Office
1430 N Street, Suite 6204
Sacramento, CA 95814-5901

NOTE: Please print or type all information.

County Name: Orange		County-District-School Code: 3066431	
Local Educational Agency (LEA) Name: Anaheim Union High School District			
LEA Address 501 Crescent Way/P.O. 3520			
City: Anaheim		Zip Code: 92803-3520	
Name of Primary Grant Coordinator: Susan Stocks, Ed.D.		Grant Coordinator Title: Director, Special Programs	
Telephone: (714) 999-3579	Fax Number: (714) 520-9754	E-mail Address: stocks_s@auhsd.us	
<p>CERTIFICATION/ASSURANCE SECTION: As the duly authorized representative of the applicant, I have read all assurances, certifications, terms, and conditions associated with this School Improvement Grant program; and I agree to comply with all requirements as a condition of funding.</p> <p>I certify that all applicable state and federal rules and regulations will be observed and that to the best of my knowledge, the information contained in this application is correct and complete.</p>			
Printed Name of Superintendent or Designee Joseph M. Farley, Ed.D.		Telephone (714) 999-3502	
Superintendent or Designee Signature		Date	

Collaborative Signatures

School Principal Approval: The principal of each school to be funded must approve this grant application. Only schools meeting eligibility requirements described in this RFA may be funded. (Attach as many sheets as necessary.)

CDS Code	School Name	Printed Name of Principal	Signature of Principal
6058887	South Junior High School	Chris Esperanza	
6058895	Sycamore Junior High School	Manuel Colon	

School District Approval: The LEA Superintendent must be in agreement with the intent of this application.

CDS Code	School District Name	Printed Name of Superintendent	Signature of Superintendent
3066431	Anaheim Union High School District	Joseph M. Farley, Ed.D.	

CERTIFICATION AND DESIGNATION OF APPLICANT AGENCY

Applicant must agree to follow all fiscal reporting and auditing standards required by the SIG application, federal and state funding, legal, and legislative mandates.

LEA Name:	Anaheim Union High School District
Authorized Executive:	Joseph M. Farley, Ed.D.
Signature of Authorized Executive	

Projected Budget Fiscal Year 2009–10

Name of School: South Junior High School	
Name of LEA: Anaheim Union High School District	
County/LEA/School Code: 30664316058887	
County: Orange	
School Contact: Chris Esperanza	Telephone Number: (714) 999-3667
E-mail: esperanza_c@auhsd.us	Fax Number: (714) 999-3721
SACS Resource Code: 7258	
Revenue Object: 8590	

Object Code	Description of Line Item	SIG Funds Budgeted (Include district funding support for the school and designate with asterisk [*].)
1000- 1999	Certificated Personnel Salaries	*\$758,066 – 10.33 teachers (QEIA) \$192,358 – 2.5 teachers (SIG)
		*\$49,078 – teacher hourly pay (Title I)
		\$15,690 – teacher hourly pay (SIG)
2000- 2999	Classified Personnel Salaries	\$26,423 – instructional aide (SIG)
3000- 3999	Employee Benefits	*\$219,723 – teacher benefits (QEIA) \$67,879 – teacher benefits (SIG)
4000- 4999	Books and Supplies	\$0
5000- 5999	Services and Other Operating Expenditures	*\$75,000 – UCLA School Management Program (ARRA Title I)
6000- 6999	Capital Outlay	\$180,000 – purchase of 6 re-locatable classrooms (SIG)
7310 - 7350	Transfers of Indirect Costs	\$17,650 – AUHSD current approved rate (3.53%) (SIG)
7370 - 7380	Transfers of Direct Support Costs	
Total Amount Budgeted		\$1,601,867 (\$500,000 from SIG)

NOTE: Please complete and submit a budget for each participating school.

Budget Narrative

Provide sufficient line item detail to justify the budget. The budget narrative page(s) must provide all required information even if the items have already been identified in another section. For each activity, list the costs associated and identify the object codes. Include LEA budget items in support of school. Please duplicate this form as needed.

Activity Description	Subtotal (For each activity)	Object Code
In order to meet QEIA class-size reduction targets 12.53 FTE teachers above staffing ratios are needed. This number was increased from 10.33 to 12.53 after general fund revenue limit reductions.	\$950,424 (QEIA and SIG)	1101
Teacher hourly pay (\$41.13) to: 1) two professional development days for all (72) teachers; 2. Additional professional development days for core area (46) teachers; and, 3. Summer reading and math clinic for intensive students.	\$49,078 (Title I)	1103
Highly qualified instructional aide, specifically in math, to help strategic and intensive students access Algebra curriculum, through additional one on one support.	\$26,423 (SIG)	2101
Employee benefits for teachers need to make class-size reduction targets, and instructional aid for additional instructional support for intensive and strategic students.	\$287,602 (QEIA and SIG)	3401
<p>UC Regents/UCLA School Management Program (SMP) provides focused, site-specific facilitation, coaching and instructional institutes, workshop content, and strategies, to deepen the integration and impact of district and school initiatives, and improve student achievement outcomes. Contracting with an outside entity, with expertise in developing collaborative structures and the professional culture necessary to refine instructional practices, is a requirement of the No Child Left Behind Act, for schools in Program Improvement (PI).</p> <p>Activities to include, but are not be limited to:</p> <p>1) Conduct retreats, and learning and coaching sessions, to enhance the capacity of the individuals/teams to be the leaders, who create the environment that results in high achievement for all students.</p> <p>3) Offering Institutes, as mutually determined at school sites</p> <p> 3.1 <i>Classroom Walkthroughs Institute</i>: Introduce and support the implementation of the UCLA SMP Classroom Walkthrough Protocol, as a pivotal tool for gathering observational data regarding the connection between student learning and teacher practice, with a particular emphasis on the needs of</p>	\$75,000 (ARRA Title I)	5101

<p>English learners and students who receive special education services.</p> <p><i>3.2 Bridges to Understanding Institute:</i> Integrate content area support for English learners with explicit strategies for schools participating in the UCLA SMP “Bridges to Understanding—Teaching that Matters for English Learners Institute,” which includes school-site coaching follow-up, and support in implementing strategies to serve special education students.</p> <p><i>3.3 Critical Friends Group Institute:</i> Support the use of protocols for looking at student work, considering instructional and other dilemmas, and engaging in professional reading, as part of a school site's professional collaboration to improve instruction and student learning. Integrate protocols into subject matter, grade level, instructional team, leadership team, and faculty meetings.</p> <p><i>3.4 Test Thinking Strategies Workshop:</i> Enhance student thinking and performance in testing situations.</p> <p><i>3.5 Offer other workshops:</i> Mutually developed with the school, as value added to their school-wide and classroom-based efforts, to increase student achievement.</p> <p>4) Conduct quarterly district meetings, with a team led by the assistant superintendent of education, to review progress towards goals and objectives.</p> <p>UCLA SMP creates and customizes services, based upon the unique needs of each school, and builds upon each school's foundation within a data-driven cycle of professional inquiry and improvement.</p>		
<p>6 additional re-locatable classrooms are needed to house additional classes generated from QEIA class-size reduction, at \$30,000 per unit. It is cheaper to purchase the portables, than to lease for the duration of the QEIA program.</p>	<p>\$180,000 (SIG)</p>	<p>6276</p>
<p>The current California Department of Education approved indirect cost rate for the Anaheim Union High School District is 3.53%. \$17,650 is 3.53% of \$500,000.</p>	<p>\$17,650 (SIG)</p>	<p>7310</p>

Additional Comments: During the course of the fiscal/program year, the LEA has the flexibility to approve or disapprove budget revisions initiated by schools. All budget revision requests shall be in writing and contain justifications for the proposed budget changes. A record of the request and revised budget shall be maintained at the LEA level for audit purposes. A list of object codes is provided on the following page.

Projected Budget Fiscal Year 2009–10

Name of School: Sycamore Junior High School	
Name of LEA: Anaheim Union High School District	
County/LEA/School Code: 30664316058895	
County: Orange	
School Contact: Manuel Colon	Telephone Number: (714) 999-3616
E-mail: colon_m@auhsd.us	Fax Number: (714) 999-3879
SACS Resource Code: 7258 Revenue Object: 8590	

Object Code	Description of Line Item	SIG Funds Budgeted (Include district funding support for the school and designate with asterisk [*].)
1000- 1999	Certificated Personnel Salaries	*\$820,092 – 12 teachers (QEIA) \$161,932 – 2 teachers (SIG) \$27,600 – teacher hourly pay (Title I)
2000- 2999	Classified Personnel Salaries	\$0
3000- 3999	Employee Benefits	*\$246,706 – teacher benefits (QEIA) \$20,418 – teacher benefits (SIG)
4000- 4999	Books and Supplies	\$0
5000- 5999	Services and Other Operating Expenditures	*\$75,000 – UCLA School Management Program (ARRA Title I)
6000- 6999	Capital Outlay	\$300,000 – purchase of 6 re-locatable classrooms (SIG)
7310 - 7350	Transfers of Indirect Costs	\$17,650 – AUHSD current approved rate (3.53%) (SIG)
7370 - 7380	Transfers of Direct Support Costs	
Total Amount Budgeted		\$1,669,398 (\$500,000 from SIG)

NOTE: Please complete and submit a budget for each participating school.

Budget Narrative

Provide sufficient line item detail to justify the budget. The budget narrative page(s) must provide all required information even if the items have already been identified in another section. For each activity, list the costs associated and identify the object codes. Include LEA budget items in support of school. Please duplicate this form as needed.

Activity Description	Subtotal (For each activity)	Object Code
In order to meet QEIA class-size reduction targets 14 FTE teachers above staffing ratios are needed. This number was increased from 12 to 14 after general fund revenue limit reductions.	\$982,024 (QEIA and SIG)	1101
Teacher hourly pay (\$41.13) to: 1) five professional development days for core area (40) teachers; and 2. Summer reading and math clinic for intensive students.	\$27,600 (Title I)	1103
Employee benefits for teachers need to make class-size reduction targets, and instructional aid for additional instructional support for intensive and strategic students.	\$267,124 (QEIA and SIG)	3401
<p>UC Regents/UCLA School Management Program (SMP) provides focused, site-specific facilitation, coaching and instructional institutes, workshop content, and strategies, to deepen the integration and impact of district and school initiatives, and improve student achievement outcomes. Contracting with an outside entity, with expertise in developing collaborative structures and the professional culture necessary to refine instructional practices, is a requirement of the No Child Left Behind Act, for schools in Program Improvement (PI).</p> <p>Activities to include, but are not be limited to:</p> <p>1) Conduct retreats, and learning and coaching sessions, to enhance the capacity of the individuals/teams to be the leaders, who create the environment that results in high achievement for all students.</p> <p>3) Offering Institutes, as mutually determined at school sites</p> <p> 3.1 <i>Classroom Walkthroughs Institute</i>: Introduce and support the implementation of the UCLA SMP Classroom Walkthrough Protocol, as a pivotal tool for gathering observational data regarding the connection between student learning and teacher practice, with a particular emphasis on the needs of English learners and students who receive special education services.</p> <p> 3.2 <i>Bridges to Understanding Institute</i>: Integrate content area support for English learners with explicit strategies for schools participating in the UCLA SMP</p>	\$75,000 (ARRA Title I)	5101

<p>“Bridges to Understanding—Teaching that Matters for English Learners Institute,” which includes school-site coaching follow-up, and support in implementing strategies to serve special education students.</p> <p>3.3 <i>Critical Friends Group Institute</i>: Support the use of protocols for looking at student work, considering instructional and other dilemmas, and engaging in professional reading, as part of a school site's professional collaboration to improve instruction and student learning. Integrate protocols into subject matter, grade level, instructional team, leadership team, and faculty meetings.</p> <p>3.4 <i>Test Thinking Strategies Workshop</i>: Enhance student thinking and performance in testing situations.</p> <p>3.5 <i>Offer other workshops</i>: Mutually developed with the school, as value added to their school-wide and classroom-based efforts, to increase student achievement.</p> <p>4) Conduct quarterly district meetings, with a team led by the assistant superintendent of education, to review progress towards goals and objectives.</p> <p>UCLA SMP creates and customizes services, based upon the unique needs of each school, and builds upon each school's foundation within a data-driven cycle of professional inquiry and improvement.</p>		
<p>10 additional re-locatable classrooms are needed to house additional classes generated from QEIA class-size reduction, at \$30,000 per unit. It is cheaper to purchase the portables, than to lease for the duration of the QEIA program.</p>	<p>\$300,000 (SIG)</p>	<p>6276</p>
<p>The current California Department of Education approved indirect cost rate for the Anaheim Union High School District is 3.53%. \$17,650 is 3.53% of \$500,000.</p>	<p>\$17,650 (SIG)</p>	<p>7310</p>

Additional Comments: During the course of the fiscal/program year, the LEA has the flexibility to approve or disapprove budget revisions initiated by schools. All budget revision requests shall be in writing and contain justifications for the proposed budget changes. A record of the request and revised budget shall be maintained at the LEA level for audit purposes. A list of object codes is provided on the following page.

Grant Conditions and Assurances

As a condition of the receipt of funds under this grant program, the applicant agrees to comply with the following Grant Assurances:

1. The applicant will ensure that the research-based strategies identified in SIG Form 6 of the application will be implemented by the LEA and school staff at the funded schools.
2. The applicant will ensure that the school improvement strategies supported with these funds contribute to achieving the annual measurable objectives in school improvement plans or to achieving the goals necessary for schools to exit corrective action or restructuring status.
3. The applicant will ensure that the identified strategies and related activities are incorporated in the LEA and school plans.
4. The applicant will show proof that the application has been approved by the principal of each school (Form 2).
5. The applicant ensures that the all funds will be fully expended on or before September 30, 2010, and that funds will be used in accordance with ESEA sections 1116 and 1117.
6. The applicant will follow all fiscal reporting and auditing standards required by the CDE.
7. The applicant will participate in a statewide evaluation process as determined by the CDE and provide all required information on a timely basis.
8. The applicant will respond to any additional surveys or other methods of data collection that may be required throughout the life of the grant.
9. The applicant will use funds only for allowable costs during the grant period.
10. The application will include all required forms signed by the LEA Superintendent or designee.
11. The applicant will use fiscal control and fund accountability procedures to ensure proper disbursement of, and accounting for, federal funds paid under the grant, including the use of the federal funds to supplement, and not supplant, state and local funds, and maintenance of effort (20 USC § 8891).
12. The applicant hereby expresses its full understanding that not meeting SIG requirements will result in the termination of SIG funding.

13. The applicant will ensure that funds are spent as indicated in the grant proposal and agree that funds will be used **only** in the school(s) identified in the LEA's AO-400 grant award letter.
14. All audits of financial statements must and will be conducted in accordance with Government Auditing Standards (GAS) and with policies, procedures, and guidelines established by the Education Department General Administrative Regulations (EDGAR), Single Audit Act Amendments, and OMB Circular A-133.
15. The applicant will ensure that expenditures are consistent with the federal Education Department Guidelines Administrative Regulations (EDGAR) under Title 34 Education. <http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html> (Outside Source).
16. The applicant agrees that the CDE has the right to intervene, renegotiate the grant, and/or cancel the grant if the grant recipient fails to comply with grant requirements.
17. The applicant will repay any funds which have been determined through a federal or state audit resolution process to have been misspent, misapplied, or otherwise not properly accounted for, and further agrees to pay any collection fees that may subsequently be imposed by the federal and/or state government.
18. The applicant will administer the activities funded by this grant in a manner that aligns with other school efforts designed to increase student performance on state academic content standards.
19. The applicant will fully expend all grant funds by end date of the grant award period or repay any funding received.
20. The applicant will maintain fiscal procedures to minimize the time elapsing between the transfer of the funds from the CDE and disbursement.
21. The applicant will comply with the reporting requirements and submit any required report forms by the due dates specified.

I hereby certify that the agency identified below will comply with all grant conditions and assurances described in items 1 through 21 above.

Agency Name:	Anaheim Union High School District
Authorized Executive:	Joseph M. Farley, Ed.D.
Signature of Authorized Executive	

Selection of School Improvement Strategies

Eligible LEAs that submit an application for the SIG must implement one or more of the following general strategies provided by the U.S. Department of Education (ED) in its SIG Application guidelines to CDE. The LEA has elected to use the following strategy or strategies in its use of the SIG funds obtained through this application.

Check the box at the left of each strategy selected. Mark all strategies that the LEA plans to implement using these funds.

- 1. Provide customized technical assistance and/or professional development that are designed to build the capacity of the LEA and school staff to improve schools and are informed by student achievement and other outcome-related measures.
- 2. Utilize research-based strategies or practices to change instructional practice to address the academic achievement problems that caused the school to be identified as eligible for SIG funding.
- 3. Create partnerships among the LEA, its funded schools, and other entities for the purpose of delivering technical assistance, professional development, and management advice.
- 4. Provide professional development to enhance the capacity of District School Liaison Team (DSLTL) members to provide leadership, support and improvement efforts that are informed by student achievement and other outcome-related measures.
- 5. Implement other strategies determined by the LEA for which data indicate the strategy is likely to result in improved teaching and learning in eligible schools.

I hereby certify that the agency identified below will implement the strategy or strategies selected above in the school(s) for which funding is received through this application.

Agency Name:	Anaheim Union High School District
Authorized Executive:	Joseph M. Farley, Ed.D.
Signature of Authorized Executive	

Certifications

General Assurances
(Required for all Applicants)

Note: All grantees are required to retain on file a copy of these assurances for your records and for audit purposes. Please download the General Assurances form at the CDE Funding Tools and Materials Web page at <http://www.cde.ca.gov/fg/fo/fm/>. Your agency should **not** submit this form to the CDE.

**Certifications Regarding Drug-Free Workplace, Lobbying, and
Debarment and Suspension**

Download the following three forms at the CDE Funding Tools and Materials Web page at <http://www.cde.ca.gov/fg/fo/fm/> and obtain necessary signatures and include the forms with your application submission.

1. Drug-Free Workplace
2. Lobbying
3. Debarment and Suspension

Drug-Free Workplace

Certification regarding state and federal drug-free workplace requirements.

Note: Any entity, whether an agency or an individual, must complete, sign, and return this certification with its grant application to the California Department of Education.

Grantees Other Than Individuals

As required by Section 8355 of the *California Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *Code of Federal Regulations (CFR)* Part 84, Subpart F, for grantees, as defined at 34 *CFR* Part 84, Sections 84.105 and 84.110

- A. The applicant certifies that it will or will continue to provide a drug-free workplace by:
- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition
 - b. Establishing an on-going drug-free awareness program to inform employees about:
 1. The dangers of drug abuse in the workplace
 2. The grantee's policy of maintaining a drug-free workplace
 3. Any available drug counseling, rehabilitation, and employee assistance programs
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace
 - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a)
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 1. Abide by the terms of the statement
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction
 - e. Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee. Notice shall include the identification number(s) of each affected grant.
 - f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Anaheim Union High School District RFA for SIG Program
March 11, 2010

Place of Performance (street address, city, county, state, zip code)

Anaheim Union High School District

501 Crescent Way/P.O. Box 3520

Anaheim, California 92803-3520

Check if there are workplaces on file that are not identified here.

Grantees Who Are Individuals

As required by Section 8355 of the *California Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *CFR* Part 84, Subpart F, for grantees, as defined at 34 *CFR* Part 84, Sections 84.105 and 84.110

- A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction to every grant officer or designee, in writing, within 10 calendar days of the conviction. Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Name of Applicant: Anaheim Union High School District

Name of Program: Anaheim Union High School District Tutoring Services

Printed Name and Title of Authorized Representative: Joseph M. Farley, Ed.D.

Signature: _____ Date: _____

CDE-100DF (May-2007) - California Department of Education

Last Reviewed: Tuesday, February 24, 2009

Lobbying

Certification regarding lobbying for federal grants in excess of \$100,000.

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 *Code of Federal Regulations (CFR)* Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the *U.S. Code*, and implemented at 34 *CFR* Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 *CFR* Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," (revised Jul-1997) in accordance with its instructions;
- c. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Name of Applicant: Anaheim Union High School District

Name of Program: Anaheim Union High School District Tutoring Services

Printed Name and Title of Authorized Representative: Joseph M. Farley, Ed.D.

Signature: _____ Date: _____

ED 80-0013 (Revised Jun-2004) - U. S. Department of Education

Last Reviewed: Tuesday, February 24, 2009

Debarment and Suspension

Certification regarding debarment, suspension, ineligibility and voluntary exclusion--lower tier covered transactions.

This certification is required by the U. S. Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 *Code of Federal Regulations* Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled A Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Applicant: Anaheim Union High School District

Name of Program: Anaheim Union High School District Tutoring Services

Printed Name and Title of Authorized Representative: Joseph M. Farley, Ed.D.

Signature: _____ Date: _____

ED 80-0014 (Revised Sep-1990) - U. S. Department of Education

Last Reviewed: Tuesday, February 24, 2009