

**BOARD OF TRUSTEES**  
**ANAHEIM UNION HIGH SCHOOL DISTRICT**  
501 N. Crescent Way, P.O. Box 3520  
Anaheim, California 92803-3520  
[www.auhsd.us](http://www.auhsd.us)

**NOTICE OF REGULAR MEETING**

Date: February 27, 2019

To: 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  
Al Jabbar, 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

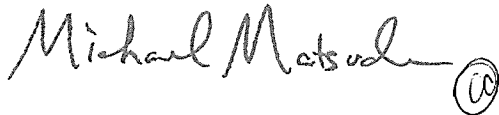
You are hereby notified that a regular meeting of the  
Board of Trustees of the Anaheim Union High School District  
is called for

Tuesday, the 5<sup>th</sup> day of March 2019

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

**Closed Session–3:15 p.m.**

**Regular Meeting–6:00 p.m.**



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Michael B. Matsuda  
Superintendent

# ANAHEIM UNION HIGH SCHOOL DISTRICT

501 N. Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, [www.auhsd.us](http://www.auhsd.us)

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## BOARD OF TRUSTEES

### Agenda

Tuesday, March 5, 2019

Closed Session–3:15 p.m.

Regular Meeting–6:00 p.m.

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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](http://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 Friday, March 1, 2019.*

*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 54957: 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), California School Employees Association (CSEA), and Mid-Managers Association (MMA).
- 4.4 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release/resignation.

- 4.5 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2018-19-07. [**CONFIDENTIAL**]
- 4.6 To consider matters pursuant to Government Code Section 54957: Public employee discipline/dismissal/release, HR-2018-19-08. [**CONFIDENTIAL**]
- 4.7 To consider matters pursuant to Education Code 44929.21: Non-reelect certificated employees HR-2018-19-09, HR-2018-19-10, HR-2018-19-11, HR-2018-19-12, HR-2018-19-13, HR-2018-19-14, HR-2018-19-15, HR-2018-19-16, HR-2018-19-17, HR-2018-19-18, and HR-2018-19-19, for the next school year.
- 4.8 To consider matters pursuant to Government Code Section 54956.9(d)(2): Conference with legal counsel, anticipated litigation (imputed income to employees), potential cases.

**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 Adai Flores 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 21<sup>st</sup> century.

In addition, Board President O’Neal will introduce dignitaries in attendance.

**7. REPORTS **INFORMATION ITEM****

**7.1 Principals’ Report**

Dr. Karen Dabney-Lieras, Ball Junior High School principal, and Jack Jensen, Loara High School assistant principal, will present and recognize how Unlimited You opportunities are being created at their school sites.

7.2 **Student Representative's Report**

Adaí Flores, student representative to the Board of Trustees, will report on student activities throughout the District.

7.3 **Reports of Associations**

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

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

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

8. **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.

9. **PRESENTATIONS**

***INFORMATION ITEM***

9.1 **Measure H Citizens' Oversight Committee Annual Report (March 2018–February 2019)**

Background Information:

Pursuant to Education Code, Chapter 1.5, Strict Accountability in Local School Construction Bonds Act of 2000, a school district is required to establish a Citizens' Oversight Committee (COC) upon the passing of a local school construction bond. The committee's duties include informing the public concerning the District's expenditure of the bond proceeds, reviewing the expenditure reports produced by the District, and presenting an annual report with a focus on bond expenditure compliance to the Board of Trustees.

Current Consideration:

The COC met on various occasions since March 2018, and is ready to fulfill its duties to inform the public of the committee's proceedings, as well as activities for the year. The annual report will be presented to the Board of Trustees in public session, and it will be posted on the Blueprint for the Future website.

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 receive the COC's annual report presentation.



9.2 **2018-19 Second Interim Budget Report**

Background Information:

Education Code Section 42131 (a)(1) states that pursuant to the reports required by Section 42130, the governing board of each school district shall certify, in writing, within 45 days after the close of the period being reported, whether the school district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. These certifications shall be based upon the Board's assessment, on the basis of standards and criteria for fiscal stability adopted by the State Board of Education, pursuant to Section 33127 of the District budget, as revised to reflect current information regarding the adopted state budget, district property tax revenues pursuant to Sections 95 through 100 inclusive, of the Revenue and Taxation Code, and ending balances for the preceding fiscal year as reported pursuant to Section 42100. The certifications shall be classified as positive, qualified, or negative, as prescribed by the superintendent of public instruction for the purposes of determining subsequent actions by the superintendent of public instruction, the state controller, or the county superintendent of schools, pursuant to subdivisions (b) and (c). These certifications shall be based upon the financial and budgetary reports required by Section 42130, but may include additional financial information known by the governing board to exist at the time of each certification. For purposes of this subdivision, a positive certification shall be assigned to any school district that, based upon current projections, will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A qualified certification shall be assigned to any school district that, based upon current projections, may not meet its financial obligations for the current fiscal year, or two subsequent fiscal years. A negative certification shall be assigned to any school district that, based upon current projections, will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year.

Current Consideration:

The Board will receive a presentation from the assistant superintendent, Business regarding the District's fiscal solvency.

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 information.

10. **ITEMS OF BUSINESS**

**RESOLUTIONS**

- 10.1 **Resolution No. 2018/19-B-18, Adjustments to Income and Expenditures, General Funds; Resolution No. 2018/19-B-19, Adjustments to Income and Expenditures, Various Funds; and the 2018-19 Second Interim Report (Roll Call Vote)** **ACTION ITEM**

Background Information:

Education Code Section 42131 (a)(1) states that pursuant to the reports required by Section 42130, the governing board of each school district shall certify, in writing, within 45 days after the close of the period being reported, whether the school district is able to meet

its financial obligations for the remainder of the fiscal year and based on current forecasts, for the two subsequent fiscal years. These certifications shall be based upon the Board of Trustees' assessment, on the basis of standards and criteria for fiscal stability adopted by the State Board of Education pursuant to Section 33127, the District budget, as revised to reflect current information regarding the adopted state budget, district property tax revenues pursuant to Section 95 to 100, inclusive, the Revenue and Taxation Code, as well as ending balances for the preceding fiscal year as reported pursuant to Section 42100. The certifications shall be classified as positive, qualified, or negative, as prescribed by the superintendent of public instruction, for the purposes of determining subsequent actions by the superintendent of public instruction, the state controller, or the county superintendent of schools, pursuant to subdivisions (b) and (c). These certifications shall be based upon the financial and budgetary reports required by Section 42130, but may include additional financial information known by the governing board to exist at the time of each certification. For purposes of this subdivision, a positive certification shall be assigned to any school district that, based upon current projections, will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year. A qualified certification shall be assigned to any school district that, based upon current projections, may not meet its financial obligations for the current fiscal year or two subsequent fiscal years. A negative certification shall be assigned to any school district that, based upon current projections, will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

Current Consideration:

In certifying the 2018-19 Second Interim Report as positive, the Board of Trustees understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years.

Budget Implication:

As part of the interim reporting process, budget adjustments are made to income, expenditures, and fund balances. Resolution No. 2018/19-B-18, Adjustments to Income and Expenditures, General Funds; and Resolution No. 2018/19-B-19, Adjustments to Income and Expenditures, Various Funds; authorizes budget adjustments, per Education Code Sections 42602 and 42610.

Staff Recommendation:

1. It is recommended that the Board of Trustees adopt Resolution No. 2018/19-B-18 and Resolution No. 2018/19-B-19, by a roll call vote. **[EXHIBITS A and B]**
2. It is recommended that the Board of Trustees approve the positive certification of the 2018-19 Second Interim Report that the District will meet its financial obligations. **[EXHIBIT C]**

10.2 **Resolution No. 2018/19-F-04, Approval of Notice of Exemption for the Savanna High School Interim Housing Project (Roll Call Vote)** **ACTION ITEM**

Background Information:

On July 10, 2014, the Board of Trustees approved the District's Facilities Master Plan (FMP), which provides a roadmap for the future improvement and development of the District's facilities over the next ten years. Capital improvements at Savanna High School are identified in the approved FMP. The Savanna High School Interim Housing Project (Project) is consistent with the intent of the approved FMP, and it is needed to facilitate the execution of one of the projects identified in the approved FMP.

The scope of work for the Project consists of the installation of two relocatable buildings that will serve as student changing rooms and P.E. teachers' offices while the locker rooms are being renovated under separate contract. The interim housing will not increase student capacity and it will be removed once the renovation work is complete.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to determine whether that project might have a significant effect on the environment. CEQA and the Guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for categorical exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a Notice of Exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically exempt from CEQA.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2018/19-F-04, approving the NOE for the Project and direct that the NOE be filed with the Orange County Clerk-Recorder, by a roll call vote. **[EXHIBIT D]**

- 10.3 **Resolution No. 2018/19-F-05, Approval of Notice of Exemption for the Dale Junior High School New Construction/Modernization Project (Roll Call Vote)** **ACTION ITEM**

Background Information:

On July 10, 2014, the Board of Trustees approved the District's Facilities Master Plan (FMP), which provides a roadmap for the future improvement and development of the District's facilities over the next ten years. The Dale Junior High School New Construction/Modernization Project (Project) is one of the projects identified in the approved FMP.

The scope for the Project consists of (1) Demolition and construction of a new two-story administration/classroom building and music building; (2) Modernization and reconfiguration of existing classrooms, restrooms, gymnasium, and shower/locker rooms; (3) Upgrade of site utilities; (4) Upgrade of fire alarm system; (5) Reconfiguration of the existing parking lots to improve vehicular circulation and student drop-off areas; (6) Site and building improvements to address ADA path of travel issues; (7) Site improvements to address drainage issues; (8) Installation of shade structures and quad improvements; (9) Installation of security fencing throughout campus; (10) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (11) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (12) Installation of surveillance cameras and exterior lighting.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to determine whether that project might have a significant effect on the environment. CEQA

and the Guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for both categorical and statutory exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a Notice of Exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically and statutorily exempt from CEQA.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2018/19-F-05, approving the NOE for the Project and direct that the NOE be filed with the Orange County Clerk-Recorder, by a roll call vote. **[EXHIBIT E]**

10.4 **Resolution No. 2018/19-F-06, Approval of Notice of Exemption for the Polaris School Modernization Project (Roll Call Vote)** **ACTION ITEM**

Background Information:

The Polaris School Modernization Project (Project) is proposed in conjunction with the Dale Junior High School New Construction/Modernization Project (Dale Project). The Project is needed to facilitate the execution of the intent of the District's July 10, 2014, Facilities Master Plan (FMP), and to relocate the Polaris Program back to its original location.

The scope of work for the Project consists of (1) Modernization and reconfiguration of existing classrooms, restrooms, and offices; (2) Upgrade of site utilities; (3) Upgrade of fire alarm system; (4) Reconfiguration of the existing parking lot to improve vehicular circulation and student drop-off areas; (5) Site and building improvements to address ADA path of travel issues; (6) Installation of shade structures; (7) Installation of security fencing throughout the building; (8) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (9) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (10) Installation of surveillance cameras and exterior lighting.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to determine whether that project might have a significant effect on the environment. CEQA and the Guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for both categorical and statutory exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a Notice of Exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically and statutorily exempt from CEQA.

Budget Implication:

There is no impact to the budget.



Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2018/19-F-06, approving the NOE for the Project and direct that the NOE be filed with the Orange County Clerk-Recorder, by a roll call vote. **[EXHIBIT F]**

10.5 **Resolution No. 2018/19-E-17, Autism Awareness Month** ***ACTION ITEM***  
***(Roll Call Vote)***

Background Information:

In order to highlight the growing need for concern and awareness about autism, the Autism Society has been celebrating National Autism Awareness Month since the 1970s. The United States recognizes April as a special opportunity for everyone to educate the public about autism and issues within the autism community.

Current Consideration:

The adoption of Resolution No. 2018/19-E-17, Autism Awareness Month, recognizes April as Autism Awareness Month, a time to focus attention on those with autism and related pervasive developmental disorders. It also provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support autism awareness.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2018/19-E-17, by a roll call vote. **[EXHIBIT G]**

10.6 **Resolution No. 2018/19-E-18, Cesar Chavez Day** ***ACTION ITEM***  
***(Roll Call Vote)***

Background Information:

Each year Cesar Chavez Day is observed in the United States on March 31. It celebrates the birthday of Cesar Estrada Chavez and it serves as a tribute to his commitment to social justice and respect for human dignity.

Current Consideration:

The adoption of Resolution No. 2018/19-E-18 honors Cesar Chavez for his many achievements and contributions to our nation. It also provides an opportunity to inform parents, guardians, and communities of the efforts that the District is making to support Cesar Chavez Day.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2018/19-E-18, by a roll call vote. **[EXHIBIT H]**

10.7 **Resolution No. 2018/19-E-19, National Child Abuse Prevention Month** **ACTION ITEM**  
**(Roll Call Vote)**

Background Information:

National Child Abuse Prevention Month is acknowledged in the United States each year during the month of April. By acknowledging the need for public education and community services to help prevent child abuse and neglect, many groups hope to reduce the impact to children and families facing child abuse.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2018/19-E-19, National Child Abuse Prevention Month. This will provide an opportunity to inform parents, guardians, and the community of the efforts that the District is making to support the prevention of child abuse.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt the Resolution No. 2018/19-E-19, by a roll call vote. **[EXHIBIT I]**

10.8 **Resolution No. 2018/19-E-20, Arab American Heritage Month** **ACTION ITEM**  
**(Roll Call Vote)**

Background Information:

Arab American Heritage Month celebrates the contributions of Arab Americans to the United States and celebrates the group's heritage and culture.

Current Consideration:

The Board of Trustees is requested to adopt Resolution No. 2018/19-E-20, Arab American Heritage 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 Arab Americans to our economic, cultural, spiritual, and political development. The District will acknowledge April as Arab American Heritage Month.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees adopt the Resolution No. 2018/19-E-20, by a roll call vote. **[EXHIBIT J]**

**BUSINESS SERVICES**

10.9 **Amendment, Lease-Leaseback Agreement, Erickson-Hall Construction Co. Savanna High School Modernization, Phase 2 (Increments 3 and 4) RFP #2018-13** **ACTION ITEM**

Background Information:

Staff is using the Lease-Leaseback (LLB) delivery method to procure construction for the Savanna High School Modernization project. Education Code Section 17406 is the LLB provision, which allows districts to lease to a person, firm, or corporation real property that belongs to the school district for the purpose of constructing buildings and improvements thereon for District use during the term of the lease, and requires that title to the buildings and improvements vest in the District at the expiration of that term.

Current Consideration:

The District issued RFP #2018-13 inviting contractors to submit qualifications and proposals to perform the work associated with the project. The RFP stated that the project would be subject to the District's Community Benefits Agreement. After a review of the submitted qualifications and proposals, as well as interviews of shortlisted firms, staff recommended to the Board of Trustees the selection of Erickson-Hall Construction Co. (Erickson-Hall) as the LLB contractor for this project. On June 14, 2018, the Board of Trustees ratified the LLB agreement with Erickson-Hall for Phase 1 (Increments 1 and 2) of the work.

Upon completion of the Phase 1 work, Erickson-Hall competitively bid the subcontractor packages to various companies for the Phase 2 (Increments 3 and 4) scope of work, and has identified the subcontractors they plan to use on the project. Staff has negotiated the LLB agreement, which includes the guaranteed maximum price (GMP) and contingencies, pursuant to the terms indicated in the forms of the LLB contract documents previously approved by the Board. The LLB agreement shall be amended to include the Phase 2 (Increments 3 and 4) scope of work and associated costs.

Budget Implication:

The current GMP and associated contingencies for Phase 1 (Increments 1 and 2) is \$5,162,548.80. The LLB agreement's GMP and associated contingencies for Phase 2 (Increments 3 and 4) will be amended to increase the current GMP and associated contingencies by \$15,239,972. The total project costs for Phase 1 (Increments 1 and 2) and Phase 2 (Increments 3 and 4) including District contingencies, allowances and preconstruction services will not exceed \$21,186,771. (Measure H Funds and/or other funds as appropriate)

Staff Recommendation:

It is recommended that the Board approve the amendment to the LLB agreement with Erickson-Hall for the Savanna High School Modernization project, Phase 2 (Increments 3 and 4).

10.10 **Board Policy, Multiple Policies, First Reading**

***INFORMATION ITEM***

Background Information:

As a part of the Office of Management and Budget's (OMB's) Uniform Grant Guidance (UGG) requirement to ensure that non-federal entities to have written policies and procedures in place, the Business Services updated a substantial number of Board Policies using the California School Boards Association's (CSBA) Gamut Online System. Through this process staff recognized the need to do a thorough review and update of all policies.

Current Consideration:

The Business Services Division is continuing the process by reviewing all of its Board Policies to ensure conformity with the policies suggested by the CSBA through the Gamut Online System. Gamut is an online policy information service that incorporates the complete CSBA Policy Update Reference Manual, which contains more than 650 sample policies, regulations

and exhibits, and is updated continually. Appropriate administrators from the Business Services Division have reviewed the policies, and edited them to conform with District practices using the Gamut Online System as a foundation. The Board of Trustees is requested to engage in the first reading of the policies listed below.

The Business Services Division has submitted the following policies for review:

- 10.10.1 Board Policy 5110 (3540), Transportation [**EXHIBIT K**]
- 10.10.2 Board Policy 5110.1 (3541), Transportation Routes and Services [**EXHIBIT L**]
- 10.10.3 Board Policy 5110.2 (3541.2), Transportation for Students with Disabilities [**EXHIBIT M**]
- 10.10.4 Board Policy 5112 (3542), School Bus Drivers [**EXHIBIT N**]

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 review the policies listed above.

10.11 **Sole Source Justification, Aeries Software, Inc. (dba Eagle Software)** ***ACTION ITEM***

Background Information:

The Board of Trustees approved Diana Larsen to analyze the District's student information system maintenance and support, as well as develop a sole source justification document for Aeries Software, Inc. (dba Eagle Software) student information system maintenance and support.

Current Consideration:

Diana Larsen recently finalized her report, which evaluated the District's student information system maintenance and support options. Ms. Larsen's findings were documented in a two-page report. Her professional opinion is the sole source provider of student information system maintenance and support is Aeries Software, Inc. (dba Eagle Software). By declaring Aeries Software, Inc. (dba Eagle Software) as the sole source, we meet legal requirements. The total amount of the contract exceeds the bid limit of \$92,600 (PCC 20111). This will also allow District administration to enter into contracts with Aeries Software, Inc. (dba Eagle Software) as required.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees approve Aeries Software, Inc. (dba Eagle Software) as the student information system maintenance and support sole source vendor. [**EXHIBIT O**]

**EDUCATIONAL SERVICES**

10.12 **Agreement, Tulare County Superintendent of Schools, California Center for Youth Development and Health Promotion** ***ACTION ITEM***



Background Information:

Tulare County Superintendent of Schools through its program, the California Center for Youth Development and Health Promotion (collectively referred to as "CCYDHP") offers a "Betting On Our Future," youth-led multimedia program. The objective is to empower youth to be advocates of change by raising awareness not only about the risks of problem gambling, but also by informing others about existing resources through the presentations.

Current Consideration:

The CCYDHP has an agreement with the California Department of Public Health (CDPH), Office of Problem Gambling, to administer progress-based contracts. Magnolia High School's DREAM Club will implement the "Betting On Our Future" program to execute interactive, high-energy presentations to communicate the risks and signs of problem gambling and underage gambling. The students will premiere their media campaign at the annual Steam-A-Palooza held on April 27, 2019, at Magnolia High School. The agreement will be signed following Board approval.

Budget Implication:

The total cost is not to exceed \$3,750, to be reimbursed through the Tulare County Superintendent of Schools. (Grant Funds)

Staff Recommendation:

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

10.13 **Memorandum of Understanding (MOU), Career Technical Education Incentive Grant Consortium Application with North Orange County Regional Occupational Program (NOCROP)** **ACTION ITEM**

Background Information:

The Career and Technical Education Incentive Grant (CTEIG) is established as a state education, economic, and workforce development initiative. The goal of CTEIG is to provide students in kindergarten through grade twelve with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of Career Technical Education (CTE) programs per Education Code (EC) Sections 53070–53076.4.

Current Consideration:

The District would like to participate in a consortium application submitted by North Orange County ROP in order to maximize the potential funding from the grant. In order to submit a consortium application, North Orange County ROP must have an MOU with the District. The agreement will be signed following Board approval.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

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

10.14 **Educational Consulting Agreement, Social and Public Art Resource Center (SPARC)** **ACTION ITEM**

Background Information:

The Social and Public Art Resource Center (SPARC) is a community-based organization dedicated to developing public art, devising innovative and excellent art pieces, as well as

empowering communities to engage in civic debate. SPARC's works are not individual endeavors, but are a collaboration between artists and communities. SPARC believes that art is for everyone, regardless of their status in society. The organization emphasizes the artistic process, not only the product, and that all Americans can be participants in the making of art. SPARC staff include working artists, university professors, and university students.

Current Consideration:

SPARC will facilitate a two-day hands-on experience for parents where they develop art pieces inspired by community or social issues. The culmination of this experience is public presentation of the art pieces along with digital versions of the art that can be shared via social media platforms.

Budget Implication:

The total cost of this training is not to exceed \$10,000. (Title IV Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the educational consulting agreement. **[EXHIBIT R]**

10.15 **Educational Consulting Agreement, Scott Lang, LLC**

***ACTION ITEM***

Background Information:

Scott Lang Leadership, is a leading consultant on student leadership and engagement in arts education. The organization is nationally recognized for their work in creating student leadership within arts programs.

Current Consideration:

Scott Lang will design and facilitate a workshop for high school instrumental and vocal music students and teachers. The focus of the workshop will be developing student leaders in the performing arts and supporting educators in program management solutions for arts programs. The consultant will provide a three-hour workshop for District performing arts students and teachers on April 10, 2019.

Budget Implication:

The cost is not to exceed \$6,000. (SSAE Title IV VAPA Grant)

Staff Recommendation:

It is recommended that the Board of Trustees approve the educational consulting agreement. **[EXHIBIT S]**

10.16 **Educational Consulting Agreement, Pivotal Leadership LLC  
DBA MindKind Institute (MKI), LLC**

***ACTION ITEM***

Background Information:

Pivotal Leadership LLC has provided self-awareness training for District leaders since September 2017. Pivotal Leadership LLC has provided the "Mindful Leadership AUHSD" program, a multi-pronged approach towards developing mindful leaders with the highest level of commitment to Collaboration, Communication, Creativity, Critical thinking, and Character (5Cs). Dr. Home H.C. Nguyen and Pivotal Leadership LLC faculty members will facilitate the trainings.

Current Consideration:

MKI will provide a variety of programs to parent leaders and District staff under the overall banner of "Mindful Leadership AUHSD" program. Services are being provided February 1, 2019, through February 1, 2020.

Budget Implication:

The total cost for services is not to exceed \$61,000. (Various Funds)

Staff Recommendation:

It is recommended that the Board of Trustees ratify the educational consulting agreement.

**[EXHIBIT T]**

10.17 **Letter of Agreement, Positive Coaching Alliance**

***ACTION ITEM***

Background Information:

The Positive Coaching Alliance (PCA) mission is to transform the youth sports culture into a Development Zone where all youth and high school athletes have a positive, character-building experience that results in better athletes and better people. PCA has partnered with roughly 3,000 schools and youth sports organizations nationwide to deliver live group workshops.

Current Consideration:

Positive Coaching Alliance will schedule eight workshops to District high schools. All workshops will be funded by the Angels Baseball Foundation. The presentations combine the latest in sports, educational psychology, and organizational behavior to provide student-athletes valuable, non-cognitive skills that benefits them in athletic competitions, classroom, community, and career.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

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

**[EXHIBIT U]**

10.18 **Memorandum of Understanding (MOU), Families Together of Orange County (FTOC)**

***ACTION ITEM***

Background Information:

The District Health Services Clinic provided a variety of services such as sick visits, well visits, sports physicals, as well as immunizations to our students, staff, and community. The District clinic closed in 2014 and services were discontinued at that time.

Families Together of Orange County (FTOC), founded in 2003, is a nonprofit 501(c) Federally Qualified Health Center, which offers medical, dental, vision, mental health, and social services. They also provide resources and health care coverage assistance services. FTOC promotes self-determined, healthy lifestyles and helps control chronic conditions. These services are provided for all in the community regardless of their ability to pay.

Current Consideration:

FTOC will partner with the District to provide medical services onsite at the District's clinical office space. This space will be designated as a satellite of FTOC.

FTOC will provide medical services to the surrounding community March 6, 2019, through March 6, 2024.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

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

10.19 **Contract, Independent Occupational Therapy Assessment, Richard Furbush, RFurbush, Inc.** **ACTION ITEM**

Background Information:

The District employs occupational therapists and other personnel who evaluate a student's needs for special education and related services. The District has both the right and obligation to assess special education students in all areas of suspected disabilities. Under the Individuals with Disabilities Education Act and California special education law, a parent of special education student who disagrees with an evaluation conducted by a school district has a right to obtain an independent education evaluation at public expense. When a request for an evaluation is made, a district must either fund an independent evaluation or file a request for due process within a reasonable period of time to prove that the district's evaluation was appropriate.

Current Consideration:

Following parent's request for an independent occupational therapy assessment and consultation with parent and parent's counsel, the District determined that it was in the best interest of the student and the District to provide an independent occupational therapy assessment and allow the individualized education program team to consider the information.

Budget Implication:

The total cost for these services is not to exceed \$1,750. (Special Education Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the contract. **[EXHIBIT W]**

10.20 **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:

- 10.20.1 Offensive Security Society, Anaheim High School **[EXHIBIT X]**
- 10.20.2 Cypress High School Roller Hockey Club, Cypress High School **[EXHIBIT Y]**
- 10.20.3 Magnolia Bros, Magnolia High School **[EXHIBIT Z]**
- 10.20.4 The Environmental Club, Lexington Junior High School **[EXHIBIT AA]**
- 10.20.5 Mindfulness Club, South Junior High School **[EXHIBIT BB]**
- 10.20.6 Christian Club, Walker Junior High School **[EXHIBIT CC]**
- 10.20.7 Positive Vibes Only, Walker Junior High School **[EXHIBIT DD]**



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**

10.21 **Public Hearing, Disclosure of Collective Bargaining Agreement with ASTA**

**INFORMATION ITEM**

Background Information:

The Board of Trustees must hold a public hearing to hear comments related to the collective bargaining agreement with the Anaheim Secondary Teachers Association (ASTA) for the 2018-19 year, 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 ASTA 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.

Staff Recommendation:

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

10.22 **Adoption of the 2018-19 Collective Bargaining Agreement with ASTA**

**ACTION ITEM**

Background Information:

The District and the Anaheim Secondary Teachers Association (ASTA) had a two-year agreement for the 2016-17 and 2017-18 years. The District and ASTA brought forth proposals to begin the negotiations for 2018-19 and negotiations commenced in the fall of 2018. A tentative agreement was reached on February 13, 2019. The tentative agreement is pending ratification by unit members of ASTA.

Current Consideration:

The tentative agreement is for years 2018-19 through 2020-21. It includes a 1.75 percent increase on the salary schedule for 2018-19 and an increase to the District's maximum contribution to the benefits cap for medical insurance beginning in 2018. The agreement also includes other contract language changes.

Budget Implication:

The increase to employees' salary effective July 1, 2018, for ASTA unit members will impact the budget with an additional estimated expense of \$2.8 million per year. (General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees adopt the 2018-19 collective bargaining agreement with ASTA, pending ratification by unit members of ASTA.

**[EXHIBITS EE and FF]**

10.23 **Negotiations Proposal, AUHSD to AFSCME**

**INFORMATION ITEM**

Background Information:

In accordance with Board Policy 6500.01, the District's negotiations proposal to AFSCME 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 negotiations proposal to AFSCME 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 GG]**

10.24 **Public Hearing, Negotiations Proposal, AUHSD to AFSCME**

**INFORMATION ITEM**

Background Information:

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

Current Consideration:

The Board must hold a public hearing of the District's negotiations proposal to AFSCME. 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.

10.25 **Revised Board Policy 6604, Administrative Substitute Salary Schedule, First Reading**

**INFORMATION ITEM**

Background Information:

Board Policy 6604, Administrative Substitute Salary Schedule, provides the procedure for the salary provided to an administrative substitute. The policy was last revised in 2011.

Current Consideration:

The Board of Trustees is requested to review the first reading of revised Board Policy 6604, Administrative Substitute Salary Schedule. The revised policy increases the administrative substitute salary schedule to one hundred percent of Step 1 for the job classification the substitute is replacing.

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 review revised Board Policy 6604, Administrative Substitute Salary Schedule. **[EXHIBIT HH]**

## **SUPERINTENDENT'S OFFICE**

10.26 **New Board Policy, Board Policy 1500 (0420.4),** ***INFORMATION ITEM***  
**Charter School Authorization, First Reading**

Background Information:

The District is committed to the belief that public education is of fundamental importance to a free society and to the continuance of democratic values and individual liberty. As part of this commitment, the District recognizes its responsibility to ensure accountability to the public for the performance of the District and the schools it operates and oversees. The California Charter Schools Act vests the Board of Trustees with the authority to determine whether to authorize the establishment of charter schools to operate within the District's jurisdiction and under the Board's oversight.

Current Consideration:

As defined by the Education Code, charter schools are public schools that operate with public funds. Accordingly, a governing board's decision to authorize or deny a charter school is one of the most significant decisions it can make. Using the California School Boards Association (CSBA) model policy as a starting point, and guided by the District's educational philosophy and values, a group of administrators, teachers, and staff representing the Educational Services Division, Human Resources Division, and Business Services Division convened to consider the concept of sound educational practice and to recommend policy language around charter school authorization. Proposed Board Policy 1500 (0420.4) also recognizes recent studies and development in the area of charter school authorization, including CSBA's *Uncharted Waters, Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools* (2018), the California Attorney General's Opinion on the application of public integrity laws to charter schools (No. 11-201) (2018), and the ACLU's *Unequal Access: How Some California Charter Schools Illegally Restrict Enrollment* (2016).

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 review new Board Policy 1500 (0420.4), Charter School Authorization. **[EXHIBIT II]**

10.27 **2019 California School Boards Association Delegate  
Assembly Election  
(Roll Call Vote)**

**ACTION ITEM**

Background Information:

The California School Boards Association (CSBA) is the nonprofit education association representing the elected officials who govern public school districts and county offices of education. With a membership of nearly 1,000 educational agencies statewide, CSBA brings together school governing boards, as well as administrators from districts and county offices of education to advocate for effective policies that advance the education and well-being of the state's more than six million school age children. A membership driven association, CSBA provides policy resources and training to members, as well as represents the statewide interests of public education through legal, political legislative, community, and media advocacy.

CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the board of directors, and executive committee, delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state.

Delegates are elected by CSBA member boards by region and serve a two-year term. Nominees for delegates must be a member of a member board within that geographic region.

Current Consideration:

This is an opportunity for the Board of Trustees to consider voting for candidates. The Board, as a whole, may vote for up to nine candidates. No more than one vote for any candidate may be submitted. The ballot also contains a provision for write-in candidates. The ballot must be postmarked by the U.S. Post Office on, or before, Friday, March 15, 2019.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees determine if they wish to vote for up to nine delegates. **[EXHIBIT JJ]**

10.28 **Marian Bergeson Award Nomination**

**INFORMATION/ACTION ITEM**

Background Information:

Established in 1974, the Marian Bergeson Award was created to recognize those trustees who best exemplify the spirit of boardmanship. The award is presented annually to a trustee who has provided outstanding governing board service and community service to promote and enhance public education.

Current Consideration:

The Board of Trustees is requested to discuss and consider nominations for the Orange County School Boards Association Marian Bergeson Award. The deadline for submission is Friday, March 15, 2019.

Budget Implication:

There is no impact to the budget.



Staff Recommendation:

It is recommended that the Board of Trustees discuss and consider a nominations, as well as provide direction to staff. [EXHIBIT KK]

10.29 **Maureen DiMarco Award Nomination**

**INFORMATION/ACTION ITEM**

Background Information:

The Orange County School Boards Association (OCSBA) created the Maureen DiMarco Award to recognize individuals or organizations demonstrating countywide service in addressing the needs of young people. The Maureen DiMarco Award Committee consists of five OCSBA past presidents, including the immediate OCSBA past president, who serves as chair of the committee. The committee determines whether the award is presented based on a candidate demonstrating the following criteria: (a) Inspiring others to take action in addressing the broad needs of young people; (b) Exhibiting vision in addressing the needs of young people across Orange County; and (c) Recipient may or may not have served as a school board member.

Current Consideration:

The Board of Trustees is requested to discuss and consider nomination(s) for the Orange County School Boards Association Maureen DiMarco Award. The deadline for submission is Friday, March 29, 2019.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees discuss and consider nomination, as well as provide direction to staff. [EXHIBIT LL]

10.30 **Board of Trustees' Proposed Meeting Date Change**

**ACTION ITEM**

Background Information:

At its annual organizational meeting on December 13, 2018, the Board of Trustees approved the meeting dates for 2019.

Current Consideration:

A Board member is requesting that the regular meeting scheduled for Thursday, November 7, 2019, be changed to Tuesday, November 5, 2019.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees discuss and determine if the Board of Trustees' regular meeting for Thursday, November 7, 2019, should be changed to Tuesday, November 5, 2019.

11. **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**

### **11.1 Third Term Reappointment, Citizens' Oversight Committee Members**

#### Background Information:

Pursuant to Education Code, Chapter 1.5, Strict Accountability in Local School Construction Bonds Act of 2000, a school district is required to establish a Citizens' Oversight Committee (COC) upon the passing of a local school construction bond. The committee's duties include informing the public concerning the District's expenditure of the bond proceeds, reviewing the expenditure reports produced by the District, and presenting an annual report with a focus on bond expenditure compliance to the Board of Trustees.

Since the passing of Measure H in 2014, in accordance with Education Code Section 15282(a), and committee bylaws, the Board of Trustees has established a COC consisting of at least seven members serving up to three consecutive two-year terms.

#### Current Consideration:

The COC members who were initially appointed in March 2015, have served their second two-year term, and must be reappointed by the Board of Trustees for an additional term.

The Citizens' Oversight Committee members to be reappointed are:

- Carolyn Cavecche, member active in a bonafide taxpayer organization
- Robert Nelson, member at-large

#### Budget Implication:

There is no impact to the budget.

#### Staff Recommendation:

It is recommended that the Board of Trustees reappoint Citizens' Oversight Committee members Carolyn Cavecche and Robert Nelson for a third two-year term.

### **11.2 Agreement, Transportation**

#### Background Information:

The Board of Trustees has in past years approved the agreements to provide transportation services to the City of Cypress (Parks and Recreation), Cornelia Connelly, Greater Anaheim SELPA, GOALS Academy, Knott Avenue Christian Church, North Orange County Regional Occupation Program (ROP), Servite High School, Tiger Woods Learning Center, and Zion Lutheran Church. The District was approached by the The Literacy Project of Tustin, CA again this year to provide transportation services.

Current Consideration:

It is in the best interest of the District to provide transportation services to this group. The agreement will be in effect April 1, 2019, through July 31, 2019. The agreement will be signed following Board approval.

Budget Implication:

The transportation agreement provides for a net income to the District, which assists in offsetting the transportation contribution from the General Fund.

Staff Recommendation:

It is recommended that the Board of Trustees approve the agreement. **[EXHIBIT MM]**

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

Background Information:

By piggybacking onto other public agencies existing bids, our District can take advantage of lower costs through economy-of-scale and also avoid the time, as well as the expense of the public bid process, while keeping the District within our legal requirements. Per Public Contract Code (PCC) 20118, a district may acquire various materials, supplies, and equipment by utilizing an existing bid of another public entity, which is commonly known as piggybacking.

Current Consideration:

At this time, staff has analyzed purchasing options for band lockers, music chairs, stands, supplies, and related items. It has been determined that the following bid can be utilized to acquire these products at the best value.

Irvine Unified School District-Bid-2015/2016-3FA Authorization to Award Contracts for the purchase of band lockers, music chairs, stands, supplies, and related items from Wenger Corporation through May 3, 2019, for up to two additional years, upon extension by the contracting agency.

Piggyback bids provide an opportunity to purchase materials from various funding sources. This is why no specific funding source is designated. The use of these piggybackable contracts is not exclusive, and the District can purchase similar products from other suppliers as needed.

Budget Implication:

The total amount of the award is not to exceed \$150,000 annually. (Various Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the use of the piggybackable bid, including any extensions, for the purchase of band lockers, music chairs, stands, supplies, and related items pursuant to PCC 20118.

11.4 **Amendment to Award of Bid, E-Rate 22**

Background Information:

Sehi Computer Products, Inc. (Sehi) was awarded a contract for network switching and wireless equipment and installation services. The Board of Trustees approved RFP 2019-23 on February 7, 2019. The term of the current agreement is for E-Rate 22, commencing on July 1, 2019.

Current Consideration:

Since the award of the bid on February 7, 2019, staff became aware the cost for multiple access points was not included in the amount presented to the Board of Trustees. Therefore, the dollar amount approved at the February 7, 2019, Board of Trustees' meeting needs to be increased to reflect the purchase of the additional access points.

Budget Implication:

This amendment will increase the current agreement by an additional \$22,174.69, for a not to exceed amount of \$334,015.69. Funding is as follows: \$265,381.35 E-Rate and \$68,634.34 General Fund. (E-Rate and General Funds)

Staff Recommendation:

It is recommended that the Board of Trustees approve the amendment to Award of Bid, E-Rate 22.

11.5 **Award of Audio-Visual Equipment Bid**

Background Information:

There are various audio-visual items that the District anticipates needing during the school year; such items would include LCD projectors, LED televisions, classroom audio devices, document cameras, and other related equipment. This bid will establish the District's standards of audio-visual equipment including discounted pricing, and is renewable every three years.

Current Consideration:

A committee consisting of teachers, site technicians, and administration met in December 2018, which represented varying areas of knowledge and expertise. This committee assisted in the development and review of audio-visual equipment standards making the process invaluable to the District.

The suppliers will commence providing equipment March 6, 2019, through March 5, 2022, and will be reviewed annually with the option to renew by the District's director of Purchasing and Central Services.

The following were the lowest, most responsible, and responsive bidders.

<u>Bid#</u>	<u>Service</u>	<u>Award</u>	<u>Estimated Amount</u>
2019-17	Audio Visual Equipment	Audio Visual Innovations, Inc.	\$86,853.68
		B and H Foto and Electronics Corp.	\$42,146.77
		Digital Networks Group, Inc. (DNG)	\$47,225.93
		EIDIM Group, Inc., DBA EIDIM AV Technology	\$78,784.07
		Guitar Center Professional	\$4,956.50
		Lightwerks Communication Systems, Inc.	\$4,453.67

Pathway Communications, Ltd.	\$49,116.04
PCMG, Inc.	\$133,465.62
School Specialty, Inc.	\$39,711.80
Sehi Computer Products, Inc.	\$43,064.08
Troxell Communications, Inc.	\$58,616.00
Visions of Video	\$7,327.00

The amounts shown are best annual estimates; actual amounts spent could be higher or lower.

Budget Implication:

This bid is intended to provide a buying vehicle for the purchase of audio-visual products to meet the needs of students, faculty, and the District's business applications on an as needed basis. The total estimated amount of the expenditures is approximately \$600,000 annually. (Various Funds)

Staff Recommendation:

It is recommended that the Board of Trustees award Bid 2019-17 for the purchase of various audio-visual equipment from the listed suppliers for up to three years, renewable annually by the District's director of Purchasing and Central Services.

11.6 **Award of Bids**

The Board of Trustees is requested to award the following bids:

<u>Bid#</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
2019-26	Dale Junior High School and Polaris New Construction/Modernization (Measure H Funds and other funds as appropriate)	Pinner Construction Co., Inc.	\$45,799,000
2019-28	Savanna High School Interim Changing Rooms (Measure H Funds)	IVL Contractors, Inc.	\$188,900

Staff Recommendation:

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

11.7 **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 NN]**

11.8 **Donations**

Staff Recommendation:

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

11.9 **Purchase Order Detail Report and Change Orders**

Staff Recommendation:

It is recommended that the Board of Trustees ratify the reports January 29, 2019, through February 21, 2019. **[EXHIBITS PP and QQ]**

11.10 **Check Register/Warrants Report**

Staff Recommendation:

It is recommended that the Board of Trustees ratify the report January 29, 2019, through February 21, 2019. **[EXHIBIT RR]**

11.11 **SUPPLEMENTAL INFORMATION**

11.11.1 ASB Fund, January 2019 **[EXHIBIT SS]**

11.11.2 Cafeteria Fund, December 2018 **[EXHIBIT TT]**

11.11.3 Enrollment, Month 7 **[EXHIBIT UU]**

**EDUCATIONAL SERVICES**

11.12 **Memorandum of Understanding (MOU), North Orange County Community College District (NOCCCD), Reimbursement for Babysitting**

Background Information:

Since 2013-14, the District has been a member of the North Orange County Regional Consortium (NOCRC). The purpose of the consortium was to evaluate existing adult education programs, identify needs, and develop plans to address those needs. Within the consortium, five work groups were created to develop strategies for implementation to improve educational outcomes for adult learners. One of the approved strategies, submitted by the English as a Second Language (ESL) work group, is to reimburse participating school districts for the cost of babysitting for adult ESL classes.

Current Consideration:

Currently, adult ESL classes and childcare are offered at Ball Junior High School. Other schools are eligible to apply for reimbursement of babysitting costs if ESL classes are formed and funds are available. The MOU is needed to facilitate the reimbursement of babysitting services. Services are being provided September 10, 2018, through June 30, 2019. The MOU will be signed following Board approval.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

It is recommended that the Board of Trustees ratify the MOU. **[EXHIBIT VV]**

11.13 **Agreement, Second Harvest Food Bank School Pantry Program**

Background Information:

The mission of the School Pantry Program is to help alleviate child hunger in America through the provision of food to children and their families at school. School pantries are located on the grounds of a school intended to provide a more readily accessible source of food assistance to low-income students and their families.

Current Consideration:

Orangeview and Sycamore junior high schools staff will partner with Second Harvest Food Bank to provide the School Pantry Program to low-income students and their families. The Family and Community Engagement Specialists (FACES) will serve as site coordinators for the School Pantry Program. The program is open to all junior high schools in the District. At this time, Orangeview and Sycamore junior high schools are the only school sites who are participating. Services will be provided July 1, 2019, 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 agreement. [EXHIBIT WW]

11.14 **Memorandum of Understanding (MOU), Rolls-Royce High Temperature Composite Inc. (Rolls-Royce)**

Background Information:

Rolls-Royce is interested in creating a partnership with the District's Anaheim Innovative Mentoring Experience (AIME) program. Rolls-Royce has been in existence for over 100 years. Their vision is to pioneer cutting-edge technologies that deliver the cleanest, safest, and most competitive solutions to meet our planet's vital power needs. In 2016, Rolls-Royce expanded their aerospace research center facility in Cypress, California. It is dedicated to research and development of ceramic matrix composite (CMC) materials and processes for use in the next generation aircraft engine components.

Current Consideration:

Rolls-Royce High Temperature Composite Production Center in Cypress, California, will continue serving as an AIME partner for the summer internship program. Selected students will be assigned a Rolls-Royce professional to shadow for the six-week summer program. This agreement details the roles of the District and Rolls-Royce to ensure students have a successful experience.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

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

11.15 **Memorandum of Understanding (MOU), Inter-Special Education Local Plan Area (SELPA), Los Alamitos Unified School District (LAUSD)**

Background Information:

The District operates several unique special education programs that are not available in some local school districts. School districts may enter into agreements to provide services to

students with disabilities that are living in other districts. At times, the District admits students with disabilities from other school districts into some of the District's unique special education programs.

Current Consideration:

Los Alamitos Unified School District (LAUSD) has requested to enter into an MOU with the District permitting students from LAUSD to be enrolled in specialized programs operated by the District. Services are being provided August 8, 2018, through June 30, 2019.

Budget Implication:

LAUSD will fund these services per billing agreement between LAUSD and AUHSD/Greater Anaheim SELPA.

Staff Recommendation:

It is recommended that the Board of Trustees ratify the MOU. [EXHIBIT YY]

11.16 **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 ZZ]

11.17 **Instructional Materials Submitted for Display**

The Instructional Materials Review Committee (IMRC) recommends the selected materials for display, for courses in dual enrollment. 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 March 6, 2019 through April 11, 2019.

Staff Recommendation:

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

11.18 **Field Trip Report**

Staff Recommendation:

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

**HUMAN RESOURCES**

11.19 **Agreement Amendment, California State University, Fullerton (CSUF), Athletic Training Education Program (ATEP)**

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 schools. The District has had an agreement in place with CSUF, Athletic Training Education Program (ATEP), since 2014.

Current Consideration:

This agreement amendment is to include additional Athletic Training courses to the original agreement adopted by the Board of Trustees on May 9, 2017. University students in the



ATEP will meet with school site certified athletic trainers and provide supervised athletic trainer services to earn credit toward a Bachelor of Science degree in Athletic Training. Additionally, professional attire, development, and conduct will be reviewed. The agreement effective dates will remain as April 5, 2017, through April 5, 2022. Due to the University's policy for executing agreements, this agreement will be signed following approval by the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

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

**[EXHIBIT CCC]**

11.20 **2018-19 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 publicly shared with the Board of Trustees. The reports, as provided, indicate any deficiencies during 2018-19 year, which were reported to school administrators for remediation.

Budget Implication:

There is no impact to the budget.

Staff Recommendation:

Although this is an information item, requiring no formal action by the Board of Trustees, it is recommended that the Board officially receive the report. **[EXHIBIT DDD]**

11.21 **Certificated Personnel Report**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the report as submitted.

**[EXHIBIT EEE]**

11.22 **Classified Personnel Report**

Staff Recommendation:

It is recommended that the Board of Trustees approve/ratify the report as submitted.

**[EXHIBIT FFF]**

**SUPERINTENDENT'S OFFICE**

11.23 **Board of Trustees' Meeting Minutes**

February 7, 2019, Regular Meeting [EXHIBIT GGG]

Staff Recommendation:

It is recommended that the Board of Trustees approve the minutes as submitted.

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

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

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

14. **ADVANCE PLANNING** **INFORMATION ITEM**

14.1 **Future Meeting Dates**

The next regular meeting of the Board of Trustees will be held on Thursday, April 11, 2019, at 6:00 p.m.

Tuesday, May 7	Thursday, September 12
Thursday, June 13	Thursday, October 10
Thursday, June 20	Thursday, November 7
Thursday, July 11	Thursday, December 12
Thursday, August 15	

14.2 **Suggested Agenda Items**

15. **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 Friday, March 1, 2019.*

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

**EXHIBIT A**

**FOR ADJUSTMENTS TO INCOME AND EXPENDITURES  
(GENERAL FUND)**

**RESOLUTION NO. 2018/19-B-18**

March 5, 2019

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 determined that income for the District in the amount required to finance the total budget, expenditures and transfers for the current fiscal year from sources listed in California Education Code Sections 42602/42610; and

**WHEREAS**, the Board of Trustees of the Anaheim Union High School District can show just cause for adjustments to income and expenses per attached schedule of adjustments.

**NOW, BE IT FURTHER RESOLVED**, that the Board of Trustees approves the adjustments to fund balance per attached schedule of adjustments.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees on March 5, 2019, 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 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
ANAHEIM UNION HIGH SCHOOL DISTRICT  
FOR ADJUSTMENTS TO INCOME AND EXPENDITURES  
(GENERAL FUND)**

**RESOLUTION NO. 2018/19-B-18**

**March 5, 2019**

Schedule of Adjustments

<u>Budgetary Account Number</u>	<u>Income Source</u>	<u>Amount</u>
8010-8099	Local Control/Property Tax	\$ 116,260.00
8100-8299	Federal Revenues	778,747.00
8300-8599	Other State Revenues	1,218,408.00
8600-8799	Other Local Revenues	668,028.00
8930-8979	Other Sources/Uses	-
	Increase (Decrease) to Revenue	<u>\$ 2,781,443.00</u>
 <u>Expenditure</u>		
1000-1999	Certificated Salaries	\$ (308,040.00)
2000-2999	Classified Salaries	1,292,017.00
3000-3999	Employee Benefits	224,407.00
4000-4999	Books and Supplies	601,041.00
5000-5999	Services, Other Operating	(3,153,879.00)
6000-6999	Capital Outlay	(1,606,947.00)
7100-7499	Other Outgo	(107,007.00)
7600-7629	Transfers In/Out	-
	Increase (Decrease) to Expenditures	<u>\$ (3,058,408.00)</u>
 <u>Fund Balance Accounts</u>		
9712	Nonspendable Stores	\$ -
9713	Prepaid Expenditures	-
9740	Restricted	5,610,000.00
9780	Other Assignments	(927,454.00)
9789	Reserve for Economic Uncertainties	(91,820.00)
9790	Unappropriated Fund Balance	1,249,125.00
	Beginning Fund Balance Adjustment	-
	Increase (Decrease) to Fund Balance	<u>\$ 5,839,851.00</u>

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

**EXHIBIT B**

**ADJUSTMENTS TO INCOME AND EXPENDITURES  
(VARIOUS FUNDS)**

**RESOLUTION NO. 2018/19-B-19**

March 5, 2019

On the motion of Trustee \_\_\_\_\_ duly seconded, the following resolution was adopted.

**WHEREAS**, the Board of Trustees of the Anaheim Union High School District determined that income for the District in the amount required to finance the total budget, expenditures, and transfers for the current year from sources listed in California Education Code Sections 42602/42610; and

**WHEREAS**, the Board of Trustees of the Anaheim Union High School District can show just cause for adjustments to income and expenses per attached schedule of adjustments.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees approves the adjustments to fund balance per attached schedule of adjustments.

The foregoing resolution was passed and adopted at the regular meeting of the Board of Trustees on March 5, 2019, 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 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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

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

**ADJUSTMENTS TO INCOME AND EXPENDITURES  
(VARIOUS FUNDS)**

**RESOLUTION NO. 2018/19-B-19**

**March 5, 2019**

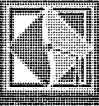
Schedule of Adjustments

FUND DESCRIPTION

Object Code and Description	DEFERRED MAINTENANCE FUND	GO BOND 2014 SERIES 2015	GO BOND 2014 SERIES 2018	CAPITAL FACILITIES FUND	CAPITAL FACILITIES AGENCY RDA	SPECIAL RESERVE 2017 COP PROJECT FUND	SELF- INSURANCE WORKERS COMP FUND
8000 - ALL REVENUE SOURCES	\$ 62,700.00	\$ (125,990.00)	\$ 1,000,000.00	\$ 756,569.00	\$ 369,084.00	\$ 200,001.00	\$ 2,486.00
1000 - CERTIFICATED SALARIES	-	-	-	-	-	-	-
2000 - CLASSIFIED SALARIES	-	-	-	(25,513.00)	2,700.00	-	-
3000 - EMPLOYEE BENEFITS	-	-	-	(12,592.00)	268.00	-	-
4000 - BOOKS AND SUPPLIES	-	(400,000.00)	-	-	-	-	-
5000 - SVCS & OTHER OPER EXP	-	(14,000.00)	-	-	-	-	21,750.00
6000 - CAPITAL OUTLAY	-	800,000.00	(75,000,000.00)	(171,841.00)	(232,645.00)	-	-
7000 - OTHER OUTGO	-	-	-	5,000,000.00	-	(24,536,500.00)	-
INCREASE (DECREASE) TO EXPENDITURES	-	386,000.00	(75,000,000.00)	4,790,054.00	(229,677.00)	(24,536,500.00)	21,750.00
FUND BALANCE INCREASE (DECREASE)	\$ 62,700.00	\$ (511,990.00)	\$ 76,000,000.00	\$ (4,033,485.00)	\$ 598,761.00	\$ 24,736,501.00	\$ (19,264.00)



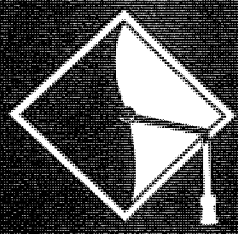
**AUHSD**  
Anaheim Union High School District



**SECOND INTERIM  
REPORT**

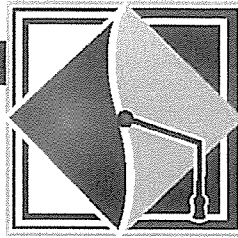
**2018-2019  
March 2019**

**UNLIMITED  
YOU**



**AUHSD**





Date: March 5, 2019  
To: Board of Trustees and Superintendent Michael Matsuda  
From: Jennifer Root Ed.D., Assistant Superintendent, Business  
RE: 2018-19 Second Interim Budget

Background Information

Education Code (EC) Sections 3503(g), 42130, and 42131 require the Governing Board of each school district to certify at least twice a year to the district’s ability to meet its financial obligations for the remainder of that fiscal year and for the subsequent two fiscal years. This is referred to as the Interim process.

The Second Interim Report for 2018-19 is due to Orange County Department of Education by March 15, 2019.

Current Considerations

For 2018-19, the certification is accompanied by three years of financial reports: the Interim Report for the current year plus projections for two future years (fiscal years 2019-20 and 2020-21).

The reporting schedule is shown below:

	<u>Closing Date</u>	<u>Filing Date</u>
First Interim	Oct. 31, 2018	Dec. 15, 2018
Second Interim	Jan. 31, 2019	Mar. 15, 2019

School boards are required to adopt one of the three following certifications:

**Positive:** A school district that, based on current projections, **will meet** its financial obligations for the **current fiscal year and two subsequent fiscal years.**

**Qualified:** A school district that, based on current projections, **may not** meet its financial obligations for the **current fiscal year or subsequent two fiscal years.**

**Negative:** A school district that, based on current projections, **will be unable** to meet its financial obligations for the **current fiscal year or subsequent fiscal year.**

Focus on the General Fund

This Interim Report focuses on the General Fund, the main operating fund of the District. Within the General Fund, the focus is on the unrestricted, as opposed to the restricted or categorical portion. The State Report submitted to the county office is included in this document stating with Section IX.

Summary

Based on the realization of certain revenue and expenditure assumptions, the Board would be justified to adopt a **positive certification** that the District will be able to meet its financial obligations for this fiscal year and two subsequent years.



# Table of Contents

Introduction: Letter to the Superintendent

## 2018-19 Second Interim

- I. 2018-19 Budget Assumptions
- II. Revenue Considerations
- III. Expenditure Considerations
- IV. Local Control Accountability Plan
- V. Financial Analysis
- VI. District Reserves
- VII. Multi-Year Projections
- VIII. Budget Stabilization Plan
- IX. State Forms

**Section I**  
**2018-19**  
**Budget Assumptions**

## Summary of Second Interim Budget Assumptions

Amount represents per-student level of funding:

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
Estimated Funded ADA	\$10,936.72	\$11,380.82	\$11,682.53	\$12,028.02
Decrease in Funded ADA	(222)	(472)*	(376)	(183)
 <u>Prior Year Base Revenue</u>				
% Increase per Student	7.44%	4.06%	2.65%	2.96%
Revenue Increase per Student	\$757.36	\$444.10	\$301.71	\$345.49

\*The decrease in funded ADA was due to a decline of 416 ADA, a decrease of Saturday Academy ADA of 59, and prior year funded adjustment of 3 ADA.

**Second Interim Budget Assumptions Summary – Continued**

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
<u>Restricted Program (COLA)</u>				
State Programs	2.71%	3.46%	2.86%	2.92%
Special Programs	2.71%	3.46%	2.86%	2.92%
LCFF	3.70%*	3.46%	2.86%	2.92%
<u>Lottery (per ADA)</u>				
Unrestricted	\$151.00	\$151.00	\$151.00	\$151.00
Prop 98	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00
<u>General Fund Contributions</u>				
Special Education	As Budgeted	Plus \$0.7 million	Plus \$0.9 million	Plus \$0.8 million
<u>Step, Column, and Longevity</u>				
Incremental Cost	As Budgeted	\$2.9 million	\$2.9 million	\$2.9 million
<u>Health and Welfare Benefits</u>				
Incremental Contributions	As Budgeted	\$4.0 million	\$3.8 million	\$3.4 million
Change in Teacher Staffing Growth(Decline)	As Budgeted	(12)	(6)	(41.2)**
Interest Income	1.81%	1.81%	1.81%	1.81%

\* Includes statutory COLA of 2.71% plus an additional 0.99% represented by a \$570 million appropriated above LCFF targets

\*\* Reduction of 15 for declining enrollment and 26.2 for conclusion of student load MOU

**Section II**  
**Revenue Considerations**

## **Local Control Funding Formula (LCFF):**

- The Local Control Funding Formula (LCFF) was adopted in the 2013-14 State Budget Act under Assembly Bill (AB) 97. With the implementation of the LCFF Model, the State permanently consolidated the 40 plus categorical programs with the base revenue limit to create a new funding base. In the initial year, Governor Brown established a plan for the model to be fully implemented over an eight-year period. For 2018-19 LCFF is fully implemented at 100.00%.
- LCFF takes into consideration differentiated funding by grade spans. Targeted average-daily-attendance (ADA) allocations also include additional augmentations for the Grade Span Adjustment program for Career Technical Education (9-12 CTE).
- The funding formula establishes additional grants designated to improve or increase services to students of need.
- Compared to the prior funding model (Base Revenue Limit), the same principles apply in the LCFF Model with funding being tied to generated ADA and funding is based on higher of current or prior year ADA total. The conventional method of projecting ADA consists of adjusting enrollment projections by prior year absenteeism rate. According to apportionment funding law, the higher number between the current and prior year ADA is used for LCFF funding purposes. Funded ADA for 2017-18 was 29,500 and funded ADA is projected at 29,278 for the current budget year.
- For the budget year, LCFF revenues are projected at \$323,651,511 million, an increase of \$20,141,260 million over the prior year. Components of revenues include the following:
  - ✓ \$98,970,286 million in property taxes (based on data provided by the Orange County Assessor's Office)
  - ✓ \$40,782,596 million from the Education Protection Account (EPA)

### **Other Programs:**

- Unrestricted Lottery revenue (non-Proposition 20) is budgeted at \$4,595,859 million, a decrease of \$158,501 from prior year. Program funding is computed at \$151 per unit of annual ADA.
- Restricted Lottery revenue (Proposition 20) is budgeted at \$1,613,116 million, a decrease of \$204,633 from prior year. Program funding is computed at \$53 per unit of annual ADA.
- Interest earnings are budgeted at \$1,300,000, assuming the following:
  - ✓ 1.81% interest rate on an average daily cash balance of \$75.1 million

**Section III**  
**Expenditure Considerations**



## Personnel Costs Additions/Deletions to Unrestricted General Fund

### Salary Calculations:

- In 2017-18 fiscal year, the Board of Trustees, APGA, and ALTA reached agreement approved at the June 14, 2018, authorizing a 1% salary increase.

In 2018-19 fiscal year, the Board of Trustees and ASFCME reached agreement for the 2017-18 fiscal year, approved at the October 11, 2018, Board meeting, authorizing a 1% salary agreement increase, and additional ranges were added to the salary schedule effective January 1, 2018, through June 30, 2021, effecting 71 positions. Effective July 1, 2021, the 71 positions will revert back to their previous range as of December 31, 2017.

In 2018-19 fiscal year, the Board of Trustees, MMA, and CSEA reached agreement approved at the December 13, 2018, Board meeting authorizing a 1% salary increase, 16 additional CSEA position for three years, January 1, 2019, through December 31, 2021, and a two-week increase in the Registrar/Records work year.

An agreement with ASTA containing a proposed 1.75% salary increase, paid maternity leave for six weeks, and four release days for special education RSP teachers will be presented to Board of Trustees at the March 5, 2018, Board meeting for consideration.

- Salary projections incorporate added costs for step, column, and longevity as follows:

<u>Fiscal Year</u>	<u>Total Amount</u>
2018-19	As Budgeted
2019-20	\$2.9M
2020-21	\$2.9M

### STRS and PERS Rates Increase:

STRS	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
Adopted Rate	10.73%	12.58%	14.43%	16.28%	18.13%	19.10%	18.60%
Proposed Rate					17.10%	18.10%	18.10%
PERS	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
New Rate	11.847%	13.888%	15.531%	18.062%	20.70%	23.40%	24.50%

Increase for STRS for 2019-20 and 2020-21 is \$1.7 million and \$1.5 million respectively.

Increase for PERS for 2019-20 and 2020-21 is \$1.8 million and \$1.2 million respectively.

### Contribution for Health and Welfare Benefits

- In September 2018, the District reached a MOU with the five associations on raising the super blend composite from \$15,759 to \$16,078 for the 2019 cap.

**Contributions to Statutory Benefits are Budgeted as Follows:**

- State Teachers Retirement System (STRS) 16.280%
- Public Employee Retirement System (PERS) 18.062%
- OASDI (Social Security for School Sector) 6.200%
- Medicare 1.450%
- State Unemployment Insurance (SUI) 0.050%
- Workers' Compensation Premium 2.4258%

Note: In addition to salary costs, the added contribution for statutory benefits is equal to 20.2058% for certificated staff and 28.1878% for classified personnel subject to PERS.

**Projected Certificated Personnel Staffing Ratios:**

<b>Grade Level</b>	<b>Enrollment</b>	<b>Student/Teacher Ratios</b>
Seventh through Eighth	9,874	31.5:1
Ninth through Twelfth	20,417	32:1
Total	30,291	

**Noteworthy Expenditures in General Fund Unrestricted:**

- Restricted Routine Maintenance Account (RRMA) contribution is budgeted at \$12.2 million.
- Indirect support charges (charges to other programs and funds of the District):
  - ✓ Categorical Programs \$1.1 million

The District's indirect rate for 2018-19 is 5.75%. This rate is applicable for most categorical programs.

- Liability and property damage insurance in the General Fund is budgeted for \$2.1 million.
- Utility, postage, and other operating costs are budgeted at \$8.2 million. For the budget year, projections incorporated rate changes and demand charges. Telephone, postage, and internet are budgeted at \$1.1 million; natural gas for \$310,000; lights and power for \$4.9 million; waste disposal for \$676,000; and water for \$1.2 million.

**Contributions from the General Fund:**

- Contributions to restricted programs will increase from \$54.9 million to \$55.5 million, a difference of \$0.6 million.
- Contributions for Special Education are budgeted at \$43.2 million.

**Section IV**  
**Local Control Accountability Plan**

## Overview:

- The basis of the funding reform was to provide additional augmentations to base fund amounts specifically designated to increase and improve services for the students with the greatest needs. The Governor’s policy goal was to simplify education funding while increasing accountability and transparency.
- Another component of the funding reform included the creation of supplemental and concentration grants that are designated to provide increased and improved services to low-income students, English learner students, and foster youths. The funding is tied to unduplicated pupil counts of respective populations. The Supplemental Grant provides a 20% stipend while the Concentration Grant generates an additional 50% stipend for the served population above 55%. The Supplemental and Concentration Grants are funded on a three-year rolling average of the number of students who are eligible for Free and Reduced Lunch, identified as Foster Youth, and/or English Language Learners. In 2018-19, AUHSD projects having 73.78% unduplicated students.
- Effective in 2014-15, Districts are now required under the new LCFF Model to adopt a Local Control Accountability Plan (LCAP) concurrently with the district’s spending plan that complies with the State Priorities (8) as adopted by the State Board of Education. Accordingly, the LCAP will be approved at the June 20<sup>th</sup> Board Meeting.
- Integral feedback was gathered through survey instruments and a series of District meetings with various stakeholders. Consequently, the District’s Strategic Plan was updated to integrate the following three goal areas in accordance with the State Board of Education:
  - ✓ All students will demonstrate college, career, and life readiness and success.
  - ✓ Provide meaningful educational engagement opportunities for all parents and families to advocate for all students.
  - ✓ Provide and nurture a safe, reflective, responsive, and positive school culture.

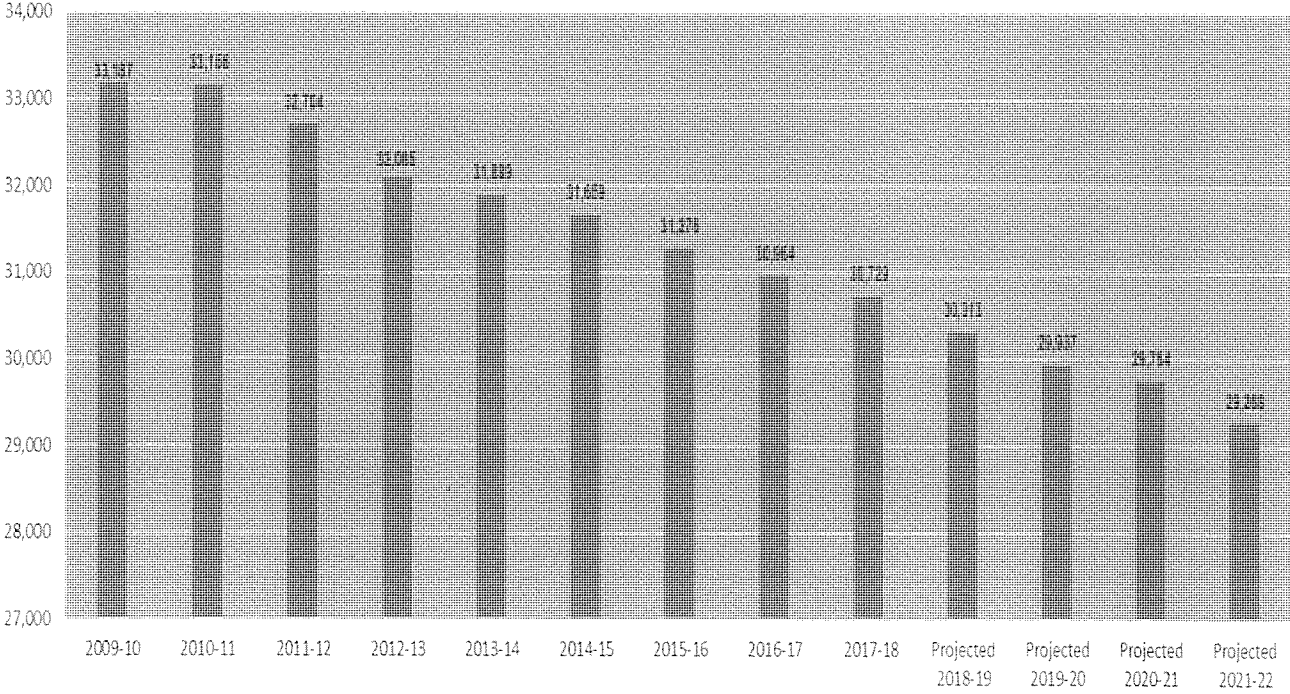
## **Section V**

# **Financial Analysis**

**Student Enrollment Trends:**

- The Adopted Budget includes projections based on recent trends in enrollment and enrollment information from our feeder districts. Multi-year projections have been updated accordingly.

**Enrollment Projections**



- Districts in Southern California started realizing a decline in student population as early as 2001-02. For Anaheim Union High School District, enrollment decline did not materialize until the 2009-10 fiscal year. There is a multitude of reasons for the enrollment decline. Primarily, the enrollment decline is due to charter schools, affordable housing, and lower birth rates.
- It is difficult to gauge when enrollment trends will stabilize. As shown on the chart on the previous page, the District is expected to realize declines in student enrollment minimally through 2021-22. If the anticipated projections were to materialize, the cumulative decline in enrollment from 2011-12 to 2021-22 would reach a loss of 3,436 students.



ANAHEIM UNION HIGH SCHOOL DISTRICT  
 VARIOUS FUNDS  
 AS OF JANUARY 31, 2019

**DEFERRED MAINTENANCE FUND (Fund 14)**

Cash Balance	\$	5,229,225
Due From General Fund		-
Revenues		41,347
Expenditures		1,343
Budgeted Ending Balance		1,599,922

**GO BOND 2014 SERIES 2015 (Fund 24)**

Cash Balance		2,090,377
Revenues		86,678
Expenditures		14,244,774
Budgeted Ending Balance		93,524

**GO BOND 2014 SERIES 2018 (Fund 26)**

Cash Balance		83,385,640
Revenues		998,849
Expenditures		26,705
Budgeted Ending Balance		77,343,556

**CAPITAL FACILITIES FUND (Fund 25)**

This fund contains the receipts from developer fees and proceeds from Certificates of Participation.

Cash Balance		8,461,599
Cash with Fiscal Agent		5,001,911
Developer fees		1,270,864
Interfund Transfers In		-
Expenditures		1,371,848
Budgeted Ending Balance		4,784,560

**CAPITAL FACILITIES AGENCY RDA (Fund 45)**

Cash Balance		9,848,663
Due From General Fund		2,050,393
Revenues		2,166,186
Expenditures		4,180,148
Budgeted Ending Balance		5,280,530

**COUNTY SCHOOL FACILITIES FUND (Fund 35)**

This fund is being used to account for the state funds awarded for construction at school sites.

Cash Balance		561
Revenues		356
Expenditures		0
Budgeted Ending Balance		981

ANAHEIM UNION HIGH SCHOOL DISTRICT  
 VARIOUS FUNDS  
 AS OF JANUARY 31, 2019

**SPECIAL RESERVE FUND (Fund 40)**

Cash Balance	24,600
Revenues	549
Expenditures	-
Budgeted Ending Balance	24,600

**SPECIAL RESERVE 2017 COP PROJECT FUND (Fund 41)**

Cash Balance	29,446,961
Cash with Fiscal Agent	(2)
Revenues	2,177,257
Expenditures	3,232,108
Budgeted Ending Balance	25,215,130

**SELF-INSURANCE FUND**

WORKER'S COMPENSATION FUND (Fund 68)

Cash Balance	427,550
Cash with Fiscal Agent	400,000
Revenues	9,775
Expenditures	122,021
Budgeted Ending Balance	331,716

HEALTH AND WELFARE FUND (Fund 69)

Cash Balance	24,106,458
Due From General Fund	-
Cash with Fiscal Agent	2,800,000
Revenues	35,119,702
Expenditures	30,682,668
Budgeted Ending Balance	16,316,139

**CAFETERIA FUND (Fund 13)**

(as of December 31, 2018)

Cash Balance	4,537,963
Revenues	10,802,974
Expenditures	11,220,758
Budgeted Ending Balance	\$ 8,790,178

**Section VI**  
**District Reserves**

### **Unrestricted Fund Balance:**

- The beginning fund balance for the budget year is \$77.4 million.
- The ending fund balance is projected to be \$85.2 million, an increase of \$7.8 million.
- Components of the fund balance are as follow:
  - ✓ Necessary reserve (non-spendable) for revolving cash account is \$155,000 and \$450,000 for warehouse inventory.
  - ✓ The State mandatory 3% Economic Uncertainty Reserve is earmarked at \$12.1 million.
  - ✓ The other assigned amount of the District reserves is budgeted at \$31.3 million.
  - ✓ The unassigned/unappropriated amount of the District reserves is budgeted at \$41.2 million.

### **Restricted Fund Balance:**

- The District receives funding that is designated by the grantee to be utilized for a specific purpose. Generally, these funds are to supplement District Baseline Programs and cannot be used to pay for general operating costs. As part of the audit process, the District contracts with a certified public accountant firm to audit District accounting records to ensure compliance with guidelines from granting agencies.
- The Beginning Fund Balance is reported at \$13.2 million.
- The Ending Fund Balance is estimated to be \$11.4 million.

### **Restricted for Economic Uncertainties:**

- Per Education Code Section 42124(a)(2)(B), districts that propose to adopt a budget that includes a combined assigned and unassigned ending fund balance in excess of the minimum recommended reserve for economic uncertainties (REU) must provide the following information:
  - Minimum REU level required: \$12,081,636
  - Amount of assigned ending fund balance: \$31,295,379
  - Amount of unassigned ending fund balance: \$41,244,727

**Section VII**  
**Multi-Year Projections**  
**(2019-20, 2020-21, and 2021-22)**

## **Budget Assumptions for 2019-20:**

The projections are contingent using baseline data from 2018-19 plus relevant major changes itemized below:

### **Revenue Revisions**

- Decline in funded ADA by 472  
(Includes a decrease of Saturday Academy ADA of 59 and prior year funded adjustment of 3 ADA)
- LCFF Gap Funding is budgeted at 100.00%
- Unduplicated pupil percentage 73.78%
- Unduplicated pupil percentage three year rolling average 74.06%
- COLA of 3.46%

### **Expenditure Revisions**

- Reduction of 12 FTE in certificated staffing, enrollment decline.
- Cost increases for operating costs
  - ✓ Step increases for Step, Column, and Longevity \$2.9 million
  - ✓ Increase in STRS & PERS rates, \$1.7 million and \$1.8 million respectively
  - ✓ Increase in Health and Welfare Benefits
- Added General Fund contributions
  - ✓ Special Education
  - ✓ Routine Repair & Maintenance

### **Reserve for Economic Uncertainty (REU)**

- Minimum REU level required: \$12,340,496
- Amount of assigned ending fund balance: \$29,759,999
- Amount of unassigned ending fund balance: \$42,701,192

## **Budget Assumptions for 2020-21:**

The projections are contingent using baseline data from 2019-20, plus relevant major changes itemized below:

### **Revenue Revisions**

- Decline in funded ADA by 376
- LCFF Gap Funding is budgeted at 100.00%
- Unduplicated pupil percentage 73.78%
- Unduplicated pupil percentage three year rolling average 73.78%
- COLA of 2.86%

### **Expenditure Revisions**

- Reduction of 6 FTE in certificated staffing, enrollment decline.
- Cost increases for operating costs
  - ✓ Step increases for Step, Column, and Longevity \$2.9 million
  - ✓ Increase in STRS & PERS rates, \$1.5 million and \$1.2 million respectively
  - ✓ Increase in Health & Welfare Benefits
- Added General Fund contributions
  - ✓ Special Education
  - ✓ Routine Repair & Maintenance

### **Reserve for Economic Uncertainty (REU)**

- Minimum REU level required: \$12,301,564
- Amount of assigned ending fund balance: \$26,818,043
- Amount of unassigned ending fund balance: \$40,579,925

## **Budget Assumptions for 2021-22:**

The projections are contingent using baseline data from 2020-21, plus relevant major changes itemized below:

### **Revenue Revisions**

- Decline in funded ADA by 183
- LCFF Gap Funding is budgeted at 100.00%
- Unduplicated pupil percentage 73.78%
- Unduplicated pupil percentage three year rolling average 73.78%
- COLA of 2.92%

### **Expenditure Revisions**

- Reduction of 15 FTE in certificated staffing, enrollment decline, and 26.2 FTE due to increase in class load per ASTA 2017-18 agreement ending June 2021.
- Cost increases for operating costs
  - ✓ Step increases for Step, Column, and Longevity \$2.9 million
  - ✓ Decrease in STRS rate of \$0.2 million and increase in PERS rate \$0.4 million
  - ✓ Increase in Health & Welfare Benefits
- Added General Fund contributions
  - ✓ Special Education
  - ✓ Routine Repair & Maintenance

### **Reserve for Economic Uncertainty (REU)**

- Minimum REU level required: \$12,246,315
- Amount of assigned ending fund balance: \$28,437,019
- Amount of unassigned ending fund balance: \$42,311,947



## Projections for the General Fund:

Summarized in the chart below is a recap of projected revenues, expenditures, and fund balance totals for the current year and subsequent three years. These totals incorporate revenues, expenditures, and reserves for the General Fund.

	Proposed Budget 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22
Beginning Fund Balance	\$ 90,578,052	\$ 96,669,045	\$ 85,782,000	\$ 80,304,532
Audit Adjustment	-	-	-	-
Fund Balance	\$ 90,578,052	\$ 96,669,045	\$ 85,782,000	\$ 80,304,532
Annual Revenues (includes other financial sources)	\$ 408,808,847	\$ 400,462,833	\$ 404,574,663	\$ 411,506,240
Annual Expenditures (includes other financing)	\$ 402,717,854	\$ 411,349,878	\$ 410,052,131	\$ 408,210,491
Change in Fund Balance	\$ 6,090,993	\$ (10,887,045)	\$ (5,477,468)	\$ 3,295,749
Projected Ending Fund Balance	\$ 96,669,045	\$ 85,782,000	\$ 80,304,532	\$ 83,600,281
I. Unavailable Reserves:				
1) Nonspendable				
a. Revolving Cash	\$ 155,000	\$ 155,000	\$ 155,000	\$ 155,000
b. Inventory	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
c. Prepaid Expenses	\$ -	\$ -	\$ -	\$ -
2) Restricted Balances	\$ 11,442,303	\$ 375,313	\$ -	\$ -
3) Assigned	\$ 31,295,379	\$ 29,759,999	\$ 26,818,043	\$ 28,437,019
II Total Unrestricted Fund Balance	\$ 53,326,363	\$ 55,041,688	\$ 52,881,489	\$ 54,558,262
1) Reserves for Economic Uncertainty (3%)	\$ 12,081,636	\$ 12,340,496	\$ 12,301,564	\$ 12,246,315
2) Available Reserves:	\$ 41,244,727	\$ 42,701,192	\$ 40,579,925	\$ 42,311,947
III. Available Reserves (Unrestricted Funds)	13.24%	13.38%	12.90%	13.37%

**Section VIII**  
**Budget Stabilization Plan**

## **Overview:**

The 2016-17 Adopted Budget for Anaheim Union High School District (AUHSD) indicated that the District was engaged in a pattern of deficit spending that would result in a shortfall of \$8.6m at the end of the 2019-20 fiscal year. Based on this projection the Orange County Department of Education required that the District create a Budget Stabilization Plan as a part of its Second Interim Report in March 2017.

In the Fall of 2016, Cabinet engaged in a process to ascertain where reductions could be made. At a Principal's Meeting, an interactive process was done where principals and directors identified areas for preservation and areas for potential reduction. Each participant was then asked to designate which areas identified for reduction were most important to meet the goals for AUHSD. Cabinet then invited leadership from each of our associations to participate in this process.

Based upon the feedback from each of the stakeholder groups, the Budget Stabilization Plan was created indicating potential reductions in 2016-17, 2017-18, 2018-19, and 2019-20. This plan was presented to the Board of Trustees at a Board Study Session in February 2017 and adopted as a part of the Second Interim Report in March 2017.

The Budget Stabilization Plan should be viewed as a fluid document that provides a roadmap of needed reductions to allow AUHSD to move towards the implementation of a balanced budget. At each budget update (Adopted Budget, First Interim Report, and Second Interim Report) the Budget Stabilization Plan will continue to be updated to indicate changes and progress towards reductions and presented to the Board of Trustees for review.

**Section IX**  
**State Forms**

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
District Superintendent or Designee

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NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:  
This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: March 05, 2019 Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

**POSITIVE CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

**QUALIFIED CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

**NEGATIVE CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

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Contact person for additional information on the interim report:

Name: Jennifer Root, Ed.D. Telephone: (714) 999-3555  
Title: Assistant Superintendent, Business E-mail: root\_j@auhsd.us

### Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	X	
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.	X	
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since first interim meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since first interim by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since first interim by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2017-18) annual payment?	X	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since first interim in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?		X
		• If yes, have there been changes since first interim in self-insurance liabilities?	X	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	For negotiations settled since first interim, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
		• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?		X
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?		X
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	322,411,877.00	323,535,251.00	170,746,192.60	323,651,511.00	116,260.00	0.0%
2) Federal Revenue		8100-8299	20,626,956.00	21,804,906.00	8,166,384.86	22,583,653.00	778,747.00	3.6%
3) Other State Revenue		8300-8599	53,735,614.00	50,922,660.00	21,762,141.24	52,141,068.00	1,218,408.00	2.4%
4) Other Local Revenue		8600-8799	9,127,667.00	9,764,587.00	3,123,696.60	10,432,615.00	668,028.00	6.8%
5) TOTAL, REVENUES			405,902,114.00	406,027,404.00	203,798,415.30	408,808,847.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	156,881,180.00	154,549,842.00	90,181,800.43	154,241,802.00	308,040.00	0.2%
2) Classified Salaries		2000-2999	56,673,996.00	57,427,291.00	28,125,511.58	58,719,308.00	(1,292,017.00)	-2.2%
3) Employee Benefits		3000-3999	114,510,140.00	114,975,410.00	56,901,626.15	115,199,817.00	(224,407.00)	-0.2%
4) Books and Supplies		4000-4999	23,530,939.00	24,226,538.00	7,316,400.71	24,827,579.00	(601,041.00)	-2.5%
5) Services and Other Operating Expenditures		5000-5999	38,816,973.00	36,293,830.00	14,386,786.11	33,139,951.00	3,153,879.00	8.7%
6) Capital Outlay		6000-6999	6,736,781.00	7,056,771.00	1,420,486.77	5,449,824.00	1,606,947.00	22.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299						
		7400-7499	6,834,141.00	9,746,580.00	6,103,859.73	9,639,573.00	107,007.00	1.1%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			403,984,150.00	404,276,262.00	204,436,471.48	401,217,854.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			1,917,964.00	1,751,142.00	(638,056.18)	7,590,993.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	1,500,000.00	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,500,000.00)	(1,500,000.00)	0.00	(1,500,000.00)		



2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			417,964.00	251,142.00	(638,056.18)	6,090,993.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	85,998,751.00	90,578,052.00		90,578,052.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			85,998,751.00	90,578,052.00		90,578,052.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			85,998,751.00	90,578,052.00		90,578,052.00		
2) Ending Balance, June 30 (E + F1e)			86,416,715.00	90,829,194.00		96,669,045.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	155,000.00	155,000.00		155,000.00		
Stores		9712	450,000.00	450,000.00		450,000.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			2,015,000.00	5,832,303.00		11,442,303.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	37,208,555.00	32,222,833.00		31,295,379.00		
2017-18 One-time Discretionary Funds	0000	9780				750,000.00		
18-19 Supplemental/Concentration C/C	0000	9780				3,093,127.00		
2018-19 One-Time Discretionary Fund	0000	9780				5,370,616.00		
2016-17 One-Time Discretionary Fund	0000	9780				10,000,000.00		
Additional 3% Reserve	0000	9780				12,081,636.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	12,164,625.00	12,173,456.00		12,081,636.00		
Unassigned/Unappropriated Amount		9790	34,423,535.00	39,995,602.00		41,244,727.00		

2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	188,106,942.00	183,781,018.00	98,964,193.90	183,898,629.00	117,611.00	0.1%
Education Protection Account State Aid - Current Year		8012	40,836,384.00	40,783,947.00	25,683,958.00	40,782,596.00	(1,351.00)	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	354,831.00	351,632.00	175,815.77	351,632.00	0.00	0.0%
Timber Yield Tax		8022	5.00	8.00	0.00	8.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	59,840,593.00	63,591,044.00	35,310,146.76	63,591,044.00	0.00	0.0%
Unsecured Roll Taxes		8042	1,778,035.00	1,830,648.00	1,607,067.14	1,830,648.00	0.00	0.0%
Prior Years' Taxes		8043	712,472.00	706,161.00	678,720.55	706,161.00	0.00	0.0%
Supplemental Taxes		8044	4,223,259.00	4,498,114.00	2,626,517.72	4,498,114.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	21,113,834.00	21,727,686.00	897,613.36	21,727,686.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	5,445,522.00	6,264,993.00	4,802,157.40	6,264,993.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>322,411,877.00</b>	<b>323,535,251.00</b>	<b>170,746,190.60</b>	<b>323,651,511.00</b>	<b>116,260.00</b>	<b>0.0%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	2.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>322,411,877.00</b>	<b>323,535,251.00</b>	<b>170,746,192.60</b>	<b>323,651,511.00</b>	<b>116,260.00</b>	<b>0.0%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	5,267,191.00	5,267,191.00	0.00	5,267,191.00	0.00	0.0%
Special Education Discretionary Grants		8182	340,032.00	337,750.00	0.00	337,750.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	18,744.00	18,744.00	New
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	9,360,383.00	9,484,786.00	5,726,749.27	9,484,786.00	0.00	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	1,478,386.00	1,478,386.00	647,921.67	1,478,386.00	0.00	0.0%

2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290	57,266.00	57,266.00	32,689.40	57,266.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	672,000.00	654,027.00	370,410.22	654,027.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3185, 4050, 4123, 4124, 4126, 4127, 5510, 5630	8290	0.00	578,829.00	289,414.00	578,829.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	532,422.00	532,422.00	520.93	532,422.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	2,919,276.00	3,414,249.00	1,098,679.37	4,174,252.00	760,003.00	22.3%
<b>TOTAL, FEDERAL REVENUE</b>			<b>20,626,956.00</b>	<b>21,804,906.00</b>	<b>8,166,384.86</b>	<b>22,583,653.00</b>	<b>778,747.00</b>	<b>3.6%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	14,350,000.00	14,350,000.00	7,946,040.61	14,350,000.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	925,000.00	925,000.00	941,562.00	941,562.00	16,562.00	1.8%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	11,499,205.00	5,760,944.00	4,157,039.00	6,842,346.00	1,081,402.00	18.8%
Lottery - Unrestricted and Instructional Materi		8560	5,905,806.00	6,208,975.00	1,743,588.05	6,208,975.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	776,877.00	731,997.00	475,797.80	731,997.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	3,480,095.00	3,996,521.00	3,996,520.66	3,996,521.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	591,755.00	572,779.00	1,024.48	572,779.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	16,206,876.00	18,376,444.00	2,500,568.64	18,496,888.00	120,444.00	0.7%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>53,735,614.00</b>	<b>50,922,660.00</b>	<b>21,762,141.24</b>	<b>52,141,068.00</b>	<b>1,218,408.00</b>	<b>2.4%</b>

2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	50,000.00	50,000.00	30,778.05	55,128.00	5,128.00	10.3%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	20,000.00	20,000.00	9,809.45	20,000.00	0.00	0.0%
Sale of Publications		8632	15,000.00	15,000.00	9,461.11	15,000.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	229,600.00	254,600.00	132,540.95	204,600.00	(50,000.00)	-19.6%
Interest		8660	700,000.00	700,000.00	720,219.01	1,300,000.00	600,000.00	85.7%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	1,397.00	1,396.94	1,397.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	86,102.00	112,740.50	112,740.00	26,638.00	30.9%
Transportation Fees From Individuals		8675	900,000.00	900,000.00	322,982.42	900,000.00	0.00	0.0%
Interagency Services		8677	1,971,800.00	1,895,096.00	33,434.82	1,931,194.00	36,098.00	1.9%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	3,894,784.00	4,495,909.00	1,613,850.21	4,546,073.00	50,164.00	1.1%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	1,346,483.00	1,346,483.00	136,483.14	1,346,483.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>9,127,667.00</b>	<b>9,764,587.00</b>	<b>3,123,696.60</b>	<b>10,432,615.00</b>	<b>668,028.00</b>	<b>6.8%</b>
<b>TOTAL, REVENUES</b>			<b>405,902,114.00</b>	<b>406,027,404.00</b>	<b>203,798,415.30</b>	<b>408,808,847.00</b>	<b>2,781,443.00</b>	<b>0.7%</b>

2018-19 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	133,387,095.00	130,179,659.00	75,818,661.21	129,873,712.00	305,947.00	0.2%
Certificated Pupil Support Salaries		1200	10,349,698.00	10,472,736.00	6,349,483.14	10,454,618.00	18,118.00	0.2%
Certificated Supervisors' and Administrators' Salaries		1300	11,929,053.00	12,680,149.00	7,161,548.83	12,696,117.00	(15,968.00)	-0.1%
Other Certificated Salaries		1900	1,215,334.00	1,217,298.00	852,107.25	1,217,355.00	(57.00)	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>156,881,180.00</b>	<b>154,549,842.00</b>	<b>90,181,800.43</b>	<b>154,241,802.00</b>	<b>308,040.00</b>	<b>0.2%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	17,453,239.00	17,573,953.00	8,197,795.18	18,074,310.00	(500,357.00)	-2.8%
Classified Support Salaries		2200	19,432,708.00	19,903,844.00	10,027,097.75	20,194,107.00	(290,263.00)	-1.5%
Classified Supervisors' and Administrators' Salaries		2300	3,017,798.00	3,107,925.00	1,520,265.01	3,089,519.00	18,406.00	0.6%
Clerical, Technical and Office Salaries		2400	16,770,251.00	16,841,569.00	8,380,353.64	17,361,372.00	(519,803.00)	-3.1%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>56,673,996.00</b>	<b>57,427,291.00</b>	<b>28,125,511.58</b>	<b>58,719,308.00</b>	<b>(1,292,017.00)</b>	<b>-2.2%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	38,073,408.00	38,470,509.00	12,000,141.86	38,417,949.00	52,560.00	0.1%
PERS		3201-3202	10,100,483.00	10,094,223.00	4,957,082.09	10,240,758.00	(146,535.00)	-1.5%
OASDI/Medicare/Alternative		3301-3302	6,781,523.00	6,839,278.00	3,546,912.41	6,942,397.00	(103,119.00)	-1.5%
Health and Welfare Benefits		3401-3402	48,680,228.00	48,680,228.00	28,435,126.76	48,680,228.00	0.00	0.0%
Unemployment Insurance		3501-3502	106,945.00	106,320.00	41,053.13	106,798.00	(478.00)	-0.4%
Workers' Compensation		3601-3602	5,173,174.00	5,139,437.00	3,340,725.64	5,164,015.00	(24,578.00)	-0.5%
OPEB, Allocated		3701-3702	2,331,017.00	2,382,053.00	1,317,222.26	2,384,310.00	(2,257.00)	-0.1%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	3,263,362.00	3,263,362.00	3,263,362.00	3,263,362.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>114,510,140.00</b>	<b>114,975,410.00</b>	<b>56,901,626.15</b>	<b>115,199,817.00</b>	<b>(224,407.00)</b>	<b>-0.2%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	7,861,230.00	8,350,341.00	3,941,911.37	8,552,523.00	(202,182.00)	-2.4%
Books and Other Reference Materials		4200	122,958.00	191,613.00	125,062.78	227,780.00	(36,167.00)	-18.9%
Materials and Supplies		4300	13,534,612.00	13,250,014.00	2,752,058.84	13,148,073.00	101,941.00	0.8%
Noncapitalized Equipment		4400	2,012,139.00	2,434,570.00	497,367.72	2,899,203.00	(464,633.00)	-19.1%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>23,530,939.00</b>	<b>24,226,538.00</b>	<b>7,316,400.71</b>	<b>24,827,579.00</b>	<b>(601,041.00)</b>	<b>-2.5%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	4,166,793.00	4,122,974.00	472,251.36	4,122,974.00	0.00	0.0%
Travel and Conferences		5200	763,530.00	874,221.00	508,749.52	923,366.00	(49,145.00)	-5.6%
Dues and Memberships		5300	144,753.00	185,509.00	133,081.26	150,115.00	35,394.00	19.1%
Insurance		5400-5450	2,113,333.00	2,135,346.00	1,985,272.31	2,135,346.00	0.00	0.0%
Operations and Housekeeping Services		5500	7,161,000.00	7,221,000.00	4,006,266.92	7,156,000.00	65,000.00	0.9%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	4,406,768.00	4,869,194.00	2,783,346.61	5,079,933.00	(210,739.00)	-4.3%
Transfers of Direct Costs		5710	0.00	0.00	5,728.13	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	18,918,554.00	15,719,286.00	4,323,226.15	12,403,353.00	3,315,933.00	21.1%
Communications		5900	1,142,242.00	1,166,300.00	168,863.85	1,168,864.00	(2,564.00)	-0.2%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>38,816,973.00</b>	<b>36,293,830.00</b>	<b>14,386,786.11</b>	<b>33,139,951.00</b>	<b>3,153,879.00</b>	<b>8.7%</b>

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General Fund  
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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	31,312.80	39,792.00	(39,792.00)	New
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,037,581.00	3,054,718.00	752,978.23	1,179,991.00	1,874,727.00	61.4%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	3,699,200.00	4,002,053.00	636,195.74	4,230,041.00	(227,988.00)	-5.7%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>6,736,781.00</b>	<b>7,056,771.00</b>	<b>1,420,486.77</b>	<b>5,449,824.00</b>	<b>1,606,947.00</b>	<b>22.8%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	1,350,000.00	1,350,000.00	4,288.67	1,225,000.00	125,000.00	9.3%
Payments to County Offices		7142	4,083,094.00	3,606,446.00	1,801,662.43	3,607,877.00	(1,431.00)	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	925,000.00	925,000.00	0.00	941,562.00	(16,562.00)	-1.8%
All Other Transfers		7281-7283	0.00	3,389,087.00	3,821,861.64	3,389,087.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	83,709.00	83,709.00	83,709.10	83,709.00	0.00	0.0%
Other Debt Service - Principal		7439	392,338.00	392,338.00	392,337.89	392,338.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>6,834,141.00</b>	<b>9,746,580.00</b>	<b>6,103,859.73</b>	<b>9,639,573.00</b>	<b>107,007.00</b>	<b>1.1%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>403,984,150.00</b>	<b>404,276,262.00</b>	<b>204,436,471.48</b>	<b>401,217,854.00</b>	<b>3,058,408.00</b>	<b>0.8%</b>

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General Fund  
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Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	1,500,000.00	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>1,500,000.00</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>(1,500,000.00)</b>	<b>(1,500,000.00)</b>	<b>0.00</b>	<b>(1,500,000.00)</b>	<b>0.00</b>	<b>0.0%</b>

2018-19 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	322,411,877.00	323,535,251.00	170,746,192.60	323,651,511.00	116,260.00	0.0%
2) Federal Revenue		8100-8299	2,071,169.00	2,644,637.00	790,612.91	2,701,125.00	56,488.00	2.1%
3) Other State Revenue		8300-8599	16,975,708.00	11,388,730.00	6,717,165.88	12,486,694.00	1,097,964.00	9.6%
4) Other Local Revenue		8600-8799	5,789,510.00	6,229,722.00	2,159,409.82	6,858,794.00	629,072.00	10.1%
5) TOTAL, REVENUES			347,248,264.00	343,798,340.00	180,413,381.21	345,698,124.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	126,256,616.00	122,835,352.00	71,853,513.92	122,620,610.00	214,742.00	0.2%
2) Classified Salaries		2000-2999	36,447,090.00	37,134,859.00	18,358,380.34	37,960,213.00	(825,354.00)	-2.2%
3) Employee Benefits		3000-3999	75,993,743.00	75,376,200.00	42,714,045.63	75,457,239.00	(81,039.00)	-0.1%
4) Books and Supplies		4000-4999	16,046,050.00	15,675,378.00	4,192,217.87	15,761,990.00	(86,612.00)	-0.6%
5) Services and Other Operating Expenditures		5000-5999	21,978,445.00	19,376,773.00	9,733,471.67	19,658,556.00	(281,783.00)	-1.5%
6) Capital Outlay		6000-6999	3,255,200.00	3,558,053.00	388,785.10	3,625,313.00	(67,260.00)	-1.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	5,484,141.00	8,396,580.00	6,099,571.06	8,414,573.00	(17,993.00)	-0.2%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,061,435.00)	(1,112,484.00)	(564,934.11)	(1,135,236.00)	22,752.00	-2.0%
9) TOTAL, EXPENDITURES			284,399,850.00	281,240,711.00	152,775,051.48	282,363,258.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			62,848,414.00	62,557,629.00	27,638,329.73	63,334,866.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(53,937,387.00)	(54,938,246.00)	0.00	(55,485,632.00)	(547,386.00)	1.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(53,937,387.00)	(54,938,246.00)	0.00	(55,485,632.00)		



2018-19 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			8,911,027.00	7,619,383.00	27,638,329.73	7,849,234.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited								
		9791	75,490,688.00	77,377,508.00		77,377,508.00	0.00	0.0%
b) Audit Adjustments								
		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			75,490,688.00	77,377,508.00		77,377,508.00		
d) Other Restatements								
		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			75,490,688.00	77,377,508.00		77,377,508.00		
2) Ending Balance, June 30 (E + F1e)			84,401,715.00	84,996,891.00		85,226,742.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash								
		9711	155,000.00	155,000.00		155,000.00		
Stores								
		9712	450,000.00	450,000.00		450,000.00		
Prepaid Items								
		9713	0.00	0.00		0.00		
All Others								
		9719	0.00	0.00		0.00		
b) Restricted								
		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements								
		9750	0.00	0.00		0.00		
Other Commitments								
		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments								
		9780	37,208,555.00	32,222,833.00		31,295,379.00		
2017-18 One-time Discretionary Funds								
	0000	9780				750,000.00		
18-19 Supplemental/Concentration C/C								
	0000	9780				3,093,127.00		
2018-19 One-Time Discretionary Fund								
	0000	9780				5,370,616.00		
2016-17 One-Time Discretionary Fund								
	0000	9780				10,000,000.00		
Additional 3% Reserve								
	0000	9780				12,081,636.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties								
		9789	12,164,625.00	12,173,456.00		12,081,636.00		
Unassigned/Unappropriated Amount								
		9790	34,423,535.00	39,995,602.00		41,244,727.00		

2018-19 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment State Aid - Current Year		8011	188,106,942.00	183,781,018.00	98,964,193.90	183,898,629.00	117,611.00	0.1%
Education Protection Account State Aid - Current Year		8012	40,836,384.00	40,783,947.00	25,683,958.00	40,782,596.00	(1,351.00)	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	354,831.00	351,632.00	175,815.77	351,632.00	0.00	0.0%
Timber Yield Tax		8022	5.00	8.00	0.00	8.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	59,840,593.00	63,591,044.00	35,310,146.76	63,591,044.00	0.00	0.0%
Unsecured Roll Taxes		8042	1,778,035.00	1,830,648.00	1,607,067.14	1,830,648.00	0.00	0.0%
Prior Years' Taxes		8043	712,472.00	706,161.00	678,720.55	706,161.00	0.00	0.0%
Supplemental Taxes		8044	4,223,259.00	4,498,114.00	2,626,517.72	4,498,114.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	21,113,834.00	21,727,686.00	897,613.36	21,727,686.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	5,445,522.00	6,264,993.00	4,802,157.40	6,264,993.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>322,411,877.00</b>	<b>323,535,251.00</b>	<b>170,746,190.60</b>	<b>323,651,511.00</b>	<b>116,260.00</b>	<b>0.0%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	2.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>322,411,877.00</b>	<b>323,535,251.00</b>	<b>170,746,192.60</b>	<b>323,651,511.00</b>	<b>116,260.00</b>	<b>0.0%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Educator Quality	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Public Charter Schools Grant Program (PCSGP)	4610	8290						
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3185, 4050, 4123, 4124, 4126, 4127,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	2,071,169.00	2,644,637.00	790,612.91	2,701,125.00	56,488.00	2.1%
<b>TOTAL, FEDERAL REVENUE</b>			<b>2,071,169.00</b>	<b>2,644,637.00</b>	<b>790,612.91</b>	<b>2,701,125.00</b>	<b>56,488.00</b>	<b>2.1%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319						
Special Education Master Plan Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	925,000.00	925,000.00	941,562.00	941,562.00	16,562.00	1.8%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	11,499,205.00	5,760,944.00	4,157,039.00	6,842,346.00	1,081,402.00	18.8%
Lottery - Unrestricted and Instructional Materials		8560	4,444,576.00	4,595,859.00	1,585,864.88	4,595,859.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
Quality Education Investment Act	7400	8590						
All Other State Revenue	All Other	8590	106,927.00	106,927.00	32,700.00	106,927.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>16,975,708.00</b>	<b>11,388,730.00</b>	<b>6,717,165.88</b>	<b>12,486,694.00</b>	<b>1,097,964.00</b>	<b>9.6%</b>

2018-19 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	20,000.00	20,000.00	9,809.45	20,000.00	0.00	0.0%
Sale of Publications		8632	15,000.00	15,000.00	9,461.11	15,000.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	229,600.00	254,600.00	132,540.95	204,600.00	(50,000.00)	-19.6%
Interest		8660	700,000.00	700,000.00	720,219.01	1,300,000.00	600,000.00	85.7%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	1,397.00	1,396.94	1,397.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	86,102.00	112,740.50	112,740.00	26,638.00	30.9%
Transportation Fees From Individuals		8675	900,000.00	900,000.00	322,982.42	900,000.00	0.00	0.0%
Interagency Services		8677	871,800.00	790,000.00	0.00	823,813.00	33,813.00	4.3%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	3,053,110.00	3,462,623.00	850,259.44	3,481,244.00	18,621.00	0.5%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>5,789,510.00</b>	<b>6,229,722.00</b>	<b>2,159,409.82</b>	<b>6,858,794.00</b>	<b>629,072.00</b>	<b>10.1%</b>
<b>TOTAL, REVENUES</b>			<b>347,248,264.00</b>	<b>343,798,340.00</b>	<b>180,413,381.21</b>	<b>345,698,124.00</b>	<b>1,899,784.00</b>	<b>0.6%</b>

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Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	105,414,839.00	101,791,974.00	59,575,998.87	101,506,751.00	285,223.00	0.3%
Certificated Pupil Support Salaries		1200	9,380,526.00	9,258,395.00	5,692,689.54	9,331,371.00	(72,976.00)	-0.8%
Certificated Supervisors' and Administrators' Salaries		1300	10,910,379.00	11,232,147.00	6,267,771.55	11,229,652.00	2,495.00	0.0%
Other Certificated Salaries		1900	550,872.00	552,836.00	317,053.96	552,836.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>126,256,616.00</b>	<b>122,835,352.00</b>	<b>71,853,513.92</b>	<b>122,620,610.00</b>	<b>214,742.00</b>	<b>0.2%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	3,177,138.00	3,118,740.00	1,318,008.96	3,144,240.00	(25,500.00)	-0.8%
Classified Support Salaries		2200	15,581,574.00	16,094,427.00	8,118,301.79	16,414,012.00	(319,585.00)	-2.0%
Classified Supervisors' and Administrators' Salaries		2300	2,611,558.00	2,699,269.00	1,311,117.41	2,679,689.00	19,580.00	0.7%
Clerical, Technical and Office Salaries		2400	15,076,820.00	15,222,423.00	7,610,952.18	15,722,272.00	(499,849.00)	-3.3%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>36,447,090.00</b>	<b>37,134,859.00</b>	<b>18,358,380.34</b>	<b>37,960,213.00</b>	<b>(825,354.00)</b>	<b>-2.2%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	20,245,080.00	19,660,696.00	9,165,722.46	19,606,688.00	54,008.00	0.3%
PERS		3201-3202	6,485,464.00	6,464,518.00	3,178,219.39	6,553,998.00	(89,480.00)	-1.4%
OASDI/Medicare/Alternative		3301-3302	4,723,233.00	4,745,296.00	2,499,227.69	4,805,138.00	(59,842.00)	-1.3%
Health and Welfare Benefits		3401-3402	34,918,560.00	34,899,733.00	20,605,495.20	34,868,084.00	31,649.00	0.1%
Unemployment Insurance		3501-3502	81,352.00	79,985.00	27,077.84	80,290.00	(305.00)	-0.4%
Workers' Compensation		3601-3602	3,945,675.00	3,880,557.00	2,657,718.79	3,895,369.00	(14,812.00)	-0.4%
OPEB, Allocated		3701-3702	2,331,017.00	2,382,053.00	1,317,222.26	2,384,310.00	(2,257.00)	-0.1%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	3,263,362.00	3,263,362.00	3,263,362.00	3,263,362.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>75,993,743.00</b>	<b>75,376,200.00</b>	<b>42,714,045.63</b>	<b>75,457,239.00</b>	<b>(81,039.00)</b>	<b>-0.1%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	6,400,000.00	6,403,064.00	2,036,180.09	6,600,705.00	(197,641.00)	-3.1%
Books and Other Reference Materials		4200	52,180.00	70,155.00	44,903.89	80,203.00	(10,048.00)	-14.3%
Materials and Supplies		4300	8,214,160.00	7,717,322.00	1,817,069.31	7,533,417.00	183,905.00	2.4%
Noncapitalized Equipment		4400	1,379,710.00	1,484,837.00	294,064.58	1,547,665.00	(62,828.00)	-4.2%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>16,046,050.00</b>	<b>15,675,378.00</b>	<b>4,192,217.87</b>	<b>15,761,990.00</b>	<b>(86,612.00)</b>	<b>-0.6%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	438,746.00	491,483.00	295,379.76	513,390.00	(21,907.00)	-4.5%
Dues and Memberships		5300	56,413.00	91,498.00	83,651.26	92,173.00	(675.00)	-0.7%
Insurance		5400-5450	2,113,333.00	2,135,346.00	1,985,272.31	2,135,346.00	0.00	0.0%
Operations and Housekeeping Services		5500	7,161,000.00	7,221,000.00	4,006,266.92	7,156,000.00	65,000.00	0.9%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	1,024,368.00	1,244,142.00	944,878.79	1,449,706.00	(205,564.00)	-16.5%
Transfers of Direct Costs		5710	(293,938.00)	(324,921.00)	(120,589.53)	(279,255.00)	(45,666.00)	14.1%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	10,362,384.00	7,392,010.00	2,381,981.77	7,462,861.00	(70,851.00)	-1.0%
Communications		5900	1,116,139.00	1,126,215.00	156,630.39	1,128,335.00	(2,120.00)	-0.2%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>21,978,445.00</b>	<b>19,376,773.00</b>	<b>9,733,471.67</b>	<b>19,658,556.00</b>	<b>(281,783.00)</b>	<b>-1.5%</b>

2018-19 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	31,312.80	39,792.00	(39,792.00)	New
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	3,255,200.00	3,558,053.00	357,472.30	3,585,521.00	(27,468.00)	-0.8%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>3,255,200.00</b>	<b>3,558,053.00</b>	<b>388,785.10</b>	<b>3,625,313.00</b>	<b>(67,260.00)</b>	<b>-1.9%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	4,083,094.00	3,606,446.00	1,801,662.43	3,607,877.00	(1,431.00)	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	925,000.00	925,000.00	0.00	941,562.00	(16,562.00)	-1.8%
All Other Transfers		7281-7283	0.00	3,389,087.00	3,821,861.64	3,389,087.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	83,709.00	83,709.00	83,709.10	83,709.00	0.00	0.0%
Other Debt Service - Principal		7439	392,338.00	392,338.00	392,337.89	392,338.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>5,484,141.00</b>	<b>8,396,580.00</b>	<b>6,099,571.06</b>	<b>8,414,573.00</b>	<b>(17,993.00)</b>	<b>-0.2%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(1,061,435.00)	(1,112,484.00)	(564,934.11)	(1,135,236.00)	22,752.00	-2.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(1,061,435.00)</b>	<b>(1,112,484.00)</b>	<b>(564,934.11)</b>	<b>(1,135,236.00)</b>	<b>22,752.00</b>	<b>-2.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>284,399,850.00</b>	<b>281,240,711.00</b>	<b>152,775,051.48</b>	<b>282,363,258.00</b>	<b>(1,122,547.00)</b>	<b>-0.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(53,937,387.00)	(54,938,246.00)	0.00	(55,485,632.00)	(547,386.00)	1.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>(53,937,387.00)</b>	<b>(54,938,246.00)</b>	<b>0.00</b>	<b>(55,485,632.00)</b>	<b>(547,386.00)</b>	<b>1.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>(53,937,387.00)</b>	<b>(54,938,246.00)</b>	<b>0.00</b>	<b>(55,485,632.00)</b>	<b>(547,386.00)</b>	<b>1.0%</b>

2018-19 Second Interim  
General Fund  
Restricted (Resources 2000-9999)  
Revenue, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	18,555,787.00	19,160,269.00	7,375,771.95	19,882,528.00	722,259.00	3.8%
3) Other State Revenue		8300-8599	36,759,906.00	39,533,930.00	15,044,975.36	39,654,374.00	120,444.00	0.3%
4) Other Local Revenue		8600-8799	3,338,157.00	3,534,865.00	964,286.78	3,573,821.00	38,956.00	1.1%
5) TOTAL, REVENUES			58,653,850.00	62,229,064.00	23,385,034.09	63,110,723.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	30,624,564.00	31,714,490.00	18,328,286.51	31,621,192.00	93,298.00	0.3%
2) Classified Salaries		2000-2999	20,226,906.00	20,292,432.00	9,767,131.24	20,759,095.00	(466,663.00)	-2.3%
3) Employee Benefits		3000-3999	38,516,397.00	39,599,210.00	14,187,580.52	39,742,578.00	(143,368.00)	-0.4%
4) Books and Supplies		4000-4999	7,484,889.00	8,551,160.00	3,124,182.84	9,065,589.00	(514,429.00)	-6.0%
5) Services and Other Operating Expenditures		5000-5999	16,838,528.00	16,917,057.00	4,653,314.44	13,481,395.00	3,435,662.00	20.3%
6) Capital Outlay		6000-6999	3,481,581.00	3,498,718.00	1,031,701.67	1,824,511.00	1,674,207.00	47.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,350,000.00	1,350,000.00	4,288.67	1,225,000.00	125,000.00	9.3%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	1,061,435.00	1,112,484.00	564,934.11	1,135,236.00	(22,752.00)	-2.0%
9) TOTAL, EXPENDITURES			119,584,300.00	123,035,551.00	51,661,420.00	118,854,596.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(60,930,450.00)	(60,806,487.00)	(28,276,385.91)	(55,743,873.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	1,500,000.00	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	53,937,387.00	54,938,246.00	0.00	55,485,632.00	547,386.00	1.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			52,437,387.00	53,438,246.00	0.00	53,985,632.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(8,493,063.00)	(7,368,241.00)	(28,276,385.91)	(1,758,241.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	10,508,063.00	13,200,544.00		13,200,544.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,508,063.00	13,200,544.00		13,200,544.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,508,063.00	13,200,544.00		13,200,544.00		
2) Ending Balance, June 30 (E + F1e)			2,015,000.00	5,832,303.00		11,442,303.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,015,000.00	5,832,303.00		11,442,303.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
<b>Subtotal, LCFF Sources</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	5,267,191.00	5,267,191.00	0.00	5,267,191.00	0.00	0.0%
Special Education Discretionary Grants		8182	340,032.00	337,750.00	0.00	337,750.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	18,744.00	18,744.00	New
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	9,360,383.00	9,484,786.00	5,726,749.27	9,484,786.00	0.00	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	1,478,386.00	1,478,386.00	647,921.67	1,478,386.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290	57,266.00	57,266.00	32,689.40	57,266.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	672,000.00	654,027.00	370,410.22	654,027.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3185, 4050, 4123, 4124, 4126, 4127,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290	0.00	578,829.00	289,414.00	578,829.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	532,422.00	532,422.00	520.93	532,422.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	848,107.00	769,612.00	308,066.46	1,473,127.00	703,515.00	91.4%
<b>TOTAL, FEDERAL REVENUE</b>			<b>18,555,787.00</b>	<b>19,160,269.00</b>	<b>7,375,771.95</b>	<b>19,882,528.00</b>	<b>722,259.00</b>	<b>3.8%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	14,350,000.00	14,350,000.00	7,946,040.61	14,350,000.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materi:		8560	1,461,230.00	1,613,116.00	157,723.17	1,613,116.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	776,877.00	731,997.00	475,797.80	731,997.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	3,480,095.00	3,996,521.00	3,996,520.66	3,996,521.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	591,755.00	572,779.00	1,024.48	572,779.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	16,099,949.00	18,269,517.00	2,467,868.64	18,389,961.00	120,444.00	0.7%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>36,759,906.00</b>	<b>39,533,930.00</b>	<b>15,044,975.36</b>	<b>39,654,374.00</b>	<b>120,444.00</b>	<b>0.3%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	50,000.00	50,000.00	30,778.05	55,128.00	5,128.00	10.3%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	1,100,000.00	1,105,096.00	33,434.82	1,107,381.00	2,285.00	0.2%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustm		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	841,674.00	1,033,286.00	763,590.77	1,064,829.00	31,543.00	3.1%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	1,346,483.00	1,346,483.00	136,483.14	1,346,483.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>3,338,157.00</b>	<b>3,534,865.00</b>	<b>964,286.78</b>	<b>3,573,821.00</b>	<b>38,956.00</b>	<b>1.1%</b>
<b>TOTAL, REVENUES</b>			<b>58,653,850.00</b>	<b>62,229,064.00</b>	<b>23,385,034.09</b>	<b>63,110,723.00</b>	<b>881,659.00</b>	<b>1.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	27,972,256.00	28,387,685.00	16,242,662.34	28,366,961.00	20,724.00	0.1%
Certificated Pupil Support Salaries		1200	969,172.00	1,214,341.00	656,793.60	1,123,247.00	91,094.00	7.5%
Certificated Supervisors' and Administrators' Salaries		1300	1,018,674.00	1,448,002.00	893,777.28	1,466,465.00	(18,463.00)	-1.3%
Other Certificated Salaries		1900	664,462.00	664,462.00	535,053.29	664,519.00	(57.00)	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>30,624,564.00</b>	<b>31,714,490.00</b>	<b>18,328,286.51</b>	<b>31,621,192.00</b>	<b>93,298.00</b>	<b>0.3%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	14,276,101.00	14,455,213.00	6,879,786.22	14,930,070.00	(474,857.00)	-3.3%
Classified Support Salaries		2200	3,851,134.00	3,809,417.00	1,908,795.96	3,780,095.00	29,322.00	0.8%
Classified Supervisors' and Administrators' Salaries		2300	406,240.00	408,656.00	209,147.60	409,830.00	(1,174.00)	-0.3%
Clerical, Technical and Office Salaries		2400	1,693,431.00	1,619,146.00	769,401.46	1,639,100.00	(19,954.00)	-1.2%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>20,226,906.00</b>	<b>20,292,432.00</b>	<b>9,767,131.24</b>	<b>20,759,095.00</b>	<b>(466,663.00)</b>	<b>-2.3%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	17,828,328.00	18,809,813.00	2,834,419.40	18,811,261.00	(1,448.00)	0.0%
PERS		3201-3202	3,615,019.00	3,629,705.00	1,778,862.70	3,686,760.00	(57,055.00)	-1.6%
OASDI/Medicare/Alternative		3301-3302	2,058,290.00	2,093,982.00	1,047,684.72	2,137,259.00	(43,277.00)	-2.1%
Health and Welfare Benefits		3401-3402	13,761,668.00	13,780,495.00	7,829,631.56	13,812,144.00	(31,649.00)	-0.2%
Unemployment Insurance		3501-3502	25,593.00	26,335.00	13,975.29	26,508.00	(173.00)	-0.7%
Workers' Compensation		3601-3602	1,227,499.00	1,258,880.00	683,006.85	1,268,646.00	(9,766.00)	-0.8%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>38,516,397.00</b>	<b>39,599,210.00</b>	<b>14,187,580.52</b>	<b>39,742,578.00</b>	<b>(143,368.00)</b>	<b>-0.4%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	1,461,230.00	1,947,277.00	1,905,731.28	1,951,818.00	(4,541.00)	-0.2%
Books and Other Reference Materials		4200	70,778.00	121,458.00	80,158.89	147,577.00	(26,119.00)	-21.5%
Materials and Supplies		4300	5,320,452.00	5,532,692.00	934,989.53	5,614,656.00	(81,964.00)	-1.5%
Noncapitalized Equipment		4400	632,429.00	949,733.00	203,303.14	1,351,538.00	(401,805.00)	-42.3%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>7,484,889.00</b>	<b>8,551,160.00</b>	<b>3,124,182.84</b>	<b>9,065,589.00</b>	<b>(514,429.00)</b>	<b>-6.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	4,166,793.00	4,122,974.00	472,251.36	4,122,974.00	0.00	0.0%
Travel and Conferences		5200	324,784.00	382,738.00	213,369.76	409,976.00	(27,238.00)	-7.1%
Dues and Memberships		5300	88,340.00	94,011.00	49,430.00	57,942.00	36,069.00	38.4%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,382,400.00	3,625,052.00	1,838,467.82	3,630,227.00	(5,175.00)	-0.1%
Transfers of Direct Costs		5710	293,938.00	324,921.00	126,317.66	279,255.00	45,666.00	14.1%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	8,556,170.00	8,327,276.00	1,941,244.38	4,940,492.00	3,386,784.00	40.7%
Communications		5900	26,103.00	40,065.00	12,233.46	40,529.00	(444.00)	-1.1%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>16,838,528.00</b>	<b>16,917,057.00</b>	<b>4,653,314.44</b>	<b>13,481,395.00</b>	<b>3,435,662.00</b>	<b>20.3%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,037,581.00	3,054,718.00	752,978.23	1,179,991.00	1,874,727.00	61.4%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	444,000.00	444,000.00	278,723.44	644,520.00	(200,520.00)	-45.2%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>3,481,581.00</b>	<b>3,498,718.00</b>	<b>1,031,701.67</b>	<b>1,824,511.00</b>	<b>1,674,207.00</b>	<b>47.9%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	1,350,000.00	1,350,000.00	4,288.67	1,225,000.00	125,000.00	9.3%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>1,350,000.00</b>	<b>1,350,000.00</b>	<b>4,288.67</b>	<b>1,225,000.00</b>	<b>125,000.00</b>	<b>9.3%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	1,061,435.00	1,112,484.00	564,934.11	1,135,236.00	(22,752.00)	-2.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>1,061,435.00</b>	<b>1,112,484.00</b>	<b>564,934.11</b>	<b>1,135,236.00</b>	<b>(22,752.00)</b>	<b>-2.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>119,584,300.00</b>	<b>123,035,551.00</b>	<b>51,661,420.00</b>	<b>118,854,596.00</b>	<b>4,180,955.00</b>	<b>3.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	1,500,000.00	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>1,500,000.00</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>1,500,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	53,937,387.00	54,938,246.00	0.00	55,485,632.00	547,386.00	1.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>53,937,387.00</b>	<b>54,938,246.00</b>	<b>0.00</b>	<b>55,485,632.00</b>	<b>547,386.00</b>	<b>1.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>52,437,387.00</b>	<b>53,438,246.00</b>	<b>0.00</b>	<b>53,985,632.00</b>	<b>(547,386.00)</b>	<b>1.0%</b>

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	29,269.36	29,279.28	28,800.81	29,278.30	(0.98)	0%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	29,269.36	29,279.28	28,800.81	29,278.30	(0.98)	0%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	335.06	300.16	300.16	300.16	0.00	0%
b. Special Education-Special Day Class	27.81	17.74	17.74	17.74	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	362.87	317.90	317.90	317.90	0.00	0%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	29,632.23	29,597.18	29,118.71	29,596.20	(0.98)	0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						



Object	July	August	September	October	November	December	January	February
<b>ACTUALS THROUGH THE MONTH OF</b> (Enter Month Name)								
<b>A. BEGINNING CASH</b>	97,614,280.40	92,169,795.00	74,659,795.93	75,540,497.37	63,455,855.36	60,070,331.99	97,232,487.83	87,471,324.61
<b>B. RECEIPTS</b>								
L CFF/Revenue Limit Sources								
Principal Apportionment	8,996,744.90	8,996,744.90	29,036,119.82	16,194,140.82	16,194,140.82	29,036,119.82	16,194,140.82	16,540,291.62
Property Taxes	2,209,662.31	53,239.06	1,234,396.40	390,032.58	11,566,080.70	22,515,442.13	8,127,185.52	223,374.14
Miscellaneous Funds	55,549.00	(55,547.00)	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	217,200.16	83,468.21	239,200.81	2,016,951.41	832,006.27	416,994.09	4,360,563.91	116,360.60
Other State Revenue	5,592,767.73	832,690.01	3,061,479.37	699,877.91	1,414,100.42	3,510,719.42	6,650,506.38	1,490,388.93
Other Local Revenue	442,152.58	472,827.22	527,286.22	614,311.58	262,330.01	312,774.99	492,014.00	587,266.88
Interfund Transfers In								
All Other Financing Sources								
<b>TOTAL RECEIPTS</b>	17,514,076.68	10,383,422.40	34,098,482.62	19,915,314.30	30,270,658.22	55,792,050.45	35,824,410.63	18,958,282.17
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	1,573,765.00	14,264,890.37	14,633,375.69	14,867,384.88	15,182,325.22	384,717.27	29,275,342.00	14,607,259.28
Classified Salaries	(4,403.09)	2,720,687.51	4,013,632.90	5,150,041.84	5,092,157.20	5,471,847.57	5,881,587.65	5,534,954.83
Employee Benefits	8,449,681.71	5,853,828.45	8,254,615.71	8,554,945.09	8,533,126.27	8,426,067.35	8,829,361.57	10,988,028.60
Books and Supplies	47,921.14	1,689,297.77	1,695,884.46	1,085,926.37	1,578,437.96	547,940.29	670,992.72	945,557.45
Services	902,291.26	3,353,336.40	3,694,925.61	815,646.30	1,960,136.26	1,729,547.53	1,930,902.75	1,321,396.42
Capital Outlay	60,602.28	37,526.99	213,779.73	(146,488.90)	242,344.73	687,902.85	356,819.09	69,886.89
Other Outgo	146,329.21	165,533.32	384,994.65	1,571,913.86	1,328,237.91	934,936.92	1,571,913.86	1,329,514.54
Interfund Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL DISBURSEMENTS</b>	11,166,187.51	28,085,080.81	32,891,208.75	31,899,369.44	33,916,765.55	18,162,959.78	48,316,899.64	34,795,398.11
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not in Treasury	1,566,244.57	0.00	(73,444.00)	73,444.00	0.00	0.00	(54,293.22)	0.00
Accounts Receivable	(508,436.43)	702,281.12	102,741.61	1,423,805.12	425,716.35	(391,006.71)	(301,826.20)	227,449.65
Due From Other Funds	916,790.40	(6,777.69)	(7,975.34)	23,724.96	(6,615.25)	(6,479.84)	(11,845.58)	(6,695.53)
Stores	16,346.37	27,030.55	(38,454.98)	(44,072.59)	(53,624.70)	(92,829.99)	44,423.17	(2,690.16)
Prepaid Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Current Assets	(449,005.86)	(231,997.10)	(443,695.57)	(5,539.39)	(8,443.26)	(5,145.29)	(3,503.73)	(2,670.74)
Deferred Outflows of Resources								
<b>SUBTOTAL</b>	1,541,939.05	490,516.88	(460,829.28)	1,477,362.10	357,033.14	(495,461.80)	(327,045.56)	215,403.22
Liabilities and Deferred Inflows								
Accounts Payable	8,278,062.46	298,857.54	(134,256.85)	76,630.65	96,449.18	(44,897.81)	(991,607.23)	(1,826,151.30)
Due To Other Funds	0.00	0.00	0.00	1,501,318.32			(2,050,393.28)	
Current Loans								
Unearned Revenues	5,056,251.16							
Deferred Inflows of Resources								
<b>SUBTOTAL</b>	13,334,313.62	298,857.54	(134,256.85)	1,577,948.97	96,449.18	(44,897.81)	(3,042,000.51)	(1,826,151.30)
Nonoperating								
Suspense Clearing								
<b>TOTAL BALANCE SHEET ITEMS</b>	0.00	191,659.34	(326,572.43)	(100,586.87)	260,583.96	(16,370.84)	16,370.84	2,041,554.52
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	(5,444,485.40)	(17,509,999.07)	880,701.44	(12,084,642.01)	(3,385,523.37)	37,162,155.84	(9,761,163.22)	(13,795,581.42)
<b>F. ENDING CASH (A + E)</b>	92,169,795.00	74,659,795.93	75,540,497.37	63,455,855.36	60,070,331.99	97,232,487.83	87,471,324.61	73,675,763.19
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>								

Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
<b>ACTUALS THROUGH THE MONTH OF</b>								
<b>(Enter Month Name):</b>								
<b>A. BEGINNING CASH</b>	73,675,763.19	77,513,166.41	81,564,340.89	71,208,901.76				
<b>B. RECEIPTS</b>								
LCFF/Revenue Limit Sources								
Principal Apportionment	27,845,178.62	16,540,291.62	16,540,291.62	20,334,041.10	2,232,978.52		224,681,225.00	224,681,225.00
Property Taxes	4,328,409.93	18,246,747.34	1,637,075.78	26,973,804.51	1,462,835.60		98,970,286.00	98,970,286.00
Miscellaneous Funds	0.00	0.00	0.00	0.00	(2.00)		0.00	0.00
Federal Revenue	2,674,264.11	66,150.75	247,769.14	5,918,864.83	5,393,258.71		22,583,653.00	22,583,653.00
Other State Revenue	2,947,401.37	1,292,870.38	2,186,052.38	19,477,207.52	2,985,006.18		52,141,068.00	52,141,068.00
Other Local Revenue	374,462.87	803,369.61	225,592.50	997,636.04	4,320,590.50	0.00	10,432,615.00	10,432,615.00
Interfund Transfers In							0.00	0.00
All Other Financing Sources							0.00	0.00
<b>TOTAL RECEIPTS</b>	38,169,716.90	36,949,429.70	20,836,781.42	73,701,554.00	16,394,667.51	0.00	408,808,847.00	408,808,847.00
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	14,554,283.55	14,737,589.99	15,119,803.96	5,625,410.70		(584,345.91)	154,241,802.00	154,241,802.00
Classified Salaries	5,691,796.81	4,723,240.39	5,233,081.60	9,410,722.79			58,719,308.00	58,719,308.00
Employee Benefits	8,630,427.93	8,426,029.71	8,593,096.10	22,320,413.33		(659,806.82)	115,199,817.00	115,199,817.00
Books and Supplies	566,533.00	533,286.68	1,540,218.87	2,072,362.76		11,853,219.53	24,827,579.00	24,827,579.00
Services	3,147,151.46	1,868,829.24	2,177,728.84	4,429,944.69		5,808,114.24	33,139,951.00	33,139,951.00
Capital Outlay	5,777.11	6,465.00	14,749.10	2,153,345.51		1,778,313.62	5,449,824.00	5,449,824.00
Other Outgo	851,893.39	897,609.06	(1,161,119.34)	850,264.52	767,551.00		9,639,573.00	9,639,573.00
Interfund Transfers Out	0.00	0.00	0.00	1,500,000.00			1,500,000.00	1,500,000.00
All Other Financing Uses	0.00	0.00	0.00	0.00			0.00	0.00
<b>TOTAL DISBURSEMENTS</b>	33,447,863.25	31,193,050.07	31,517,561.13	48,362,464.30	767,551.00	18,195,494.66	402,717,854.00	402,717,854.00
<b>D. BALANCE SHEET ITEMS</b>								
Assets and Deferred Outflows								
Cash Not In Treasury	(4,132.16)	4,132.16	0.00	0.00			1,511,951.35	1,511,951.35
Accounts Receivable	2,112,927.64	(1,312,338.80)	(398,712.93)	0.00			2,088,580.42	2,088,580.42
Due From Other Funds	6,685.59	(6,599.13)	(6,599.13)	0.00			887,623.46	887,623.46
Stores	12,615.94	48,318.78	73,311.70	0.00			(9,625.88)	(9,625.88)
Prepaid Expenditures	0.00	0.00	0.00	0.00			0.00	0.00
Other Current Assets	(5,257.88)	(193.29)	1,770.31	1,076,028.00			(77,654.80)	(77,654.80)
Deferred Outflows of Resources							0.00	0.00
<b>SUBTOTAL</b>	2,122,839.13	(1,266,680.28)	(330,230.05)	1,076,028.00	0.00	0.00	4,400,874.55	4,400,874.55
Liabilities and Deferred Inflows								
Accounts Payable	1,084,773.15	440,464.75	684,451.47				7,962,776.01	7,962,776.01
Due To Other Funds	1,922,516.41	(1,939.88)	(1,340,022.10)	(1,500,000.00)			(1,468,520.53)	(1,468,520.53)
Current Loans							0.00	0.00
Unearned Revenues							5,056,251.16	5,056,251.16
Deferred Inflows of Resources							0.00	0.00
<b>SUBTOTAL</b>	3,007,289.56	438,524.87	(655,570.63)	(1,500,000.00)	0.00	0.00	11,550,506.64	11,550,506.64
Nonoperating								
Suspense Clearing							0.00	0.00
<b>TOTAL BALANCE SHEET ITEMS</b>	(884,450.43)	(1,705,205.15)	325,340.58	2,576,028.00	0.00	0.00	(7,149,632.09)	(7,149,632.09)
<b>E. NET INCREASE/DECREASE (B - C + D)</b>	3,837,403.22	4,051,174.48	(10,355,439.13)	27,915,117.70	15,627,116.51	(18,195,494.66)	6,090,993.00	6,090,993.00
<b>F. ENDING CASH (A + E)</b>	77,513,166.41	81,564,340.89	71,208,901.76	99,124,019.46				
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>							96,555,641.31	96,555,641.31

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFE/Revenue Limit Sources	8010-8099	323,651,511.00	2.40%	331,421,652.00	1.33%	335,815,270.00
2. Federal Revenues	8100-8299	22,583,653.00	-8.71%	20,616,584.00	0.12%	20,641,584.00
3. Other State Revenues	8300-8599	52,141,068.00	-22.65%	40,330,926.00	-0.25%	40,230,092.00
4. Other Local Revenues	8600-8799	10,432,615.00	-22.42%	8,093,671.00	-2.54%	7,887,717.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		408,808,847.00	-2.04%	400,462,833.00	1.03%	404,574,663.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				154,241,802.00		155,869,783.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				1,627,981.00		1,851,020.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	154,241,802.00	1.06%	155,869,783.00	1.19%	157,720,803.00
2. Classified Salaries						
a. Base Salaries				58,719,308.00		59,196,587.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				477,279.00		838,147.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	58,719,308.00	0.81%	59,196,587.00	1.42%	60,034,734.00
3. Employee Benefits	3000-3999	115,199,817.00	7.48%	123,818,811.00	5.04%	130,062,431.00
4. Books and Supplies	4000-4999	24,827,579.00	-3.21%	24,029,691.00	-16.80%	19,992,449.00
5. Services and Other Operating Expenditures	5000-5999	33,139,951.00	-1.75%	32,558,648.00	-19.67%	26,155,773.00
6. Capital Outlay	6000-6999	5,449,824.00	-73.54%	1,441,769.00	0.00%	1,441,752.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	9,639,573.00	34.18%	12,934,589.00	1.62%	13,144,189.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,500,000.00	0.00%	1,500,000.00	0.00%	1,500,000.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		402,717,854.00	2.14%	411,349,878.00	-0.32%	410,052,131.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		6,090,993.00		(10,887,045.00)		(5,477,468.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1c)		90,578,052.00		96,669,045.00		85,782,000.00
2. Ending Fund Balance (Sum lines C and D1)		96,669,045.00		85,782,000.00		80,304,532.00
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	605,000.00		605,000.00		605,000.00
b. Restricted	9740	11,442,303.00		375,313.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	31,295,379.00		29,759,999.00		26,818,043.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	12,081,636.00		12,340,496.00		12,301,564.00
2. Unassigned/Unappropriated	9790	41,244,727.00		42,701,192.00		40,579,925.00
f. Total Components of Ending Fund Balance		96,669,045.00		85,782,000.00		80,304,532.00
(Line D3f must agree with line D2)						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	12,081,636.00		12,340,496.00		12,301,564.00
c. Unassigned/Unappropriated	9790	41,244,727.00		42,701,192.00		40,579,925.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		53,326,363.00		55,041,688.00		52,881,489.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		13.24%		13.38%		12.90%
<b>F. RECOMMENDED RESERVES</b>						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00		0.00		0.00
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		28,800.81		28,425.79		28,242.79
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		402,717,854.00		411,349,878.00		410,052,131.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		402,717,854.00		411,349,878.00		410,052,131.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		12,081,535.62		12,340,496.34		12,301,563.93
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		12,081,535.62		12,340,496.34		12,301,563.93
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	323,651,511.00	2.40%	331,421,652.00	1.33%	335,815,270.00
2. Federal Revenues	8100-8299	2,701,125.00	0.00%	2,701,125.00	0.00%	2,701,125.00
3. Other State Revenues	8300-8599	12,486,694.00	-43.78%	7,019,611.00	-1.14%	6,939,591.00
4. Other Local Revenues	8600-8799	6,858,794.00	-34.10%	4,519,850.00	-4.56%	4,313,896.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(55,485,632.00)	1.74%	(56,450,054.00)	1.49%	(57,291,326.00)
6. Total (Sum lines A1 thru A5c)		290,212,492.00	-0.34%	289,212,184.00	1.13%	292,478,556.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				122,620,610.00		124,498,242.00
b. Step & Column Adjustment						
c. Cost-of-Living Adjustment						
d. Other Adjustments				1,877,632.00		1,679,725.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	122,620,610.00	1.53%	124,498,242.00	1.35%	126,177,967.00
2. Classified Salaries						
a. Base Salaries				37,960,213.00		38,416,995.00
b. Step & Column Adjustment						
c. Cost-of-Living Adjustment						
d. Other Adjustments				456,782.00		575,007.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	37,960,213.00	1.20%	38,416,995.00	1.50%	38,992,002.00
3. Employee Benefits	3000-3999	75,457,239.00	10.59%	83,451,466.00	6.67%	89,015,371.00
4. Books and Supplies	4000-4999	15,761,990.00	-9.03%	14,339,374.00	0.91%	14,470,097.00
5. Services and Other Operating Expenditures	5000-5999	19,658,556.00	-15.07%	16,695,310.00	2.27%	17,073,834.00
6. Capital Outlay	6000-6999	3,625,313.00	-80.55%	705,021.00	0.00%	705,021.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	8,414,573.00	39.16%	11,709,589.00	1.79%	11,919,189.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(1,135,236.00)	-30.96%	(783,758.00)	-1.40%	(772,770.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		282,363,258.00	2.36%	289,032,239.00	2.96%	297,580,711.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
<b>(Line A6 minus line B11)</b>						
		7,849,234.00		179,945.00		(5,102,155.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		77,377,508.00		85,226,742.00		85,406,687.00
2. Ending Fund Balance (Sum lines C and D1)		85,226,742.00		85,406,687.00		80,304,532.00
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	605,000.00		605,000.00		605,000.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	31,295,379.00		29,759,999.00		26,818,043.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	12,081,636.00		12,340,496.00		12,301,564.00
2. Unassigned/Unappropriated	9790	41,244,727.00		42,701,192.00		40,579,925.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		85,226,742.00		85,406,687.00		80,304,532.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	12,081,636.00		12,340,496.00		12,301,564.00
c. Unassigned/Unappropriated	9790	41,244,727.00		42,701,192.00		40,579,925.00
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		53,326,363.00		55,041,688.00		52,881,489.00
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources		0.00	0.00%		0.00%	
2. Federal Revenues	8010-8099	19,882,528.00	-9.89%	17,915,459.00	0.14%	17,940,459.00
3. Other State Revenues	8100-8299	39,654,374.00	-16.00%	33,311,315.00	-0.06%	33,290,501.00
4. Other Local Revenues	8300-8599	3,573,821.00	0.00%	3,573,821.00	0.00%	3,573,821.00
5. Other Financing Sources	8600-8799					
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	55,485,632.00	1.74%	56,450,054.00	1.49%	57,291,326.00
6. Total (Sum lines A1 thru A5c)		118,596,355.00	-6.19%	111,250,649.00	0.76%	112,096,107.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				31,621,192.00		31,371,541.00
b. Step & Column Adjustment						
c. Cost-of-Living Adjustment						
d. Other Adjustments				(249,651.00)		171,295.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	31,621,192.00	-0.79%	31,371,541.00	0.55%	31,542,836.00
2. Classified Salaries						
a. Base Salaries				20,759,095.00		20,779,592.00
b. Step & Column Adjustment						
c. Cost-of-Living Adjustment						
d. Other Adjustments				20,497.00		263,140.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	20,759,095.00	0.10%	20,779,592.00	1.27%	21,042,732.00
3. Employee Benefits	3000-3999	39,742,578.00	1.57%	40,367,345.00	1.68%	41,047,060.00
4. Books and Supplies	4000-4999	9,065,589.00	6.89%	9,690,317.00	-43.01%	5,522,352.00
5. Services and Other Operating Expenditures	5000-5999	13,481,395.00	17.67%	15,863,338.00	-42.75%	9,081,939.00
6. Capital Outlay	6000-6999	1,824,511.00	-59.62%	736,748.00	0.00%	736,731.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,225,000.00	0.00%	1,225,000.00	0.00%	1,225,000.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	1,135,236.00	-30.96%	783,758.00	-1.40%	772,770.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,500,000.00	0.00%	1,500,000.00	0.00%	1,500,000.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		120,354,596.00	1.63%	122,317,639.00	-8.05%	112,471,420.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(1,758,241.00)		(11,066,990.00)		(375,313.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		13,200,544.00		11,442,303.00		375,313.00
2. Ending Fund Balance (Sum lines C and D1)		11,442,303.00		375,313.00		0.00
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	11,442,303.00		375,313.00		
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		11,442,303.00		375,313.00		0.00



Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						



Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

**CRITERIA AND STANDARDS**

**1. CRITERION: Average Daily Attendance**

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's ADA Standard Percentage Range: -2.0% to +2.0%

**1A. Calculating the District's ADA Variances**

DATA ENTRY: First Interim data that exist will be extracted into the first column, otherwise, enter data for all fiscal years. Second Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

Estimated Funded ADA

Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 1A)	Second Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2018-19)				
District Regular	29,279.28	29,278.30		
Charter School				
<b>Total ADA</b>	<b>29,279.28</b>	<b>29,278.30</b>	<b>0.0%</b>	<b>Met</b>
1st Subsequent Year (2019-20)				
District Regular	28,804.15	28,803.81		
Charter School				
<b>Total ADA</b>	<b>28,804.15</b>	<b>28,803.81</b>	<b>0.0%</b>	<b>Met</b>
2nd Subsequent Year (2020-21)				
District Regular	28,428.15	28,427.81		
Charter School				
<b>Total ADA</b>	<b>28,428.15</b>	<b>28,427.81</b>	<b>0.0%</b>	<b>Met</b>

**1B. Comparison of District ADA to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Funded ADA has not changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years.

Explanation:  
(required if NOT met)

**2. CRITERION: Enrollment**

STANDARD: Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

**2A. Calculating the District's Enrollment Variances**

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	First Interim (Form 01CSI, Item 2A)	Second Interim CBEDS/Projected		
Current Year (2018-19)				
District Regular	30,313	30,313		
Charter School				
<b>Total Enrollment</b>	<b>30,313</b>	<b>30,313</b>	<b>0.0%</b>	<b>Met</b>
1st Subsequent Year (2019-20)				
District Regular	29,937	29,937		
Charter School				
<b>Total Enrollment</b>	<b>29,937</b>	<b>29,937</b>	<b>0.0%</b>	<b>Met</b>
2nd Subsequent Year (2020-21)				
District Regular	29,754	29,754		
Charter School				
<b>Total Enrollment</b>	<b>29,754</b>	<b>29,754</b>	<b>0.0%</b>	<b>Met</b>

**2B. Comparison of District Enrollment to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Enrollment projections have not changed since first interim projections by more than two percent for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

**3. CRITERION: ADA to Enrollment**

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

**3A. Calculating the District's ADA to Enrollment Standard**

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. First Interim data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CSI, Item 3A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2015-16)			
District Regular	29,882	31,276	
Charter School			
<b>Total ADA/Enrollment</b>	<b>29,882</b>	<b>31,276</b>	<b>95.5%</b>
Second Prior Year (2016-17)			
District Regular	29,502	30,964	
Charter School			
<b>Total ADA/Enrollment</b>	<b>29,502</b>	<b>30,964</b>	<b>95.3%</b>
First Prior Year (2017-18)			
District Regular	29,252	30,729	
Charter School	19		
<b>Total ADA/Enrollment</b>	<b>29,271</b>	<b>30,729</b>	<b>95.3%</b>
		Historical Average Ratio:	95.4%
	District's ADA to Enrollment Standard (historical average ratio plus 0.5%):		95.9%

**3B. Calculating the District's Projected Ratio of ADA to Enrollment**

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2018-19)				
District Regular	28,801	30,313		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>28,801</b>	<b>30,313</b>	<b>95.0%</b>	<b>Met</b>
1st Subsequent Year (2019-20)				
District Regular	28,425	29,937		
Charter School				
<b>Total ADA/Enrollment</b>	<b>28,425</b>	<b>29,937</b>	<b>94.9%</b>	<b>Met</b>
2nd Subsequent Year (2020-21)				
District Regular	28,242	29,754		
Charter School				
<b>Total ADA/Enrollment</b>	<b>28,242</b>	<b>29,754</b>	<b>94.9%</b>	<b>Met</b>

**3C. Comparison of District ADA to Enrollment Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

4. CRITERION: LCFF Revenue

STANDARD: Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's LCFF Revenue Standard Percentage Range:

4A. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. In the Second Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)		Percent Change	Status
	First Interim (Form 01CSI, Item 4A)	Second Interim Projected Year Totals		
	Current Year (2018-19)	323,535,251.00		
1st Subsequent Year (2019-20)	328,141,226.00	331,421,652.00	1.0%	Met
2nd Subsequent Year (2020-21)	331,559,797.00	335,815,270.00	1.3%	Met

4B. Comparison of District LCFF Revenue to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - LCFF revenue has not changed since first interim projections by more than two percent for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

**5. CRITERION: Salaries and Benefits**

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

**5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2015-16)	215,811,911.53	253,337,538.27	85.2%
Second Prior Year (2016-17)	220,646,931.02	249,501,452.69	88.4%
First Prior Year (2017-18)	223,850,072.91	254,277,222.28	88.0%
Historical Average Ratio:			87.2%

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	84.2% to 90.2%	84.2% to 90.2%	84.2% to 90.2%

**5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2018-19)	236,038,062.00	282,363,258.00	83.6%	Not Met
1st Subsequent Year (2019-20)	246,366,703.00	289,032,239.00	85.2%	Met
2nd Subsequent Year (2020-21)	254,185,340.00	297,580,711.00	85.4%	Met

**5C. Comparison of District Salaries and Benefits Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected ratio of unrestricted salary and benefit costs to total unrestricted expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

Explanation:  
(required if NOT met)

In 2018-19 the standard was not met due to the one percent salary increase retro to July 1, 2017, settlement with ASFCME, APGA, and ALTA. In addition, ASTA negotiated a "Class Load" reduction effective August 2018 - May 2021, ASFCME negotiated addial ranges to the salary schedule effective January 1, 2018 - June 30, 2021, and CSEA negotiated 16 positions effective January 1, 2019 - December 31, 2021.

**6. CRITERION: Other Revenues and Expenditures**

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since first interim projections.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

**6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range**

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for the Current Year are extracted. If Second Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2018-19)	21,804,906.00	22,583,653.00	3.6%	No
1st Subsequent Year (2019-20)	19,837,837.00	20,616,584.00	3.9%	No
2nd Subsequent Year (2020-21)	19,862,837.00	20,641,584.00	3.9%	No

Explanation:  
(required if Yes)

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2018-19)	50,922,660.00	52,141,068.00	2.4%	No
1st Subsequent Year (2019-20)	40,212,280.00	40,330,926.00	0.3%	No
2nd Subsequent Year (2020-21)	40,153,633.00	40,230,092.00	0.2%	No

Explanation:  
(required if Yes)

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2018-19)	9,764,587.00	10,432,615.00	6.8%	Yes
1st Subsequent Year (2019-20)	7,519,588.00	8,093,671.00	7.6%	Yes
2nd Subsequent Year (2020-21)	7,519,588.00	7,887,717.00	4.9%	No

Explanation:  
(required if Yes)

The Other Revenue variance was due the increase in Interest Revenue.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2018-19)	24,226,538.00	24,827,579.00	2.5%	No
1st Subsequent Year (2019-20)	22,724,475.00	24,029,691.00	5.7%	Yes
2nd Subsequent Year (2020-21)	19,069,359.00	19,992,449.00	4.8%	No

Explanation:  
(required if Yes)

The Books and Supplies variance was due to One-Time Discretionary funds budget to be spent in 2018-19. Also, other State and Federal grants are ending June 2019.

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2018-19)	36,293,830.00	33,139,951.00	-8.7%	Yes
1st Subsequent Year (2019-20)	25,898,662.00	32,558,648.00	25.7%	Yes
2nd Subsequent Year (2020-21)	25,748,481.00	26,155,773.00	1.6%	No

Explanation:  
(required if Yes)

The Services and Other Operating Expenditures variance was due to One-Time Discretionary funds budget to be spent in 2018-19. Also, other State and Federal grants are ending June 2019.

**6B. Calculating the District's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2018-19)	82,492,153.00	85,157,336.00	3.2%	Met
1st Subsequent Year (2019-20)	67,569,705.00	69,041,181.00	2.2%	Met
2nd Subsequent Year (2020-21)	67,536,058.00	68,759,393.00	1.8%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2018-19)	60,520,368.00	57,967,530.00	-4.2%	Met
1st Subsequent Year (2019-20)	48,623,137.00	56,588,339.00	16.4%	Not Met
2nd Subsequent Year (2020-21)	44,817,840.00	46,148,222.00	3.0%	Met

**6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range**

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD MET - Projected total operating revenues have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:

Federal Revenue  
(linked from 6A  
if NOT met)

Explanation:

Other State Revenue  
(linked from 6A  
if NOT met)

Explanation:

Other Local Revenue  
(linked from 6A  
if NOT met)

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since first interim projections by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:  
Books and Supplies  
(linked from 6A  
if NOT met)

The Books and Supplies variance was due to One-Time Discretionary funds budget to be spent in 2018-19. Also, other State and Federal grants are ending June 2019.

Explanation:  
Services and Other Exps  
(linked from 6A  
if NOT met)

The Services and Other Operating Expenditures variance was due to One-Time Discretionary funds budget to be spent in 2018-19. Also, other State and Federal grants are ending June 2019.

**7. CRITERION: Facilities Maintenance**

**STANDARD:** Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

**Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

**NOTE:** The Proposition 51 school facility program requires the district to deposit a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year (as EC Section 17070.75 read on January 1, 2015).

For all other school facility programs, AB 104 (Chapter 13, Statutes of 2015, effective January 1, 2016) requires the district to deposit into the account, for the 2017-18 to 2019-20 fiscal years, a minimum that is the greater of the following amounts:

- A. The lesser of three percent of the total general fund expenditures and other financing uses for that fiscal year or the amount that the district deposited into the account for the 2014-15 fiscal year; or
- B. Two percent of the total general fund expenditures and other financing uses for that fiscal year.

**DATA ENTRY:** Enter the Required Minimum Contribution if First Interim data does not exist. If EC 17070.75(e)(1) and (e)(2) apply, input 3%. First Interim data that exist will be extracted; otherwise, enter First Interim data into lines 1, if applicable, and 2. All other data are extracted.

	Required Minimum Contribution	Second Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	12,165,000.00	12,165,000.00	Met
2. First Interim Contribution (information only) (Form 01CSI, First Interim, Criterion 7, Line 1)		12,165,000.00	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)



**8. CRITERION: Deficit Spending**

**STANDARD:** Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

**8A. Calculating the District's Deficit Spending Standard Percentage Levels**

DATA ENTRY: All data are extracted or calculated.

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
District's Available Reserve Percentages (Criterion 10C, Line 9)	13.2%	13.4%	12.9%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	4.4%	4.5%	4.3%

**8B. Calculating the District's Deficit Spending Percentages**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals			Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	
Current Year (2018-19)	7,849,234.00	282,363,258.00	N/A	Met
1st Subsequent Year (2019-20)	179,945.00	289,032,239.00	N/A	Met
2nd Subsequent Year (2020-21)	(5,102,155.00)	297,580,711.00	1.7%	Met

**8C. Comparison of District Deficit Spending to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:  
(required if NOT met)

9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

**9A-1. Determining if the District's General Fund Ending Balance is Positive**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals		Status
	(Form 011, Line F2 )	(Form MYP1, Line D2)	
Current Year (2018-19)	96,669,045.00		Met
1st Subsequent Year (2019-20)	85,782,000.00		Met
2nd Subsequent Year (2020-21)	80,304,532.00		Met

**9A-2. Comparison of the District's Ending Fund Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

**9B-1. Determining if the District's Ending Cash Balance is Positive**

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund		Status
	(Form CASH, Line F, June Column)		
Current Year (2018-19)	99,124,019.46		Met

**9B-2. Comparison of the District's Ending Cash Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:  
(required if NOT met)

**10. CRITERION: Reserves**

**STANDARD:** Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

**DATA ENTRY:** Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA		
5% or \$67,000 (greater of)	0	to	300
4% or \$67,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

<sup>1</sup> Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	28,801	28,426	28,243
District's Reserve Standard Percentage Level:	3%	3%	3%

**10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)**

**DATA ENTRY:** For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
2. If you are the SELPA AU and are excluding special education pass-through funds:
  - a. Enter the name(s) of the SELPA(s): \_\_\_\_\_

	Current Year Projected Year Totals (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	0.00	0.00

**10B. Calculating the District's Reserve Standard**

**DATA ENTRY:** If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	402,717,854.00	411,349,878.00	410,052,131.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	402,717,854.00	411,349,878.00	410,052,131.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	12,081,535.62	12,340,496.34	12,301,563.93
6. Reserve Standard - by Amount (\$67,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	12,081,535.62	12,340,496.34	12,301,563.93

**10C. Calculating the District's Available Reserve Amount**

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	12,081,636.00	12,340,496.00	12,301,564.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	41,244,727.00	42,701,192.00	40,579,925.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	53,326,363.00	55,041,688.00	52,881,489.00
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	13.24%	13.38%	12.90%
District's Reserve Standard (Section 10B, Line 7):	12,081,535.62	12,340,496.34	12,301,563.93
Status:	Met	Met	Met

**10D. Comparison of District Reserve Amount to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

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**SUPPLEMENTAL INFORMATION**

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget?

1b. If Yes, identify the liabilities and how they may impact the budget:

**S2. Use of One-time Revenues for Ongoing Expenditures**

1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent?

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

**S3. Temporary Interfund Borrowings**

1a. Does your district have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

1b. If Yes, identify the interfund borrowings:

**S4. Contingent Revenues**

1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

**S5. Contributions**

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since first interim projections.

Identify capital project cost overruns that have occurred since first interim projections that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

**S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund**

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the Second Interim's Current Year data will be extracted. Enter Second Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the Second Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2018-19)	(54,938,246.00)	(55,485,632.00)	1.0%	547,386.00	Met
1st Subsequent Year (2019-20)	(55,146,286.00)	(56,450,054.00)	2.4%	1,303,768.00	Met
2nd Subsequent Year (2020-21)	(55,739,075.00)	(57,291,326.00)	2.8%	1,552,251.00	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2018-19)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2019-20)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2020-21)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2018-19)	1,500,000.00	1,500,000.00	0.0%	0.00	Met
1st Subsequent Year (2019-20)	1,500,000.00	1,500,000.00	0.0%	0.00	Met
2nd Subsequent Year (2020-21)	1,500,000.00	1,500,000.00	0.0%	0.00	Met

**1d. Capital Project Cost Overruns**

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

**S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects**

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. MET - Projected contributions have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1b. MET - Projected transfers in have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1c. MET - Projected transfers out have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

Project Information:  
(required if YES)

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**S6. Long-term Commitments**

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

**S6A. Identification of the District's Long-term Commitments**

DATA ENTRY: If First Interim data exist (Form 01CSI, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no First Interim data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C) Yes
- b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since first interim projections? No
2. If Yes to item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2018
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	8	FUND 01		3,287,089
Certificates of Participation	24	FUND 2545		33,605,000
General Obligation Bonds	25	TAX RECEIPTS		200,528,955
Supp Early Retirement Program	4	FUND 01		8,724,180
State School Building Loans				
Compensated Absences	1	FUND 01 AND FUND 13		2,012,442

Other Long-term Commitments (do not include OPEB):

Type of Commitment	# of Years Remaining	Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2018
QZAB	1	FUND 2545		5,000,000
<b>TOTAL:</b>				<b>253,157,666</b>

Type of Commitment (continued)	Prior Year (2017-18) Annual Payment (P & I)	Current Year (2018-19) Annual Payment (P & I)	1st Subsequent Year (2019-20) Annual Payment (P & I)	2nd Subsequent Year (2020-21) Annual Payment (P & I)
Capital Leases	476,047	476,047	476,047	393,301
Certificates of Participation	2,509,436	2,555,016	2,699,391	3,073,813
General Obligation Bonds	18,405,369	13,449,182	10,917,869	11,054,369
Supp Early Retirement Program	3,121,019	3,121,019	3,121,019	1,577,945
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Type of Commitment	Prior Year (2017-18) Annual Payment (P & I)	Current Year (2018-19) Annual Payment (P & I)	1st Subsequent Year (2019-20) Annual Payment (P & I)	2nd Subsequent Year (2020-21) Annual Payment (P & I)
QZAB	248,964	248,964		
<b>Total Annual Payments:</b>	<b>24,760,835</b>	<b>19,850,228</b>	<b>17,214,326</b>	<b>16,099,428</b>
Has total annual payment increased over prior year (2017-18)?		No	No	No



**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

Explanation:  
(Required if Yes  
to increase in total  
annual payments)

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

Explanation:  
(Required if Yes)

**S7. Unfunded Liabilities**

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

**S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?

c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

	First Interim (Form 01CSI, Item S7A)	Second Interim
2. OPEB Liabilities		
a. Total OPEB liability	109,170,522.00	109,170,522.00
b. OPEB plan(s) fiduciary net position (if applicable)		
c. Total/Net OPEB liability (Line 2a minus Line 2b)	109,170,522.00	109,170,522.00
d. Is total OPEB liability based on the district's estimate or an actuarial valuation?	Estimated	Estimated
e. If based on an actuarial valuation, indicate the date of the OPEB valuation.	Jul 01, 2018	Jul 01, 2018

	First Interim (Form 01CSI, Item S7A)	Second Interim
3. OPEB Contributions		
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2018-19)	6,432,919.00	6,432,919.00
1st Subsequent Year (2019-20)	6,432,919.00	6,432,919.00
2nd Subsequent Year (2020-21)	6,432,919.00	6,432,919.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2018-19)	2,382,053.00	2,384,310.00
1st Subsequent Year (2019-20)	2,382,053.00	2,384,310.00
2nd Subsequent Year (2020-21)	2,382,053.00	2,384,310.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2018-19)	2,974,091.00	2,974,091.00
1st Subsequent Year (2019-20)	3,191,199.00	3,191,199.00
2nd Subsequent Year (2020-21)	3,551,033.00	3,551,033.00
d. Number of retirees receiving OPEB benefits		
Current Year (2018-19)	401	401
1st Subsequent Year (2019-20)	401	401
2nd Subsequent Year (2020-21)	401	401

4. Comments:

The Second Interim Report "Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions" is based upon updated figures that were received on October 24, 2018. Adjustments if needed, will be made upon completion of the final report.

**S7B. Identification of the District's Unfunded Liability for Self-insurance Programs**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

Yes
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b. If Yes to item 1a, have there been changes since first interim in self-insurance liabilities?

No
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c. If Yes to item 1a, have there been changes since first interim in self-insurance contributions?

No
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2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
- b. Unfunded liability for self-insurance programs

	First Interim (Form 01CSI, Item S7B)	Second Interim
a.	48,680,228.00	48,680,228.00
b.	48,680,225.00	48,680,228.00

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
  - Current Year (2018-19)
  - 1st Subsequent Year (2019-20)
  - 2nd Subsequent Year (2020-21)
- b. Amount contributed (funded) for self-insurance programs
  - Current Year (2018-19)
  - 1st Subsequent Year (2019-20)
  - 2nd Subsequent Year (2020-21)

	First Interim (Form 01CSI, Item S7B)	Second Interim
a.	48,680,225.00	48,680,228.00
	53,440,250.00	53,440,250.00
	58,369,575.00	58,369,575.00
b.	46,680,228.00	46,680,228.00
	53,440,250.00	53,440,250.00
	58,369,575.00	58,369,575.00

4. Comments:

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**S8. Status of Labor Agreements**

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

**S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period  
Were all certificated labor negotiations settled as of first interim projections?

If Yes, complete number of FTEs, then skip to section S8B.  
If No, continue with section S8A.

**Certificated (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2017-18)	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of certificated (non-management) full-time-equivalent (FTE) positions	1,306.3	1,333.0	1,321.0	1,315.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.  
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.  
If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

**Negotiations Settled Since First Interim Projections**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?  
If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?  
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date:  End Date:

5. Salary settlement:

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>One Year Agreement</b>			
Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year	<input type="text"/>	<input type="text"/>	<input type="text"/>
or			
<b>Multiyear Agreement</b>			
Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year (may enter text, such as "Reopener")	<input type="text"/>	<input type="text"/>	<input type="text"/>

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

1,332,339

Current Year  
(2018-19)

1st Subsequent Year  
(2019-20)

2nd Subsequent Year  
(2020-21)

7. Amount included for any tentative salary schedule increases

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**Certificated (Non-management) Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections**

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

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**Certificated (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Certificated (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the interim and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
Yes	Yes	Yes

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

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**S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Classified Labor Agreements as of the Previous Reporting Period**

Were all classified labor negotiations settled as of first interim projections?

If Yes, complete number of FTEs, then skip to section S8C.  
If No, continue with section S8B.

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2017-18)	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of classified (non-management) FTE positions	919.1	935.1	935.1	935.1

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.  
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.  
If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

**Negotiations Settled Since First Interim Projections**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
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Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

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**One Year Agreement**

Total cost of salary settlement

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% change in salary schedule from prior year  
or

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**Multiyear Agreement**

Total cost of salary settlement

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% change in salary schedule from prior year  
(may enter text, such as "Reopener")

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Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

7. Amount included for any tentative salary schedule increases

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Classified (Non-management) Prior Year Settlements Negotiated Since First Interim**

Are any new costs negotiated since first interim for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:


**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
Yes	Yes	Yes

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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**S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of first interim projections?   
If Yes or n/a, complete number of FTEs, then skip to S9.  
If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2017-18)	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of management, supervisor, and confidential FTE positions	175.0	178.0	178.0	178.0

1a. Have any salary and benefit negotiations been settled since first interim projections?  
If Yes, complete question 2.  
If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?  
If Yes, complete questions 3 and 4.

Negotiations Settled Since First Interim Projections

2. Salary settlement:

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
Total cost of salary settlement			
Change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
4. Amount included for any tentative salary schedule increases			

Management/Supervisor/Confidential  
Health and Welfare (H&W) Benefits

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits			
3. Percent of H&W cost paid by employer			
4. Percent projected change in H&W cost over prior year			

Management/Supervisor/Confidential  
Step and Column Adjustments

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments			
3. Percent change in step and column over prior year			

Management/Supervisor/Confidential  
Other Benefits (mileage, bonuses, etc.)

	Current Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Are costs of other benefits included in the interim and MYPs?	Yes	Yes	Yes
2. Total cost of other benefits			
3. Percent change in cost of other benefits over prior year			



**S9. Status of Other Funds**

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

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**S9A. Identification of Other Funds with Negative Ending Fund Balances**

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DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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### ADDITIONAL FISCAL INDICATORS

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The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)
- A2. Is the system of personnel position control independent from the payroll system?
- A3. Is enrollment decreasing in both the prior and current fiscal years?
- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?
- A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?
- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?
- A7. Is the district's financial system independent of the county office system?
- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)
- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

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### End of School District Second Interim Criteria and Standards Review

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

**Approval of Notice of Exemption for the  
Savanna High School Interim Housing Project**

**RESOLUTION NO. 2018/19-F-04**

March 5, 2019

On the motion of \_\_\_\_\_ and duly seconded, the following resolution was adopted.

**WHEREAS**, on July 10, 2014, the Anaheim Union High School District's (District) governing board (Board) approved the District's Facilities Master Plan (FMP) to address the facilities needs of the District over the next ten years; and

**WHEREAS**, the District owns and operates Savanna High School, located at 301 North Gilbert Street, in the City of Anaheim, County of Orange, State of California; and

**WHEREAS**, capital improvements at Savanna High School are identified in the approved FMP; and

**WHEREAS**, the Savanna High School Interim Housing Project (Project) is consistent with the intent of the approved FMP; and

**WHEREAS**, on March 5, 2019, the Board awarded a public works contract for the Project; and

**WHEREAS**, the scope of work for the Project consists of the installation of two relocatable buildings that will serve as student changing rooms and P.E. teachers' offices while the locker rooms are being renovated under separate contract; and

**WHEREAS**, the Project will not increase student capacity, and it will be removed once the campus renovation work is complete; and

**WHEREAS**, the Board has determined that the Project is categorically exempt from the provisions of the California Environmental Quality Act of 1974 (CEQA), Public Resources Code Sections 21000 et seq., as amended, pursuant to Title 14, Sections 15303 and 15314 of the California Code of Regulations, as the Project consists of the construction and location of limited numbers of new, small structures and minor additions to an existing school within the school grounds where the addition does not increase original student capacity by more than twenty-five percent or ten classrooms, whichever is less.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Trustees of the Anaheim Union High School District hereby resolves and declares, as follows:

**Section 1.** The Notice of Exemption attached hereto as Exhibit "A" and incorporated herein by reference is approved and adopted.

**Section 2.** The superintendent or designee is hereby authorized and directed to cause the Notice of Exemption to be executed and timely filed with the Orange County Clerk-Recorder.

The foregoing resolution was passed and adopted at the regular meeting of the Board of Trustees on March 5, 2019, 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 at the regular meeting thereof held on the 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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

EXHIBIT "A"

NOTICE OF EXEMPTION

## Notice of Exemption

To:  Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

From: Anaheim Union High School District  
501 North Crescent Way  
Anaheim, CA 92801

County Clerk-Recorder  
County of Orange  
12 Civic Center Plaza, Room 101  
Santa Ana, CA 92701

Project Title: Savanna High School Interim Housing Project

Project Applicant: Anaheim Union High School District

Project Location – Specific: Savanna High School, 301 North Gilbert Street, Anaheim, CA 92801

Project Location – City: Anaheim Project Location – County: Orange

**Description of Nature, Purpose, and Beneficiaries of Project:**

The Project consists of the installation of two (2) relocatable buildings that will serve as student changing rooms and P.E. teachers' offices while the locker rooms are undergoing renovation. The interim housing will be removed once the renovation work is complete.

Name of Public Agency Approving Project: Anaheim Union High School District

Name of Person or Agency Carrying Out Project Anaheim Union High School District

**Exempt Status: (check one):**

- Ministerial (Sec. 21080(b)(1); 15268)  
 Declared Emergency (Sec. 21080(b)(3); 15269(a))  
 Emergency Project (Sec. 21080(b)(4); 15269(b)-(c))  
 Categorical Exemption. State type and section number: Sections 15303 (New Construction or Conversion of Small Structures) and 15314 (Minor Additions to Schools)  
 Statutory Exemptions. State Code number: \_\_\_\_\_

**Reasons why project is exempt:**

The installation of two (2) relocatable buildings is categorically exempt pursuant to Section 15303, as it consists of the construction and location of limited numbers of new, small structures; and Section 15314, as it consists of minor additions to an existing school within the existing school grounds where the addition does not increase original student capacity by more than twenty-five percent (25%) or ten (10) classrooms, whichever is less.

**Lead Agency**

Contact Person: Patricia Neely Area Code/Telephone/Extension: (714) 999-3505

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date:  / /2019 Title: Assistant Superintendent, Business

Signed by Lead Agency  Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_

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

**Approval of Notice of Exemption for the  
Dale Junior High School  
New Construction/Modernization Project**

**RESOLUTION NO. 2018/19-F-05**

March 5, 2019

On the motion of \_\_\_\_\_ and duly seconded, the following resolution was adopted.

**WHEREAS**, on July 10, 2014, the Anaheim Union High School District's (District) governing board (Board) approved the District's Facilities Master Plan (FMP) to address the facilities needs of the District over the next ten years; and

**WHEREAS**, the District owns and operates Dale Junior High School, located at 900 South Dale Avenue, in the City of Anaheim, County of Orange, State of California; and

**WHEREAS**, the Dale Junior High School New Construction/Modernization Project (Project) is one of the projects identified in the approved FMP; and

**WHEREAS**, on March 5, 2019, the Board awarded a public works contract for the Project; and

**WHEREAS**, the scope of work for the Project consists of (1) Demolition and construction of a new two-story administration/classroom building, and music building; (2) Modernization and reconfiguration of existing classrooms, restrooms, gymnasium and shower/locker rooms; (3) Upgrade of site utilities; (4) Upgrade of fire alarm system; (5) Reconfiguration of the existing parking lots to improve vehicular circulation and student drop-off areas; (6) Site and building improvements to address ADA path of travel issues; (7) Site improvements to address drainage issues; (8) Installation of shade structures and quad improvements; (9) Installation of security fencing throughout campus; (10) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (11) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (12) Installation of surveillance cameras and exterior lighting; and

**WHEREAS**, the Board has determined that the Project is categorically and statutorily exempt from the provisions of the California Environmental Quality Act of 1974 ("CEQA"), Public Resources Code Sections 21000 et seq., as amended, pursuant to Title 14, Sections 15301, 15302, 15303, 15304, 15311, and 15314 of the California Code of Regulations, as well as Public Resources Code Section 21080.35, as the Project consists of minor alterations of existing structures, facilities, and mechanical equipment involving negligible or no expansion of existing or former use; the replacement of existing structures, facilities, and systems on the same site and having substantially the same purpose and capacity as the structure replaced; the construction and location of limited numbers of new, small structures and installation of small new equipment in small structures; minor alterations in the condition of land and/or vegetation that does not involve removal of healthy, mature, scenic trees; the construction and placement of minor structures accessory to existing facilities; the installation of photovoltaic (solar) panels on parking lot sheds with lighting; and minor additions to an existing school on existing school grounds where the addition

does not increase original student capacity by more than twenty-five percent or ten classrooms, whichever is less; and

**WHEREAS**, the combined effect of the different types of CEQA exemptions enumerated above places the Project as a whole outside the purview of CEQA (Surfrider Foundation v. California Coastal Commission (1994) 26 Cal.App.4th 151).

**NOW, THEREFORE BE IT RESOLVED**, the Board of Trustees of the Anaheim Union High School District hereby resolves and declares, as follows:

**Section 1.** The Notice of Exemption attached hereto as Exhibit "A" and incorporated herein by reference is approved and adopted.

**Section 2.** The superintendent or designee is hereby authorized and directed to cause the Notice of Exemption to be executed and timely filed with the Orange County Clerk-Recorder.

The foregoing resolution was passed and adopted at the regular meeting of the Board of Trustees on March 5, 2019, 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 at the regular meeting thereof held on the 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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



EXHIBIT "A"

NOTICE OF EXEMPTION



**ATTACHMENT TO NOTICE OF EXEMPTION**  
**Anaheim Union High School District**  
**Dale Junior High School**  
**New Construction/Modernization Project**

Description of Nature, Purpose, and Beneficiaries of Project: The Project consists of (1) Demolition and construction of new two-story administration/classroom building, and music building; (2) Modernization and reconfiguration of existing classrooms, restrooms, gymnasium and shower/locker rooms; (3) Upgrade of site utilities; (4) Upgrade of fire alarm system; (5) Reconfiguration of the existing parking lots to improve vehicular circulation and student drop-off areas; (6) Site and building improvements to address ADA path of travel issues; (7) Site improvements to address drainage issues; (8) Installation of shade structures and quad improvements; (9) Installation of security fencing throughout campus; (10) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (11) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (12) Installation of surveillance cameras and exterior lighting.

Exempt Status: Categorical Exemption. State type and section number: Sections 15301 (Existing Facilities); 15302 (Replacement or Reconstruction); 15303 (New Construction or Conversion of Small Structures); 15304 (Minor Alterations to Land); 15311 (Accessory Structures); and 15314 (Minor Additions to Schools)

Reasons why project is exempt:

The Project components are exempt from the California Environmental Quality Act ("CEQA") for the reasons elaborated upon below. Moreover, the Project as a whole is exempt from CEQA because the Project components do not have the potential for causing a significant effect on the environment, whether individually or collectively. The combined effect of the different types of CEQA exemptions enumerated below places the Project as a whole outside the purview of CEQA. (*Surfrider Foundation v. California Coastal Commission* (1994) 26 Cal.App.4th 151.) The Project therefore does not require CEQA action beyond this Notice of Exemption.

(1) The demolition and construction of a new two-story administration/classroom building, and a music building, are categorically exempt pursuant to Section 15302, as they consist of the replacement of an existing structure where the new structures will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced; and Section 15314, as it consists of minor additions to an existing school within the existing school grounds where the addition does not increase original student capacity by more than twenty-five percent or ten classrooms, whichever is less, because the number of classrooms will only be increased by five.

(2) The modernization and reconfiguration of existing classrooms, restrooms, gymnasium, and shower/locker rooms are categorically exempt pursuant to Section 15301, as they consist of minor alterations of existing public structures and facilities involving negligible or no expansion of existing or former use.

(3) The upgrade of site utilities is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of existing public structures or facilities involving negligible or no expansion of existing or former use; and Section 15302, as it consists of the replacement of existing structures or facilities where the new structures or facilities will be located on the same site and will have substantially the same purpose and capacity as the structures or facilities replaced (see paragraph(c), which lists the replacement of existing utility systems as an example).

(4) The upgrade of the fire alarm system is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of existing public structures or facilities involving negligible or no expansion of existing or former use (see paragraph (f), which lists addition of safety devices for use with existing structures or facilities as an example); and Section 15303, as it consists of the installation of small new equipment in small structures.

(5) The reconfiguration of the existing parking lots is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of an existing public structure involving negligible or no expansion of existing or former use.

(6) The site and building improvements to address ADA path of travel and drainage issues are categorically exempt pursuant to Section 15301, as they consist of minor alterations of existing public structures or facilities involving negligible or no expansion of existing or former use.

(7) The site improvements to address drainage issues are categorically exempt pursuant to Section 15301, as it consists of a minor alteration of existing public facilities involving negligible or no expansion of existing or former use; Section 15303, as it consists of the construction and location of limited numbers of new, small structures (see paragraph (e), which lists accessory structures as an example); and Section 15311, as it consists of the construction and placement of minor structures accessory to existing facilities.

(8) The installation of shade structures is categorically exempt pursuant to Section 15303, as it consists of the construction and location of limited numbers of new, small structures (see paragraph (e), which lists accessory structures as an example); and Section 15311, as it consists of the construction and placement of minor structures accessory to existing institutional facilities. The installation of quad improvements is categorically exempt pursuant to Section 15301, as it consist of minor exterior alterations of existing public structures or facilities involving negligible or no expansion of use.

(9) The installation of security fencing is categorically exempt pursuant to Section 15303, as it consists of the construction and location of limited numbers of new, small accessory structures (see paragraph (e), which lists fences as an example); and Section 15311, as it consists of the construction and placement of minor structures accessory to existing institutional facilities.

(10) The installation of drought tolerant landscaping and a water efficient irrigation system is categorically exempt pursuant to Section 15301, as it consists of the minor alteration of mechanical equipment involving negligible or no expansion of existing or former use; and Section 15304, as it consists of minor public alterations in the condition of land and/or vegetation that do not involve removal of healthy, mature, scenic trees (see paragraph (b), which lists new gardening or landscaping and the replacement of existing conventional landscaping with water efficient landscaping as examples).

(11) The installation of photovoltaic (solar) panels is statutorily exempt pursuant to Public Resources Code Section 21080.35, as they will be installed on parking carport sheds.

(12) The installation of surveillance cameras and exterior lighting is categorically exempt pursuant to Section 15303, as it consists of the location of limited numbers of new, small structures and installation of small new equipment in small structures (see paragraph (d), which lists electrical extensions of reasonable length, and paragraph (e), which lists accessory structures, as examples); and Section 15311, as it consists of the placement of minor structures accessory to existing institutional facilities.

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

**Approval of Notice of Exemption for the  
Polaris School Modernization Project**

**RESOLUTION NO. 2018/19-F-06**

March 5, 2019

On the motion of \_\_\_\_\_ and duly seconded, the following resolution was adopted.

**WHEREAS**, the District owns the Polaris School building, located at 830 South Dale Avenue, in the City of Anaheim, County of Orange, State of California; and

**WHEREAS**, the Polaris School Modernization Project (Project) is proposed in conjunction with the Dale Junior High School New Construction/Modernization Project (Dale Project); and

**WHEREAS**, the Project is needed to facilitate the execution of the intent of the District's July 10, 2014, Facilities Master Plan (FMP), and to relocate the Polaris Program back to its original location; and

**WHEREAS**, on March 5, 2019, the Board awarded a public works contract for the Project; and

**WHEREAS**, the scope of work for the Project consists of (1) Modernization and reconfiguration of existing classrooms, restrooms, and offices; (2) Upgrade of site utilities; (3) Upgrade of fire alarm system; (4) Reconfiguration of the existing parking lot to improve vehicular circulation and student drop-off areas; (5) Site and building improvements to address ADA path of travel issues; (6) Installation of shade structures; (7) Installation of security fencing throughout the building; (8) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (9) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (10) Installation of surveillance cameras and exterior lighting; and

**WHEREAS**, the Board has determined that the Project is categorically and statutorily exempt from the provisions of the California Environmental Quality Act of 1974 ("CEQA"), Public Resources Code Sections 21000 et seq., as amended, pursuant to Title 14, Sections 15301, 15302, 15303, 15304, and 15311 of the California Code of Regulations, as well as Public Resources Code Section 21080.35, as the Project consists of minor alterations of existing structures, facilities, and mechanical equipment involving negligible or no expansion of existing or former use; the replacement of existing structures, facilities, and systems on the same site and having substantially the same purpose and capacity as the structure replaced; the construction and location of limited numbers of new, small structures and installation of small new equipment in small structures; minor alterations in the condition of land and/or vegetation that does not involve removal of healthy, mature, scenic trees; the construction and placement of minor structures accessory to existing facilities; and the installation of photovoltaic (solar) panels on parking lot sheds with lighting; and

**WHEREAS**, the combined effect of the different types of CEQA exemptions enumerated above places the Project as a whole outside the purview of CEQA (Surfrider Foundation v. California Coastal Commission (1994) 26 Cal.App.4th 151).

**NOW, THEREFORE BE IT RESOLVED**, the Board of Trustees of the Anaheim Union High School District hereby resolves and declares, as follows:

**Section 1.** The Notice of Exemption attached hereto as Exhibit "A" and incorporated herein by reference is approved and adopted.

**Section 2.** The superintendent or designee is hereby authorized and directed to cause the Notice of Exemption to be executed and timely filed with the Orange County Clerk-Recorder.

The foregoing resolution was passed and adopted at the regular meeting of the Board of Trustees on March 5, 2019, 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 at the regular meeting thereof held on the 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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

EXHIBIT "A"  
NOTICE OF EXEMPTION

## Notice of Exemption

To:  Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

From: Anaheim Union High School District  
501 North Crescent Way  
Anaheim, CA 92801

County Clerk-Recorder  
County of Orange  
12 Civic Center Plaza, Room 101  
Santa Ana, CA 92701

Project Title: Polaris School Modernization Project

Project Applicant: Anaheim Union High School District

Project Location – Specific: Polaris School, 830 S. Dale Avenue, Anaheim, CA 92804

Project Location – City: Anaheim Project Location – County: Orange

**Description of Nature, Purpose, and Beneficiaries of Project:**

Please refer to the Attachment to NOE, included herewith, for a description of the nature and purpose of the project. The beneficiaries will be the students, parents, staff, teachers, and administrators.

Name of Public Agency Approving Project: Anaheim Union High School District

Name of Person or Agency Carrying Out Project Anaheim Union High School District

**Exempt Status: (check one):**

- |                                     |   |   |
|-------------------------------------|---|---|
| <input type="checkbox"/>            | Ministerial (Sec. 21080(b)(1); 15268)                 |   |
| <input type="checkbox"/>            | Declared Emergency (Sec. 21080(b)(3); 15269(a))       |   |
| <input type="checkbox"/>            | Emergency Project (Sec. 21080(b)(4); 15269(b)-(c))    |   |
| <input checked="" type="checkbox"/> | Categorical Exemption. State type and section number: | <u>Please refer to the Attachment to NOE</u>  |
| <input checked="" type="checkbox"/> | Statutory Exemptions. State Code number:              | <u>Public Resources Code section 21080.35</u> |

**Reasons why project is exempt:**

Please refer to the Attachment to NOE

**Lead Agency**

Contact Person: Patricia Neely Area Code/Telephone/Extension: (714) 999-3505

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ /2019 Title: Assistant Superintendent Business  
 Signed by Lead Agency  Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_



**ATTACHMENT TO NOTICE OF EXEMPTION**  
**Anaheim Union High School District**  
**Polaris School Modernization Project**

Description of Nature, Purpose, and Beneficiaries of Project: The Project consists of (1) Modernization and reconfiguration of existing classrooms, restrooms, and offices; (2) Upgrade of site utilities; (3) Upgrade of fire alarm system; (4) Reconfiguration of the existing parking lot to improve vehicular circulation and student drop-off areas; (5) Site and building improvements to address ADA path of travel issues; (6) Installation of shade structures; (7) Installation of security fencing throughout the building; (8) Installation of drought tolerant landscaping and water efficient irrigation system throughout; (9) Installation of photovoltaic (solar) panels on parking carport sheds with lighting; and (10) Installation of surveillance cameras and exterior lighting.

Exempt Status: Categorical Exemption. State type and section number: Sections 15301 (Existing Facilities); 15302 (Replacement or Reconstruction); 15303 (New Construction or Conversion of Small Structures); 15304 (Minor Alterations to Land); and 15311 (Accessory Structures)

Reasons why project is exempt:

The Project components are exempt from the California Environmental Quality Act ("CEQA") for the reasons elaborated upon below. Moreover, the Project as a whole is exempt from CEQA because the Project components do not have the potential for causing a significant effect on the environment, whether individually or collectively. The combined effect of the different types of CEQA exemptions enumerated below places the Project as a whole outside the purview of CEQA. (*Surfrider Foundation v. California Coastal Commission* (1994) 26 Cal.App.4th 151.) The Project therefore does not require CEQA action beyond this Notice of Exemption.

(1) The modernization and reconfiguration of existing classrooms, restrooms, and offices are categorically exempt pursuant to Section 15301, as they consist of minor alterations of existing public structures and facilities involving negligible or no expansion of existing or former use.

(2) The upgrade of site utilities is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of existing public structures or facilities involving negligible or no expansion of existing or former use; and Section 15302, as it consists of the replacement of existing structures or facilities where the new structures or facilities will be located on the same site and will have substantially the same purpose and capacity as the structures or facilities replaced (see paragraph(c), which lists the replacement of existing utility systems as an example).

(3) The upgrade of the fire alarm system is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of existing public structures or facilities involving negligible or no expansion of existing or former use (see paragraph (f), which lists addition of safety devices for use with existing structures or facilities as an example); and Section 15303, as it consists of the installation of small new equipment in small structures.

(4) The reconfiguration of the existing parking lot is categorically exempt pursuant to Section 15301, as it consists of a minor alteration of an existing public structure involving negligible or no expansion of existing or former use.

(5) The site and building improvements to address ADA path of travel issues are categorically exempt pursuant to Section 15301, as they consist of minor alterations of

existing public structures or facilities involving negligible or no expansion of existing or former use.

(6) The installation of shade structures is categorically exempt pursuant to Section 15303, as it consists of the construction and location of limited numbers of new, small structures (see paragraph (e), which lists accessory structures as an example); and Section 15311, as it consists of the construction and placement of minor structures accessory to existing institutional facilities.

(7) The installation of security fencing is categorically exempt pursuant to Section 15303, as it consists of the construction and location of limited numbers of new, small accessory structures (see paragraph (e), which lists fences as an example); and Section 15311, as it consists of the construction and placement of minor structures accessory to existing institutional facilities.

(8) The installation of drought tolerant landscaping and a water efficient irrigation system is categorically exempt pursuant to Section 15301, as it consists of the minor alteration of mechanical equipment involving negligible or no expansion of existing or former use; and Section 15304, as it consists of minor public alterations in the condition of land and/or vegetation that do not involve removal of healthy, mature, scenic trees (see paragraph (b), which lists new gardening or landscaping and the replacement of existing conventional landscaping with water efficient landscaping as examples).

(9) The installation of photovoltaic (solar) panels is statutorily exempt pursuant to Public Resources Code Section 21080.35, as they will be installed on parking carport sheds.

(10) The installation of surveillance cameras and exterior lighting is categorically exempt pursuant to Section 15303, as it consists of the location of limited numbers of new, small structures and installation of small new equipment in small structures (see paragraph (d), which lists electrical extensions of reasonable length, and paragraph (e), which lists accessory structures, as examples); and Section 15311, as it consists of the placement of minor structures accessory to existing institutional facilities.

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

**AUTISM AWARENESS MONTH**

**RESOLUTION NO. 2018/19-E-17**

March 5, 2019

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

**WHEREAS**, autism is a complex neurobiological disorder that typically lasts throughout a person's lifetime. It is part of a group of disorders known as autism spectrum disorders (ASD), autism impairs a person's ability to communicate and relate to others; and

**WHEREAS**, an ASD begins before the age of 3 and lasts throughout a person's life, ASDs occur in all racial, ethnic, and socioeconomic groups and are four times more likely to occur in boys than in girls; and

**WHEREAS**, autism symptoms can range from very mild to quite severe; parents are usually the first to notice unusual behaviors in their child or their child's failure to reach appropriate developmental milestones. Scientists think that both genes and the environment play a role, and there might be many causes that lead to ASDs; and

**WHEREAS**, currently, there are no effective means to prevent autism, no fully effective treatments, and no cure. Research indicates, however, that early intervention in an appropriate educational setting for at least two years during the preschool years can result in significant improvements for many young children with autism spectrum disorders.

**NOW, THEREFORE, BE IT RESOLVED;** that the Anaheim Union High School District Board of Trustees does hereby support and designate April 2019 as Autism Awareness Month.

**Resolution No. 2018/19-E-17**

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on March 5, 2019, 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 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

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

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

**CESAR CHAVEZ DAY**

**RESOLUTION NO. 2018/19-E-18**

March 5, 2019

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

**WHEREAS**, the rights and benefits working Americans enjoy today were not easily gained; they had to be won; and

**WHEREAS**, it took generations of courageous men and women, fighting to secure decent working conditions, organizing to demand fair pay, and sometimes risking their lives; and

**WHEREAS**, some, like Cesar Estrada Chavez, made it the cause of their lives; and

**WHEREAS**, Cesar Chavez spent his youth moving across the American Southwest, working in fields and vineyards, and experiencing firsthand the hardships he would later crusade to abolish; and

**WHEREAS**, at the time, farmworkers were deeply impoverished and frequently exploited, exposed to very hazardous working conditions; and

**WHEREAS**, after serving in the U. S. Navy, Cesar Chavez became a community organizer and began his lifelong campaign for civil rights and social justice; and

**WHEREAS**, applying the principles of nonviolence, he led workers in marches, strikes, and boycotts, focusing our Nation's attention on their plight and using the power of picket lines to win union contracts; and

**WHEREAS**, few Americans have led this charge so tirelessly and for so many.

**NOW, THEREFORE, BE IT RESOLVED** that the Anaheim Union High School District Board of Trustees proudly celebrates Cesar Chavez’s legacy and the progress achieved by all who stood alongside him by observing March 31, 2019, as Cesar Chavez Day.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on March 5, 2019, 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 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

\_\_\_\_\_  
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 Child Abuse Prevention Month**

**RESOLUTION NO. 2018/19-E-19**

March 5, 2019

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

**WHEREAS**, the Anaheim Union High School District and other local organizations acknowledge April 2019 as national Child Abuse Prevention Month; and

**WHEREAS**, in 2001, the United States reported spending \$258 million dollars each day as a direct or indirect result of the abuse and neglect of the Nation's children; and

**WHEREAS**, by calling attention to the need for public education and community services to help prevent child abuse and neglect, these groups hope to reduce the impact to children and families; and

**WHEREAS**, the future of our community depends on promoting policies and services that support healthy childhood development and strengthen families; and

**WHEREAS**, everyone in the community should become more aware of child abuse prevention and consider helping parents raise their children in a safe, nurturing environment; and

**WHEREAS**, the prevention of child abuse and neglect represents a worthy commitment to our children's future:

**NOW, THEREFORE, BE IT RESOLVED** that the Anaheim Union High School District Board of Trustees proudly joins in the National Child Abuse Prevention Month, April 2019, to support the needs of children in our community as our most precious resource.

**Resolution No. 2018/19-E-19**

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees, on March 5, 2019, 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 5<sup>th</sup> day of March 2019, 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 5<sup>th</sup> day of March 2019.

---

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



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

**Arab American Heritage Month**

**RESOLUTION NO. 2018/19-E-20**

March 5, 2019

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

**WHEREAS**, on March 22, 2018, Senate Concurrent Resolution 123 was introduced in the California Legislature seeking bicameral support for designating April 2019 as Arab American Heritage Month; and

**WHEREAS**, the Anaheim Union High School District (District) has seen a significant increase in Arab student enrollment and has recognized the contributions of Arab American students, families, and community members; and

**WHEREAS**, in the 2017-18 school year, the District created an Arabic language course at Western High School, which the District intends to expand to other schools; and

**WHEREAS**, for over a century, Arab Americans have been making valuable contributions to virtually every aspect of American society, including medicine, law, business, technology, government, and culture; and

**WHEREAS**, since migrating to the United States, men and women of Arab descent have shared their rich culture and traditions with neighbors and friends, while also setting fine examples of model citizens and public servants; and

**WHEREAS**, Arab migrants to the United States brought with them their resilient family values, strong work ethic, dedication to education, and diversity in faith and creed that have added strength to our great democracy; and

**Resolution No. 2018/19-E-20**

**WHEREAS**, Arab Americans have also enriched our society by embracing the American spirit of opportunity that makes our nation free and prosperous; and

**WHEREAS**, the history of Arab Americans in American life often remains neglected or defaced by misunderstanding, bigotry, and anti-Arab hate in the form of crimes and speech; and

**WHEREAS**, issues currently affecting Arab Americans, such as civil rights abuses, harmful stereotyping, harassment, and bullying, must be combated in the forms of education and awareness; and

**WHEREAS**, Arab Americans join all Americans in the desire to see a peaceful and diverse society, where every individual is treated equally and feels safe; and

**WHEREAS**, the immense contributions and heritage of Arab Americans have helped us build a better nation;

**NOW, THEREFORE BE IT RESOLVED**, that the Anaheim Union High School District celebrates the countless contributions that Arab Americans have made to American society and the State of California, and that the Board of Trustees of the Anaheim Union High School District hereby proclaims the month of April 2019 to be Arab American Heritage Month.

The foregoing resolution was passed and adopted at a regular meeting of the Board of Trustees on March 5, 2019, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Resolution No. 2018/19-E-20**

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 5<sup>th</sup> day of March 2019, and passed by a roll call vote of all members present of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 5<sup>th</sup> day of March 2019.

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

**Business and Noninstructional Operations**

The Board of Trustees desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. The extent to which the District provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources.

The superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.

The superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the District, provide for the maintenance and operation of District-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

All school buses shall comply with inspection requirements specified in the Vehicle Code and administered by the California Highway Patrol.

The District may contract with a private carrier for transportation services whenever such arrangement may be more economical than using District owned or leased vehicles or all District vehicles and/or drivers have been utilized. The District may also contract transportation services when necessary due to time constraints.

**Legal Reference:****EDUCATION CODE**

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

39800 Powers of governing board to provide transportation for pupils to and from school; definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

**GOVERNMENT CODE**

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

VEHICLE CODE

2807 School bus inspection

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

Board of Trustees

May 11, 1989

Reviewed: February 1993

Reviewed: December 10, 1998

Revised: Pending

B

**Business and Noninstructional Operations**

The superintendent or designee shall design transportation routes and stops within District boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools.

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below:

Grades 7-12: 2.5 miles

The superintendent or designee may authorize transportation below these limits when safety problems or hazards exist.

The superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules, and stops. He/she may also arrange for local media to publish such information.

With the Board of Trustee’s authorization, transportation services may be provided or arranged by the District for:

1. Students traveling to and from school during the regular school day (Education Code 39800)
2. Field trips and excursions (Education Code 35330)
3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)
4. District employees, parents/guardians, and adult volunteers traveling to and from educational activities authorized by the District (Education Code 39837.5)
5. Preschool or nursery school students (Education Code 39800)
6. Students traveling to full-time occupational classes provided by a regional occupational center or program (Education Code 39807.5, 41850)
7. Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)
8. Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school (Education Code 39801.5)
9. Private school students, upon the same terms, in the same manner, and on the same routes provided for District students (Education Code 39808)
10. Nonschool purposes as allowed by law, such as:
  - a. Community recreation (Education Code 39835)

b. Public transportation (Education Code 39841)

Students who attend school outside of their school attendance area or District boundaries may be eligible for transportation services in accordance with District policy.

The District shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34)

The superintendent or designee shall provide transportation to homeless students in accordance with law, Board Policy, and Administrative Regulation. When the student resides outside of District boundaries, the superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation. (42 USC 11432)

The superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312)

Legal Reference:

EDUCATION CODE

10900.5 Use of school buses for community recreation

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39809.5 Transportation, general provisions, especially:

39800 Powers of governing board to provide transportation to and from school

39801.5 Transportation for adults

39808 Transportation for private school students

39830-39843 School buses, especially:

39835 Use of school buses for community recreation

39837 Transportation to summer employment program

39837.5 Transportation of employees, parents/guardians, and adult volunteers to school activities

39860 Transportation to school activities

41850-41856 Allowances for transportation

41860-41863 Supplementary allowances for transportation

48853.5 Educational placement of students residing in licensed children's institutions

CODE OF REGULATIONS, TITLE 5

15240-15244 Allowances for student transportation, definitions

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

6312 Transportation to maintain children in foster care in school of origin

UNITED STATES CODE, TITLE 42

11432 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 34

104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

300.17 Free appropriate public education

300.34 Special education related services

Management Resources:

CSBA PUBLICATIONS

Special Education Pupil Transportation: Considerations in the Era of LCFF, Governance Brief,  
April 2014

WEB SITES

California Department of Education, Office of School Transportation:

<http://www.cde.ca.gov/ls/tn/or/assignment.asp>

Pupil Transportation Safety Institute: <http://www.ptsi.org>

Board of Trustees

Board Approved: Pending

B



**Business and Noninstructional Operations**

The Board of Trustees desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The District shall provide appropriate transportation services for a student with disabilities when the District is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan.

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

The superintendent or designee shall provide IEP teams with information about District transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with District transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian.

If a student whose IEP or accommodation plan specifies transportation needs is excluded from school bus transportation for any reason, such as suspension, expulsion, or other reason, the District shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5)

When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP. (Education Code 56366)

The superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis.

The superintendent or designee shall ensure that any mobile seating devices used on District buses are compatible with bus securement systems required by 49 CFR 571.222. (Education Code 56195.8)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (Education Code 39839; Civil Code 54.1-54.2; 28 CFR 35.136)

When transportation is not specifically required by the IEP or Section 504 plan of a student with disabilities, the student shall be subject to the rules and policies regarding regular transportation offerings within the District.

Legal Reference:

EDUCATION CODE

39807.5 Payment of transportation cost

39839 Guide dogs, signal dogs, and service dogs on bus

41850-41854 Allowances for transportation

48300-48315 Alternative interdistrict attendance program

48915.5 Expulsion of students with exceptional needs

56040 No cost for special education and related services

56195.8 Adoption of policies

56327 Assessment for special education and related services

56345 Individualized education program

56365-56366.1 Nonpublic nonsectarian schools or agencies

CIVIL CODE

54.1-54.2 Service animals

CODE OF REGULATIONS, TITLE 5

15243 Physically handicapped minors

15271 Exclusion from report

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions

35.136 Service animals

CODE OF FEDERAL REGULATIONS, TITLE 34

104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

300.1-300.818 Individuals with Disabilities Education Act, especially:

300.34 Transportation defined as related service

CODE OF FEDERAL REGULATIONS, TITLE 49

571.222 Federal requirements for bus securement systems

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Special Education Transportation Guidelines

Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Protecting Students with Disabilities: Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, 2009

Questions and Answers on Serving Children with Disabilities Eligible for Transportation, 2009

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/ocr>

Board of Trustees

Board Approved: Pending

B

**Business and Noninstructional Operations**

## Qualifications

All drivers employed to operate school buses or student activity buses shall possess, and shall retain in their immediate possession while operating the bus, the following documents: (Vehicle Code 12517, 12517.4)

1. A valid driver's license issued by the California Department of Motor Vehicles (DMV) for the appropriate class of vehicle to be driven and endorsed for school bus and/or passenger transportation.
2. A temporary certificate issued by the California Highway Patrol (CHP) or permanent certificate issued by the California Department of Motor Vehicles (DMV) which permits the operation of school buses or student activity buses, as applicable.
3. A medical examiner's certificate issued by a doctor who is on the federal registry to perform such physical examinations. School Bus Drivers in the state of California must have a medical examination every two (2) years. Drivers reaching the age of 65 must have an examination every year.

The superintendent or designee may use an electronic fingerprinting system, managed by the California Department of Justice, to fingerprint an applicant for an initial certificate to drive a school bus or student activity bus. (Vehicle Code 12517.3)

When initially applying for or renewing a license or certificate to drive a school bus or student activity bus, and annually upon reaching age 65 years, the driver shall submit to the DMV and to the superintendent or designee a report of a medical examination conducted in accordance with the timelines and procedures specified in Vehicle Code 12517.2. (Vehicle Code 12517.2; 13 CCR 1234)

The superintendent or designee shall notify each driver of the expiration date of his/her driver's license, certificate, and medical certificate and shall ensure each document is renewed prior to expiration. (13 CCR 1234)

School bus and student activity bus drivers shall be subject to drug and alcohol testing in accordance with Board policy and the requirements of federal law.

The superintendent or designee shall notify the DMV within five days whenever any driver refuses, fails to comply, or receives a positive test result on a drug or alcohol test; is dismissed for a cause related to student transportation safety; or is reinstated after being dismissed for a cause related to student transportation safety. (Vehicle Code 1808.8, 13376)

### Training

In addition to any other training required to obtain or renew the certificate authorizing operation of a school bus or student activity bus, drivers shall receive training which includes, but is not limited to:

1. First aid practices deemed necessary for school bus drivers, through a course of instruction that prepares drivers to pass the related DMV examination (Vehicle Code 12522)
2. The proper installation of mobile seating devices in the bus securement systems (Education Code 56195.8)
3. The proper actions to be taken in the event that a school bus is hijacked (Education Code 39831)

To determine any other needs for professional development, the superintendent or designee shall periodically review accident reports involving District drivers and may seek input from drivers, District and school administrators, students, and/or other stakeholders on desired topics for professional development.

### Authority

Students transported in a school bus or student activity bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road. (5 CCR 14103)

The driver shall have the authority to discontinue the operation of a school bus or student activity bus whenever he/she determines that it is unsafe to continue.

Bus Conduct shall be made available to parents/guardians, students, teachers, and other interested parties. (5 CCR 14103)

### Responsibilities

The driver's primary responsibility is to safely transport students to and from school and school activities. He/she shall follow procedures contained in District plans and regulations pertaining to transportation safety.

The driver shall stop to load or unload students only at school bus stops designated by the superintendent or designee, or authorized by the superintendent or designee for school activity trips. (Vehicle Code 22112)

The driver shall activate the amber warning light system, flashing red signal lights, and stop arm signal and shall escort students in accordance with Vehicle Code 22112.

The driver shall not require any student to leave the bus en route between home and school or other destinations. (5 CCR 14103)

The driver shall not drive a school bus or student activity bus while using a wireless telephone or using a wireless communications device for text-based communication, except when otherwise authorized by law and AR 3543 - Transportation Safety and Emergencies.

The driver shall report the following to the superintendent or designee:

1. The condition of the bus at the completion of each work day (13 CCR 1215)
2. His/her duty status for each 24-hour period, including, but not limited to, the number of hours on and off duty (13 CCR 1213)
3. Any traffic accident involving the bus (13 CCR 1219)

In addition to notifying the superintendent or designee, the driver shall immediately notify the CHP of any traffic accident and, if the bus is operated under contract, his/her employer. (13 CCR 1219)

4. Recurring and serious student misbehavior
5. Parent/guardian and student complaints

#### Vehicle Idling

The driver of a school bus or student activity bus shall: (13 CCR 2480)

1. Turn off the bus engine upon stopping at a school or within 100 feet of a school and not restart the engine more than 30 seconds before beginning to depart.
2. Not cause or allow the bus to idle at any location greater than 100 feet from a school for more than five consecutive minutes or for an aggregated period of more than five minutes in any one hour.

However, vehicle idling may be allowed under limited conditions, including, but not limited to, occasions when idling is necessary to: (13 CCR 2480)

1. Stop for an official traffic control signal or device, for traffic conditions under which the driver has no control, or at the direction of law enforcement.
2. Ascertain that the bus is in safe operating condition and properly equipped.

3. Operate equipment designed to safely load, unload, or transport students with disabilities.
4. Operate a heater, air conditioner, defroster, or other equipment as necessary to ensure the safety or health of passengers.
5. Cool down a turbo-charged diesel engine before turning off the engine.
6. Recharge a battery or other energy storage unit of a hybrid electric bus or vehicle.

The superintendent or designee shall notify all drivers, upon employment and at least once per year thereafter, of the requirements specified above and the potential legal and employment consequences of failure to comply. All complaints of noncompliance shall be reviewed and remedial action taken as necessary. The superintendent or designee shall retain records of the training and of any complaints and enforcement actions for at least three years. (13 CCR 2480)

#### Reports

The superintendent or designee shall retain records of: (13 CCR 1234)

1. Each driver's duty status and supporting documents provided pursuant to 13 CCR 1201 and 1213. Such records shall be retained for six months and made available to the CHP upon request.
2. The different types of vehicles and vehicle combinations each driver has demonstrated capability to operate.
3. Records of each driver's license, certificate, medical certificate, first aid certificate, and training as specified in 13 CCR 1234.
4. Daily vehicle inspection reports prepared by drivers pursuant to 13 CCR 1215.

#### Legal Reference:

##### EDUCATION CODE

39800.5 Qualifications of driver of 15-passenger van

39830-39842 School buses

40080-40090.5 Training required to obtain or renew bus driver certificate

45125.1 Criminal background checks for contractors

56195.8 Training in installation of mobile seating devices

##### HEALTH AND SAFETY CODE

39640-39642 Vehicle idling, penalties

##### PENAL CODE

241.3 Assault against school bus driver

243.3 Battery against school bus driver

**VEHICLE CODE**

415 Definition of motor vehicle

545 Definition of school bus

546 Definition of student activity bus

1808.8 Dismissal for safety-related cause

2570-2574 Contracts with private school bus contractors

12516-12517.4 Certification requirements

12522 First aid training for school bus drivers

13370-13371 Suspension or revocation of bus driver certificate

13376 Driver certificates; revocation or suspension; sex offense prosecution

22112 School bus signals; roadway crossings

23123-23125 Prohibitions against use of wireless telephone and text communications while driving; exceptions

25257-25257.7 School bus equipment

34501.6 School buses; reduced visibility

**CODE OF REGULATIONS, TITLE 5**

14103 Authority of the driver

14104 School bus driver instructor

**CODE OF REGULATIONS, TITLE 13**

1200-1202.2 Motor carrier safety

1212-1228 School bus driver requirements

1234 Reports regarding school buses and bus drivers

2480 Vehicle idling

**CODE OF FEDERAL REGULATIONS, TITLE 49**

40.1-40.413 Transportation drug and alcohol testing programs

382.101-382.605 Controlled substance and alcohol use and testing

571.222 Federal motor vehicle safety standard #222

Management Resources:

**DEPARTMENT OF MOTOR VEHICLES PUBLICATIONS**

California Commercial Driver Handbook

**NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION PUBLICATIONS**

School Bus Driver In-Service Safety Series, October 2011

**WEB SITES**

California Air Resources Board: <http://www.arb.ca.gov>

California Department of Education, Office of School Transportation:  
<http://www.cde.ca.gov/ls/tn>

California Highway Patrol: <http://www.chp.ca.gov>

California Department of Motor Vehicles: <http://www.dmv.ca.gov>



California Department of Justice: <http://oag.ca.gov>

National Transportation Safety Board: <http://www.nts.gov>

U.S. Department of Transportation, National Highway Traffic Safety Administration:  
<http://www.nhtsa.dot.gov>

Board of Trustees

December 4, 1989

Reviewed: December 10, 1998

Revised: Pending

B

# DIANA M LARSEN

8727 San Rafael Road, Atascadero, CA 93422-4930

Phone 805-462-8556 (Home office)

Cell 805-431-0877

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January 27, 2019

Anaheim Union High School District  
501 N. Crescent Way, P.O. Box 3520  
Anaheim, CA 92803-3520

Attention: Erik Greenwood, Chief Technology Officer

**Re: Aeries Support Contract – Sole Source**

Ladies and Gentlemen:

I have been asked to give you my opinion on whether Aeries Software Inc. (dba Eagle Software) (hereinafter abbreviated "Aeries" or "Eagle") constitutes a "sole source" for Anaheim UHSD when letting a contract for maintenance and support of the Aeries student management software package currently used by Anaheim UHSD. I have researched both law and this particular situation, and applied my 40 years of business experience in schools, which includes over 16 years as a Chief Business Official in several districts, to reach my conclusions on this matter.

Anaheim UHSD purchased a licensed software package in 2011 from Aeries. I reviewed the original contract between the District and Aeries. Eagle Software specifically retains all title and ownership of its software and related documentation (Contract Page 27.)

However, changing of the source code by anyone other than the originating company could corrupt the core program and the validity of the data stored and retrieved from the databases, thereby making any reports or analyses retrieved from those databases suspect. At Anaheim UHSD, there may be add-ons that are programmed by in-house staff, but the core source code is not maintained or changed by staff. Any Aeries updates downloaded to a system would also destroy programming changes made by staff to the core program, if staff made changes to the core program.

Upgrades and regular updates are released periodically by Aeries to both fix identified issues or "bugs" reported by customers, and to accommodate new requirements of the law and the education industry's information gathering and reporting. These updates are provided to all Aeries customers free of additional charge, and are rolled out in a systematic manner to keep districts compliant with changes and timelines of the law. Another firm would not be able to provide the same critical support services needed by the District such as this ability to issue regular updates, improvements, and upgrades of the Aeries software.

In my opinion, Aeries is the sole source for maintenance and support of this software package for the following reasons:

1. If the District were to bid this maintenance and support package out and contract with another firm, (assuming there are even companies available to provide this service) they would be taking on a huge practical risk for perhaps a small financial gain. A new firm would represent untold hours in staff time to bring their staff up to date in how the Anaheim UHSD uses this software and operates, and programs that Anaheim has personalized. I do not think there are any other firms available who can perform this service and could meet the specifications of any bid anyway.
2. The current comparable pricing from other firms on other systems is from \$5 to \$8 per student per year, per my quick survey. Aeries charges these comparable rates to new customers. Aeries is quoting \$2 per student for the 2019-20 school year, well below most other systems' companies. This means that soliciting "competitive" quotes or bids would be an exercise in futility, and that assumes that any firms would bid or quote on maintaining another company's software.

3. If another firm other than Aeries were to be granted this contract for maintenance and support, it would not be able to issue regular updates, improvements and upgrades of software for Aeries. It would only be able to (perhaps) fix bugs that exist, or respond to problems that occur. I would also assume that improvements to the program would probably be available only for additional fees. The District would still have to purchase upgrades and updates from Aeries, and any such purchases would nullify all savings from the lesser price of savings on the maintenance and support contract.
4. Public Contract Code 3400 (attached herein) allows the awarding authority or its designee to make a finding that a particular service is designated by a specific brand or trade name in order to obtain a necessary item that is only available from one source. It is my contention that this support and maintenance service is only available from one source – Aeries. PCC 3400 is compliant with other codes in the Public Contract Code (12113, 20118.2) and any Education Codes regarding contracts for procurement of electronic data-processing systems and supporting software, by recognizing that this is a specialized area that cannot be resolved by letting in a lowest bidder situation.
5. Although Aeries/Eagle has granted a license for use of this software to the District, the original contract between the parties specifically states:

*"The parties agree, both during the term of this Agreement and for a period of five (5) years after termination of this Agreement to hold each other's Proprietary or Confidential Information in strict confidence, except for DISTRICT'S student data which shall be held in such confidence in perpetuity. The parties agree not to make each other's Proprietary or Confidential Information available in any form to any third party or to use each other's Proprietary or Confidential Information for any purpose other than the implementation of and as specified in this Agreement. Each party agrees to take all reasonable steps to ensure that Proprietary or Confidential Information of either party is not disclosed or distributed by its employees, agents or consultants in violation of the provisions of this Agreement, and DISTRICT also agrees to take all such steps with respect to any Users of the System. [emphasis added]*

*EAGLE SOFTWARE'S Proprietary or Confidential Information shall remain the sole and exclusive property EAGLE SOFTWARE....DISTRICT shall have no interest in, and no right to use, including, without limitation, any use resulting in disclosure to any third party any EAGLE SOFTWARE Proprietary or Confidential information..." (Contract Pages 7-8)*

**This precludes, for the entire contract period and five years after the contract ends, allowing a third party to have access to the software to provide support and maintenance on that software.** In fact, Eagle Software retains the right to cancel the District's right to use this software if the District breaches this portion of the contract and if, after having been given written notice to cure the breach, the District does not cure it.

For these reasons, in my opinion, Aeries should be considered the Sole Source of maintenance and support for its Aeries software system.

Sincerely,



Diana M. Larsen  
Retired Deputy Superintendent of Business

**AGENCY AGREEMENT**  
 between  
**Anaheim Union High School District**  
 and the  
**TULARE COUNTY SUPERINTENDENT OF SCHOOLS**

For TCOE Office Use
Vendor # _____
Req. # _____
PO # _____
Contract # _____

**BACKGROUND:** The Tulare County Superintendent of Schools through its program, the California Center for Youth Development & Health Promotion (collectively referred to as "CCYDHP"), wishes to enter into an agreement with Anaheim Union High School District (collectively referred to as CONTRACTOR) for a maximum amount \$3,750 to support the "Betting On Our Future" project (1 site @ \$3,750.00). The CCYDHP has an agreement with the California Department of Public Health: Office of Problem Gambling (CDPH) to administer project-based contracts.

**TERM:** This Agreement will become effective as of July 1, 2018 and will expire on June 30, 2019, unless otherwise terminated as provided in this Agreement.

**SCOPE OF WORK:** CONTRACTOR will deliver, for each site:

1. Participation in required on-site and online trainings.
2. Facilitation of the Smart Choices problem gambling prevention curriculum.
3. Administration of the Youth-focused Gambling Survey.
4. One 30-second public service announcement targeting a specific population [Exhibit C].
5. One BOOF campaign poster.
6. One Holiday Lottery campaign poster.
7. A premiere of final projects in the local community. Sites are expected to engage in significant project promotion and community outreach.
8. Participation in the Betting On Our Merchants (BOOM) campaign where students will assess local lottery outlets and connect with merchants.
9. Utilization of Not on My Watch tools as part of outreach efforts to parents, community members and lottery merchants.
10. One press release announcing the BOOF campaign and project goals, to be disseminated to local media outlets.
11. One press conference about the local BOOF campaign and project goals.
12. Promotion of local BOOF campaign efforts via social media.
13. Participation in the overall evaluation efforts of the project and submit appropriate documentation.

**SPECIFIC CONTRACT REQUIREMENTS:**

1. CONTRACTOR must submit all products developed under this agreement such as identity/promotional items, brochures, printed materials, posters, etc., to the CCYDHP for pre-approval for production of products. CCYDHP reserves the right to withhold reimbursement for items not approved.
2. CONTRACTOR acknowledges and agrees that the work (and all rights therein, including, without limitation, copyright) belongs to and shall be the property of CCYDHP [Exhibit B].
3. Funds provided through this contract shall not be budgeted or spent on capital improvements, equipment over \$5,000, or entertainment.

4. Awards from this Request for Application (RFA) are valid and enforceable only if sufficient funds are made available from CDPH for the purposes of this program. In addition, this contract is subject to any additional restrictions, limitations, or conditions enacted by the State Legislature or any statute enacted by the State Legislature which may affect the provisions, terms, or funding of this contract in any manner. It is mutually agreed that if the Congress or the State Legislature does not appropriate sufficient funds for the program, awards shall be amended to reflect any reduction in funds.
5. Ensure that Friday Night Live Standards of Practice are utilized throughout all stages of the project.

**BUDGET: \$3,750**

CONTRACTOR is eligible for up to is \$3,750 for work performed under this Agreement. Payments will be made when evidence is provided that all deliverables have been completed, on a project-by-project basis.

**INVOICES:** CONTRACTOR shall submit invoices upon the completion of deliverables. CONTRACTOR shall send invoices by:

MAIL	EMAIL	FAX
TO: Tulare County Office of Education California Center for Youth Development and Health Promotion Attn: Nani Dodson 6200 South Mooney Boulevard, PO Box 5091 Visalia, California 93278-5091	<a href="mailto:nanid@tcoe.org">nanid@tcoe.org</a>	(559) 737-4231

**PROGRESS TOWARD DELIVERY REPORTS:** CONTRACTOR will provide quarterly Progress Toward Delivery Reports that include the activities that are outlined in the Scope of Work. Failing to satisfactorily make progress toward deliverables may be cause for withholding payment and jeopardize the grant award. CCYDHP will not make final payment until CONTRACTOR has submitted all work in a complete and acceptable form. Quarterly Progress Toward Delivery Report due dates are as follows:

- Reporting Period 1: July 1, 2018 – December 31, 2018*  
**REPORT DUE JANUARY 15, 2019**
- Reporting Period 2: January 1, 2019 – March 31, 2019*  
**REPORT DUE APRIL 15, 2019**
- Reporting Period 3: April 1, 2019 – June 30, 2019*  
**REPORT DUE JULY 15, 2019**

**MODIFICATIONS:** Necessary changes or modifications to this Agreement, including adjustment of deliverable activities, can be made to this agreement by mutual written consent of both parties, provided changes are made **prior** to the execution of any activity.

**INDEPENDENT CONTRACTOR STATUS:** This Agreement is entered into by both parties with the express understanding that CONTRACTOR will perform all services required under this Agreement as an independent CONTRACTOR. Nothing in this Agreement shall be construed to constitute CONTRACTOR or any of its agents, employees or officers as an agent, employee or officer of CCYDHP. CONTRACTOR agrees to advise everyone it assigns or hires to perform any duty under this Agreement that they are not employees of CCYDHP. Subject to any performance criteria contained in this Agreement, CONTRACTOR shall be solely responsible for determining the means and methods of performing the specified services and CCYDHP shall have no right to control or exercise any

supervision over CONTRACTOR as to how the services will be performed.

**INDEMNIFICATION:** CONTRACTOR shall hold harmless, defend and indemnify CCYDHP, its agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, including CCYDHP property, arising out of the activities of CONTRACTOR or its agents, officers and employees under this Agreement. This indemnification specifically includes any claims that may be made against CCYDHP by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against Tulare County Office of Education alleging civil rights violations by CONTRACTOR under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of the Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

**NOTICES:** Except as may be otherwise required by law, any notice to be given shall be written and shall be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid and addressed as follows

Tulare County Office of Education  
California Center for Youth Development  
and Health Promotion  
Attn: Nani Dodson  
6200 South Mooney Blvd., PO Box 5091  
Visalia, CA 93278-5091  
Fax: 559-737-4231  
Confirmation of Receipt: 559-733-6496

Anaheim Union High School District  
Diana Gaeta  
501 North Crescent Way, Anaheim, CA 92801  
Fax No. (714)520-5741 /  
Confirming No. (714) 999-5657

Notice delivered personally or sent by facsimile transmission is deemed to be received upon receipt. Notice sent by first class mail shall be deemed received on the fourth day after the date of mailing. Either party may change the above address by giving written notice pursuant to this paragraph.

**TERMINATION:** This Agreement may be terminated by either party with or without cause at any time by providing thirty (30) days advance written notice to the other party.

**RECORDS AND AUDIT:** CONTRACTOR shall maintain complete and accurate records with respect to the services rendered and the costs incurred under this Agreement. All such records shall be prepared in accordance with generally accepted accounting procedures, shall be clearly identified, and shall be kept readily accessible. Upon request, CONTRACTOR shall make such records available within Tulare County to the designated public and private auditors of CCYDHP and to their agents and representatives, for the purpose of auditing and copying such records for a period of five years from the date of final payment under this Agreement.

**INSURANCE:** Prior to approval of this Agreement by CCYDHP, CONTRACTOR shall file with the Tulare County Superintendent of Schools evidence of the required insurance as set forth in Exhibit A attached.

**CONSTRUCTION:** This Agreement reflects the contributions of both parties and accordingly the provisions of Civil Code section 1654 will not apply to address and interpret any uncertainty.

**NO THIRD-PARTY BENEFICIARIES INTENDED:** Unless specifically set forth, the parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or

remedy.

**GOVERNING LAW:** This Agreement is to be interpreted and governed under the laws of the State of California without reference to California conflicts of law principles. The parties agree that this Agreement is made and shall be performed in Tulare County, California.

**WAIVERS:** The failure of either party to insist on strict compliance with any provision of this Agreement will not be considered a waiver of any right to do so, whether for that breach or any subsequent breach. The acceptance by either party of either performance or payment will not be considered to be a waiver of any preceding breach of the Agreement by the other party.

**EXHIBITS AND RECITALS:** The Recitals and the Exhibits to this Agreement are fully incorporated into and are integral parts of this Agreement.

**CONFLICT WITH LAWS OR REGULATIONS/SEVERABILITY:** This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court, or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing its subject, the conflicting provision will be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the Agreement to either party is lost, the Agreement may be terminated at the option of the affected party. In all other cases, the remainder of the Agreement will continue in full force and effect.

**FURTHER ASSURANCES:** Each party agrees to execute any additional documents and to perform any further acts as may be reasonably required to affect the purposes of this Agreement.

**ASSURANCES OF NON-DISCRIMINATION:** CONTRACTOR shall not discriminate in employment or in the provision of services on the basis of any characteristic or condition upon which discrimination is prohibited by state or federal law or regulation. CONTRACTOR agrees to provide appropriate training to its employees regarding discrimination and sexual harassment issues and to promptly and appropriately investigate any allegations that any of its employees may have engaged in improper discrimination or harassment activities. CCYDHP, in its sole discretion, has the right to require CONTRACTOR to replace any employee who provides services of any kind to CCYDHP pursuant to this Agreement with other employees where CCYDHP is concerned that its employees or clients may have been or may be the subjects of discrimination or harassment by such employees. The right to require replacement of employees as aforesaid shall not preclude CCYDHP from terminating this Agreement with or without cause as provided for in this agreement.

**ASSIGNMENT/SUBCONTRACTING:** Unless otherwise provided in this Agreement, CCYDHP is relying on the personal skill, expertise, training, and experience of CONTRACTOR and CONTRACTOR's employees and no part of this Agreement may be assigned or subcontracted by CONTRACTOR without the prior written consent of CCYDHP.

**DISPUTE RESOLUTION:** If a dispute arises out of or relating to this Agreement or the breach of this Agreement, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by non-binding mediation before resorting to litigation or some other dispute resolution procedure, unless the parties mutually agree otherwise. The mediator will be mutually selected by the parties, but in case of disagreement, the mediator will be selected by lot from among two nominations provided by each party. All costs and fees required by the mediator will be split equally by the parties, otherwise, each party shall bear its own costs of mediation. If mediation fails to resolve the dispute within 30 days, either party may pursue litigation to resolve the dispute. We hereby agree to this Agreement and certify that the agreements made here will be honored.

**SIGNATURES:**

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Signed: *Craig Wheaton, Deputy  
Superintendent, Tulare County Office of  
Education*

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Date

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Authorized Signatory's Signature:  
*Anaheim Union High School District*

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Date

---

Dr. Jaron Fried  
Print Signatory's Name

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Assistant Superintendent  
Signatory's Title



## EXHIBIT A

### INSURANCE REQUIREMENTS

CONTRACTOR shall provide and maintain insurance for the duration of this Agreement against claims for injuries to persons and damage to property which may arise from, or in connection with, performance under the Agreement by the CONTRACTOR, his/her agents, representatives, employees or subcontractors, if applicable.

#### A. MINIMUM SCOPE & LIMITS OF INSURANCE

1. Coverage at least as broad as Commercial General Liability Insurance of \$1,000,000 combined single limit per occurrence. If the annual aggregate applies, it must be no less than \$2,000,000. (Applies to all contracts.)
2. Comprehensive Automobile Liability Insurance (if applicable) of \$1,000,000 per occurrence. (Applies when the contractor will be using an automobile to provide the services outlined in the contract.)
3. Workers' Compensation and Employer's Liability Insurance as required by law. (Applies to any business with employees.)
4. Professional Errors and Omissions Insurance of \$1,000,000. (Applies to architects, doctors, dentists, attorneys, and other contractors in similar professions.)

#### B. SPECIFIC PROVISIONS OF THE CERTIFICATE

1. The Certificate of Insurance for General Liability, Comprehensive Automobile Liability Insurance, and Professional Errors and Omissions Insurance must meet the following requirements:
  - a. Name the SUPERINTENDENT, its officers, agents, employees and volunteers, individually and collectively, as additional insureds.
  - b. State that such Insurance for additional insureds shall apply as primary insurance and any other insurance maintained by SUPERINTENDENT shall be excess.
  - c. Provide that coverage shall not be suspended, voided, canceled, reduced in coverage, or otherwise materially changed except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the SUPERINTENDENT.

2. The Certificate of Insurance for Workers Compensation, must include the following waiver of subrogation:
  - a. Waiver of Subrogation. CONTRACTOR waives all rights against the SUPERINTENDENT and its agents, officers, and employees for recovery of damages to the extent these damages are covered by the workers compensation and employers liability.

**C. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

The SUPERINTENDENT Risk Manager must approve any deductible or self-insured retention that exceeds \$100,000.

**D. ACCEPTABILITY OF INSURANCE**

Insurance must be placed with insurers with a current rating given by A.M. Best and Company of no less than A (-) from a company admitted to do business in California, any waiver of these standards are subject to approval by the SUPERINTENDENT'S Risk Manager or designee.

**E. VERIFICATION OF COVERAGE**

Prior to approval of this Agreement by the SUPERINTENDENT, the CONTRACTOR shall file with the SUPERINTENDENT, certificates of insurance with original endorsements effecting coverage in a form acceptable to the SUPERINTENDENT. The SUPERINTENDENT reserves the right to require certified copies of all required insurance policies at any time.

Intellectual Property Rights

A. Ownership

1. Except where CDPH has agreed in a signed writing to accept a license, CDPH shall be and remain, without additional compensation, the sole owner of any and all rights, title and interest in all Intellectual Property, from the moment of creation, whether or not jointly conceived, that are made, conceived, derived from, or reduced to practice by Contractor of CDPH and which result directly or indirectly from this Agreement.
2. For the purpose of this Agreement, Intellectual Property means recognized protectable rights and interest such as: patents (whether or not issued) copyrights, trademarks, service marks, applications for any of the foregoing, inventions, trade secrets, trade dress, logos, insignia, color combinations, slogans, moral rights, right of publicity, author's rights, contract and licensing rights, works, mask works, industrial design rights, rights of priority, know how, design flows, methodologies, devices, business processes, developments, innovations, good will and all other legal rights protecting intangible proprietary information as may exist now and/or here after come into existence, and all renewals and extensions, regardless of whether those rights arise under the laws of the United States, or any other state, country or jurisdiction.
3. For the purpose of the definition of Intellectual Property, "works" means all literary works, writings and printed matter including the medium by which they are recorded or reproduced, photographs, art work, pictorial and graphic representations and works of a similar nature, film, motion pictures, digital images, animation cells, and other audiovisual works including positives and negatives thereof, sound recordings, tapes, educational materials, interactive videos and any other materials or products created, produced, conceptualized and fixed in a tangible medium of expression. It includes preliminary and final products and any materials and information developed for the purposes of producing those final products. Works does not include articles submitted to peer review or reference journals or independent research projects.
4. In the performance of this Agreement, Contractor will exercise and utilize certain of its intellectual Property in existence prior to the effective date of this Agreement. In addition, under this Agreement, Contractor may access and utilize certain of CDPH's Intellectual Property in existence prior to the effective date of this Agreement. Except as otherwise set forth herein, Contractor shall not use any of CDPH's Intellectual Property now existing or hereafter existing for any purposes without the prior written permission of CDPH. Except as otherwise set forth therein, neither the Contractor nor CDPH shall give any ownership interest in or rights to its Intellectual Property to the other Party. If during the term of this Agreement, Contractor accesses any third-party Intellectual Property that is licenses to CDPH, Contractor agrees to abide by all license and confidentiality restrictions applicable to CDPH in the third-party's license agreement.

5. Contractor agrees to cooperate with CDPH in establishing or maintaining CDPH's exclusive rights in the Intellectual Property, and in assuring CDPH's sole rights against third parties with respect to the Intellectual Property. If the Contractor enters into any agreements or subcontracts with other parties in order to perform this Agreement, Contractor shall require the terms of the Agreement(s) to include all intellectual Property provisions. Such terms must include but are not limited to, the subcontractor assigning and agreeing to assign to CDPH all rights, title and interest in Intellectual Property made, conceived, derived from, or reduced to practice by the subcontractor, Contractor or CDPH and which result directly or indirectly from this Agreement or any subcontract.
  6. Contractor further agrees to assist and cooperate with CDPH in all reasonable respects, and execute all documents and, subject to reasonable availability, give testimony and take all further acts reasonably necessary to acquire, transfer, maintain, and enforce CDPH's Intellectual Property rights and interests.
- B. Retained Rights/License Rights
1. Except for Intellectual Property made, conceived, derived from, or reduced to practice by Contractor or CDPH and which result directly or indirectly from this Agreement, Contractor shall retain title to all of its Intellectual Property to the extent such Intellectual Property is in existence prior to the effective date of this Agreement. Contractor hereby grants to CDPH, without additional compensation, a permanent, non-exclusive, royalty free, paid-up, worldwide, irrevocable, perpetual, non-terminable license to use, reproduce, manufacture, sell, offer to sell, import, export, modify, publicly and privately display/perform, distribute, and dispose Contractor's Intellectual Property with the right to sublicense through multiple layers, for any purpose whatsoever, to the extent it is incorporated in the Intellectual Property resulting from this Agreement, unless Contractor assigns all rights, title and interest in the Intellectual Property as set forth herein.
  2. Nothing in this provision shall restrict, limit, or otherwise prevent Contractor from using any ideas, concepts, know-how, methodology or techniques related to its performance under this Agreement, provided that Contractor's use does not infringe the patent, copyright, trademark rights, license or other Intellectual Property rights of CDPH or third party, or result in a breach or default of any provisions of this Exhibit or result in a breach of any provisions of law relating to confidentiality.
- C. Copyright
1. Contractor agrees that for purposes of copyright law, all works [as defined in Section a, subparagraph (2)(a)] of authorship made by or on behalf of Contractor in connection with Contractor's performance of this Agreement shall be deemed "works made for hire". Contractor further agrees that the work of each person utilized by Contractor in connection with the performance of this Agreement will be a "work made for hire," whether that person is an employee of Contractor or that person has entered into an agreement with Contractor to perform the work. Contractor shall enter into a written agreement with any such person that: (i) all

work performed for Contractor shall be deemed a “work made for hire” under the Copyright Act and (ii) that person shall assign all right, title, and interest to CDPH to any work product made, conceived, derived from, or reduced to practice by Contractor or CDPH and which result directly or indirectly from this Agreement.

2. All materials, including, but not limited to, visual works or text, reproduced or distributed pursuant to this Agreement that include Intellectual Property made, conceived, derived from, or reduced to practice by Contractor of CDPH and which result directly or indirectly from this Agreement, shall include CDPH’s notice of copyright, which shall read in 3mm or larger typeface: “© [Enter Current Year e.g., 2007, etc.], California Department of Public Health. This material may not be reproduced or disseminated without prior written permission from the California Department of Public Health.” This noticed should be placed prominently on the materials and set apart from other matter on the page where it appears. Audio productions shall contain a similar audio notice of copyright.

D. Patent Rights

With respect to inventions made by Contractor in the performance of this Agreement, which did not result from research and development specifically included in the Agreement’s scope of work, Contractor hereby grants to CDPH a license as described under Paragraph b of this provision for devices or material incorporating, or made through the use of such inventions. If such inventions result from research and development work specifically included within the Agreement’s scope of work, then Contractor agrees to assign to CDPH, without additional compensation all its right, title and interest in and to such inventions and to assist CDPH in securing United States and foreign patents with respect thereto.

E. Third-Party Intellectual Property

Except as provided herein, Contractor agrees that its performance of this Agreement shall not be dependent upon or include any Intellectual Property of Contractor or third party without first: (i) obtaining CDPH’s prior written approval; and (ii) granting to or obtaining for CDPH, without additional compensation, a license, as described in Paragraph b of this provision, for any of Contractor’s or third-party’s Intellectual Property in existence prior to the effective date of this Agreement. If such a license upon the these terms is unattainable, and CDPH determines that the Intellectual Property should be included in or is required for Contractor’s performance of this Agreement, Contractor shall obtain a license under terms of acceptable to CDPH.

F. Warranties

1. Contractor represents and warrants that:
  - a. It is free to enter into and fully perform this Agreement.
  - b. It has secured and will secure all rights and licenses necessary for its performance of this Agreement.
  - c. Neither Contractor’s performance of this Agreement, nor the exercise by either Party of the rights granted in this Agreement, nor any use, reproduction, manufacture, sale, offer to sell, import, export, modification,

public and private display/performance, distribution, and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by Contractor or CDPH and which result directly or indirectly from this Agreement will infringe upon or violate any Intellectual Property right, non-disclosure obligation, or other proprietary right or interest of any third-party or entity now existing under the laws of, or hereafter existing or issued by, any state, the United States, or any foreign country. There is currently no actual or threatened claim by any such third party based on an alleged violation of any such right by Contractor.

- d. Neither contractor's performance nor any part of its performance will violate the right of privacy of, or constitute a libel or slander against any person or entity.
  - e. It has secured and will secure all rights and licenses necessary for Intellectual Property including, but not limited to, consents, waivers or releases from all authors of music or performances used, and talent (radio, television and motion picture talent), owners of any interest in and to real estate, sites, locations, property of props that may be used or shown.
  - f. It has not granted and shall not grant to any person or entity any right that would or might derogate, encumber, or interfere with any of the rights granted to CDPH in this Agreement.
  - g. It has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.
  - h. It has knowledge of any outstanding claims, licenses or other charges, liens, or encumbrances of any kind or nature whatsoever that could affect in any way Contractor's performance of this Agreement.
2. CDPH MAKES NO WARRANTY THAT THE INTELLECTUAL PROPERTY RESULTING FROM THIS AGREEMENT DOES NOT INFRINGE UPON ANY PATENT, TRADEMARK, COPYRIGHT OR THE LIKE, NOW EXISTING OR SUBSEQUENTLY ISSUED.
- G. Intellectual Property Indemnity
1. Contractor shall indemnify, defend and hold harmless CDPH and its licenses and assignees, and its officers, directors, employees, agents, representatives, successors, and users of its products, ("indemnitees") from and against all claims, actions, damages, losses, liabilities (or actions or proceedings with respect to any thereof), whether or not rightful, arising from any and all actions or claims by any third party or expenses related thereto (including, but not limited to, all legal expenses, court costs, and attorney's fees incurred in investigating, preparing, serving as a witness in, or defending against, any such claim, action, or proceeding, commenced or threatened) to which any of the Indemnitees may be subject, whether or not Contractor is a party to any pending or threatened litigation, which arise out of or are related to (i) the incorrectness or breach of any of the representations, warranties, covenants or agreements of Contractor pertaining to Intellectual Property; or (ii) any Intellectual Property

infringement, or any other type of actual or alleged infringement claim, arising out of CDPH's use, reproduction, manufacture, sale, offer to sell, distribution, import, export, modification, public and private performance/display, license and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by Contractor or CDPH and which result directly or indirectly from this Agreement. This indemnity obligation shall apply irrespective of whether the infringement claim is based on a patent, trademark or copyright registration that issued after the effective date of this Agreement. CDPH reserves the right to participate in and/or control, at Contractor's expense, any such infringement action brought against CDPH.

2. Should any Intellectual Property licenses by the Contractor to CDPH under this Agreement become the subject of any Intellectual Property infringement claim. Contractor will exercise its authority reasonably and in good faith to preserve CDPH's right to use the licensed Intellectual Property in accordance with this Agreement at no expense to CDPH. CDPH shall have the right to monitor and appear through its own counsel (at Contractor's expense) in any such claim or action. In the defense or settlement of the claim, Contractor may obtain the right for CDPH to continue using the licensed Intellectual Property or replace or modify the licensed Intellectual Property so that the replaced or modified Intellectual Property becomes non-infringing provided that such replacement or modification is functionally equivalent to the original licensed Intellectual Property. If such remedies are not reasonably available. CDPH shall be entitled to a refund of all monies paid under this Agreement without restriction or limitation of any other rights and remedies available at law or in equity.
3. Contractor agrees that damages alone would be inadequate to compensate CDPH for breach of any term of this Intellectual Property Exhibit by Contractor. Contractor acknowledges CDPH would suffer irreparable harm in the event of such breach and agrees CDPH shall be entitled to obtain equitable relief, including without limitation an injunction, from a court of competent jurisdiction without restriction or limitation of any other rights and remedies available at law or in equity.

#### H. Federal Funding

In any agreement funded in whole or in part by the federal government, CDPH may acquire and maintain the Intellectual Property rights, title, and ownership, which results directly or indirectly from the Agreement; except as provided in 37 Code of Federal Regulations part 401.14; however, the federal government shall have a non-exclusive, nontransferable, irrevocable, paid-up license throughout the world to use, duplicate, or dispose of such Intellectual Property throughout the world in any manner for governmental purposes and to have and permit others to do so.

#### I. Survival

The provisions set forth herein shall survive any termination or expiration of this Agreement or any project schedule.

# EXHIBIT C

## HIGH DEFINITION FILE SPECIFICATIONS

	MPEG (*.mpg)	ProRes (*.mov)	Avid (*.mov)
<b>Stream Type:</b>	MPEG-2 Transport Stream  Suggested Software: • Telestream Episode • Sorenson Squeeze • Adobe Premiere • Adobe After Effects	* Captioning is not maintained on ProRes files.  • Apple ProRes 422 (HQ) 1920x1080 60i 48kHz • Apple ProRes 422 (HQ) 1920x1080 23.98p 48kHz • Apple ProRes 422 (HQ) 1280x720 60p 48kHz  ProRes 422 (LT) can be used if bandwidth is limited.	* Captioning is not maintained on Avid files.  When sending Avid HD, import files into your session as RGB (0-255) and export as DNxHD 709  (Avid users only)
<b>Video Bit Rate:</b>	45 Mbps - Constant	Default	Default
<b>Frame Rate:</b>	29.97 (1080i), 23.98 (1080p), 59.94 (720p)	29.97 (1080i), 23.98 (1080p), 59.94 (720p)	29.97 (1080i), 23.98 (1080p), 59.94 (720p)
<b>GOP:</b>	Long GOP (IBBP)	Default	Default
<b>Aspect Ratio:</b>	16:9	HDTV 1080i (16:9) or HDTV 720p (16:9)	16:9
<b>Pixel Aspect Ratio:</b>	1.0	Square	Square
<b>Width/Height:</b>	1920x1080 (1080i) or 1920x1080 (1080p) or 1280x720 (720p)	1920x1080 (1080i) or 1920x1080 (1080p) or 1280x720 (720p)	1920x1080 (1080i) or 1920x1080 (1080p) or 1280x720 (720p)
<b>Chroma:</b>	4:2:2 (HP@HL)	4:2:2	4:2:2
<b>Interlacing:</b>	1080i (Upper/top field first) or 1080p (Progressive) or 720p (Progressive)	1080i (Upper/top field first) or 1080p (Progressive) or 720p (Progressive)  * Captioning is not maintained on ProRes files	1080i (Upper/top field first) or 1080p (Progressive) or 720p (Progressive)  * Captioning is not maintained on Avid files
<b>Audio Type:</b>	PCM or MP3	PCM Audio/ Big or Little Endian	PCM Audio/ Big or Little Endian
<b>Audio Sample Rate:</b>	48kHz	48kHz	48kHz
<b>Audio Bit Rate:</b>	16, 24	16, 24	16, 24

### Notes:

- If sending files with closed captions, masters must be in MPEG Transport Stream format with a frame rate of either 29.97 fps or 59.94 fps (23.98 fps is not supported)
- The first trigger for closed captioned files MUST be married to the first frame of video
- If an HD spot is closed captioned, it MUST be notated in the metadata, and VANC 606 and 708 data must be present
- If an HD spot to be uploaded has a frame rate of 23.98, it must be notated in the metadata to ensure proper conversions to destinations



**Memorandum of Understanding**  
**Between North Orange County Regional Occupational Program and**  
**Anaheim Union High School District**

**Career Technical Education Incentive Grant (CTEIG)**  
**Administered by the California Department of Education**  
**Career and College Transition Division**

This memorandum of understanding (MOU) sets forth the terms of agreement between the North Orange County Regional Occupational Program (hereafter *NOCROP*) and the Anaheim Union High School District (hereafter *District*), with regards to participation in the Career Technical Education Incentive Grant (hereafter *CTEIG*) Program administered by the California Department of Education, Career and College Transition Division.

**I. Background**

The *CTEIG* Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs per Education Code (EC) sections 53070–53076.4.

**II. Purpose of the Agreement**

It is the purpose of this agreement to establish a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as related to the implementation of the *CTEIG* Program.

**III. Duration of Agreement**

The term of this agreement shall be from June 1, 2019 through and including June 30, 2020 unless modified or terminated in writing. Termination can be exercised by either party thirty (30) days following written notice.

**IV. Responsibilities**

In consideration of the shared goals associated with this agreement, and in recognition of the benefit to be derived from the effective implementation of the program, the parties agree that their responsibilities under this agreement shall be as follows:

- A. *District* shall allocate the sum of 1240 average daily attendance (ADA) of pupils for the *NOCROP* consortium *CTEIG* application, based on the second principal reporting

period for 2017-18 for grades 7–12. The sum of the ADA for each of the constituent entities will be used for applicants applying as part of a consortium and for regional occupational centers or programs (ROCPs).

- B. *NOCROP* shall provide a proportional dollar-for-dollar match for any funding received from the *CTEIG* Program as follows: for the funding term June 1, 2019 through June 30, 2020, \$2.00 for every \$1.00 received from this program. *NOCROP* may claim indirect costs incurred based on the approved state rate.
- C. Both *District* and *NOCROP* are required to encourage and maintain high-quality CTE programs meeting all of the following high-quality CTE program criteria:
1. Offer high-quality curriculum and instruction aligned with the California CTE Model Curriculum Standards, including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to post-secondary education programs that lead to a career pathway or attain employment upon graduation from high school
  2. Provide pupils with quality career exploration and guidance
  3. Provide pupils support services, including counseling and leadership development
  4. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with post-secondary educational institutions, with documented formal written agreements
  5. Form ongoing and meaningful industry and labor partnerships, evidenced by written agreements and through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils to gain access to pre-apprenticeships, internships, industry certifications, and work-based learning (WBL) opportunities for industry to provide input to the CTE programs and curriculum
  6. Provide opportunities for pupils to participate in after-school, extended day, and out-of-school internships, competitions, leadership development opportunities, career and technical student organizations (CTSOs), and other WBL opportunities
  7. Reflect regional or local labor market demands, and focus on current or emerging high-skill, high-wage, or high-demand occupations, and is informed by the regional plan of the local Strong Workforce Program Consortium
  8. Lead to an industry-recognized credential or certificate, or appropriate post-secondary education or training, employment, or a post-secondary degree
  9. Staffed by skilled teachers (CTE credentialed teachers) or faculty, and provide professional development opportunities for those teachers or faculty members
  10. Provide opportunities for pupils who are individuals with exceptional needs to participate in all programs
  11. Report data to the State Superintendent of Public Instruction, no later than

November 1 of each fiscal year (FY) to allow for an evaluation of the program. Each applicant will be required to complete the High-Quality CTE Program Evaluation for their CTE programs which addresses the first ten (10) of the eleven (11) criteria above. Based on the results of the evaluation, applicants will be asked to submit a year-long plan that is aligned to the areas of need identified within the evaluation.

## **V. Reporting Requirements**

- A. Grantees will be required to complete both a narrative progress report and a fiscal progress report which addresses their high-quality CTE plan for which they were awarded funds. The grantee must provide evidence of attainment of the plan or detailed explanations for not meeting any of the planned activities or expenditures. These first reports will be due December 6, 2019. Failure to make progress in meeting the planned activities and expenditures will result in a recommendation to the State Board of Education (SBE) that the Local Education Agency (LEA) not receive funding in the next grant cycle and/or the requirement that the LEA remit all or part of the grant funds awarded.

At the end of each grant term awardees will be expected to generate the following deliverables:

- B. Data aligned with the quality indicators described in the California State Plan for CTE and by the Perkins IV or its successor. The data to be reported includes all of the following:
  - i. The high school cohort graduation rate as collected through California Longitudinal Pupil Achievement Data System (CALPADS)
  - ii. The number of pupils completing CTE coursework as collected through CALPADS (data must be entered into the CALPADS by July 31 for each grant term)
  - iii. The number of pupils meeting academic and career-readiness standards as defined in the College/Career Indicator associated with the California School Dashboard as determined by the College Career Indicator Office
  - iv. The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment as collected by local survey
  - v. The number of former pupils employed and the types of businesses in which they are employed as collected by local survey
  - vi. The number of former pupils enrolled in any of the following: a post-secondary educational institution; a state apprenticeship program; a form of job training other than a state apprenticeship program as collected by local survey.

- C. An end-of-year narrative report which addresses the success of the high-quality CTE plan for which *CTEIG* funds were awarded. The grantee must provide evidence of plan completion or detailed explanations for not meeting any of the planned activities or expenditures.
- D. An end-of-year fiscal expenditure claims report including matching funds and their sources. This final report must be submitted to the CDE by July 31, 2020.

**VI. Additional Provisions**

- 1. This agreement is entered into by the duly authorized officials of each respective party.
- 2. It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
- 3. Nothing in this agreement is intended to negate or otherwise render ineffective any previous agreements.
- 4. If at any time either party is unable to complete their responsibilities under this agreement, the affected party shall immediately provide written notice to the other party to establish a date for mutual termination of the agreement.
- 5. This MOU constitutes the entire agreement hereto with respect to the subject matter.
- 6. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.
- 7. This MOU may be amended by the mutual written consent of the parties.

*As evidenced by the following authorized signatures, each party agrees to the conditions set forth in this MOU:*

**Anaheim Union High School District**

Name/Title: Dr. Jaron Fried, Assistant Superintendent

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**North Orange County Regional Occupational Program**

Name/Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ANAHEIM UNION HIGH SCHOOL DISTRICT  
 501 N. Crescent Way—P.O. Box 3520  
 Anaheim, CA 92803-3520

**EDUCATIONAL CONSULTING AGREEMENT**

**THIS AGREEMENT** is made and entered into this:

5 <sup>th</sup>	day of	March	2019
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by and between

Social and Public Art Resource Center (SPARC)

Independent Contractor, hereinafter referred to as "Consultant" and the Anaheim Union High School District, hereinafter referred to as "District."

**WHEREAS** the District is in need of special services and advice;

**WHEREAS** such services and advice are not available at no cost from public agencies;  
 and

**WHEREAS** Consultant is specially trained, experienced, and competent to provide the special services and advice required; and

**WHEREAS** such services are needed on a limited basis.

**NOW, THEREFORE**, the parties hereto agree as follows:

- Services to be provided by Consultant:

The Social and Public Art Resource Center (SPARC) will facilitate two three-hour digital art and advocacy workshops on the same day for parents of high school students in the Anaheim Union High School District. The workshops will provide parents with training in digital literacy, the creation of visual metaphors, and the use of technology for advocacy and community organizing. SPARC artists and mentors will engage parents in exercises that focus on their experiences, concerns, and aspirations. Parents will use iPads and mobile software (Adobe Photoshop Mix and Procreate) to develop powerful visual metaphors and digital artworks about their experiences of critical issues within their community. SPARC will provide each parent with a fine-art print of their artwork on a date after the workshops are held. SPARC will share all documentation and digital files of the artworks with Anaheim Union High School District.

Site/School :	Parents from various sites	Funds (Cost Center):	Title IV (3850)
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- List of Other Supportive Staff or Consultants:

No other support staff is required.

- Consultant shall commence providing services under this AGREEMENT on:

Date:	March 6, 2019
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and shall diligently perform as specified and complete performance by:

Date:	June 30, 2019
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Consultant shall perform said services as an independent contractor and not as an employee of the District. Consultant shall be under the control of the District as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.

4. District shall prepare and furnish the following information to Consultant, upon request, such information as is reasonably necessary to the performance of Consultant to this AGREEMENT:

Consultants will be provided with the facilities free of cost to conduct the after-school training sessions.
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5. District shall pay Consultant the maximum amount of

\$ 10,000
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for services rendered

to # of people :	40 parent participants & 15 staff observers	# hours per day:	Two 3 hour sessions for a total of 6 hours	# of days :	2 days
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pursuant to this AGREEMENT. Payment shall be made 15 to 30 days after receipt of invoice. Consultant shall submit an invoice to District.

6. District may at any time for any reason terminate this AGREEMENT. Written notice by the District's superintendent shall be sufficient to stop further performance of services by Consultant. The notice shall be deemed given when received or no later than three (3) days after the day of mailing, whichever is sooner.

7. Consultant agrees to and shall hold harmless and indemnify District, its officers, agents, and employees from every claim or demand 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, expense sustained by Consultant or any person, firm, or corporation employed by Consultant 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 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.

Consultant, at Consultant's expense, cost, and risk, shall defend any and all actions, suits, or other proceedings 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/lawsuit reimbursement that may be rendered against the District, its officers, agents, or employees in any action suit, or other proceedings as a result thereof.

8. This AGREEMENT is not assignable without written consent of the parties hereto.
9. Consultant and assistants shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, including Worker's Compensation.
10. Consultant, if an employee of another public agency, certifies that Consultant shall not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to the AGREEMENT.
11. The following is a brief description of what will be achieved by Consultant as a result of this AGREEMENT:

**Day 1 (2 sessions, 20 parents each):** Parents will work with SPARC artists and mentors to build applicable skills in digital literacy and use digital tools to build imagery for advocacy and community organizing. Parents will use iPads and mobile software (Adobe Photoshop Mix and Procreate) to develop visual metaphors and digital artworks that reflect their experiences, concerns, and aspirations. The workshop builds connections between people and generates conversations as they develop digital artworks that incorporate their own experiences and imagery.

**Day 2:** Each participant will receive a fine-art print of their artwork. SPARC will present the final prints and facilitate a discussion on the artwork with the parent participants.

The Anaheim Union High School District will receive all documentation from the workshop and digital files of each artwork. SPARC will administer a pre and post survey to parent participants.

12. What are the technical reasons Consultant is being hired as an Independent Contractor rather than an employee?

SPARC has collaborated with communities across the United States and internationally to create public artworks that advance movements for justice and equity since 1976. Today, SPARC is home to the Digital Mural Lab, which has continued to advance our methodology for creating transformative artworks with community members. Our mobile lab enables SPARC artists to facilitate digital art and advocacy workshops in community spaces. Recent projects include the production of eight community murals on health and

wellness in the Central Valley sponsored by California Endowment, in-class digital workshops for LAUSD students, organizing workshops for members of the Garment Workers Center, and digital art workshops for parents on bilingual education through a collaboration with Californians Together.

SPARC is a leader in arts activism and digital art production. SPARC contributes technical expertise to community collaborations by training project participants to use sophisticated technology for art and advocacy, and engaging them in a creative process where they can critically reflect on pressing issues within their community and begin to envision change. SPARC Interim Executive Director and lead facilitator, Carlos Rogel, is a Ph.D Candidate in the Chicana/o Studies Department at UCLA and he has worked with SPARC for over ten years, creating public artworks with communities, and developing new processes that advance the fields of community-based art and activism. Key facilitators also include Davida Persaud, SPARC Arts Education Coordinator and Ph.D. Student in the World Arts and Cultures Department at UCLA and Janet Cerda, Ph.D. Candidate in Human Development and Psychology at UCLA.

List any technical support that will need to be supplied by District:

No technical support is required.



**COMMON-LAW FACTORS  
(IRS Revenue Rule 87-41)**

Mark all items that are true for the intended Consultant (if completing on-line, double click the box to mark):

- No Instructions:** The consultant will not be required to follow explicit instructions to accomplish the job.
- No Training:** The consultant will not receive training provided by the employer. The consultant will use independent methods to accomplish the work.
- Work Not Essential to the Employer:** The employer's success or continuation does not depend on the services of the consultant.
- Right to Hire Others:** The consultant is being hired to provide a result and will have the right to hire others for actual work, unless otherwise noted.
- Control of Assistants:** Assistants hired at consultant's discretion; consultant responsible for hiring, supervising, paying of assistants.
- Not a Continuing Relationship:** If frequent, will be at irregular intervals, on call, or whenever work is available.
- Own Work Hours:** Consultant will establish work hours for the job.
- Time to Pursue Other Work:** Since specific hours are not required, consultant may work for other employers simultaneously, unless otherwise noted.
- Job Location:** Consultant controls job location, under district discretion, whether on employer's site or not.
- Order of Work:** Consultant, rather than employer, determines order or sequence of steps in performance of work.
- No Interim Reports:** Only specific pre-determined reports defined in the consulting agreement.
- Basis of Payment:** Consultant paid for services rendered, if applicable (see Agreement #4); total compensation set in advance of starting the job.
- Business Expenses:** Consultant is responsible for incidental or special business expenses.
- Tools and Equipment:** Consultant furnishes the identified tools and equipment needed for the job.
- Significant Investment:** Consultant can perform services without using the employer's facilities. Consultant's investment in own trade is real, essential, and adequate.
- Possible Profit or Loss:** Consultant does these (check valid items):
  - Hires, directs, pays assistants
  - Has equipment, facilities
  - Has a continuing and recurring liability
  - Performs specific jobs for prices agreed-upon in advance
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Work for Multiple Employers:** Consultant may perform services for more than one employer simultaneously, unless otherwise noted.
- Services Available to the General Public** (check valid items):
  - Maintains an office
  - Business license
  - Business signs
  - Advertises services
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Limited Right to Discharge:** Consultant not subject to termination as long as contract specifications are met, unless otherwise noted (see Agreement #5 and #11).
- No Compensation for Non-Completion:** Responsible for satisfactory completion of job; no compensation for non-completion.



ANAHEIM UNION HIGH SCHOOL DISTRICT  
 501 N. Crescent Way—P.O. Box 3520  
 Anaheim, CA 92803-3520

**EDUCATIONAL CONSULTING AGREEMENT**

**THIS AGREEMENT** is made and entered into this:

5 <sup>th</sup>	day of	March	2019
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by and between

Scott Lang LLC
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Independent Contractor, hereinafter referred to as "Consultant" and the Anaheim Union High School District, hereinafter referred to as "District."

**WHEREAS** the District is in need of special services and advice;

**WHEREAS** such services and advice are not available at no cost from public agencies;  
 and

**WHEREAS** Consultant is specially trained, experienced, and competent to provide the special services and advice required; and

**WHEREAS** such services are needed on a limited basis.

**NOW, THEREFORE**, the parties hereto agree as follows:

1. Services to be provided by Consultant:

Provide a 3-hour workshop for AUHSD performing arts students co-taught by Scott Lang, founder of Scott Lang Leadership, and Dr. Tim Lautzenheiser, Director of Education for Conn-Selmer Inc., who are leading authorities on student leadership and engagement in music education.
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Site/School:	SSAE Title IV VAPA Grant	Funds (Cost Center):	3860
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2. List of Other Supportive Staff or Consultants:

No other support staff is required.
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3. Consultant shall commence providing services under this AGREEMENT on:

Date:	April 10, 2019
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and shall diligently perform as specified and complete performance by:

Date:	April 10, 2019
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Consultant shall perform said services as an independent contractor and not as an employee of the District. Consultant shall be under the control of the District as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.

4. District shall prepare and furnish the following information to Consultant, upon request, such information as is reasonably necessary to the performance of Consultant to this AGREEMENT:

No other information from the District is needed.
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5. District shall pay Consultant the maximum amount of

\$6,000
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for services rendered

to # of people:	300 students	# hours per day:	3	# of days:	1
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pursuant to this AGREEMENT. Payment shall be made 15 to 30 days after receipt of invoice. Consultant shall submit an invoice to District.

6. District may at any time for any reason terminate this AGREEMENT. Written notice by the District's superintendent shall be sufficient to stop further performance of services by Consultant. The notice shall be deemed given when received or no later than three (3) days after the day of mailing, whichever is sooner.

7. Consultant agrees to and shall hold harmless and indemnify District, its officers, agents, and employees from every claim or demand 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, expense sustained by Consultant or any person, firm, or corporation employed by Consultant 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 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.

Consultant, at Consultant's expense, cost, and risk, shall defend any and all actions, suits, or other proceedings 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/lawsuit reimbursement that may be rendered against the District, its officers, agents, or employees in any action suit, or other proceedings as a result thereof.

- 8. This AGREEMENT is not assignable without written consent of the parties hereto.
- 9. Consultant and assistants shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, including Worker's Compensation.
- 10. Consultant, if an employee of another public agency, certifies that Consultant shall not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to the AGREEMENT.
- 11. The following is a brief description of what will be achieved by Consultant as a result of this AGREEMENT:

The consultant will design and facilitate a workshop and seminar for high school instrumental and vocal music students and teachers. The clinicians for the workshop will be Scott Lang and Dr. Tim Lautzenheiser, Director of Education for Conn-Selmer Inc. The focus of workshop will be developing peer leaders in the performing arts and program management solutions for arts programs.

- 12. What are the technical reasons Consultant is being hired as an Independent Contractor rather than an employee?

The Consultant has access to worldwide leaders in arts education peer leadership and arts program management.

List any technical support that will need to be supplied by District:

No technical support is needed.

**COMMON-LAW FACTORS  
(IRS Revenue Rule 87-41)**

Mark all items that are true for the intended Consultant (if completing on-line, double click the box to mark):

- No Instructions:** The consultant will not be required to follow explicit instructions to accomplish the job.
- No Training:** The consultant will not receive training provided by the employer. The consultant will use independent methods to accomplish the work.
- Work Not Essential to the Employer:** The employer's success or continuation does not depend on the services of the consultant.
- Right to Hire Others:** The consultant is being hired to provide a result and will have the right to hire others for actual work, unless otherwise noted.
- Control of Assistants:** Assistants hired at consultant's discretion; consultant responsible for hiring, supervising, paying of assistants.
- Not a Continuing Relationship:** If frequent, will be at irregular intervals, on call, or whenever work is available.
- Own Work Hours:** Consultant will establish work hours for the job.
- Time to Pursue Other Work:** Since specific hours are not required, consultant may work for other employers simultaneously, unless otherwise noted.
- Job Location:** Consultant controls job location, under district discretion, whether on employer's site or not.
- Order of Work:** Consultant, rather than employer, determines order or sequence of steps in performance of work.
- No Interim Reports:** Only specific pre-determined reports defined in the consulting agreement.
- Basis of Payment:** Consultant paid for services rendered, if applicable (see Agreement #4); total compensation set in advance of starting the job.
- Business Expenses:** Consultant is responsible for incidental or special business expenses.
- Tools and Equipment:** Consultant furnishes the identified tools and equipment needed for the job.
- Significant Investment:** Consultant can perform services without using the employer's facilities. Consultant's investment in own trade is real, essential, and adequate.
- Possible Profit or Loss:** Consultant does these (check valid items):
  - Hires, directs, pays assistants
  - Has equipment, facilities
  - Has a continuing and recurring liability
  - Performs specific jobs for prices agreed-upon in advance
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Work for Multiple Employers:** Consultant may perform services for more than one employer simultaneously, unless otherwise noted.
- Services Available to the General Public** (check valid items):
  - Maintains an office
  - Business license
  - Business signs
  - Advertises services
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Limited Right to Discharge:** Consultant not subject to termination as long as contract specifications are met, unless otherwise noted (see Agreement #5 and #11).
- No Compensation for Non-Completion:** Responsible for satisfactory completion of job; no compensation for non-completion.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed:

<b>CONSULTANT:</b>	<b>DISTRICT:</b>
Typed Name of consultant (same as page 1):	
Scott Lang LLC	Anaheim Union High School District
Typed Name/Title of Authorized Signatory:	
Scott Lang	Dr. Jaron Fried
Authorized Signature:	
Signature of Assistant Superintendent:	
Street Address:	
505 S. Camellia Dr.	501 Crescent Way, P.O. Box 3520
City, State, Zip Code	
Chandler, AZ 85225	Anaheim, CA 92803-3520
Date:	
March 5, 2019	March 5, 2019

Mark Appropriately:

Independent/Sole Proprietor:	
Corporation:	X
Partnership:	
Other/Specify:	

Social Security Number\* or Federal Identification Number\*

	20-1453385
--	------------

\*Or, initial below:

<input checked="" type="checkbox"/> SL	I have completed a new IRS Form W-9 that will be submitted directly to AUHSD Accounting.
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Telephone Number: E-mail Address:

(480) 577-5264	scott@scottlang.net
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*If a company/corporation is being approved, the signature must be that of a responsible person. Typed company/corporation/individual's name must be identical to that on page 1.*

**PRINCIPAL/DISTRICT ADMINISTRATOR:**

Signature of Principal or District Administrator:

Signature:		Date:	2/25/19
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ANAHEIM UNION HIGH SCHOOL DISTRICT  
 501 Crescent Way – P.O. Box 3520  
 Anaheim, CA 92803-3520

**EDUCATIONAL CONSULTING AGREEMENT**

**THIS AGREEMENT** is made and entered into this:

5th	day of	March	2019
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by and between

Pivotal Leadership LLC DBA MindKind Institute

Independent Contractor, hereinafter referred to as "Consultant" and the Anaheim Union High School District, hereinafter referred to as "District."

**WHEREAS** the District is in need of special services and advice;

**WHEREAS** such services and advice are not available at no cost from public agencies;

and

**WHEREAS** Consultant is specially trained, experienced, and competent to provide the special services and advice required; and

**WHEREAS** such services are needed on a limited basis.

**NOW, THEREFORE**, the parties hereto agree as follows:

1. Services to be provided by Consultant:

MindKind Institute (MKI) first began providing programs for Self-Awareness Training for School Leaders in October 2017. Given the success of the work together, MKI will provide services to develop mindful parent leaders with the highest level of commitment to the 5 Cs, to maintain a strategic approach to leadership development at the topmost level, and to deepen shared mindful leadership practices: 1) Parents As Mindful Leaders Fellowship Program; 2) Executive Leadership Coaching for Superintendent; and 3) Leadership Team Coaching Retreat. MKI is a leading provider of executive coaching and leadership development programs to catalyze personal and professional transformation for leaders from across business, nonprofit, education, startup, and other sectors. MKI designs and facilitates customized leadership development programs for executives and high-potentials, with a focus on the topics of mindful leadership and social-emotional intelligence. MKI offers a variety of formats, including short workshops, extended seminars, and online trainings.

Site/School:	District Office and all Sites	Funds (Cost Center):	Various Funds
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2. List of Other Supportive Staff or Consultants:

Jackie Counts, Education Division Staff



3. Consultant shall commence providing services under this AGREEMENT on:

Date:	February 1, 2019
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and shall diligently perform as specified and complete performance by:

Date:	February 1, 2020
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Consultant shall perform said services as an independent contractor and not as an employee of the District. Consultant shall be under the control of the District as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.

4. District shall prepare and furnish the following information to Consultant, upon request, such information as is reasonably necessary to the performance of Consultant to this AGREEMENT:

AUHSD will need to manage the marketing/enrollment process to ensure cohorts are adequately filled with a maximum of 24 participants. MindKind Institute will provide consultative support on this process.
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5. District shall pay Consultant the maximum amount of

\$61,000 - 1) "Parents As Mindful Leaders" Fellowship Program (\$42,500); 2 Executive Coaching for Superintendent (\$15,000); 3) Leadership Team Coaching Retreat (3,500)
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for services rendered

to # of people :	Parents As Mindful Leaders - up to 24 parents	# hours per day:	Phase 1: Weekly 1 hour sessions; 1- day visit w/Dr. Home for a Kickoff Meeting & Leadership in Focus seminar  Phase 2: 3-day visit w/Dr. Home & MKI faculty	# of days:	8 group call sessions  3-day visit
to # of people	Superintendent	# hours per day:	60 minute sessions for one year (number of sessions to be decided)	# of days:	to be decided
to # of people	13 participants	# hours per day:	6-8 hours	# of days:	1 day

pursuant to this AGREEMENT. Payment shall be made 15 to 30 days after receipt of invoice. Consultant shall submit an invoice to District.

6. District may at any time for any reason terminate this AGREEMENT. Written notice by the District's superintendent shall be sufficient to stop further performance of services

by Consultant. The notice shall be deemed given when received or no later than three (3) days after the day of mailing, whichever is sooner.

7. Consultant agrees to and shall hold harmless and indemnify District, its officers, agents, and employees from every claim or demand 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, expense sustained by Consultant or any person, firm, or corporation employed by Consultant 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 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.

Consultant, at Consultant's expense, cost, and risk, shall defend any and all actions, suits, or other proceedings 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/lawsuit reimbursement that may be rendered against the District, its officers, agents, or employees in any action suit, or other proceedings as a result thereof.

8. This AGREEMENT is not assignable without written consent of the parties hereto.
9. Consultant and assistants shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, including Worker's Compensation.
10. Consultant, if an employee of another public agency, certifies that Consultant shall not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to the AGREEMENT.
11. The following is a brief description of what will be achieved by Consultant as a result of this AGREEMENT:

Participants will learn about a variety of meditation techniques and how they can weave these techniques into everyday life - no matter how busy they are. The program is delivered via an online coach and teacher-led group learning
--

platform that helps people practice skills like emotional intelligence, mindfulness and leadership.

12. What are the technical reasons Consultant is being hired as an Independent Contractor rather than an employee?

The wide-ranging benefits of practicing mindfulness have been extensively written about in ABA Journal, as well as the front pages of Time and Newsweek magazines. While mindfulness is an excellent tool for increasing attention span, increasing memory capacity and recall speed, and reducing emotional reactivity, it holds the key to self-transformation through greater self-awareness, habitual self-reflection, improved communication, deeper compassion for self and others, harmonious collaborative relationships and enhanced ability to think critically and creatively. Very simply, mindful leaders will not just be better leaders. They will be happier leaders!

List any technical support that will need to be supplied by District:

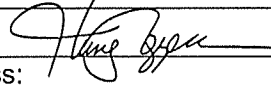
Anaheim Union High School District will provide technical support for online seminars, as needed.

**COMMON-LAW FACTORS  
(IRS Revenue Rule 87-41)**

Mark all items that are true for the intended Consultant (if completing on-line, double click the box to mark):

- No Instructions:** The consultant will not be required to follow explicit instructions to accomplish the job.
- No Training:** The consultant will not receive training provided by the employer. The consultant will use independent methods to accomplish the work.
- Work Not Essential to the Employer:** The employer's success or continuation does not depend on the services of the consultant.
- Right to Hire Others:** The consultant is being hired to provide a result and will have the right to hire others for actual work, unless otherwise noted.
- Control of Assistants:** Assistants hired at consultant's discretion; consultant responsible for hiring, supervising, paying of assistants.
- Not a Continuing Relationship:** If frequent, will be at irregular intervals, on call, or whenever work is available.
- Own Work Hours:** Consultant will establish work hours for the job.
- Time to Pursue Other Work:** Since specific hours are not required, consultant may work for other employers simultaneously, unless otherwise noted.
- Job Location:** Consultant controls job location, under district discretion, whether on employer's site or not.
- Order of Work:** Consultant, rather than employer, determines order or sequence of steps in performance of work.
- No Interim Reports:** Only specific pre-determined reports defined in the consulting agreement.
- Basis of Payment:** Consultant paid for services rendered, if applicable (see Agreement #4); total compensation set in advance of starting the job.
- Business Expenses:** Consultant is responsible for incidental or special business expenses.
- Tools and Equipment:** Consultant furnishes the identified tools and equipment needed for the job.
- Significant Investment:** Consultant can perform services without using the employer's facilities. Consultant's investment in own trade is real, essential, and adequate.
- Possible Profit or Loss:** Consultant does these (check valid items):
  - Hires, directs, pays assistants
  - Has equipment, facilities
  - Has a continuing and recurring liability
  - Performs specific jobs for prices agreed-upon in advance
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Work for Multiple Employers:** Consultant may perform services for more than one employer simultaneously, unless otherwise noted.
- Services Available to the General Public** (check valid items):
  - Maintains an office
  - Business license
  - Business signs
  - Advertises services
  - Lists services in Business Directory
  - Other (explain) \_\_\_\_\_
- Limited Right to Discharge:** Consultant not subject to termination as long as contract specifications are met, unless otherwise noted (see Agreement #5 and #11).
- No Compensation for Non-Completion:** Responsible for satisfactory completion of job; no compensation for non-completion.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed:

<b>CONSULTANT:</b>	<b>DISTRICT:</b>
Typed Name of consultant (same as page 1):	
Pivotal Leadership LLC DBA MindKind Institute	Anaheim Union High School District
Typed Name/Title of Authorized Signatory:	
Typed Name of Assistant Superintendent:	
Dr. Home H.C. Nguyen	Dr. Jaron Fried
Authorized Signature:	
Signature of Assistant Superintendent:	
	
Street Address:	
Street Address:	
2134 Second Ave, Apt 2B	501 Crescent Way, P.O. Box 3520
City, State, Zip Code	
City, State, Zip Code	
New York, NY 10029	Anaheim, CA 92803-3520
Date:	
Date:	
2/26/19	3/6/19

Mark Appropriately:

Independent/Sole Proprietor:	
Corporation:	
Partnership:	X
Other/Specify:	

Social Security Number*	or	Federal Identification Number*
		33-0259359

\*Or, initial below:

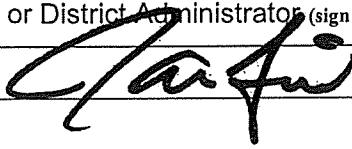
	I have completed a new IRS Form <b>W-9</b> that will be submitted directly to AUHSD Accounting.
--	---

Telephone Number:	E-mail Address:
(940) 637-4774	vibhachokhani@mindkindinstitute.com

*If a company/corporation is being approved, the signature must be that of a responsible person. Typed company/corporation/individual's name must be identical to that on page 1.*

**PRINCIPAL/DISTRICT ADMINISTRATOR:**

Signature of Principal or District Administrator (sign prior to submitting to District indicating review and approval):

Signature:		Date:	2/26/19
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LOA # LOA-15561  
 Date 2/6/2019  
 Sign and return before Partnership Manager 2/15/2019  
 Terms Lejataua, Emerald  
 A: Due on receipt  
 Contract Start 2/6/2019  
 Contract End 2/6/2020  
 # of Live Workshops 8  
 Provide coach list No

**Letter Of Agreement (LOA) between:**  
 Positive Coaching Alliance AND  
 Anaheim Union High School District

**Partner Billing Information:**

Anaheim Union High School District  
 501 N. Crescent Way Anaheim CA  
 92801

**Shipping Information**

Anaheim Unified School District  
 501 N. Crescent Way  
 Anaheim CA 92801

Qty	Description	Rate	Amount
8	Eight (8) Workshops funded by the Angels Baseball Foundation.	0.00	0.00
<b>Total</b>			<b>\$0.00</b>

Whereas Positive Coaching Alliance (PCA) and Partnering Organization share a commitment to provide youth athletes with a positive sports experience, we agree to work together to that end. Partnering Organization agrees to schedule and promote workshops for maximum attendance as well as incorporate PCA principles and standards of excellence as practical in its operations.

**Partnership Includes:**

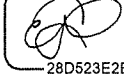
- Exclusive access to PCA Partner Account & Planning Website
- Use of PCA logo and content on your organization's website
- Dedicated Partnership Manager available on-demand
- Exclusive access to local PCA Chapter events
- Monthly: Leadership Game Plan (Tips for organization leaders)
- 10% off first purchase at PCA's Online Store (merchandise, etc.)
- 10% discount on Coach Evaluator (Official Coach Evaluation Partner of PCA) subscription for your organization/school

**PCA Policies and Agreement terms:**

1. The grant workshops are forfeited if not conducted within the specified contract period. Additionally, PCA has the right to terminate the contract at any time if deemed necessary due to lack of active cooperation, participation, and adoption of the program by the Partner.
2. Workshop dates will be requested by Partner via online workshop link to be provided by PCA upon receipt of signed LOA.
3. Additional quantities of books beyond amount included in grant can be purchased for \$6/book plus shipping & applicable sales tax.
4. No return/no refund on PCA books once they have been shipped.
5. PCA requires at least 14-day advance notice to schedule workshops.
6. Scheduled workshops which are twice postponed are subject to forfeiture of workshop.
7. No video and/or audio taping of PCA workshops unless you have written permission from PCA.

Your signature indicates commitment and agreement to all PCA Policies and terms identified above. This agreement is effective on the date the signed LOA is received by PCA National office and expires one (1) year later or as identified by the contract period.

DocuSigned by:



28D523E2B3BF455...

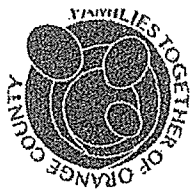
Lejataua, Emerald  
 PCA Partnership Manager

Signature:

Dr. Jaron Fried, Assistant Superintendent

Date Signed: 3-6-19

Anaheim Unified School District



## **Families Together of Orange County**

Community Health Center  
A Non-Profit Corporation

**EXHIBIT V**

**Memorandum of Understanding**  
**between**  
**Families Together of Orange County, hereafter referred to as FTOC**  
**and**  
**The Anaheim Union High School District, hereafter referred to as AUHSD**  
**Term** March 6, 2019 **to** March 6, 2024

This is to serve as a memorandum of understanding (MOU) between the parties of FTOC and AUHSD in order in order for FTOC to partner with AUHSD to provide onsite medical services and health education to students and families who are served by AUHSD.

### **FTOC's Background and Present Services:**

FTOC, founded in 2003, is a nonprofit 501 (c) 3 Federally Qualified Health Center, which offers medical, dental, vision, mental health, and social services, resource, and health coverage assistance services, as well as group self-advocacy medical visits, which promotes self-determined healthy lifestyles and help control chronic conditions. These services are provided for all in the community whether or not there is an ability to pay in order to provide a bridge to all who may face obstacles in obtaining health care and education.

FTOC's unique group medical visits utilize professional facilitators that offer groups, who face health risks in common, group visits that promote self confidence in self-advocacy and group encouragement in overcoming those health risks. For example groups of children with high BMIs have group visits with nutrition, fitness, and even karate, while their parents participate with education in nutrition and fitness and how to best cook, feed, and encourage fitness with their children at home.

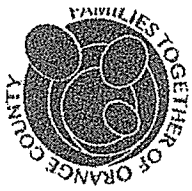
FTOC also maintains unique access to a database of low and no fee specialists and treatment programs to refer patients to if needed.

### **MOU Outlined:**

In order to further overcome the obstacles of those served by AUHSD to receive high quality comprehensive medical care and education, FTOC will partner with AUHSD in order for FTOC to provide medical services onsite at AUHSD's clinical office space (hereunto referred to as space). This space would be designated as a satellite of FTOC.

### **AUHSD's Responsibilities:**

AUHSD will provide the space, provide coordinated referrals, and to coordinate with FTOC set dates/timelines for occasions such as sports physicals and required vaccinations.



**Families Together of Orange County**

Community Health Center  
A Non-Profit Corporation


**FTOC's Responsibilities:**

- a. FTOC will provide medical services approved by AUHSD such as well child exams, physicals, sport physicals, medical consults and exams, vaccinations, annual check-ups, group visits, etc...
- b. FTOC will provide highly qualified and credentialed medical professionals and medical staff.
- c. FTOC will supply all needed equipment and supplies as pertaining to providing medical services.
- d. FTOC will carry all insurance coverage necessary including professional liability, liability, mal-practice, and commercial.

This MOU will be in effect for a period from March 6, 2019 to March 6, 2024, at which time this MOU may be renewed.

By signing this document both parties agree to execute the above responsibilities as designated to both parties.

In Witness whereof, the parties have caused this agreement to be executed by the parties' duly authorized Representatives as set forth below.

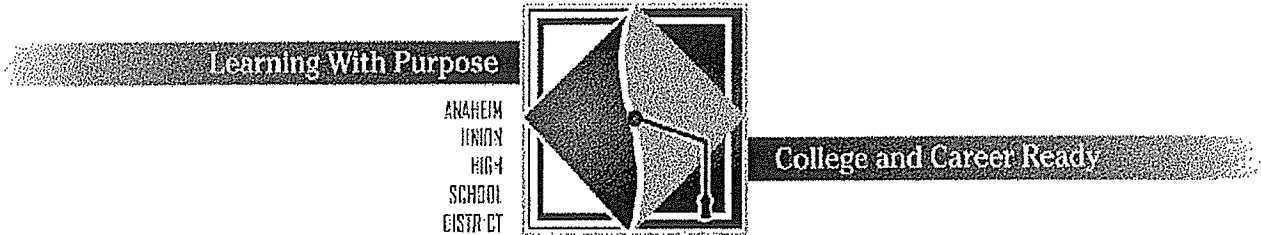
  
 \_\_\_\_\_  
 CEO, Families Together of Orange County

10/15/18  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Representative, Anaheim Unified High School District  
 Dr. Jaron Fried, Assistant Superintendent

3-6-19  
 \_\_\_\_\_  
 Date





## Contract to Provide

### Occupational Therapy Evaluation

████████████████████, the educational rights holders of ██████████, requested that the Anaheim Union High School District fund an independent occupational therapy evaluation and have requested that the District contract with Mr. Richard Furbush of RFurbush, Inc. for the evaluation. The District has agreed to fund the evaluation pursuant to the Greater Anaheim SELPA IEE Policy and contract with Mr. Richard Furbush, to complete the evaluation under the following terms and conditions:

1. The District agrees to fund an occupational therapy evaluation to be conducted by Mr. Richard Furbush at a total cost not to exceed one thousand seven hundred and fifty dollars (\$1,750).
2. In exchange for the total amount not to exceed \$1,750, Mr. Richard Furbush agrees to the following:
  - a. Perform an occupational therapy evaluation.
  - b. Create a written report.
  - c. Attend an IEP meeting to review the evaluation and findings. Attendance may be telephonic.
3. In addition to completing the foregoing, Mr. Richard Furbush agrees to the following:
  - a. Will consult and collaborate with District assessment personnel.
  - b. Provide the District the written report at least five (5) business days prior to any IEP meeting scheduled to review the evaluation.
  - c. Provide the District a copy of all protocols used in the evaluation. The protocols shall be provided with the written report.
  - d. Will not use any subcontractor or other personnel to provide any portion of the work to be performed without first obtaining written approval by the District.

- e. Will be acting as an independent contractor and will not be working directly for the District.
4. It is understood and agreed that any recommendation for services made following the evaluation and agreed to by the IEP team will not be implemented by Mr. Richard Furbush.
5. This Agreement requires approval by the Board of Trustees of Anaheim Union High School District. Once executed by all Parties, this Agreement will be placed on the agenda for the next regularly scheduled Board of Trustees meeting.
6. Payment contained herein is contingent upon Board approval and submission of an original itemized invoice detailing the work completed and/or expenses incurred. The District agrees to pay the invoice within 45 days of receipt of all of the following: (1) an itemized invoice, (2) the written evaluation including protocols, and (3) this fully executed Agreement.
7. Indemnification and Hold Harmless:
  - a. To the fullest extent allowed by law, Mr. Richard Furbush and RFurbish, Inc. shall defend, indemnify and hold harmless the District and its directors, officers, agents, employees and guests against any claim or demand arising from any actual or alleged act, error, or omission by Mr. Richard Furbush and RFurbish, Inc., or its directors, officers, agents, employees, volunteers or guests arising from the duties and obligations described in this agreement or imposed by law.
  - b. To the fullest extent allowed by law, the District shall defend, indemnify and hold harmless Mr. Richard Furbush and RFurbish, Inc., and its directors, officers, agents, employees and guests against any claim or demand arising from any actual or alleged act, error, or omission by the District or its directors, officers, agents, employees, volunteers or guests arising from the District's duties and obligations described in this agreement or imposed by law.
8. Parties shall cooperate in executing any documents and/or completing any actions necessary to implement this Agreement.
9. The Parties acknowledge that this Agreement is confidential and will not be shared except as required by law. The Parties agree to disclosure and admissibility of this Agreement for implementation and/or enforcement.

10. This Agreement may be signed in counterparts permitting signatures to appear on separate signature pages. A copy or original of this document with all signatures pages appended together shall be deemed a fully executed Agreement
11. This Agreement may be executed by fax signature such that a fax signature acts as an original.

The Parties hereto have approved this Agreement.

RFurbush, Inc.

Dated: 02-22-19

By: Richard Furbush MS OTR/L  
Mr. Richard Furbush, MS OTR L

Anaheim Union High School District

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Celeste Krueger,  
Director Special Youth Services

Anaheim Union High School District  
 Education Division  
**APPLICATION FOR STUDENT-INITIATED,  
 NON-CURRICULUM RELATED ORGANIZATION**  
 CLICK AND ENTER DATA

<b>School:</b>	Anaheim High School	<b>Date of Application:</b>	December 20th 2018
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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:**

Offensive Security Society
----------------------------

**Purpose of the group (Please describe thoroughly):**

OSS seeks to teach and educate students on the use of offensive security, coding, social engineering, and how to protect themselves in an evolving digital age. We will also train to join competitions, as well as host and engage in community events.
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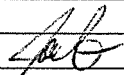
**Frequency of group meetings:**

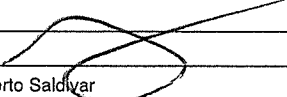
1 - 2 times a week.
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**Proposed meeting day, time and location:**


<b>Day:</b>	TUES & THURS	<b>Time:</b>	2:40 - 4:00 pm	<b>Location:</b>	Tues: Room 15 Thurs: Lunch
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<b>Applicant's Signature:</b>		<b>Date:</b>	12/20/18
<b>Printed Name:</b>	Josiah Perez		

<b>Advisor's Signature:</b>		<b>Date:</b>	12/20/18
<b>Printed Name:</b>	Mr. Calderon		

<b>Principal's Signature:</b>		<b>Date:</b>	1/05/19
<b>Printed Name:</b>	Roberto Saldivar		

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

<b>Assistant Superintendent's Signature:</b>		<b>Date:</b>	2/20/19
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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 STUDENT-INITIATED,  
 NON-CURRICULUM RELATED ORGANIZATION**  
CLICK AND ENTER DATA

School:	Cypress High School	Date of Application:	2/20/2019
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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: Cypress High School Roller Hockey Club

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Purpose of the group (Please describe thoroughly): Purpose for the club is to meet and discuss and to make students aware of the sport of hockey. No physical activities will take place during these meetings.

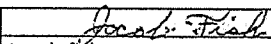
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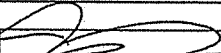
Frequency of group meetings: Once a month

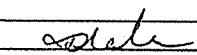
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Proposed meeting day, time and location:

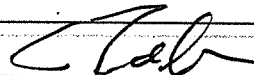
Day:	First Tuesday	Time:	3pm	Location:	Multi Purpose Room
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Applicant's Signature:		Date:	2/20/2019
Printed Name:	Jacob fisk		

Advisor's Signature:		Date:	2/20/2019
Printed Name:	Jeff Russell		

Principal's Signature:		Date:	2/20/2019
Printed Name:	Dr. Jodie Wales		

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

Assistant Superintendent's Signature:		Date:	2/21/19
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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)

<b>Name of Organization:</b>	<b>School:</b>
Magnolia BROS	Magnolia High School

**Name(s) of student(s) making application:**  
 Manuel Urbalejo

**Staff Sponsor(s):**  
 Mark Lopez, William Jimenez

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

The purpose of this organization is to educate, equip, and mobilize students to help themselves and each other to become college and career ready, practice the 5 C's and participate in civic engagement in their community and neighborhoods. Students will encourage each other to excel in academics, graduate high school and enroll in college. The objective of MHS is to educate the community about various local and global issues. Furthermore, there is no admission fee other than a fee may be charged for the cost of the club t-shirt. The amendments may be changed through a majority vote by members, as well as the officers and faculty advisor. The officers of this organization and their respective responsibilities are included in the attached Constitution.

**Proposed meetings:**

<b>Day(s):</b>	Tuesdays	<b>Time(s):</b>	12:11-12:41	<b>Location:</b>	Room 205
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**Special equipment? X No Yes – Describe:**

**Qualifications for membership, if any:**  
 None

<b>How are officers elected?</b>	<b>Term?</b>
Students vote for officers	Yearly

**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:

BROS activities will address Anchor standards in College and Career Readiness for Reading; Writing; Speaking and Listening; and Language. Skills that students will practice and implement include: preparing for and participating effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively; integrating and evaluating content presented in diverse media and formats, including visually and quantitatively, as well as in words; writing arguments to support claims in an analysis of substantive topics or texts using valid reasoning and relevant and sufficient evidence; and demonstrating command of the conventions of standard English grammar and usage when writing or speaking.

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

The staff advisor shall serve as a liaison with school administration and others as well as provide a source of encouragement and additional advice to their MHS team members.

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

Funds will be raised through general fundraising (e.g. holiday grams, car washes, etc) and the proceeds will be sent to Magnolia BROS headquarters, which are then sent to the appropriate Magnolia High School account .

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

Signature of student making application:	<i>Manuel Urbalejo</i>
Printed name of student making application:	Manuel Urbalejo
Signature of faculty sponsor:	<i>Mark Lopez</i>
Printed name of faculty sponsor:	Mark Lopez

Faculty sponsor: I have reviewed this application and

the application is complete       the Constitution/By-Laws are attached

the application is not complete (explain):

<i>Daphne Hammer</i>	1/28/19
Signature of School Principal:	Date:
Daphne Hammer	
Signature of Assistant Superintendent of Education:	Date:
<i>[Signature]</i>	2/20/19
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 STUDENT-INITIATED,  
 NON-CURRICULUM RELATED ORGANIZATION**  
 CLICK AND ENTER DATA

<b>School:</b>	LEXINGTON JHS	<b>Date of Application:</b>	12/13/18
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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:**  
 The Environmental Club

**Purpose of the group (Please describe thoroughly):**  
 To be a positive influence on the Lexington Junior High School environment and surrounding community. Our purpose is to create and grow a garden, keep our campus clean, keep a health environment, to help the plants already here to grow. We would like to use the plants we grown in our Home Economics class.

**Frequency of group meetings:**  
 Once a week

**Proposed meeting day, time and location:**

DAY:	Thursday	Time:	Lunch	Location:	Room 406
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Applicant's Signature:	<i>Eric Sandoval</i>	Date:	12/13/18
Printed Name:	Eric Sandoval		

Advisor's Signature:	<i>Beverly Berekian</i>	Date:	12/13/18
Printed Name:	Beverly Berekian		

Principal's Signature:	<i>Amber Houston</i>	Date:	1-15-19
Printed Name:	Amber Houston		

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

Assistant Superintendent's Signature:	<i>[Signature]</i>	Date:	2/20/19
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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 STUDENT-INITIATED,  
 NON-CURRICULUM RELATED ORGANIZATION**

CLICK AND ENTER DATA

School:	South Jr. High	Date of Application:	1/18/19
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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:

Mindfulness Club
------------------

Purpose of the group (Please describe thoroughly):

Student will learn about Mindfulness and how to focus their attention on the present and work on training their mind to be calmer and feel less stressed. We will also be focusing on kindness and spreading it throughout the campus throughout the year with various activities.
--

Frequency of group meetings:

weekly
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Proposed meeting day, time and location:

Day:	Wed.	Time:	2:30	Location:	Room 209
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Applicant's Signature:	<i>Ranoldy Salmeron</i>	Date:	1/18/19
Printed Name:	Ranoldy Salmeron		

Advisor's Signature:	<i>Lisa A Olson</i>	Date:	
Printed Name:	Lisa Olson		

Principal's Signature:	<i>Enrique Romero</i>	Date:	1/18/19
Printed Name:	Enrique Romero		

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

Assistant Superintendent's Signature:		Date:	2/21/19
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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 STUDENT-INITIATED,  
 NON-CURRICULUM RELATED ORGANIZATION**  
 CLICK AND ENTER DATA

<b>School:</b>	Walker JH	<b>Date of Application:</b>	11-09-18
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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:**

Christian Club
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**Purpose of the group (Please describe thoroughly):**

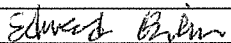
Provide a place for any interested 8 <sup>th</sup> grade student, regardless of religious affiliation, to gather with peers, fellowship and worship God.
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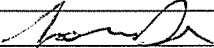
**Frequency of group meetings:**

Once a week
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**Proposed meeting day, time and location:**

Day:	Thursdays	Time:	12:20 pm	Location:	Room 28
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Applicant's Signature:		Date:	11-09-18
Printed Name:	Edward Kim		

Advisor's Signature:		Date:	11-09-18
Printed Name:	Tony Fieldson		

Principal's Signature:		Date:	11-26-18
Printed Name:	Jennifer Brown		

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

Assistant Superintendent's Signature:		Date:	2/21/19
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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 STUDENT-INITIATED,  
NON-CURRICULUM RELATED ORGANIZATION**  
CLICK AND ENTER DATA

<b>School:</b>	Walker JH	<b>Date of Application:</b>	11-09-18
----------------	-----------	-----------------------------	----------

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:

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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:**

Positive Vibes Only
---------------------

**Purpose of the group (Please describe thoroughly):**

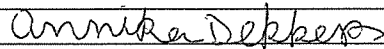
To help each student at Walker feel like they have a friend.
--

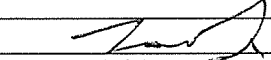
**Frequency of group meetings:**

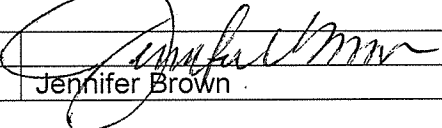
Once a week
-------------

**Proposed meeting day, time and location:**

Day:	Thursdays	Time:	7:30 am	Location:	Room 28
------	-----------	-------	---------	-----------	---------

Applicant's Signature:		Date:	11-09-18
Printed Name:	Annika Dekker		

Advisor's Signature:		Date:	11-09-18
Printed Name:	Tony Fieldson		

Principal's Signature:		Date:	11-26-18
Printed Name:	Jennifer Brown		

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

Assistant Superintendent's Signature:		Date:	2/21/19
---------------------------------------	---	-------	---------

**Following approval, the completed application will be returned to the school principal.**

**AGREEMENT**

**between the**

***ANAHEIM UNION HIGH SCHOOL DISTRICT***

***and the***

***ANAHEIM SECONDARY TEACHERS  
ASSOCIATION***

***for the period***

***August 6, 2018***

***through***

***the first Teacher work day of  
the 2020-21 school year***

Board Approved: Pending

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## ARTICLE 1: AGREEMENT

### 1.1 Agreement

This Agreement is made and entered into the first teacher work day of the 2018-2019 school year, by and between the Board of Trustees of the Anaheim Union High School District, whose address is 501 N. Crescent Way, Anaheim, California 92803-3520, hereinafter referred to as the “District” or “Board”, and the Anaheim Secondary Teachers Association, CTA/NEA, hereinafter referred to as the “Association”, whose address is 50 S. Anaheim Blvd., Suite 300, Anaheim, California 92805.

### 1.2 Separability and Savings

If any provision of this Agreement is held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by any tribunal of competent jurisdiction pending a final determination as to its validity, the remainder of this Agreement or the application of such Article or section as to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.

### 1.3 Disagreement on Scope

At the request of either party, the District and the Association shall, within forty-five (45) days of an unappealed decision of the hearing officer, or by PERB, or courts, if appealed to the courts, that an item(s) claimed by either party to be outside of scope and thus not covered by this Agreement is within the scope of negotiations, meet and negotiate on the item in an attempt to reach a mutually acceptable amendment to this Agreement.

### 1.4 Entire Agreement

The parties agree that the terms and conditions expressly set forth in this Agreement represent the full and complete Agreement and commitment between the parties thereto.

The parties agree that this Agreement is intended to cover all matters relating to wages, hours and all other terms and conditions of employment as specified in Section 3453.2 of Chapter 10.7, Division 4, Title I of the Government Code of the State of California, and that during the term of the Agreement neither the District nor the Association, without mutual agreement, will be required to meet and negotiate on any further matters affecting these or any other subjects not specifically set forth in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both the District or the Association at the time they met and negotiated on and executed this Agreement, or even though such subjects or matters were proposed and later withdrawn.

1.5 Waivers to Contract

Waivers to this contract granted for the purpose of individual site projects, school improvement plans and the like shall not serve as precedents for future action by the District, which would negate the bargaining process.

1.6 Publication of Agreement

As soon as possible after the ratification of this Agreement by the District and the Association, the District shall have copies of the Agreement prepared and shall supply one (1) copy of the Agreement to each present and future member of the bargaining unit and fifty (50) copies to the Association.

## ARTICLE 2: RECOGNITION

### 2.1 Recognition

The Board recognizes the Association as the sole and exclusive representative of employees performing services in categories and groupings of positions and classifications described as follows:

#### 2.1.1 Classroom Teachers

Included: All regular contract certificated personnel expressly including the following designations and grouping of positions and classifications: All regular contract classroom teachers, grades 7 through 12, including regular part-time teachers; temporary teachers as defined by Education Code 44920 and 44918; adaptive physical education teachers, library/media teachers, categorically funded teachers; hearing impaired resource teachers; occupational assessment teachers; itinerant vision resource teachers; speech specialists; nurses; vocational education nurses; staff specialists; regular contract hourly classroom teachers; and summer school teachers.

Excluded: All management employees as designated by the Board of Trustees; all classified employees; all supervisory and confidential employees; all casual or limited term personnel and others such as all substitutes; all hourly certificated employees working outside the regular contract assignments, except summer school teachers; all psychologists; all counselors; and the District doctor.

### 2.2 Charter Schools

The parties recognize the value and importance of the inclusion of bargaining unit membership as part of any charter petition submitted to the District for consideration by the Board.

### ARTICLE 3: MANAGEMENT RIGHTS

It is understood and agreed that the District retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in, but not limited to those duties and powers, are the exclusive rights to determine its organization; direct the work of its employees; determine the time and hours of operation; determine the kinds and levels of services to be provided, and the methods and means of providing them; establish its educational policies, goals and objectives; insure the rights and educational opportunities of students; determine staffing patterns; determine the number and kinds of personnel required; maintain the efficiency of District operations; determine the curriculum; build, move or modify facilities; establish budget procedures and determine budgetary allocation; determine the methods of raising revenue; take action on any matter in the event of an emergency, i.e., act of God, natural disaster, act of war, declaration of martial law, strike, insurrection, revolution, flood, earthquake, fire, epidemic, plague, drought, power failure, or energy crisis; in addition, the District retains the right to hire, classify, assign, evaluate, promote, terminate and discipline employees.

The District retains its right to amend, modify or rescind policies and practices referred to in this Agreement in cases of emergency; limited however to the actual duration of the emergency. The determination of whether or not an emergency exists is solely within the discretion of the District.

The above described rights of the District shall be exercised in a fair and reasonable manner and are subject to the restrictions of the entire Agreement.

Any dispute arising out of or in any way connected with either the existence of or the exercise of any of the above described rights of the District is not subject to the grievance provisions set forth in Article 7 unless the dispute is otherwise grievable under another Article of the Agreement.

## ARTICLE 4: ASSOCIATION RIGHTS

### 4.1 Distribution and Posting of Materials

The Association shall have the right to post notices of matters of Association concern on designated bulletin boards in each school building in areas frequented by unit members. The Association shall have the right to use the District mail service and individual teacher mailboxes so far as such use complies with the law. ASTA will be charged \$1.00 for each districtwide mailout, up to a maximum of \$25.00 per year, in order to assist in defraying the cost of such deliveries.

Any literature to be distributed or posted must be dated and must identify the person or organization responsible for its promulgation. The Association shall provide to the Superintendent and the site administrator a complete copy of the material deposited in school mailboxes or posted on bulletin boards.

### 4.2 Released Time

#### 4.2.1 Released Time - Negotiations

During each school year when negotiations are in progress, and following prior notice and schedule coordination with the immediate supervising administrator, five (5) authorized representatives of ASTA bargaining unit shall be granted a maximum of five (5) full days of released time each without loss of compensation for the purpose of meeting and negotiating. This released time shall be taken in minimum increments of one (1) full day. Additional days may be granted, if necessary, upon mutual agreement of the parties and with approval of the Superintendent.

Members of the ASTA bargaining team shall be responsible for notifying their immediate supervisor of meeting times and dates and requesting released time one (1) day prior to scheduled negotiation meetings. Only in cases of emergency or hardship, as defined by the immediate supervisor, may a unit member's request be refused.

#### 4.2.2 Released Time - Association Business

Upon twenty-four (24) hours prior notice to the District and authorization by the President of the Association, the Association shall be provided a maximum of thirty-five (35) days each school year of released time for the purpose of conducting Association business. These days shall be taken in minimum increments of one (1) full day. Payment for the substitute(s) replacing the absent unit member(s) shall be reimbursed to the District Business Office by the Association within thirty (30) days of receipt of invoice.



4.2.2.1 Released time indicated above may be increased in cases of demonstrated need if requested by the Association and approved by the District.

4.2.3 Released Time - Association President

The District shall provide the Association President with released time for the duration of this contract. Such released time shall be granted by the District. The Association agrees to reimburse the District for the cost of a long term substitute. Released time indicated above may be increased or decreased if requested by the Association and approved by the District.

The District shall return the unit member serving as the Association President to the same school in which s/he had been prior to serving as Association President. If an opening does not exist, the involuntary transfer process will be used as stated in 9.5 and Appendix G. Neither the returning association president nor the involuntarily transferred teacher will be guaranteed the same teaching assignment.

4.3 Unit Member Information

The District shall provide the Association with the name; job title; department; work location; work, home, and personal cellular telephone numbers; personal email address on file with the district; and home address of all employees in the bargaining unit at least every 120 days. The District shall also provide the Association with the same information for any newly hired employee within the bargaining unit within 30 days after the date of hire or by the first pay period of the month following hire. The foregoing timelines may be extended by mutual agreement.

4.4 Availability of Information

School Board Packets: The District will make available to the Association, two (2) school board packets at least seventy-two (72) hours in advance of a regularly scheduled Board meeting, and twenty-four (24) hours in advance of a special Board meeting.

4.5 Access to Work Sites

Authorized Association representatives shall, in accordance with the conditions noted herein, have the right of reasonable access to District facilities for the purpose of contacting unit members, and transacting lawful Association business. Upon arriving at a school site, any such representative shall first report to the office of the site administrator to announce his or her presence and the intended purpose of the visit.

In no event shall any representative or unit member interrupt or interfere in any way with normal work. Contacts with unit members shall be limited to unassigned times and duty-free lunch periods.

#### 4.6 Representation

A unit member has a right to Association representation when a meeting is conducted: to investigate facts that may lead to discipline; to adjust employee complaints/grievances; at disciplinary conferences that go beyond merely informing the unit member of discipline. The representative may, on behalf of the unit member, discuss facts, make arguments, act as a "buffer" between administration and unit member. The right to representation does not attach in routine conversations, including, but not limited to: the giving of instructions; training of personnel; correcting work techniques; preliminary evaluation conferences; notifying employees of discipline.

#### 4.7 New Teacher/Unit Member Orientation

The Association will have access to new teacher/unit member onboarding and orientation activities conducted by the District. A new teacher/unit member orientation will be held by the District no later than the end of the fourth week of the start of the new school year. The District will provide no less than ten (10) days advance notice to the Association regarding the date(s) of the new teacher/unit member orientation(s).

#### 4.8 Meeting Dates

Except in extraordinary circumstances, the District will not schedule districtwide meetings, Back to School Night and Open House on those days ASTA has a calendared representative assembly meeting. ASTA will provide a listing of meeting dates by April 1 of each year.

## ARTICLE 5: DUES DEDUCTION

### 5.1 Dues Deduction

5.1.1 The right to payroll deduction for payment of organizational dues shall be accorded to the Association. Association members who currently have authorization cards on file for the above purposes need not be resolicited. Association dues and fees, upon formal written request from the Association to the District, shall be increased or decreased without resolicitation and authorization from unit members.

5.1.2 Pursuant to authorization by the unit member, the District shall deduct one-tenth (1/10) of the Association dues and fees from the regular salary check each month. Deductions for unit members who sign such authorization after commencement of the school year shall be appropriately prorated to complete the payment by the end of the school year.

5.1.2.1 Any unit member who is a member of the Anaheim Secondary Teachers Association/CTA/NEA, or who has applied for membership, may sign and deliver an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one-tenth (1/10) of such dues and fees from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year.

5.1.3 With respect to all sums deducted by the District pursuant to authorization of the unit member, for membership dues and fees, the District agrees promptly to remit such monies to the Association along with an alphabetical list of unit members for whom such deductions have been made and any changes that may have occurred since the previous list.

### 5.2 Maintenance of Membership

Any unit member who has authorized Association dues deductions on the effective date of this Agreement or at any time subsequent to the effective date of the Agreement shall continue to have such dues deductions made by the District during the term of this Agreement; provided, however, that any unit member may cancel or change such Association dues according to the terms of their signed authorization by notifying the Association in writing of the cancellation or change. Pursuant to Education Code section 45060, the District shall rely on information provided by the Association regarding whether deductions for a unit member were properly cancelled or changed, and the Association shall indemnify the District for any claims made by any unit member for deductions made in reliance of that information.

## ARTICLE 6: CONCERTED ACTIVITIES

The Association hereby agrees that neither it nor its officers, officials, agents, or representatives shall incite, encourage or participate in any strike, walkout, slowdown, or other work stoppage against the District during the life of this Agreement. In the event of a strike, walkout, slowdown, or work stoppage in violation of this Agreement, the Association and its respective officers, agents, and representatives will do everything reasonably within their power to end or avert the same.

Any unit members engaging in or assisting any strike, slowdown, work stoppage, or other interference with the District's operations in violation of this Article shall be subject to disciplinary action up to and including termination.

## ARTICLE 7: GRIEVANCE PROCEDURES

### 7.1 Definitions

- 7.1.1 A "grievance" is a claim by a unit member that there has been a misinterpretation, misapplication, or violation of a specific provision of this Agreement.
- 7.1.2 A "grievant" is any unit member in the bargaining unit and thus covered by the terms of this Agreement who claims there has been a misinterpretation, misapplication, or violation of a specific provision of this Agreement.
- 7.1.3 A "grievance representative" is any person designated by the Association to process grievances and to represent unit members in grievance meetings.
- 7.1.4 An "administrative representative" is the administrator having jurisdiction over the matter which gave rise to the grievance.
- 7.1.5 A "day" is 0designated by a teacher workday on the Student/Teacher Calendar.

### 7.2 General Procedures

#### 7.2.1 Grievance Adjustments

This grievance procedure is not intended to deny the right of any individual to seek a satisfactory resolution to a problem.

Adjustments to grievances shall be consistent with the terms of this Agreement.

If a unit member is not represented by the Association or its representative, the District shall notify the Association whenever a grievance has been filed, and prior to an adjustment of the grievance, shall notify the Association of the proposed adjustment and shall provide the Association with the opportunity to respond in writing to the proposed adjustment.

#### 7.2.2 Right to Representation

The grievant shall have the right to be represented by the Association in all discussions concerning a grievance.

#### 7.2.3 Grievance Format

A grievance which proceeds to Step 2 shall be in writing on Form #363 and shall be a clear, concise statement of the grievance including the specific provisions of this Agreement alleged to have been violated, the circumstances involved, the decision rendered at Step 1 and the specific remedy sought.

7.2.4 Disposition of Grievance

The ultimate disposition shall be rendered by one (1) of the following:

7.2.4.1 Grievance and remedy sustained

7.2.4.2 Grievance conditionally sustained with alternative remedy and its rationale

7.2.4.3 Grievance denied with written rationale

7.2.4.4 Grievance denied in part with written rationale

Written rationale provided the grievant by the administrative representative at Step 1 and Step 2 shall not be admitted as evidence by the grievant at arbitration.

7.2.5 Failure to Meet Time Limits

If a grievance is not processed by the grievant in accordance with the time limits set forth in this Article, it shall be considered settled on the basis of the decision last made by the District. If the District fails to respond to the grievance in a timely manner at any level, the running of its time limit shall be deemed a denial of the grievance and termination of the level involved, and the grievant may proceed to the next step.

Time limits for appeal shall begin to run the day following the receipt of the written decision by the grievant.

Time limits hereunder may be lengthened or shortened in any particular case only by written agreement. The parties will attempt in good faith to adjust time limit problems which occur after Step 1.

7.2.6 Release of Witnesses

Witnesses shall be released from assigned responsibilities without loss of compensation when participating in grievance meetings held during the school day. The Association shall notify the District of the names of all witnesses requiring substitute coverage forty-eight (48) hours prior to such meetings.

In the event substitutes are not available to release witnesses for grievance processing, proceedings will be continued until school is dismissed on the day of the hearing.

7.2.7 Copies of Grievance

Copies of grievances shall not be placed in the District personnel file or local site folder of the grievant.

### 7.2.8 Format for Meetings

Grievance meetings shall be conducted at each step of the grievance procedure. The District representative is the chairperson of the grievance meeting. The standard format for a grievance meeting shall be as follows:

7.2.8.1 Presentation of grievant's case (including the calling of witnesses)

7.2.8.2 Presentation of respondent's case (including the calling of witnesses)

7.2.8.3 Grievant's rebuttal

7.2.8.4 Respondent's rebuttal

7.2.8.5 Discussion

7.2.9 When a matter which is, or may be, the subject of a grievance becomes the subject of an Administrative Procedure Act hearing (e.g., dismissal, non-renewal or reduction in force of permanent or probationary employees), any pending grievance on the matter shall be abated until the disposition of the APA hearing.

### 7.2.10 Service of Documents

Service of the District response to the grievant at any step shall be complete when either of the following has been accomplished:

7.2.10.1 A copy of the document(s) has been personally given to the grievant, or the representative (if represented by the Association or attorney), or

7.2.10.2 A copy of the document(s) has been placed in the United States mail, postage prepaid, certified mail, and addressed to the grievant, or the representative (if represented by the Association or attorney) at the grievant's last known address

### 7.3 Grievance Procedures

7.3.1 Step 1: When a unit member has a grievance, the grievance may be brought to the attention of the appropriate administrative representative in an attempt to resolve the problem through discussion.

7.3.2 Step 2: The grievant shall present the grievance in writing to the appropriate administrative representative of the Board.

Such grievance must be presented within twenty (20) days of the date of the occurrence which led to the grievance, or within twenty (20) days of the date the grievant could reasonably be expected to have knowledge of the occurrence.

Within five (5) days after filing of the grievance, a meeting shall be held with the grievant and the grievant's representative. The respondent shall render the Step 2 disposition within five (5) days after the Step 2 meeting.

7.3.3 Step 3: In the event the grievant is not satisfied with the decision at Step 2, the grievant may appeal the decision in writing to the Superintendent or his/her designee. Such appeal must be made within five (5) days of the termination of Step 2. The appeal shall include a copy of the original grievance, the decision rendered at Step 2, and a clear, concise statement of the reasons for the appeal. Step 3 hearings shall be held within ten (10) days of the receipt of the appeal from Step 2. The Superintendent or designee shall communicate a decision within five (5) days after the date of the Step 3 hearing and such a decision will terminate Step 3.

#### 7.3.4 Arbitration

##### 7.3.4.1 Submission to Arbitration

If the Association is not satisfied with the decision at Step 3, the grievance may be submitted, by the Association, to arbitration, provided that notification of submission to arbitration is given to the Superintendent within ten (10) days of the Association's receipt of the Step 3 decision.

##### 7.3.4.2 Selection of Arbitrator

The Association and the District shall agree upon an arbitrator. If no agreement is reached within ten (10) days, the parties shall request the American Arbitration Association to administer the selection of the arbitrator in accordance with its rules.

##### 7.3.4.3 Hearing: Arbitrator's Decision

The arbitrator selected in accordance with paragraph 7.3.4.2 above shall conduct a hearing promptly, and in accordance with the rules of the American Arbitration Association. The arbitrator shall hear the issues presented, and shall tender a decision promptly, but in no event later than thirty (30) days from the date of the hearing or thirty (30) days from the deadline for filing post-hearings briefs, whichever occurs later.

##### 7.3.4.4 Fees and Expenses

The fees and expenses of the arbitrator and the hearing shall be borne equally by the parties. All other expenses, including witness fees, conferees, etc., shall be borne by the party incurring them, except that the grievant, the grievance representative, and a reasonable number of



necessary witnesses shall be released from their assignments without loss in compensation or cost to the Association.

7.3.4.5 Statement of Issues

The arbitrator shall be limited to deciding the issues(s) submitted to him/her. If the parties cannot agree upon a statement of the issues, the arbitrator shall determine the issue(s). In cases of procedural disputes regarding arbitrability, timelines, etc., the arbitrator shall be empowered to rule on such disputes.

7.3.4.6 Limitations Upon Arbitrator

The arbitrator shall have no power to alter, amend, change, add to, or subtract from any of the terms of this Agreement, but shall determine only whether or not there has been a violation of this Agreement in the respect alleged in the grievance and the appropriate remedy. The decision of the arbitrator shall be based solely upon the evidence and arguments presented by the respective parties in the presence of each other, and upon arguments presented in briefs. This Agreement constitutes a collective bargaining agreement between the parties which shall be interpreted and applied by the parties and by the arbitrator in the same manner as any other collective bargaining agreement for the laws in the State of California. The function and purpose of the arbitrator is to determine disputed interpretations of terms actually found in the Agreement, or to determine disputed facts upon which the application of the Agreement depends. The arbitrator shall therefore not have authority to decide any issue not submitted or to interpret or apply the Agreement so as to change what can fairly be said to have been the intent of the parties as determined by generally accepted rules for contract construction. Past practice of the parties in interpreting or applying terms of this Agreement may be relevant evidence, but shall not be used so as to justify, or result in, a modification (whether by addition or detracting) of the written terms of this Agreement.

The arbitrator shall only have the power to render an award applying the language of the Agreement in force at the time of the alleged misinterpretation, misapplication, or violation.

The arbitrator may hear and determine only one (1) grievance at a time unless the parties expressly agree otherwise. Both parties will in good faith endeavor to handle cases which involve the same or similar facts and issues in an expedient and convenient manner.

No decision rendered by the arbitrator shall be retroactive beyond the beginning of the last payroll period prior to the twenty (20) day period specified in Step 1 of the grievance procedure.

7.3.4.7 Rules of Procedure

Upon agreement of the parties, the arbitration may proceed under expedited rules of the American Arbitration Association and notice of such agreement shall accompany any request for a list of arbitrators.

The decision of the arbitrator, within the limits herein prescribed, shall be binding on the Association, the District and the grievant.

7.4 No Reprisals

No reprisals of any kind will be taken against any participant in the grievance procedure by reason of such participation.

## ARTICLE 8: LEAVES

A leave of absence is an authorization for a unit member to be absent from duty generally for a specific period of time and for an approved purpose.

Upon expiration of a leave of absence, unit members shall be returned to the same school from which the leave was taken. Such unit members will not be guaranteed the same teaching assignment. Similar to active unit members, unit members returning from leave are subject to layoff and surplus from their original school site. Thereafter, returning unit members shall be subject to Article 9, Transfer.

A condition of each leave of absence is that the credential or permit held at the time the leave was granted, properly authorizing the service, must be maintained in full force by the unit member.

Part-time regular unit members shall be entitled to leaves of absence from their part-time assignments.

Any unit member placed on paid administrative leave of absence shall continue to receive compensation for approved extra service pay assignments for a period not to exceed six months.

### 8.1 Personal Leaves of Absence Without Pay

Unit members may, upon request, be granted up to one (1) year of absence without pay for the following reasons:

- 8.1.1 Health
- 8.1.2 Maternity, paternity and adoption
- 8.1.3 Activities which contribute to professional development in education, which may include formal study, travel or exchange teaching.
- 8.1.4 Child care
- 8.1.5 Compelling family matters / personal necessity

Leaves shall have the prior approval of the principal. All such unpaid leaves may be, upon request, extended for one (1) additional complete semester or school year. With the exception of leaves of absence granted by state or federal law, leaves shall be limited to a maximum of two (2) years within a five (5) year period of time. Requests for leaves of absence under this provision shall not be arbitrarily or capriciously denied.

With the exception of maternity leave, sick leave, bereavement, industrial accident/illness, leaves of absence shall be limited to permanent unit members.

## 8.2 Application for Leave

### 8.2.1 Leaves Other Than Sabbatical

A unit member who is eligible for an unpaid leave of absence must make application for such leave on the District form provided. Requests for such leaves to begin in September must be filed in the Human Resources Office prior to the preceding February 15. Requests for leaves to begin in January must be received on or before the preceding November 15. At the discretion of the Director, Human Resources the afore mentioned time deadline may be waived.

## 8.3 Notification of Return or Request for Extension

The following procedures shall be adhered to relative to returns from leaves of absence and/or requests for extensions of leaves:

### 8.3.1 District Notification

On or before February 1 (October 15 for first semester leaves) of the semester nearest and preceding the expiration of the leave of absence, the District shall notify the unit member who is on a leave of absence that his/her position is being held pending notification of request for extension of leave or notification of intention to return from leave. Such notification shall be sent by U.S. mail to the unit member's last known address.

### 8.3.2 Unit Member Response

On or before March 1 (November 15 for first semester leaves) the unit member shall respond to the District notification by indicating either a request for an extension of leave or the unit member's intention to return from leave. In the event that the unit member fails to respond to the District notification, it is understood that the District may proceed to fill the unit member's position.

### 8.3.3 Return Before Expiration

A unit member who wishes to return from leave prior to the agreed upon expiration of the leave shall be entitled to fill the next available vacancy for which the unit member is certified and qualified.

At the end of the school year, the unit member will be subject to other terms and conditions of the contract as though assigned to that school for the entire year.

8.4 Salary Advancement During Leave

A unit member granted a leave of absence, other than sabbatical leave, military leave, or Peace Corps leave, shall not be advanced on the salary schedule unless s/he has completed the school year according to law. A unit member granted a sabbatical, military, or Peace Corps leave shall be eligible for advancement on the salary schedule.

8.5 Tragedy Personal Necessity Leave

A long term ninety (90) day personal necessity leave of absence may be provided to a unit member who experiences a serious tragedy within his/her immediate family. For purposes of this section, "immediate family" shall be defined to include parent, sibling, spouse or child. A unit member's compensation during such leave shall be equivalent to the unit member's regular salary and fringe benefits minus the amount necessary to pay a substitute employed to replace the unit member while on leave.

8.6 Parental Leave

8.6.1 Upon request, pregnant unit members shall be granted paid maternity leave for up to six weeks after the birth of a child. Additional maternity leave of up to six weeks shall be unpaid except that unit members may utilize accumulated sick leave (under 8.11.1) or extended sick leave (under 8.20) during that time. Maternity leave will be provided in accordance with existing law.

8.6.2 Upon request, non-pregnant unit members shall be granted parental leave for up to twelve weeks after the birth of a child of the employee, or the placement of a child with an employee in connection with the adoption or foster care of the child by the employee. Said leave shall be limited to one twelve-week leave during any twelve-month period and shall be unpaid except that unit members may utilize accumulated sick leave (under 8.11.1) during that time. Parental leave will be provided in accordance with existing law.

8.7 Industrial Accident and Industrial Illness Leave

8.7.1 Leaves resulting from an industrial accident or industrial illness shall be granted in accordance with the provisions of Education Code Sections 44043 and 44984 and this rule.

8.7.2 A unit member who is absent from duty because of an illness or injury defined as an industrial accident or industrial illness under provisions of the Workers' Compensation Insurance Law, shall be granted paid industrial accident leave for each such accident or illness while receiving temporary disability benefits from Workers' Compensation provided that:

8.7.2.1 The employee has probationary or permanent status.

- 8.7.2.2 The Superintendent/designee has determined that the illness or injury was directly related to the performance of duties while in the employment of the Anaheim Union High School District.
- 8.7.3 A unit member absent from duty because of illness or injury resulting from an accident or condition incurred on duty, which qualifies under Workers' Compensation Insurance, shall be granted an occupational leave for each such accident provided that neither the number of days for one (1) leave nor the total number of days allowed in one (1) school year for more than one (1) such leave does not exceed a total of sixty (60) consecutive working days.
- 8.7.4 Industrial accident and industrial illness leave shall be granted from the first (1st) day of disability but shall not extend beyond the last day for which temporary disability indemnity is received. Only absences which are supported by a physician's certificate and have been verified in writing by the State Compensation Insurance Fund to be the result of a duty connected illness or injury can be paid under the occupational leave policy. Any absence that cannot be so verified shall be charged against the unit member's leave.
- 8.7.5 Should the unit member's absence, due to an occupational injury or illness, extend beyond sixty (60) consecutive working days, the unit member shall be permitted to use accumulated sick leave until temporary disability payment ceases, until he returns to duty, or until illness credits have been used up, whichever is sooner.
- 8.7.6 During any period a unit member is receiving his regular salary from the District, s/he is required to endorse over to the District all temporary disability payments received in accordance with Section 44984 of the Education Code. Charges to the unit member's leave balances shall be as follows:
- 8.7.6.1 Industrial accident and industrial illness leave shall be reduced by one (1) day for each day of authorized absence regardless of temporary disability payments paid.
- 8.7.6.2 Sick leave and/or vacation leave shall be reduced only by that amount necessary to provide a full day's wage or salary when added to temporary disability benefits. Any unit member who is absent because of a work connected illness shall not be entitled to receive wages or salary from the District which, when added to temporary disability benefits, will exceed his full salary during the period of his absence. (See Section 44043 of the Education Code.)
- 8.7.7 A unit member, while receiving industrial accident or industrial illness leave benefits, must remain within the State of California unless the Board of Trustees authorizes travel outside the State.
- 8.7.8 While a unit member is on any paid leave resulting from an industrial accident or industrial illness, the unit member's salary paid by the District shall not, when

added to a normal temporary disability allowance award without penalties granted the unit member under State Workers' Compensation Insurance Laws, exceed the unit member's regular salary.

Final allowance for permanent industrial disability settlements shall not be subject to remittance to the District under this rule.

## 8.8 Personal Necessity Leave of Absence

Unit members may take up to a maximum of ten (10) days of personal necessity leave without stating a reason. A unit member shall be allowed to use two (2) days of personal necessity leave which will not be charged against his or her sick leave. Any other personal necessity leave days will be charged against the unit member's accumulated sick leave. Personal necessity leave days shall not exceed the unit member's number of days of unused sick time.

Permissible personal necessity use

- 8.8.1 Personal necessity may be used without prior approval for the reasons listed below. However, the unit member shall make every reasonable effort to comply with District procedures designed to secure substitutes and s/he shall notify the immediate supervisor prior to the absence.
  - 8.8.1.1 Accident or serious illness involving his/her personal property or person or property of his/her immediate family.
    - 8.8.1.2 Court appearance as a litigant or as a witness under order.
    - 8.8.1.3 Religious observances
    - 8.8.1.4 Wedding and graduations for immediate family members. Immediate family for this section shall mean parent, sibling, spouse, or child.
    - 8.8.1.5 Becoming a parent by adoption, surrogate, or paternity.
    - 8.8.1.6 Personal necessity may be used for circumstances that meet all of the following criteria: Are of a serious nature, and which the unit member cannot be expected to disregard, and which necessitate the immediate attention of the unit member, and which cannot be accommodated during off-duty hours.
- 8.8.2 Such leave shall not be used for seeking or engaging in other employment, for vacation, or other recreational activities or for other activities which do not fit the criteria listed above.

8.8.3 Personal necessity leave shall not be used in whole, or in part, for any strike, work stoppage, work slowdown or concerted activity of any kind.

8.9 Verification of Personal Necessity Leave

The District may require satisfactory proof of the nature, extent, and duration of the personal necessity leave if it believes a unit member to be abusing the use of personal necessity leave. In the event that an investigation results in proof that abuse has taken place, the unit member may be subject to loss of pay for the day(s) of the proven abuse and/or other appropriate action.

8.10 Sabbatical Leave

A sabbatical leave of absence may be granted to any unit member only to the extent that the same will benefit the schools and pupil thereof, for not less than one (1) semester nor more than one (1) school year under the following conditions:

8.10.1 The applicant must have served at least seven (7) consecutive years in the District preceding the granting of the leave, and no more than one such leave of absence shall be granted to a unit member in each seven (7) years of employment. Other leaves of absence, while not counted as a "year of service," do not constitute a break in consecutive years of service.

8.10.2 A leave may be granted for the following reasons:

8.10.2.1 Formal Study - Complete a minimum of eight (8) semester hours each semester in an accredited institution of higher learning. Courses must relate to present or future service in the District.

8.10.2.2 Travel - Engage in foreign or domestic travel during each semester.

8.10.2.3 Study and Travel - A one (1) year leave may be divided between study and travel in accordance with above regulations.

8.10.2.4 Independent Study - Provided that the applicant presents a "plan of work" for independent study and a report relative to the accomplishment of such "plan of work" at the conclusion, sabbaticals may be granted for independent study.

8.10.3 Compensation while on sabbatical leave shall be fifty percent (50%) of the salary the unit member would have received had s/he remained in active service. At the expiration of the leave, the unit member shall be assigned to the same school or District Office location in which service was rendered at the time of making application for leave, subject to Article 9.

8.10.4 A "sabbatical leave committee" composed of certificated employees of the District, shall be appointed by the Superintendent. At least fifty percent (50%)



of the members of this committee shall be selected by the Superintendent from a list of unit members submitted to the Superintendent by the Association. The purposes of this group shall be to administer the sabbatical leave article and to submit to the Superintendent a prioritized list of unit members being recommended for sabbatical leave. It is understood that actions of this committee are subject to the approval of the Superintendent.

8.10.5 The total number of sabbatical leaves granted during any school year shall not exceed one percent (1%) of the total number of unit members employed by the District.

8.10.6 The applicant must provide a surety bond.

8.10.7 The applicant shall agree to serve twice the period of the leave following return to the District.

8.10.8 Return From Leave

The unit member shall, within ninety (90) days following return to active service in the District, submit a comprehensive report to the sabbatical leave committee certifying the successful fulfillment of the terms and conditions under which the leave was granted. This comprehensive report shall include:

8.10.8.1 Formal Study Leave - An official transcript showing courses completed and/or degree earned and a copy of all pertinent materials developed during the leave.

8.10.8.2 Travel Leave - A written report including a complete travel itinerary and a complete file of all pertinent materials collected and/or developed during the leave.

8.10.8.3 A recommendation for use within the District of all of the materials collected or developed.

If a vacant position exists in which the unit member is certified and qualified, unit members returning from sabbatical leave shall be placed in an assignment which corresponds to the purpose of the sabbatical leave, subject to other terms and conditions of the contract.

8.10.9 Failure to Return or Observe the Sabbatical Leave Plan

If a unit member fails to return or observe the sabbatical leave plan, the Board of Trustees may take action to enforce the sabbatical leave plan.

8.10.10 Sabbatical Leave Timeline

Should sabbatical leaves be offered, the following timeline will be in effect:

Notices will be sent to all unit members by mid-October.

Proposals will be due at the District no later than the first working day in December.

The Committee will meet to select unit members for sabbatical leave, for the following school year, by the last working day in December.

The Board will be asked to approve selected sabbatical leave requests at a regularly scheduled meeting during the month of January.

Approved applicants will be notified of the Board's action by the first working day in February.

## 8.11 Sick Leave, Personal Illness and Injury

### 8.11.1 Annual Sick Leave and Accumulation

A unit member who is absent due to personal illness and/or injury, including a disability caused or contributed to by pregnancy, shall be allowed full pay for the number of days absent provided that the number of days absent does not exceed the unit member's total accumulated days of sick leave. These accumulated days shall include the entitlement of sick leave days granted on July 1 each year. Members of the bargaining unit employed five (5) days a week shall be entitled to ten (10) days leave of absence for illness or injury for a year of service. Members of the bargaining unit employed less than five (5) days a week for a year of service shall be entitled to that proportion of ten (10) days leave of absence for illness or injury as the number of days employment per week bears to five (5). Unused sick leave shall be accumulated from year-to-year.

To be eligible for sick leave absence with pay, the unit member shall be in a paid status and scheduled for work on the day(s) of absence.

If a unit member resigns, retires, or is terminated and has used more sick leave than was earned, the amount used but not earned shall be deducted from the final warrant of the unit member.

### 8.11.2 Procedures for Taking Sick Leave

Members of the bargaining unit must notify the District of the absence as soon as the necessity to be absent becomes known to the unit member but in no instance later than 6:30 a.m. of the day of the absence.

Sub Caller Procedure:

Consult your "Employee's Quick Reference Guide" appended to this contract as Appendix D.

8.11.3 Half-Day Absences

A unit member who is absent for one-half (1/2) day or less shall have deducted one-half (1/2) day from the accumulated leave. If the absence exceeds one-half (1/2) day, a full day shall be deducted. If the absence is for one (1) period or less, there shall be no deduction from the accumulated sick leave.

8.11.4 Verification of Absence

The District may require satisfactory proof of the nature, extent, and duration of the illness if it believes a unit member to be abusing the use of sick leave, including but not limited to patterns of absenteeism. In the event that an investigation results in proof that abuse has taken place, the unit member may be subject to loss of pay for the day(s) of the proven abuse and/or other appropriate action.

For absences of more than four (4) days, when there is a question as to the extent and duration of the disability, or the unit member's ability to return to work, the District may require the unit member to submit to an examination by a physician selected by the unit member and the District. The selection must take place within forty-eight (48) hours after the District's request. In the event the time limit is not met, the District shall select the physician from among those physicians under consideration by the unit member and the District.

The District shall pay for the medical examination. The unit member will be given a copy of the physician's report. Such medical reports shall be submitted to the Director, Human Resources, who shall maintain the confidentiality of such reports.

8.12 Short-Term Personal Leaves Without Pay

An excused absence without pay for a unit member may be approved for five (5) days by the principal or administrative supervisor. Upon the recommendation of the principal or administrative supervisor, the superintendent or designee, may authorize an excused absence without pay for unit members up to ten (10) days.

8.13 Court Appearance

A unit member shall be granted, not to exceed three (3) days of absence with full pay because of necessary appearance in court (other than as a litigant) or in response to a

subpoena duly served provided such subpoena is filed with the Board of Trustees or its delegated authority immediately upon its having been received by the unit member.

#### 8.14 Jury Leave

The District agrees to grant to members of the bargaining unit regularly called for jury duty in the manner provided by law, leave of absence without loss of pay for time the unit member is required to perform jury duty during the unit member's regularly assigned working hours. Unit members, so called for jury duty, must notify the District of service date(s) upon receiving said notice from officers of the court. The District shall pay the unit member the difference, if any, between the unit member's regular rate of pay and the amount received for jury duty. Unit members who elect to contribute their fees to the county in which serving jury duty, must submit a copy of the receipt to payroll indicating that they donated their fee to the county. Monies granted by the court for meals, travel and parking will not be considered in computing the difference. Unit members are required to return to work during any day or portion thereof in which jury duty services are not required.

A unit member who receives a jury duty notice during the school year and requests a postponement of jury duty until the end of the school year in June and before the commencement of the next school year in August will receive the substitute daily rate for each day the unit member is required to physically report to a courthouse or serve on jury duty during the summer months. This summer postponement provision applies to laid off unit members on the re-employment list and employees who retired at the end of the previous school year. It is understood that there is no jury leave during summer school. In order to receive the regular daily substitute pay, the unit member shall file the required documentation with the District. The District may require verification of jury duty days prior to or subsequent to providing jury duty compensation on a form provided by the District or the court.

#### 8.15 Bereavement

The District agrees to grant necessary leave of absence with pay at the unit member's regular rate not to exceed three (3) days, or five (5) days if 300 miles or more or out-of-state travel is required, on account of the death of any member of the immediate family of a member of the bargaining unit. "Member of the immediate family" means the father, mother, father-in-law, mother-in-law, son, daughter, son-in-law, daughter-in-law, husband, wife, grandmother, grandfather, grandchildren, sister, brother, sister-in-law, brother-in-law, niece, nephew, aunt, uncle of the unit member, and like relatives of spouse, or any person living in the immediate household of the unit member. Bereavement leave shall be limited to a three (3) or five (5) day period following the date of death in the immediate family. If such leave of three (3) or five (5) days is not scheduled immediately and consecutively following the death, the unit member will notify his/her immediate supervisor prior to scheduling an alternative plan for bereavement leave. In exceptional circumstances, the Superintendent may grant up to two (2) additional days leave.

Unit members exercising this leave provision shall notify their immediate supervisor as soon as possible and indicate the expected duration of the absence.

Unit members shall be required to complete the standard form provided by the payroll department to verify the reason for the absence. The District may require satisfactory proof of the nature, extent, and duration of the bereavement leave if it believes a unit member is abusing the use of bereavement leave. In the event that an investigation results in proof that abuse has taken place, the unit member may be subject to loss of pay for the day(s) of the proven abuse and/or other appropriate action.

8.16 Health/Welfare Benefits While on Leave

A unit member on Board approved leave of absence without pay may participate in the District's health and dental and life insurance benefit program at the unit member's own expense, provided that the carrier allows and provided that an irrevocable notification is submitted of the intent to participate prior to the commencement of the leave and provided further, the advance payment of premiums is made in accordance with a schedule developed by the Business Office.

8.17 Revocation of Leave

A leave of absence may be revoked at the sole discretion of the Board of Trustees upon evidence that the cause for granting it was misrepresented or has ceased to exist.

8.18 Employment While on Leave

Leave of absence will not be granted for the purpose of obtaining employment in another school district, educational institution, or another occupation or profession without the prior approval of the Board of Trustees. Unit members granted leaves who accept employment in violation of this section shall be notified of the termination of their leaves of absence.

8.19 Absence From Work Without Leave/Failure to Return to Work After Leave

Any unit member who is absent from work without leave, or who fails to return to work as scheduled after the expiration of an authorized leave of absence, shall be deemed to have abandoned employment with the District, and such conduct shall constitute an automatic resignation.

8.20 Extended Illness Leave

Upon exhaustion of all accumulated sick leave credit, a unit member who continues to be absent for purposes of this policy, shall receive fifty percent (50%) of salary or the difference between the unit member's salary and the salary of the substitute, whichever is greater, for a period not to exceed five (5) school months per illness or accident. If the school year terminates before the five (5) month period is exhausted, the employee may take the balance of the five (5) month period in a subsequent school year. In order to qualify for differential pay, unit members shall first utilize all accumulated sick leave credit. Extended illness must be on the basis of a recognized medical doctor's statement.

8.21 Family Care and Medical Leave

All unit members are eligible for leave under this provision. Leave shall be granted upon request of a unit member because of the unit member's serious health condition, the serious health condition of a member of the unit member's family, the birth of a child of the unit member, or the placement of a child with a unit member in connection with adoption or foster care of the child by the unit member. As used in this section, "family" includes all persons listed in Section 8.15 of this Agreement and "serious health" is any illness, injury, impairment, or physical or mental condition. Leave under this section may be as long as twelve (12) weeks or as short as one work day. Such leave shall entitle the unit member to all economic benefits of employment except for salary on the same basis as if the unit member were not on leave. Leave under this section shall run concurrently with other leaves available under the provisions of this Agreement.

8.22 Notification of Sick Leave Accrual

The District shall provide a written notice of sick leave accrual to each bargaining unit member during the month of September.

8.23 Catastrophic Leave

Unit members may participate in the District Catastrophic Leave Program by irrevocably donating accrued sick leave to be used by other employees who experience catastrophic personal illness or injury. Donations made under this Catastrophic Leave Program shall be strictly voluntary.

Definitions

- 8.23.1 "Catastrophic illness or injury" means illness or non-work related injury due to an accident that is expected to incapacitate the employee for an extended period of time involving or resulting in substantial, often ruinous, medical expense and creating a financial hardship for the employee because he or she has exhausted all of his or her sick leave and other paid time off with the exception of extended illness leave.
- 8.23.2 "Eligible leave credits" are sick leave days accrued by the unit member and donated to the Catastrophic Leave Program.
- 8.23.3 The "Sick Leave Bank" shall be comprised of donated eligible leave credits.
- 8.23.4 "Open Enrollment" shall take place annually during the month of October each year.
- 8.23.5 The "Board" means the District Board of Trustees, Superintendent, or designee.
- 8.23.6 The "Sick Leave Bank Committee" or "Committee" shall oversee the operation of the Sick Leave Bank. The Committee shall consist of one voting member from

each of the following groups: Anaheim Personnel and Guidance Association (APGA), California School Employees Association (CSEA), American Federation of State, County and Municipal Employees (AFSCME), the Mid-Managers Association, and the Anaheim Leadership Team Association (ALTA). There will be two voting members from the Anaheim Secondary Teachers Association (ASTA). Also included will be one voting representative from District Administration, designated by the Superintendent.

- 8.23.7 “Enrolled Member” means a qualified permanent employee who has enrolled in the Catastrophic Leave Program.

#### General Provisions

- 8.23.8 To become an Enrolled Member, a permanent employee must initially donate at least one (1) eligible leave credit to the Sick Leave Bank. Thereafter, an Enrolled Member must donate at least one (1) eligible leave credit to the Sick Leave Bank every year during Open Enrollment unless donations have been suspended pursuant to Article 8.23.26. Failure to make a required annual donation during Open Enrollment shall result in removal of the unit member from the Catastrophic Leave Program and shall terminate his or her status as an Enrolled Member.
- 8.23.9 The Sick Leave Bank is available to all Enrolled Members for use during their work year. Twelve-month employees may apply to use the Sick Leave Bank year-round. All other employees are eligible according to their regular work year.
- 8.23.10 Employees who elect not to enroll in the Catastrophic Leave Program upon first becoming eligible must wait sixty (60) duty days after they enroll before becoming eligible to withdraw from the Sick Leave Bank.
- 8.23.11 The Sick Leave Bank cannot be used concurrently with the extended illness leave benefit. Leave shall be taken in the following order: (1) sick leave (Article 8.11), (2) catastrophic leave (Article 8.23), (3) extended illness leave (Article 8.20).
- 8.23.12 The maximum amount of time for which donated eligible leave credits may be used is 25 days for any one catastrophic illness. The lifetime benefit from this policy may not exceed a total of 50 days.
- 8.23.13 This Catastrophic Leave Program may not be used if the Enrolled Member applies for or has purchased any other benefit or disability insurance program or income protection program, either public or private, unless the total benefit is less than 100% of the Enrolled Member’s basic salary. Enrolled Members having any additional income benefit must apply for that benefit before they are considered eligible for the Catastrophic Leave Program.
- 8.23.14 The receipt of a donated eligible leave credit through the Catastrophic Leave Program as designed here, when combined with other District income, income protection plan, or a combination of District income and income protection plan,

shall not provide the Enrolled Member with a greater monthly District income/fringe benefit contribution than he or she received prior to the receipt of catastrophic leave.

- 8.23.15 An Enrolled Member who receives donated eligible leave credits shall use any personal leave credits that he or she continues to accrue on a monthly basis prior to receiving or using additional donated eligible leave credits from the Sick Leave Bank.
- 8.23.16 Requests for donated eligible leave credits from the Sick Leave Bank must be made in increments of five (5) days.
- 8.23.17 If more than one (1) applicant is being considered at the same time and there are not enough days in the Sick Leave Bank to fill each request, the available days will be divided equally or proportionately, as is consistent with the requests, between and among the applicants. In this instance, additional donations of eligible leave credits may be accepted pursuant to Article 8.23.34.
- 8.23.18 Any fraudulent or inappropriate use of the Catastrophic Leave Program by an Enrolled Member will result in the Enrolled Member's return of all eligible leave credits to the Bank. The Enrolled Member will be responsible for returning any resulting overpayment of wages to the District. In its discretion, the District may take other appropriate action against an Enrolled Member who fraudulently or inappropriately uses the Catastrophic Leave Program.
- 8.23.19 Any unused eligible leave credits will be returned to the Bank at the end of an Enrolled Member's catastrophic leave period, including direct donations pursuant to Article 8.23.34.
- 8.23.20 The Enrolled Member must waive any and all claims against the Board, District and its officers and employees arising from the administration of the Catastrophic Leave Program.
- 8.23.21 The Sick Leave Bank Committee will issue a report to all employees of the status of the Sick Leave Bank each semester.

#### Donating to the Sick Leave Bank

- 8.23.22 Any permanent employee on paid duty status shall be eligible to participate with a minimum annual deposit of one (1) eligible leave credit.
- 8.23.23 All transfers of eligible leave credits are irrevocable.
- 8.23.24 Enrolled Members may donate up to three (3) full days of eligible leave credits per school year, except as provided in Article 8.23.34. In all cases, Enrolled Members must have at least eight (8) days of accrued sick leave remaining for their own use after donating to the Sick Leave Bank. Any request for an



exception to this provision must be submitted in writing and approved by the Superintendent or designee.

- 8.23.25 Donations to the Sick Leave Bank are general donations.
- 8.23.26 When and if the donated eligible leave credits in the Sick Leave Bank reach a total of 2,000 actual days, the Committee may suspend donations for one (1) year for all existing Enrolled Members. New members, however, must donate one (1) eligible leave credit to enter the Catastrophic Leave Program.

#### Utilizing Credits from the Sick Leave Bank

Eligible leave credits may be requested, in writing to the Assistant Superintendent, Human Resources, from the Sick Leave Bank for a catastrophic illness or injury if all of the following requirements are met.

- 8.23.27 The employee must be an Enrolled Member before requesting donated eligible leave credits.
- 8.23.28 The Enrolled Member must provide verification of catastrophic illness or injury as required by the Superintendent or designee.
- 8.23.29 The verification of catastrophic illness or injury must come in the form of a written medical statement from the attending physician indicating the incapacitating nature and probable duration of the illness or injury.
- 8.23.30 The Superintendent or designee may require verification of the need for catastrophic leave beyond the evidence of a doctor's certification and shall have the authority to accept evidence from other sources.
- 8.23.31 The Sick Leave Bank Committee determines that the Enrolled Member is unable to work due to the Enrolled Member's catastrophic illness or injury.
- 8.23.32 The Enrolled Member has exhausted all accrued paid leave credits. See also Article 8.23.11.
- 8.23.33 At the start of the Sick Leave Bank withdrawal, voluntary deductions from the Enrolled Member's paycheck will be discontinued (except for District computer loan payments and health and life insurance payments).

#### Direct Donation

- 8.23.34 Notwithstanding any other provision of Article 8.23, an Enrolled Member may donate eligible leave credit directly to another Enrolled Member at any time during the year when, but only when, (1) the Sick Leave Bank does not have enough donated eligible leave credits to fill an Enrolled Member's request as described in Article 8.23.17, or (2) an Enrolled Member has reached the

maximum amount of time for which donated eligible leave credits from the Sick Leave Bank may be used pursuant to Article 8.23.12. In the event that an Enrolled Member has reached the maximum amount of time for which donated eligible leave credits from the Sick Leave Bank may be used, the Enrolled Member may receive a maximum of 25 directly donated eligible leave credits per incident from another Enrolled Member for a lifetime maximum of 50 directly donated eligible leave credits.

Conditions, Illnesses, and Injuries Not Covered

- 8.23.35 Conditions, illnesses, or injuries resulting from the commission of a felony, elective cosmetic surgery, or stress are not covered. Conditions, illnesses, or injuries covered under the Workers' Compensation Program are also not covered.

## ARTICLE 9: TRANSFER PROCEDURES

### 9.1 Definitions

#### 9.1.1 Transfer

A transfer is defined as the relocation of unit members between schools or between a school and a district office department. Transfers fall into two (2) categories: (1) voluntary transfers that are initiated at the request of the unit members, and (2) involuntary or administrative transfers that are initiated by the District.

#### 9.1.2 Seniority

For the purposes of the transfer Article, the term "seniority" shall mean the unit member's total continuous service to the District in a certificated position, beginning with the first (1st) day of paid service as a probationary employee. The Board shall maintain an up-to-date seniority list, which for purposes of this Article shall be the "order of employment list" required by Education Code Section 44845. This list shall be sent to the Association by November 1 of each school year and shall be posted at each site.

Every probationary or permanent employee employed after June 30, 1947 shall be deemed to have been employed on the date upon which s/he first rendered paid service in a probationary position.

#### 9.1.3 Reassignment

For purposes of this section, a reassignment occurs when a unit member is required to teach in a department in which s/he was not teaching the previous year.

#### 9.1.4 Opening

An opening is defined as a position at a school or administrative department location which the District has determined is to be filled by a regular probationary or permanent unit member rather than a substitute or a temporary.

### 9.2 Posting of Openings

9.2.1 The District shall post at each school location a notice of each opening as it occurs during the regular school year or summer session. Each notice shall state a deadline for applications which shall be not less than seven (7) days after posting. In the event an opening becomes available once the teacher work year begins, the deadline for application shall not be less than three (3) days. The opening shall not be filled prior to such deadline. Postings shall be emailed to the Association President.

- 9.2.2 An opening, for posting purposes, is not created when a permanent or probationary unit member is on a paid or unpaid leave of absence, a one (1) semester opening exists, or when a surplus unit member is available with an appropriate teaching major or minor.
- 9.2.3 Posting errors shall not be subject to grievance. The error shall be corrected prior to filling the opening.
- 9.2.4 A unit member who requests transfer to an available position and is denied may be provided a written statement, if so requested by the unit member.
- 9.2.5 The filing of a request for transfer is without prejudice. It does not jeopardize a unit member's present assignment. The request may be withdrawn any time prior to confirmation that the transfer has been approved.

9.3 Voluntary Transfer

Any unit member may apply for a voluntary transfer by submitting a "Request for Transfer" form to Human Resources prior to the closing date of the vacancy for which they are applying. The Human Resources office will notify the principal of the school where the vacancy exists and such unit member shall be offered an opportunity to interview. The Human Resources office will also notify the principal of the teacher's current school.

9.4 Mutual Exchange of Positions

A unit member may initiate an exchange of assignment for one (1) school year, providing there is agreement with the involved principal and exchange unit members. If, at the conclusion of the school year, all parties agree, the exchange of assignment shall become permanent. Beginning with the 2019-2020 school year and thereafter, when all parties do not agree, the Assistant Superintendent, Human Resources shall make the final determination whether the exchange of assignment shall become permanent.

9.5 Involuntary Transfer-Surplus

- 9.5.1 The parties recognize that it may be necessary to transfer unit members involuntarily because of enrollment adjustments, budgetary restrictions or curricular needs.

For purposes of this section only, a bargaining unit member whose assignment includes more than one department shall be determined to be a member of the department which is the majority of his/her assignment. When departments in a bargaining unit member's assignment are equally distributed, the unit member shall determine in which department s/he is a member and give written notification within five (5) days of the beginning of the school year or the effective date of the schedule change. If a permanent change in a unit member's

schedule occurs at any point in the school year, this language will apply to determine the new department designation.

When a school principal is notified by the District of the school's allocation of teaching staff, the administrator, at an all-faculty meeting, shall notify the faculty of the possibility of surplus and ask for volunteers for transfer. Consideration will be given to these volunteers if it contributes to the resolution of the surplus issue as determined by the site administrator.

In determining the department from which unit members are to be surplus, the principal will provide the department with a rationale for his/her decision. The rationale will be provided in writing upon request. The principal's decision may be appealed to the Superintendent or his/her designee. No department shall be selected for surplus, nor any unit member transferred arbitrarily or capriciously. For purposes of this section, English, ELD, and Reading shall be considered one (1) department.

#### 9.5.2 Surplus Criteria Point System

In order to make the process consistent, the Association and the District agree to a scoring system to be utilized whenever a surplus situation exists. Please note that the scoring system is designed to consistently determine who will be transferred and is not designed to prevent involuntary transfers.

There are four (4) criteria that shall be used in determining who is to be surplus. Listed below are the criteria and points to be awarded.

1. Credentials: Each teacher properly credentialed to teach the subject to be surplus shall be given one (1) point. Please note that CLAD is a certificate and not a credential.
2. Extra-Service Pay (ESP): Any teacher who is serving, during the current school year, in a full or partial extra-service pay position will receive one (1) point (maximum). The department chair is not given a point for extra-service pay. Only one (1) extra-service pay point is given regardless of the number of extra-service pay positions the unit member holds. The point will be determined after the Spring/4th quarter sports season begins unless the unit member has already completed an assignment. The assignment must be fulfilled by the unit member in order to maintain the point. If the assignment is not fulfilled, the point will be rescinded and the surplus process will be adjusted.
3. Department Leadership: The teacher(s) serving, during the current school year, as full or shared department chair shall receive one (1) point.
4. Seniority: One (1) point shall be granted to each teacher in the department determined to be in a surplus situation except for those teachers corresponding to the number of transferees who have the least district seniority. For example, if the department has seven (7) members and will be reduced to five (5), the five (5) most senior members get a point.

Each teacher's points from that department are totaled and, in the absence of volunteers, the teacher(s) with the lowest points will be surplus.

### 9.5.3 Tie Breaker for Surplus

If a tie exists after all of the steps above have been taken, the teacher with the least district seniority shall be surplus. In the event that a tie still exists, the following criteria will be applied in the priority indicated to determine the employee that is involuntarily transferred:

1. Rank by Years of Temporary Service
  - a) Persons with three or more years temporary status prior to probationary year
  - b) Persons with two years temporary status prior to probationary year
  - c) Persons with one year temporary status prior to probationary year
2. Rank by Credential/Authorization
  - d) Persons with clear single-subject credential / Level 2 Special Education Credential
  - e) Persons with preliminary single-subject credential / Level 1 Special Education Credential
  - f) Persons with two (2) or more single subject credentials
3. Rank by Special Authorization/Services
  - g) Persons with BCLAD certification authorizing instruction to EL students
  - h) Persons with other certifications authorizing instruction to EL students
  - i) Persons who are currently assigned to one of the following specialized assignments listed as follows, not listed in priority order:
    - Activities Director (JH or SH)
    - Athletic/Intramural Sports Director
    - Department Chair (JH or SH)
4. Rank by Service in Areas with Extra Service Pay (ESP)
  - j) Persons serving in additional areas with Extra Service Pay (total points; one point per ESP; as per Appendix C)
5. Rank by Advanced Certification/Degree
  - k) Persons who are National Board Certified Teachers (NBCT)
  - l) Persons with a Doctoral Degree

m) Persons with a Master's Degree

6. Rank by Prior Service to the District

- n) Persons with additional service to the District in a certificated, non-teaching position
- o) Persons with additional service to the District in a non-certificated, paid position

It is agreed that in the event the District is still unable to select employees to be terminated using the above criteria, then a lottery shall be used to determine employment rights as between employees with the same initial service who are equally competent.

9.5.4 Exemptions for Surplus

The Principal may exempt a limited number of key unit members from involuntary transfer. It is understood that in order to apply the exemption, the Principal will demonstrate that such exempted unit members hold a "key assignment" within the school. The Principal has discretion to exempt a maximum of two unit members within a school site considering certain factors listed below.

The Principal may consider the following into the decision to exempt a unit member:

- Coordinator/Director/Advisor of a unique, special event or activity that occurs at the school site.
- Coordinator/Director/High School Head Coach of a high profile or unique program.
- A teacher who is qualified and interested to teach an existing high-level or specialized course that no other teacher at the site is qualified and interested to teach.

The Principal may not consider the following into the decision to exempt a unit member:

- Use of a particular instructional methodology.
- Committee participation or chairmanship.
- Partnership with another teacher (i.e. inclusion, team teaching, job-sharing, etc.)
- Specialized training that does not lead to one of the considerations listed above.
- Assignments that can be filled with other qualified and interested personnel at the site.

The intent of this section is to allow the principal to sustain courses, programs, events and activities at the school site and to avoid its elimination due to the loss of key personnel.

9.5.5 Transferees whose credentials and preparation do not fit existing openings will be assigned to a contract teacher substitute pool until vacancies commensurate with their qualifications occur.

9.5.6 An opportunity must be provided for the unit member to meet with the administrator recommending the transfer prior to effecting the proposed transfer and be advised of the reasons for recommending such transfer. In the event that an administrator cannot meet with the transferee due to vacation periods, illness, leaves of absence or other similar reasons, the administrator shall effect this section by placing a certified letter in the United States mail addressed to the transferee at his/her last known address.

#### 9.6 Involuntary Transfer for Special Education & Itinerant Unit Members

The District and ASTA acknowledge that unit members providing mandated services to students receiving special education must have credentials, training and experiences that are unique and essential in meeting the needs of students. Specialized services provided by itinerant assignments are limited to APE, Speech/Language Pathologists, Visually Impaired and Orthopedic Services or, in exceptional circumstances, RSP teachers at more than two (2) sites. An Itinerant teacher offers services in one of the above categories at more than one site. All Itinerant teachers will be assigned to the SYS for purpose of being departmentalized for Section 9.5 (Involuntary Transfer). If a change to a unit member's assignment will result in a change of work location (adding, eliminating or switching one or more school site) prior to or during the school year, the following process will occur:

1. The District will communicate and/or meet with the unit member to discuss the reason for the change of work location(s), before the change is implemented.
2. If the unit member agrees to the change in work location(s), the change is implemented.
3. If the unit member does not agree to the change of work location(s), other options will be explored and considered, including seeking volunteers.
4. If none of the options are acceptable to the District or the employee(s) involved, the surplus process in Article 9.5.2 will be utilized and will be applied to the employee and any other staff members who may be affected.

#### 9.7 Reassignment Within a School

Reassignments within a school are the responsibility of the principal. The principal shall take into consideration the staffing needs, the curriculum of the school and the credential authorization of the unit members. Prior to making a reassignment, the principal shall discuss the reassignment with the unit member. In the event that an administrator cannot



meet with the reassigned unit member due to vacation periods, illness, leaves of absence or other similar reasons, the administrator shall effect this section by placing a certified letter in the United States mail addressed to the unit member at his/her last known address.

No unit member shall be reassigned arbitrarily or capriciously.

Unit members whose assignments will remain the same the following year may, at their discretion, consult with the principal concerning this continuing assignment.

9.8 Superintendent's Transfer

In situations not provided for herein, such power to assign includes the power to transfer professional personnel within the District when the Superintendent concludes that such a transfer is in the best interest of the District.

9.9 Transfer - School Closures

Involuntary transfers made during years that schools are closed shall be made as follows:

9.9.1 All unit members subject to involuntary transfer shall be provided with a list of all vacancies in the District.

9.9.2 All staff members shall be provided with the opportunity of listing their first three (3) preferences for vacancies which appear on the list.

9.9.3 The District shall attempt to place all unit members in one of their top three (3) choices. In event of a tie, the decision shall be made at the principal's discretion.

9.10 Rights of First Return

Voluntary and involuntary transferees as a result of surplus pursuant to Article 9.5 shall have the right to return, in the event of a vacancy, to the school from which s/he was transferred within one and one quarter (1-1/4) years. This right includes vacancies which are less than full-time. Unit members who wish to return will be required to initiate a request to return when the vacancy is posted. All Extra Services Pay positions (as outlined in Appendix C) held immediately prior to the transfer shall be returned to the unit member upon return to the school from which he/she was transferred if the unit member returns within one quarter of the transfer and the position(s) remains unfilled.

9.10.1 Return prior to new school year:

If two or more surplused unit members share the right to return to the same school site and request to return prior to the first work day of the new school year following the school year in which the unit members were surplused, the points received and the steps used through the application of the Surplus Criteria Point System and Tie Breaker for Surplus shall determine which unit member has the priority right to return (applies to returns prior to the start of a new school year).

- 9.10.2 Return after new school year:  
If two or more surplus unit members share the right to return to the same school site and request to return anytime beginning with the first work day of the new school year following the school year in which the unit members were surplus, the unit member with the greatest District seniority shall be allowed to return (applies to returns after the start of a new school year). If both unit members have the same seniority date, the criteria for Tie Breaker for Surplus shall be utilized per Article 9.5.3.

9.11 Preparation Day

Whenever a unit member is to be transferred during any period of time other than the first (1st) day of the work year, said unit member shall be given a minimum of one (1) day without pupils in order to adequately relocate and prepare. In cases where unit members are moving from one site to another, upon request, the District shall assist them in moving materials.

In addition to any day(s) without pupils provided under Article 9.11, unit members transferred during any period of time other than the first (1st) day of the work year shall be compensated at the Hourly Rate for up to six (6) hours worked outside the teacher workday.

9.12 Notification of Transfer and/or Reassignment

Whenever practicable, the District shall:

- 9.12.1 Minimize involuntary transfers and/or reassignments during times other than in the spring of a school year, to be effective at the commencement of the next school year.
- 9.12.2 Notify unit members of reassignment or transfer ten days prior to the end of the academic school year.

9.13 Layoff and Tie-Breaking Criteria

Upon request, the District will meet and negotiate with the Association regarding any impact that a layoff pursuant to the Education Code may have upon mandatory subjects of meeting and negotiation. Specifically excluded from this requirement shall be the decision itself to layoff and any of the procedural or substantive requirements set forth in the Education and Government Codes.

- 9.13.1 Beginning in the 2017-2018 school year, the following criteria will be applied in the priority order indicated to determine which certificated employees meet the particular needs of the District in the event that all certificated employees with the same seniority date are not terminated. These criteria meet the particular needs of the District at the present time:

1. Rank by Years of Temporary Service
  - a. Persons with three or more years temporary status prior to probationary year
  - b. Persons with two years temporary status prior to probationary year
  - c. Persons with one year temporary status prior to probationary year
2. Rank by Credential/Authorization
  - a. Persons with clear single-subject credential / Level 2 Special Education Credential.
  - b. Persons with preliminary single-subject credential / Level 1 Special Education Credential
  - c. Persons with two (2) or more single subject credentials
3. Rank by Special Authorization/Services
  - a. Persons with BCLAD certification authorizing instruction to EL students
  - b. Persons with other certifications authorizing instruction to EL students
  - c. Persons who are currently assigned to one of the following specialized assignments listed as follows, not listed in priority order:
    - Activities Director (JH or SH)
    - Athletic/Intramural Sports Director
    - Department Chair (JH or SH)
4. Rank by Service in Areas with Extra Service Pay (ESP)
  - a. Persons serving in additional areas with Extra Service Pay (total points; one point per ESP; as per Appendix C)
5. Rank by Advanced Certification/Degree
  - a. Persons who are National Board Certified Teachers (NBCT)
  - b. Persons with a Doctoral Degree
  - c. Persons with a Master's Degree
6. Rank by Prior Service to the District
  - a. Persons with additional service to the District in a certificated, non-teaching position
  - b. Persons with additional service to the District in a non-certificated, paid position

It is agreed that in the event the District is still unable to select employees to be terminated using the above criteria, then a lottery shall be used to determine employment rights as between employees with the same initial service who are equally competent.

## ARTICLE 10: HOURS OF EMPLOYMENT

### 10.1 Work Year

The work year for certificated employees shall be 185 days. The Student/Teacher Calendar for each year shall be incorporated herein as Appendix A.

#### 10.1.1 Professional Learning Days

Three (3) days are devoted to professional learning activities. Unit members at each site shall be actively involved in planning the professional learning activities throughout the school year. The District and ASTA agree that professional learning days provide a valuable opportunity for school communities to collaboratively and collectively build capacity around educational issues needed for all staff to deliver a quality educational program for all students.

Unit members who do not attend a professional learning day may not use personal necessity referenced in 8.8.4. Unit members will also be required to participate in a make-up session that is of the same nature and quality to recoup the lost learning opportunity.

#### 10.1.2 Teacher Days/Classroom Preparation

The first two (2) Teacher Days shall be divided into two separate, uninterrupted one-half days (3.25 hour blocks each) in order for teachers to prepare their classrooms prior to the start of the first Student Day of the new school year. One block of time on each of these days shall be devoted to classroom preparation and the other block of time shall be devoted to professional learning activities. Classroom preparation time shall not include the unit member's duty-free lunch.

The last day of the work year shall be a Teacher Day and shall not include professional learning activities.

### 10.2 Workday

The workday for unit members shall begin at least thirty (30) minutes before the beginning of the students' normal instructional day and continue for a reasonable length of time after the close of the students' regular school day. These minimum school-based assignment hours may be modified by the immediate administrator to suit varying educational and operating needs. These modifications may not be of a permanent and/or continuing nature.

### 10.3 Adjunct Duties

Unit members are required to remain a sufficient amount of time after their last assignment of the school day to fulfill necessary adjunct duties such as caring for student academic needs, attending parent or administrative conferences and meetings, attending Back to School and Open House and participating in other activities related to the assignment.

Unit members will use the available student information system to share timely and comprehensible feedback with students and their families and meet all progress report and grading deadlines.

Unit members who are required by an administrator to attend an IEP meeting more than one and a half hours beyond the student day shall be paid at the hourly rate for any time beyond the one and a half hours.

#### 10.4 Supervision Duties/Community Engagement Activities

Unit members may be assigned supervision and/or community engagement duties during the regular instructional year such as campus supervision and performances, school tutoring programs, athletic events, dances, and detention that occur outside of the regular instructional day. Community engagement activities may include parent and family events, school performances, student competitions and presentations that occur outside of the regular instructional day. Each supervision duty shall be a minimum of 30 minutes in duration. Each community engagement activity shall be a minimum of two (2) hours in duration. Additional time performed by the unit member during the same community engagement activity shall be applied in one (1) hour increments.

The preliminary supervision duty categories shall be determined and posted at the site before the end of the preceding instructional year. Sign-ups shall occur at the beginning of the teacher work year.

The District shall assign such duties equitably among site unit members based upon choices indicated by the unit members. In no case shall unit members be assigned more than six (6) hours of supervision/community engagement duty annually.

#### 10.5 Preparation Time

10.5.1 The District shall schedule one (1) daily conference period for each full-time classroom unit member.

10.5.2 Special education teachers and their general education partners will be provided an opportunity through a shared conference period or other accommodation to meet and collaborate during regular school hours a minimum of one time per month for a minimum of one hour per month.

10.5.3 All RSP teachers who do not have a release period in addition to their regular conference period will be provided an opportunity to take two (2) release days for the 2018-19 school year for individualized education program-related responsibilities.

Beginning with the 2019-20 school year, all RSP teachers who do not have a release period in addition to their regular conference period will be provided an

opportunity to take four (4) release days per school year for individualized education program-related responsibilities.

#### 10.6 Class Coverage

Unit members shall not be required by principal or designee to give up their preparation and planning time more than two (2) times per year to cover for other teachers without compensation at the hourly rate of pay in cases of unplanned, unforeseen or unscheduled events or circumstance. Class coverage lasting less than the full period shall count as full class coverage for purposes of counting the number of class coverage periods.

10.6.1 Records of class coverage which include the teacher's signature shall be kept by the principal or designee and readily available for inspection by any affected unit member regularly assigned to that school site. Every effort will be made to assign class coverage in an equitable manner.

10.6.2 Day-to-day substitutes will be used for class coverage prior to requiring a teacher to provide class coverage.

10.6.3 Class coverage for a teacher who is attending a conference, in-service or workshop shall not be considered an "unplanned, unforeseen or unscheduled event".

10.6.4 After the first two class coverage periods, bargaining unit members shall be compensated one hour's pay for each class coverage, or portion thereof as follows: less than 15 minutes will be compensated as  $\frac{1}{4}$  hour at the hourly pay rate, 15 minutes to half of the class period as  $\frac{1}{2}$  hour at the hourly pay rate and more than half the period as one hour at the hourly rate of pay.

10.6.5 Bargaining unit members may agree to class coverage for planned reasons for the hourly rate of pay. This coverage will not count as either of the required coverage periods in this article.

10.6.6 Class coverage for any bargaining unit member shall not be required for two consecutive days without the bargaining unit members' consent.

#### 10.7 Lunch Period

Each unit member shall receive a daily duty free lunch period of at least thirty (30) minutes exclusive of a five (5) minute passing period.

#### 10.8 Teacher Assignments

In the preparation of teaching assignments, the District agrees to the following:

10.8.1 Administrators shall consult with department chairpersons prior to initiating the development of the master schedule. Teachers shall make their teaching

preferences known to the administrator through the department chairperson prior to the development of the master schedule. A unit member shall retain the right to consult with the administrator regarding his/her assignment.

- 10.8.2 Three (3) working days prior to the close of the school year the principal or designee shall notify all staff members of their tentative assignments by class periods for the ensuing school year. Changes made subsequent to this notification may be made after the principal/designee has directly consulted by phone or given the unit member five (5) days' notice by certified mail to the last known address of the unit member, of the unit member's opportunity to consult regarding the proposed changes. If inclusion becomes part of an assignment or is removed as part of an assignment, it shall be considered a change and shall require such notice. Failure to respond to the mailed notice shall be deemed a waiver, by the unit member, of such consultation rights.

#### 10.9 Substitute Coverage

Except in an emergency, when substitutes are available they will be hired to replace any teacher when it is known in advance that s/he will be absent from his/her assignment for more than two (2) periods.

#### 10.10 Course Preparation

Both parties recognize that the additional workload created by three or more course preparations may reduce the effectiveness of a teacher. It is therefore agreed that the administration will make a reasonable attempt to limit the number of course preparations assigned to each teacher to two (2) course preparations per semester. The administration will consider all reasonable alternatives to ensure that the number of course preparations is equitable throughout each department and throughout the school.

- 10.10.1 A course preparation is defined as any situation in which the teacher must specifically prepare lessons, tests, or other activities for any class or block having a different course title, course number, or having different identified ability levels within a course title. "Different identified ability levels" does not refer to the normal diversity of academic abilities found in a regular classroom but rather to an individual or group that is designated by the school as requiring special accommodations. RSP teachers who are assigned to inclusion classes for the purpose of planning for and participating in instruction with more than one regular education teacher shall be recognized as having one course preparation for each teacher to which they are assigned.
- 10.10.2 In the case that a teacher may need to be assigned more than two (2) course preparations, the school administration will consider all reasonable alternatives to alleviate the additional responsibility being placed on the teacher and make a reasonable attempt to remedy any departmental inequities that may be created by the assignment of an additional course preparation.



- 10.10.3 If it has been determined that, in the best interest of the school, it is necessary to assign a teacher more than two course preparations, the teacher may request a meeting with the administrator no later than two (2) workdays from receipt of verifiable notice of the assignment. At this meeting the administrator will consider the teacher's input and provide written rationale for the assignment.
- 10.10.4 Unit members may request a meeting with the administration during the summer if they are notified after the end of the school year that their teaching schedule will contain more than two course preparations. It is understood that requesting a meeting during the summer is optional for the unit member. If the unit member chooses not to schedule a meeting, the timeline for the request begins the first workday of the new school year.
- 10.10.5 If the teacher is not satisfied that all options have been fully explored at the school site, the teacher may file an appeal with the Superintendent's designee no later than two (2) workdays from the receipt of the written rationale or two (2) workdays from the first day of the work year for changes that may have occurred over the summer. The Superintendent's designee will respond to the appeal within five (5) workdays.

10.11 Instructional Day

If the number of instructional minutes for a particular school allows, and upon request of a principal and a majority of the faculty, the District shall grant an additional minimum day at the end of each semester for testing, grading, and other record keeping purposes.

10.12 Professional Attire

Certificated staff is requested to be professionally dressed while on duty. Therefore, the Association and the District agree to the following guidelines:

- 10.12.1 Certificated bargaining unit members may be advised by an administrator or supervisor not to wear T-shirts or shorts while on duty.
- 10.12.2 Authorized school T-shirts may be worn while on duty when designated by the administrator or supervisor.
- 10.12.3 Physical Education teachers or unit members assigned to teach in classrooms without air conditioning may be permitted to wear shorts while on duty.

The Association and District further agree to jointly monitor the implementation of these guidelines and investigate future modifications of the guidelines.

10.13 Minimum Day

The District shall schedule one (1) student minimum day to be held on the same day that either an Open House or Back-to-School Night event is held at each site designated as a

junior high. The minimum day shall be determined by the site administrator with input from the site unit members.

10.14 Traveling Teachers

Unit members required to travel to different classrooms during the school day will be provided an adequate work and storage space during the conference/prep period and shall be assigned a curriculum-appropriate classroom when one becomes available. Priority for assignment to a classroom will be given to the unit member(s) who has/have been traveling for the greatest length of time. Unit members required to travel between work sites during the workday shall be provided a travel period (separate from a duty-free lunch and a daily conference period), subject to administrator approval on a case-by-case basis.

10.15 Loss of Classroom

An attempt shall be made to accommodate room assignments so that a unit member does not lose the use of their assigned classroom during their conference period for more than two (2) consecutive school years.

## ARTICLE 11: CLASS SIZE

The principal or designee may consult with members of the staff during the process of assigning pupils to classes. The Board of Trustees will annually review the staffing procedures used within the District.

### 11.1 Maintain Patterns

The Board will continue its effort to maintain staffing patterns that will avoid state penalties.

### 11.2 Grade Levels and Instructional Areas

It is recognized that class sizes at various grade levels and in different instructional areas cannot be identical.

### 11.3 Group Flexibility

The Board recognizes the advantages of instructional groupings different from the historically standard classrooms; e.g., large group instruction, cooperative teaching teams, multi-age groupings, or low enrollment classes for specially funded projects and the Board shall be allowed the flexibility to utilize such groupings.

### 11.4 Best Interests

The Board shall promote class size which is within the best interests of the students concerned.

### 11.5 Scheduling

The Board agrees that it shall not arbitrarily or capriciously schedule abnormally or unreasonably large classes within the District. Every attempt shall be made to adjust class sizes to assure that unit members share the teaching load.

### 11.6 Printout, Complaints and Monitoring

At the beginning of the third week of each semester, each teacher will receive a printout of class sizes in his/her department. The teacher may request a consultation with the principal to discuss alternatives to alleviate large class sizes.

If a unit member has a class size complaint which has not been resolved by the principal within twenty-five (25) school days of the start of a semester, the unit member may, appeal to the Assistant Superintendent, Human Resources. The Assistant Superintendent, Human Resources will review the complaint and within five (5) days of receipt of the complaint will either deny the complaint or make a recommendation to the Superintendent for resolution of the complaint.

The District will continue to monitor and require justification by the site administrator for exceedingly large classes, and will request the results of any teacher consultation(s) resulting from large class sizes.

11.7 Additional Staffing

Beginning with the opening day of school, the District will authorize additional staffing to sites based upon verification of growth of enrollment by site. This additional staffing will reflect the current teacher/student ratio as established annually by the District. The site administration will post daily in the mailroom the total enrollment in the school and enrollment in each class and the total number of teachers included in the staffing ratio on each of the first 20 days of the school year. Whenever the school is authorized to hire additional teachers due to growth in enrollment, the site administration shall post such information in the mailroom.

11.8 Student/Teacher Ratio

Teacher unit members who do not teach a full regular instructional day shall be proportionally counted in the student/teacher ratio for that site.

11.9 Student Load

The maximum student load for bargaining unit members teaching in the traditional comprehensive junior high schools and Oxford Academy, exclusive of Physical Education, athletics, and performing arts, shall be 222 students.

For the 2018-2019 through 2020-2021 school years only, the maximum student load for bargaining unit members teaching in the traditional comprehensive junior high schools and Oxford Academy, exclusive of Physical Education, athletics, and performing arts, shall be 213 students.

The maximum student load for bargaining unit members teaching in the traditional comprehensive senior high schools and eLearning, exclusive of Physical Education, athletics, and performing arts, shall be 195 students.

For the 2018-2019 through 2020-2021 school years only, the maximum student load for bargaining unit members teaching in the traditional comprehensive senior high schools and eLearning, exclusive of Physical Education, athletics, and performing arts, shall be 188 students.

The maximum student load only includes students enrolled in the course and excludes students assigned to provide the teacher assistance, including but not limited to, teacher assistant, lab assistant, and peer tutor.

11.9.1 Physical Education

The maximum student load for bargaining unit members teaching junior high Physical Education shall be 336 students.

For the 2018-2019 through 2020-2021 school years only, the maximum student load for bargaining unit members teaching junior high Physical Education shall be 323 students.

The maximum student load for bargaining unit members teaching senior high Physical Education shall be 290 students.

For the 2018-2019 through 2020-2021 school years only, the maximum student load for bargaining unit members teaching senior high Physical Education shall be 279 students.

11.9.2 Special Education

Effective 2015-16, the case load maximum for Special Education shall be as follows:

RSP	28 maximum
M/M	18 maximum
ED	12 maximum
LHS	16 adults, 16 high school, 12 junior high maximum
SH	13 adults, 12 high school, 12 junior high maximum
SH-Hope	12 caseload maximum
Autism	11 maximum
SLP	70 caseload maximum

If the caseload maximum cannot be met, the District and ASTA will meet to review the caseload to determine reasonable options.

11.9.3 Specialized Sites or Programs

Effective 2015-16, caseloads for these Special Sites/Programs shall be as follows:

Gilbert/Continuation	120 student load maximum*
Community Day School	75 student load maximum
Polaris/Independent Learning Center	36 caseload maximum
Hope School	10 school wide caseload average

If the maximum/average cannot be met, the District and ASTA will meet to determine reasonable options.

\*For the 2018-2019 through 2020-2021 school years only, the maximum student load for bargaining unit members teaching Gilbert/Continuation shall be 116 students.

If a new program or delivery model is created within the alternative education program, this language does not apply and the District and ASTA agree to meet and confer to determine reasonable maximums.

- 11.9.4 All maximums in this article shall be adjusted on a pro-rata basis for bargaining unit members who teach an additional period per Article 14.8, part-time, or a split-subject assignment.
- 11.9.5 For student load maximums identified in Articles 11.9 and 11.9.1 only, maximums may be exceeded by mutual agreement of the District and the bargaining unit member.
  - 11.9.5.1 The mutual agreement shall be documented in writing and include the following: (1) effective date of the agreement; (2) the total number of additional students agreed to beyond the applicable maximum; (3) the applicable time period of the agreement (not to exceed one school year); (4) unit member name and signature; and (5) administrator name signature. (See Appendix T)

## ARTICLE 12: EVALUATION PROCEDURES

The District and the Association agree that an effective evaluation system recognizes the complexities of teaching and student learning, while focusing on continuous improvement of the evaluatee's teaching practice. Administrators and teachers must work together to build a collaborative and trusting environment to achieve that goal. While formal evaluation occurs every two to five years, it should not be considered an isolated event without connection to continuous teacher growth and reflection. Informal observations shall be utilized in the evaluation process for all evaluation options.

### Procedures

#### 12.1 Evaluator

The principal or designated administrative representative shall conduct the evaluation. However, the unit member shall have the right to request an alternate evaluator. Such request shall be made in writing to the principal or immediate supervisor. Should the request be denied, the rationale shall also be submitted in writing to the unit member. All evaluators must have appropriate training and regular calibration in all evaluation procedures and instruments.

#### 12.2 Tiered Evaluation

The District and the Association recognize that the evaluation process varies among the different members of the bargaining unit. Therefore, a three-tiered system shall be implemented to better utilize the time and efforts of the evaluator and the unit member. Informal observation shall be utilized in the evaluation process for all evaluation options. Accordingly, the evaluation process shall be comprised of the three following tiers:

Tier One – The Tier One Teacher is a unit member who has completed less than ten (10) years certificated service serving in a position established by Article 2.1.1 in the District, or less than eight (8) years in permanent status in the District, and has had satisfactory evaluations. The frequency of evaluation shall be as follows: (1) Non-permanent unit members shall be evaluated every year; and (2) Permanent unit members shall be evaluated every other year until they achieve Tier Two Teacher status as defined below.

Tier Two - A Tier Two Teacher is a permanent teacher who has ten years teaching experience in the Anaheim Union High School District, meets federal compliance requirements, and has received satisfactory evaluations for a minimum of the last two evaluations. Tier Two Teachers are evaluated every five years. The Tier Two evaluation is an introspective instrument that requires evaluatees to reflect on their successes and share their expertise with other Unit Members.

A Tier Two Teacher may select to be evaluated using the Project and Reflective Essay option or the Tier One Evaluation Process (formal observation).

Improving Teacher – The Improving Teacher has received an unsatisfactory evaluation in the previous year based on the Tier One or Tier Two evaluation process, has been referred to Peer Assistance Review (PAR), and has developed a remediation plan with the evaluator and the PAR consulting teacher. has a remediation plan in effect, and has been referred to PAR. An Improving Teacher shall have a minimum of three observations during the evaluation/remediation period conducted by their evaluator.

### 12.3 Goals and Objectives (California Standards of the Teaching Profession – CSTP)

The following (CSTP) Goals and Objectives shall be the basis of all evaluations regardless of the tier or level used in each individual evaluation.

#### 12.3.1 Engaging and Supporting Students in Learning

Teachers learn about their students' interests in order to better engage them in the learning process. They connect subject matter to students' prior knowledge, backgrounds, and life experiences, as well as meaningful, real-life situations. Teachers will use a variety of instructional strategies, resources and technologies to meet the diverse learning needs of students. In addition, teachers will promote critical-thinking skills through the use of inquiry, problem-solving, reflection, and utilize frequent formative assessments to guide their instruction.

#### 12.3.2 Creating and Maintaining Effective Environments for Student Learning.

Teachers promote social development and responsibility within a caring community where students are treated fairly and respectfully. They create physical or virtual learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students. They establish and maintain learning environments that are physically, intellectually, and emotionally safe. Teachers create a rigorous learning environment with high expectations and appropriate support for students. Teachers develop, communicate, and maintain high standards for individual and group behavior. They employ classroom routines, procedures, norms, and supports for positive behavior to foster a climate in which students can learn. They use instructional time to optimize learning.

#### 12.3.3 Understanding and Organizing Subject Matter for Student Learning

Teachers exhibit in-depth working knowledge of subject matter, academic content standards, and curriculum frameworks. They apply knowledge of student development and proficiencies to assist students in the understanding of content. They organize curriculum to facilitate students' understanding of the subject matter. Teachers utilize instructional strategies that are appropriate to the subject matter. They use and adapt resources, technologies, and standards-aligned instructional materials, including adopted materials, to make subject matter accessible to students. They address the needs of English learners and students with special needs to provide equitable access to the content.

#### 12.3.4 Planning Instruction and Designing Learning Experiences for Students



Teachers use knowledge of students' academic readiness, language proficiency, cultural background, and individual development to plan instruction. They establish and articulate goals for student learning. They develop and sequence long-term and short-term instructional plans to support student learning. Teachers plan instruction that incorporates appropriate strategies to meet the diverse learning needs of students. They modify and adapt instructional plans to meet the assessed learning needs of students.

#### 12.3.5 Assessing Students for Learning

Teachers apply knowledge of the purposes, characteristics, and uses of different types of assessments. They collect and analyze assessment data from a variety of sources and use those data to inform instruction. They review data, both individually and with colleagues, to monitor student learning. Teachers use assessment data to establish learning goals and to plan, differentiate, and modify instruction. They involve students in self-assessment, goal setting, and monitoring progress. Teachers use available technologies to assist in assessment, analysis, and communication of student learning. They use assessment information to share timely and comprehensible feedback with students and their families.

#### 12.3.6 Developing as a Professional Educator

Teachers reflect on their teaching practice to support student learning. They establish professional goals and engage in continuous and purposeful professional growth and development. They collaborate with colleagues and engage in the broader professional community to support teacher and student learning. Teachers learn about and work with families to support student learning. They engage local communities in support of the instructional program. They manage professional responsibilities to maintain motivation and commitment to students. Teachers demonstrate professional responsibility, integrity, and ethical conduct.

The District and the Association agree that the evaluator may not observe all (or even a majority of) the descriptors of the six goals and objectives listed above in an observation session.

### 12.4 Frequency of Evaluation

All non-permanent Tier One unit members shall be evaluated every year. Permanent unit members shall be evaluated every other year until reaching Tier Two status. As provided herein, Tier Two Teachers shall be evaluated every five years if they meet the requirements of state and federal laws.

Should the evaluator determine that, because of observed and documented deficiencies in meeting the District's Goals and Objectives outlined herein, a Tier One or Two Teacher requires a more formal evaluation; the evaluator shall notify the teacher at least two weeks before the end of the school year. Or, if the teacher is being evaluated, the evaluator shall give an unsatisfactory evaluation which will bring about an Improving Teacher evaluation

in the subsequent year. Such deficiencies shall only be related to the Goals and Objectives found in this article.

In the event an evaluatee believes the above administrative decision is unsubstantiated, the unit member shall attempt to resolve the matter directly with the evaluator and/or principal. If a resolution is unable to be reached, the evaluatee may appeal the final evaluation, by providing specific information and data to the Assistant Superintendent, Human Resources. The decision of the Assistant Superintendent is final and no part of the evaluation content is grievable under Article 7 of the collective bargaining agreement.

#### 12.5 Preliminary Evaluation Conference

The evaluator shall conduct a Preliminary Evaluation Conference with each evaluatee prior to the commencement of the formal evaluation. The purpose of the Preliminary Evaluation Conference is to allow both the evaluator and unit member to review the evaluation process, including the Goals and Objectives, and discuss examples of expected performance. The goal of this process is to reach an understanding regarding the expectations for the observation. Evaluation Worksheet for both the Formal Observation and the Project-Reflective Essay options (Appendix E) will be given to Evaluatees at the time of the Preliminary Evaluation Conference.

#### 12.6 Scheduling of the Observation and Pre-Observation Conference

The evaluator and the evaluatee will schedule the pre-observation conference and the [first] observation date and time at least 10 days prior to the observation. By mutual agreement, the scheduling may be done less than 10 days prior to the observation.

Additional observations will be scheduled at least 5 days in advance or less by mutual agreement. A pre-observation conference is not required for additional observations during the school year.

#### 12.7 Pre-Observation Conference

A pre-observation conference shall be held between the evaluator and the evaluatee no less than five days (or less than five days by mutual agreement) before the first scheduled observation. The purpose of this meeting is to discuss and review the evaluation process for the initial scheduled observation period. The reflection/discussion questions (described infra) for the post-observation conference will be distributed to the evaluatee at this time. A discussion for clarification of the reflection questions may take place.

#### 12.8 Observations and Post Observation Conference

The unit member to be evaluated shall be observed for one period per observation in accordance with the evaluation calendar. Within ten (10) school days of the observation, the Observation Form shall be completed and a follow-up conference with the evaluatee shall be conducted to discuss the report. All comments on the report must be factual and

objective. The time limits may be extended by mutual agreement of the evaluator and evaluatee.

#### 12.9 Project and Reflective Essay

A Tier Two teacher may select to be evaluated using the Project and Reflective Essay option in lieu of using the formal observation process. The project shall be mutually agreed upon by evaluatee and evaluator and shall be aligned with the (CSTP) Goals and Objectives. Examples of such projects may include, but are not limited to, one of the following: (1) leading or participating in a professional development activity; (2) mentor/collaborate with another teacher; (3) an educational research paper/book report on an educational topic; (4) a study or project using data from the evaluatee's class(es); (5) a project within a staff leadership position that has relevance to the educational goals of the school; or (6) a case study focusing on the evaluatee's students.

The evaluatee will also submit a reflective, self-assessment essay that includes an explanation of how the project could be applied in the classroom. This essay should also contain a reflection on strengths and areas of growth as related to the teacher's own practice and shall be aligned to the (CSTP) Goals and Objectives.

#### 12.10 Evaluation Forms

All evaluation/observation forms are appended to this agreement. The administration at individual school sites shall not create any additional forms or handouts or require other supplementary materials to be completed by the evaluatee. The evaluatee has the right to attach a rebuttal reflecting their objection(s) to any aspect of any observation report or final evaluation. Such rebuttals shall be submitted within five (5) working days after the evaluatee has received the observation report or final evaluation. Each rebuttal becomes part of the form to which it is attached.

#### 12.11 Evaluation Calendar

##### 12.11.1 Formal Observation Calendar

All deadlines contained in the Evaluation Calendar shall be strictly adhered to by the evaluator and evaluatee and cannot to be altered or extended with the exception of what is noted in sections 12.6, 12.7 and 12.8.

Prior to the End of the 17th workday according to the Student/Teacher Calendar a Preliminary Evaluation Conference(s) shall be held wherein the evaluation system, processes, and forms (including the reflective questions and the Evaluation Worksheets) shall be explained to the unit members scheduled to be evaluated.

Observation is Scheduled (at least ten days prior to the selected date or less by mutual agreement). Observation shall not be rescheduled except in cases of unplanned, unforeseen, or unscheduled events or circumstances. In the event of a

cancellation, the observation shall be rescheduled following the procedures above.

At Least Ten Work Days (or less by mutual agreement) Before the Classroom Observation -- The Pre-Observation Conference and observation date and time will be scheduled by mutual agreement of the evaluator and evaluatee. The reflective questions referenced in 12.7 and contained in Appendix E-6 will be presented at this time.

Post-Observation Conference shall occur within ten days of the observation to discuss the completed Observation Form.

Prior to the end of the first quarter, at least one formal observation shall be completed for all probationary unit members.

Prior to the end of the third quarter, at least one formal observation shall be completed for all permanent unit members. At least two formal observations shall be completed for all probationary employees.

Prior to the end of the third quarter all formal observations shall be completed. However, if a unit member has received a needs to improve or unsatisfactory on a formal observation additional observations may be scheduled during the fourth quarter.

Beginning the fourth quarter and not later than 30 calendar days prior to the end of the school year – A final evaluation shall be completed and provided to the evaluatee.

#### 12.11.2 Project and Reflective Essay Calendar

All deadlines contained in the Evaluation Calendar shall be strictly adhered to by the evaluator and the evaluatee.

Prior to the End of the 17th workday according to the Student/Teacher Calendar a Preliminary Evaluation Conference(s) shall be held wherein the evaluation system processes, and forms (including the reflective questions and the Evaluation Worksheets) shall be explained to the unit members scheduled to be evaluated.

Pre-project Development Conference shall be held individually– at this time the evaluator and evaluatee will discuss the Project. The Tier Two Project Development Form and Tier Two Project and Reflective Essay Final Evaluation Worksheet shall be discussed and shared with the evaluatee (Appendix E-4, E-5).

Prior to the end of the First Quarter– the evaluatee and evaluator shall agree on a project. In the event that the evaluatee and evaluator cannot reach agreement on

the project, the unit member shall attempt to resolve the matter directly with the evaluator. If a resolution is unable to be reached, the unit member may appeal to the Assistant Superintendent, Human Resources. The decision of the Assistant Superintendent is final and is not grievable under Article 7 of the collective bargaining agreement.

Prior to the End of the Third Quarter – The Project will be completed and the Reflective Essay will be submitted to the Evaluator.

Beginning the Fourth Quarter and not later than 30 calendar days prior to the end of the school year – A Final Evaluation shall be completed and provided to the evaluatee.

#### 12.12 Constraints

If in the opinion of the site administrator a serious complaint has been lodged against an individual teacher by an employee or non-employee, the teacher shall be notified within a reasonable amount of time and, when practicable, before any students are questioned. Complaints not reported to the teacher, and not investigated, shall not be utilized in the evaluation or subsequent disciplinary action. In addition, progressive discipline may be included in the teacher evaluation process.

No final evaluation shall be based on the results of any standardized test information.

Although unit members may be observed in multiple disciplines, no unit member shall be evaluated in more than one (1) discipline unless the evaluator and evaluatee agree otherwise.

Whenever the District identifies problem areas in a unit member's performance, the District shall provide advance notice that corrective action is necessary. In the event a unit member believes that this did not occur, the unit member shall attempt to resolve the matter directly with the evaluator and/or principal. If a resolution is unable to be reached, the unit member may appeal, providing specific information/data, to the Assistant Superintendent, Human Resources. The decision of the Assistant Superintendent shall be final and no party of the evaluation content is grievable under Article 7 of the collective bargaining agreement.

All information and data used in the evaluation process shall be utilized with the complete knowledge and disclosure to the evaluatee. Student comments or interviews shall not be included in any evaluation.

The use of any electronic listening or recording device in any classroom without the prior consent of the unit member and principal of the school is strictly prohibited.

#### 12.13 Academic Freedom Pertaining to Methodology and Curriculum

Professional discretion shall be guaranteed to unit members in order to create an academic atmosphere in the classroom as follows: (1) a unit member selects the instructional methodology s/he uses in teaching the standards (as long as s/he continues to receive satisfactory evaluations); (2) students and teachers are permitted to raise questions dealing

with critical and controversial issues of the day pertaining to the curriculum, per Board Policy 71402; and (3) unit members maintain a classroom atmosphere conducive to the study, investigation, presentation and interpretation of facts. Unit members must teach curriculum standards as adopted by the State. For courses without adopted State Standards, unit members will teach the District-approved course of study.

#### 12.14 Appeal Process

In the event a unit member believes the content of the final evaluation is unsubstantiated, the unit member shall attempt to resolve the matter directly with the evaluator and/or principal. If a resolution is unable to be reached, the unit member may appeal the final evaluation, providing specific information/data, to the Assistant Superintendent, Human Resources. The decision of the Assistant Superintendent is final and no part of the evaluation content is grievable under Article 7 of the collective bargaining agreement.

## ARTICLE 13: SAFETY CONDITIONS

### 13.1 Safe Working Conditions

The District shall provide safe working conditions for all unit members within the fiscal capabilities of the District. Unit members will practice safe procedures and practices. Should the District determine that an unsafe condition exists, unit members affected by that condition shall be advised and provided methods and operating procedures until the condition is corrected.

### 13.2 Unsafe Conditions

13.2.1 Administrators will monitor and report to the District unsafe working conditions. Unit members aware of unsafe conditions will report said conditions to the immediate supervisor on the appropriate form. The District will respond to the unit member with a copy of the work order.

13.2.2 Assault, battery or any threat of force or violence directed toward a unit member while in attendance at school or at related school activities shall be reported by the unit members to their immediate supervisor as soon as possible.

13.2.2.1 As defined in Penal Code Section 240, an assault is an unlawful attempt, coupled with present ability, to commit a violent injury on the person of another.

13.2.2.2 As defined in Penal Code Section 242, a battery is any willful and unlawful use of force or violence upon the person of another.

13.2.3 The District shall take appropriate action whenever a unit member, while in attendance at school or related school functions, is physically or verbally attacked by another person or persons. Such action will include the unit member and any administrator having knowledge of said incident reporting such incident to the appropriate law enforcement agencies as provided in the Education Code. The affected unit member shall receive a response as to any and all action taken within a reasonable period of time after the report of the incident.

13.2.3.1 In the event of a physical attack directed towards a unit member, the site administrator will take reasonable steps under the circumstances to secure immediate first aid and/or medical treatment for any injury resulting from the attack.

13.2.3.2 The unit member shall submit a written report regarding the incident to the site administrator within no more than two (2) work days following the incident. The site administrator shall conduct a reasonable investigation of the incident taking into consideration the initial notification and any written report from the unit member. Following the investigation, the site administrator shall notify the

unit member and Assistant Superintendent, Human Resources or Director, Human Resources of the investigation's outcome.

### 13.3 Physical Safety

The District shall give all reasonable support and assistance to unit members as they attempt to maintain an atmosphere conducive to appropriate discipline on school grounds and in the classroom. Such support shall include:

13.3.1 Whenever a student exhibits serious behavioral problems which disrupt the educational process within the unit member's classroom, the unit member may inform the principal/designee who shall arrange for a conference with the unit member to discuss the problem and to decide upon appropriate steps for its resolution. If necessary, the principal/designee may arrange for an appropriate specialist to attend the meeting.

### 13.3.2 Class Suspension by Unit Members

Within the first thirty (30) days of the school year, site administrators will review with unit members their rights and responsibilities regarding student discipline and class suspension, including suspension forms and grounds for suspension. Unit members may consult District policy (8700-8708) and Education Code provisions (48900-48905, 48910) online at [www.auhsd.us](http://www.auhsd.us) and [leginfo.legislature.ca.gov](http://leginfo.legislature.ca.gov).

13.3.2.1 A unit member may suspend a student from his/her class for the day of the suspension and the day following for any of the following actions:

- (a) Caused, attempted to cause, or threatened to cause physical injury to another person;
- (b) Caused or attempted to cause damage to school property or private property;
- (c) Disrupted school activities or otherwise willfully defied the valid authority of the teacher; or
- (d) Any other infraction as enumerated in Education Code 48900.

13.3.2.2 The teacher shall immediately report the suspension to the principal, or designee, and send the student to the principal, or designee, for appropriate action. As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. An administrator will attend the conference if either parent or teacher so requests.



- 13.3.2.3 A student suspended by a teacher shall not be placed in another teacher's classroom for that designated period of class suspension.
- 13.3.2.4 If steps outlined above are taken with respect to a student, and the behavioral problem continues to exist, the teacher and the principal/designee shall continue, in a cooperative fashion, to discuss and attempt to identify and implement a resolution to the problem.

13.4 Reimbursement for Personal Property Loss and/or Damage

- 13.4.1 The Board of Trustees will authorize payment of the cost of replacing or repairing certain property of an employee when such items are damaged or stolen in the line of duty as a result of malicious acts and without fault of the unit member.

Covered items are:

- 13.4.1.1 Prescription eye glasses, hearing aids, watches, articles of clothing, or other items necessarily worn or carried by the employee
- 13.4.1.2 Vehicles
- 13.4.1.3 Other personal property of the employee, when approval for the use of the personal property in the line of duty was given in writing by the site administrator or designee before the property was brought to the work site, and when the value of the property was agreed upon in writing by the person or persons bringing the property and the site administrator, or designee appointed by him/her for this purpose, at the time the approval for its use was given.

- 13.4.2 The following items are excluded from coverage under this article:

- 13.4.2.1 Vehicle collision (including hit and run incidents)
- 13.4.2.2 Such personal items as tape recorders, radios, telephones, pagers, or compact disc players belonging to the unit member are not included unless approved by the District in item 13.4.1.3 above. This includes items in a vehicle, regardless of whether the item is fixed or removable from the vehicle
- 13.4.2.3 Purses or wallets, or the contents thereof (credit cards, cash, etc.)
- 13.4.2.4 Cash, credit cards, or other cash equivalent items.

- 13.4.3 The maximum payment of any one claim is \$1,500 or actual cost whichever is less in the case of vehicles and \$1,000 or actual cost whichever is less for other property. Loss or damage shall be reported to the supervisor, and if appropriate,

to the police as soon as the employee becomes aware of such loss or damage. Claim forms are available in the Business Office of the District and should be forwarded through the principal or supervisor to the Business Office when completed.

13.4.4 To preclude double recovery, any losses or damages which are compensable, wholly or partially, under the unit member's private insurance policy, or policies, shall to such extent not be compensable under the terms of this policy.

13.5 Use of Force

Unit members may take necessary action in the performance of their duties to insure the safety of themselves and/or others or when necessary for the defense of themselves and/or others.

13.6 School Discipline Committee

A School Discipline Committee will be established on each campus to continuously review and study the school discipline policies and procedures and to make recommendations, when necessary, concerning modifications to these procedures. The committee shall include four (4) unit members selected by the unit members at the school, one (1) administrator, one (1) counselor, and two (2) parents. The District and Association are committed to implementing the Student Discipline Taskforce Recommendations & Best Practices, recognizing that they may change over time. Concerns and challenges with implementation and fidelity to the processes and expectations set forth in the Recommendations & Best Practices will be communicated with the administrators and unit members serving on the site Discipline Committee for them to review and resolve.

13.7 Behavioral Problems

Whenever a student has exhibited violent behavior, made threats against employees, or was in possession of weapons, the site administrator shall notify all of the student's teachers. The teacher(s) may inspect any non-confidential records of the student which are in the possession of the District. Threats of personal harm or property damage shall be handled in the manner prescribed by law.

13.8 Health Related Procedures

It is understood by the parties that there may be situations which require that certain health-related procedures be administered in order to protect the health of students. Unit members shall not be required to perform such procedures unless and until the unit member is trained to do so.

13.9 Emergencies/Disaster Procedures

13.9.1 The District shall provide each teacher with the ability to communicate with the administration in emergency situations. The District will provide each classroom with a method of communication, preferably a telephone. The District shall ensure that through the State modernization process, each classroom shall be equipped with a telephone with access to an outside line.

13.9.2 Within the first thirty (30) days of the school year, site administrators will distribute to and review with unit members procedures to be followed in the event of a disaster or emergency.

13.10 Site Safety Committee

A Site Safety Committee, comprised of representatives of all staff, will be established on each campus. The purpose of the safety committee will be to consider the concerns of staff relative to safety on campus.

13.11 Adult Supervision

In curricular and extra-curricular situations where transportation is required, the District shall provide adult supervision in order that no group of students is transported in any conveyance without such adult supervision.

13.12 Relocation

Upon request, unit members who are required to relocate their classrooms shall be entitled to custodial assistance to move their materials and furniture.

## ARTICLE 14: WAGES AND ITEMS RELATED TO WAGES

### 14.1 Salary - Teachers

Effective August 6, 2018, the 2017-2018 Teachers' Salary Schedule shall be increased by 1.75% and is hereby incorporated into the Agreement as Appendix B.

In the event another District employee unit receives an increase in salary greater than 1.75% for the for the 2018-2019 school year, the District or ASTA may request, and the other party will agree, to re-open negotiations on salary for 2018-2019.

### 14.2 Salary - Extra-Service Pay

The District and ASTA are proud to offer many extracurricular activities. A complete list of Extra Service Pay positions can be found in Appendix C. The pay is calculated by applying the percent indicated to Column II, Step 1 of the Teachers' Salary Schedule (Appendix B).

Extra-Service Pay is hereby incorporated as Appendix C of this Agreement.

Extra-Service Pay shall be expressed as a percent of Column II, Step 1 of the 2015-16 Teachers Salary Schedule (Appendix B) and the amount will increase as the Teachers Salary Schedule increases. Effective July 1, 2015, stipends shall increase by 10% for all Extra Service positions and Athletics positions, including Leadership, exclusive of the 3% increase on the salary schedule.

- 14.2.1 Department Chairpersons, BTSA Support Providers, Peer Assistance and Review Consulting Teachers and Peer Assistance and Review Committee Members will be paid monthly with their contract pay. Some duties assigned are within the scope of the school day.
- 14.2.2 An attempt shall be made to hire unit members for Extra-Service Pay positions before non-bargaining unit members.
- 14.2.3 Beginning with the 2014-15 school year, the following departments will be represented by a department chairperson:
- Advancement via Individual Determination (AVID) Program
  - Career and Technical Education Program (CTE) (including Business, Home Economics and Careers Technology, Industrial Technology Education)
  - English (including Reading)
  - English Learner (EL) Program
  - Library Teacher
  - Math

- Physical Education (including Health)
- Science
- Social Science
- Visual and Performing Arts (VAPA) (including Art/Photo, Choral Music, Dance, Instrumental Music, Theatre/Drama)
- World Languages

14.2.4 Effective with the 2002-2003 school year, and concluding at the end of the 2014-15 school year, the number of Special Education Department Chairpersons at each site shall be reduced by attrition to:

One (1) RSP Special Education Department Chairperson,

One (1) Mild to Moderate Special Education Department Chairperson, and

One (1) Moderate to Severe Special Education Department Chairperson.

Unit members who serve as Special Education Department Chairpersons during the 2001-2002 school year shall continue in their current extra service pay position until the unit member voluntarily resigns or is removed from the position in compliance with Article 17.2.4 of this Agreement.

14.2.5 Special Education Department Chair The following special education programs will be represented by a department chairperson:

- Resource Specialist Program (one per site)
- Mild/Moderate and Moderate/Severe (one per site, combined)
- Adaptive Physical Education (one per district)
- Speech and Language Pathologists (one per district)
- Adult Transitions (one per site if not included under a site department)
- Visually Impaired (one per district)
- Orthopedically Handicapped (one per district)

Hope School will have three departments each represented by a department chairperson:

- Moderate/Severe-Junior High School
- Moderate/Severe-High School
- Moderate/Severe-Adult

14.3 Salary Schedule Placement, Advancement and Structure

14.3.1 Salary Schedule

Certificated Unit Members

Unit members will be placed on and advanced on the salary schedule as follows:

1. Col. I Bachelor's Degree
2. Col. II Bachelor's Degree plus 30 semester hours
3. Col. III Bachelor's Degree plus 45 semester hours or Master's Degree
4. Col. IV Bachelor's Degree plus 60 semester hours including Master's Degree or Doctorate

14.3.2 Initial Salary Placement

Whenever a candidate is recommended for election, tentative placement on the salary schedule is made by the Director, Human Resources, based on the evidence of experience and training submitted in the application materials. Final placement on the salary schedule is made when completed official college transcripts (due November 1) and written evidence of experience have been received.

If a unit member fails to furnish such written evidence, the member's contract will be rewritten to reflect correct column and step placement and appropriate amounts sufficient to correct the salary error will be deducted from future salary warrant(s).

A maximum of six (6) years of credit shall be allowed at the rate of one (1) step for one (1) year as follows:

- A year of credentialed public school teaching experience in a paid status for at least seventy-five percent (75%) of the work days designated for the affected position.
- A year of credentialed teaching experience in a WASC accredited private school for at least seventy-five percent (75%) of the work days designated for the affected position.
- 250 days of substitute teaching experience in the Anaheim Union High School District to a maximum credit of six (6) years, provided that a teacher can produce documentation of the number of days taught.

- A year of teaching experience as a long-term substitute in the District for at least seventy-five percent (75%) of the work days in the same teaching assignment.

All previous experience shall be verified by official statements from previous employers.

14.3.3 All degrees and credits earned must be from accredited colleges or universities. For purposes of this section, accredited institutions shall be listed in the American Association Collegiate Registrar Admissions (AACRA), Council on Post-Secondary Accreditation (COPA) or Association of American Education.

14.3.4 For initial placement, all semester hours must be upper division or graduate level and earned after the Bachelor's degree.

14.3.5 Vertical Movement

14.3.5.1 All qualified unit members shall advance one (1) vertical step on the salary schedule for each year of service, except those whose placement is at the maximum step. Regular full-time unit members who, in any one school year, are in paid status for a least seventy-five percent (75%) of the work year designated for the affected position shall be deemed to have earned one (1) year of experience credit. If the unit member teaches less than 75% of the work year, the unit member may accumulate partial credit to reach the minimum of 75% of the work year and receive one (1) year of credit.

Example #1: 40% contract for two (2) years earns one (1) year of service credit;

Example #2: 20% contract for four (4) years earns one (1) year of service credit.

14.3.5.2 Any unit member with fifteen (15) complete years of credentialed teaching service in the District shall be placed on Step 16 of the salary schedule.

14.3.5.3 Any unit member with twenty (20) complete years of credentialed teaching service in the District shall be placed on Step 21 of the salary schedule.

14.3.5.4 Any unit member with twenty-five (25) complete years of credentialed teaching service in the District shall be placed on Step 26 of the salary schedule.

#### 14.3.6 Horizontal Movement

A unit member shall be placed on the appropriate column after written proof of semester units completed or degree earned has been submitted to the Human Resources Office and approved by the Board of Trustees.

Course credit for salary placement and movement shall be given only for lower division, upper division, or graduate course work taken at four-year colleges, universities, or graduate schools which are accredited by a regional accrediting commission.

14.3.6.1 After employment and placement on the salary schedule under adopted policy, the following guidelines will be used in crediting courses for salary schedule column advancement:

14.3.6.1.1 Lower division, upper division, or graduate courses that meet any of the five (5) criteria listed below may be credited with prior approval of the principal and the Director, Human Resources. In order to be eligible to use lower division course credit for salary schedule advancement, a "Request for Lower Division Credit" must be submitted through the Director, Human Resources, at least three (3) weeks prior to the start of class. The Director, Human Resources, will respond to the applicant within two (2) weeks.

14.3.6.2 Criteria for courses accepted for salary schedule advancement:

14.3.6.2.1 A subject directly related to the current or proposed teaching assignment.

14.3.6.2.2 A subject directly related to a unit member's teaching major or teaching minor.

14.3.6.2.3 A subject directly related to an advanced degree in professional education or in a subject area.

14.3.6.2.4 A subject required by a California credential, evaluation, or renewal.

14.3.6.2.5 Courses required for obtaining an additional teaching assignment major or minor.

14.3.6.3 Evidence of successful completion of course work or degrees prior to the start of the school year, submitted to Human Resources by November 1, shall be retroactive to September. Evidence of successful completion of course work or degrees prior to February 1,



submitted to Human Resources by March 1, shall be retroactive to February 1.

- 14.3.6.4 The burden of proof of training experience, possession of credentials, and other required documents shall lie with the unit member, both for initial placement and for subsequent reclassification. Any error in classification which is due to action or inaction on the part of a unit member shall be corrected as soon as the error is verified, but salary adjustments shall be retroactive during the current school year only.

14.3.7 Other Salary Schedule Credit

Full salary schedule credit shall be granted for Peace Corps teaching and VISTA teaching.

The Superintendent or his/her designee may recommend salary schedule credit for experience gained which is related to teaching.

14.3.8 Professional Stipends

- 14.3.8.1 An additional annual stipend of \$2327 (4.09%) will be paid for an earned doctoral degree from an accredited university.

For purposes of this section, accredited institutions shall be listed in the American Association Collegiate Registrar Admissions (AACRA), Council on Post-Secondary Accreditation (COPA), or Association of American Education.

- 14.3.8.2 Bargaining unit members who attain National Board certification in the field(s) of their assignment will be paid an additional annual stipend of \$2327 (4.09%).

- 14.3.8.3 Bargaining unit members who attain a Bilingual Cross-cultural Language and Academic Development (BCLAD) or equivalent certification will be paid an annual stipend of \$2327 (4.09%). An additional annual stipend of \$1,166 (2.05%) will be paid for each additional course preparation assigned beyond the limits outlined per Article 10.10.

- 14.3.8.4 An additional stipend will be paid for Speech Language Pathologists as follows:
- \$2,913 (5.12%) per year
  - Additional \$1,166 (2.05%) for CA Speech Pathology License
  - Additional \$1,166 (2.05%) for CCC (Certificate of Clinical Competence)
  - Maximum of \$5,245/year.

Stipends shall be pro-rated for part-time Speech and Language Pathologists

14.3.8.5 An additional stipend of \$4660 (8.19%) will be paid to full-time Curriculum Specialists and \$2327 (4.09%) will be paid to part-time Curriculum Specialists.

14.3.8.6 An additional stipend in the amount of \$1,861 (3.27%) will be paid to the site Title I Specialist.

#### 14.4 Travel Expenses

Any unit member traveling to an authorized convention, meeting, conference, or visitation outside the District boundaries, but within 100 miles of the District Office, shall be reimbursed at a rate equal to previous years IRS allowable rate per mile, and if two (2) or more unit members ride in the same car, the reimbursement rate of two cents more than the allowable IRS allowable rate will be paid on a daily round trip basis. When the conference, convention, or meeting is over 100 miles and the unit member elects to drive his personal car in lieu of using commercial transportation, the unit member will be reimbursed at the amount paid for lowest fare charged for commercial air transportation.

Unit members required to drive their personal automobiles in the course of their work shall be reimbursed for such use at the standard IRS business mileage rate in effect. Use of personal automobiles must have prior approval of supervisor and comply with Board policies.

#### 14.5 Daily Rate of Pay

Daily rate of pay shall be determined by dividing the unit member's annual salary by the number of days of required service as indicated in the school calendar.

#### 14.6 Hourly Rate of Pay

Unit members selected by the District to perform certificated hourly paid duties shall receive an hourly rate of pay equal to the previous Summer's Summer School pay. The new hourly rate of pay shall become effective the first day after the end of the regular year.

The hourly rate is determined by applying a percentage (.08%) to Column II, Step 1 of the Teachers' Salary Schedule (Appendix B). Hourly rate increases are effective after the last teacher work day of the school year. It is understood that pay increases shall not be applied retroactively to hourly service.

#### 14.7 Golden Handshake

The District shall make available the provisions commonly referred to as the "Golden Handshake" to all eligible employees provided the State authorizes it and the District will save money.

#### 14.8 Extra Teaching Periods

Upon mutual agreement of the District, the unit member and the Association, a unit member may agree to teach an additional class in lieu of their assigned conference period. The unit member shall be compensated at a rate equal to  $1/6^{\text{th}}$  (16.7%) of his/her daily rate of pay. It is understood that such periods are in the Key to Learning and the school's master schedule. It is also understood that the extra teaching periods are during the regular school day during the regular school year.

If a school has changed the six-period or seven-period day above to a different configuration through a contract waiver, the extra compensation shall be applied only if the unit member teaches an additional class during his/her conference period.

Teachers who agree to teach the additional teaching period must be available for meetings or conferences per Article 10.3 - Adjunct Duties.

ARTICLE 15: HEALTH AND WELFARE

15.1 Contributions by the District

The District shall contribute the blended super composite rate towards the cost of medical insurance, and shall provide dental, life, vision care, and accidental death/dismemberment insurance benefits for active employees who are within the unit as indicated below:

15.1.1 Medical Insurance

PPO: Self-insured major medical with \$275 deductible per person, maximum of \$1,100 per family for unit members and eligible dependents utilizing the Anthem Blue Cross PPO Prudent Buyer-large group Plan Network, including a prescription card service, in the amount not to exceed the super composite rate established for 2018 of \$1,396 per month or \$16,759 per year per enrolled unit member, or

EPO: EPO insurance for unit members and eligible dependents utilizing the Anthem Blue Cross PPO Prudent Buyer-large group Plan Network, in the amount not to exceed the super composite rate established for 2018 of \$1,234 per month or \$14,814 per year per enrolled unit member.

The blended super composite rate shall be the weighted average of the PPO and EPO super composite rates above. Beginning with the 2018 calendar year, the District's contribution to the blended super composite rate shall not exceed \$15,759.

2013 blended super composite rate calculation example.

1,238 employees are in the HMO\*. (46%)  
1,433 employees are in the PPO. (54%)  
46% of \$11,808 = \$5432. 54% of \$14,364 = \$7,757.  
\$5432 + \$7757 = \$13,189 is 2013 blended super composite rate.

\*EPO – Effective January 1, 2018

15.1.2 Life and Accidental Death/Dismemberment Insurance

Life and accidental death/dismemberment insurance for unit member and life insurance protection for unit member's spouse and eligible children.

15.1.3 Dental Insurance

Delta Dental PPO dental insurance services for unit members and eligible dependents, or Delta Care PMI dental insurance.

15.1.4 Vision Care Insurance

Vision care with special contact lens provision for unit members and eligible dependents.

15.1.5 Ancillary benefit plan designs (Life, Dental, Vision) shall be determined by the District Insurance Committee.

15.1.6 If an agreement is reached with any other collective bargaining group on health and welfare that contains a greater benefit than the current plan or a higher maximum district contribution, the District or ASTA may request, and the other party will agree, to re-open negotiations on health and welfare for 2016.

15.2 Insurance Committee

The parties agree that the overriding purpose of the Insurance Committee (“Committee”) is to fulfill the commitment contained herein and in previous memoranda of understanding regarding cost containment of health and welfare premiums. The District and the Association agree to a renewed focus on health and welfare cost containment through participation on the Committee. Accordingly the parties agree as follows:

15.2.1 The District will provide regular members of the Insurance Committee release time and class coverage to attend insurance committee meetings.

15.2.2 The parties will work aggressively through the Committee to generate specific changes in health and welfare coverage, if needed, that maximize the district’s contributions for medical, dental, vision, and life insurance. On-going cost evaluations will be generated and provided to the Committee as requested. Each year, the super composite rate for the following year will be available to the Committee on or before September 1. Upon review of these rates, the Committee will make suggestions for cost containment.

15.2.3 The Committee’s final recommendations for implementation of the above-referenced cost containment provisions and actual super composite rate shall be submitted to the Association no later than September 30. The Association and the District negotiation teams will work to reach an agreement on such cost containment provisions and upon agreement, recommendations shall be submitted for ratification. The Association reserves the right to meet with the District to bargain a separate benefits plan by November 1 of the calendar year preceding the plan year. If such agreement is not reached prior to November 1 of each year, the District is authorized to initiate payroll deductions beginning with the January 31 paycheck for the difference between the blended super composite rate noted in 15.1 and the current year’s blended super composite rate provided by the contract administrator.

15.3 Right to Contact

The Association shall have the right to contact the Health and Welfare contract administrator directly for any information it wishes relative to the plan, but a copy of such request and a copy of any answer received from the contract administrator shall be sent to the District.

15.4 Self-Insurance Plan

The District shall maintain a self-insurance plan, using an outside contract administrator.

15.5 Retirees

The Board of Trustees shall provide the 1979-80 fringe benefit amounts toward the major medical and dental portion of the fringe benefit compensation package to all unit members who were regular contract certificated personnel in the employment of the District prior to September 6, 1979 and who retire(d) on or after September 6, 1979 from the District with fifteen (15) or more years of service to the District and who are not otherwise covered by any similar programs provided through social security or teacher retirement plans.

Retirees referred to in the above paragraph who wish to continue participation in the program will be required to make monthly payment, in advance to the Business Office, the difference between the current year costs and the 1979-80 costs.

All unit members ages 60-65 who are regular contract certificated personnel in the employment of the District and who retire(d) from the District with fifteen (15) or more years of service to the District and who are not otherwise covered by any similar programs provided through social security or teacher retirement plans shall be provided with the major medical and dental portion of the District's fringe benefit compensation package for the retiree only. Unit members who retire with fifteen (15) or more years of service to the District, and who have not attained the age of 60, who wish to participate in the major medical and dental portion of the fringe benefit compensation package may do so by depositing the monthly amount of the premium with the District Business Office. The amount of yearly premium will be established each year by the Business Office.

Members retiring after 1969 shall receive benefits no greater than those accorded current, active bargaining unit members. To remain eligible for the District paid benefit coverage from ages 60-65, the retiree must deposit the monthly amount of the premium with the District Business Office from the date of retirement until age 60.

15.6 IRS Section 125 - Flexible Benefit Plan

The District shall provide an Internal Revenue Service Section 125 Plan for unit members. Such plan will include but not be limited to eligible medical and disability income insurance and dependent care expenses. The plan administrator for the IRS Section 125 Plan shall be mutually agreed upon by the Association and the District. Participation by bargaining unit members in the Plan shall be voluntary.

## ARTICLE 16: PART-TIME EMPLOYMENT

### 16.1 Pre-Retirement Reduced Assignment

It is the policy of the Board of Trustees of the Anaheim Union High School District to provide unit members of this District with the opportunity to phase in their retirement by reducing their workload from full-time to part-time duties while maintaining full retirement benefits pursuant to Education Code Section 22724. This reduced workload shall be authorized upon request of any full-time unit member subject to the following conditions:

- 16.1.1 The unit member must have reached the age of fifty-five (55) years prior to reduction in workload.
- 16.1.2 The unit member must have at least ten (10) years of full-time employment in this District in a position requiring certification, of which the immediately preceding five (5) years were full-time employment, and currently earning a salary equivalent to Column II, Step 7, or more.
- 16.1.3 The minimum part-time employment shall be one-half (1/2) of the number of days of service required by the unit member's contract of employment during the final year of service in a full-time position. The term "one-half" means full-time for one-half (1/2) the days required for the individual's position classification.
- 16.1.4 Only unit members who do not hold positions with salaries above that of the school principals are eligible for this reduced workload-retirement benefits program.
- 16.1.5 The option of part-time employment and full retirement benefits must be exercised on an annual basis.
- 16.1.6 The request for part-time employment must be exercised at the request of the unit member and formalized by a written agreement prior to the period of reduced service. The Director, Human Resources, shall specify the conditions of reduced service and shall establish the deadlines for making application and reaching agreement. The agreement can be revoked only with the mutual consent of the unit member and the District.
- 16.1.7 The unit member who elects a reduced workload in accordance with the conditions of this policy shall be paid a salary which is the pro rata share of the salary that would be earned if the request for part-time employment had not been made, and shall retain all other rights and benefits of full employment, provided the unit member elects to contribute to the Teachers' Retirement Fund the amount that would have been contributed if employment was on a full-time basis. If the unit member elects to contribute the full-time employment share to the Teachers' Retirement Fund, the District shall also do the same to assure full-time employment retirement allowance.

- 16.1.8 The District reserves the right to deny granting a reduced workload to any unit member if doing so would create a staffing problem.
- 16.1.9 No unit member shall be entitled to receive retirement credit for more than ten (10) years of service under this policy.

16.2 Job Sharing

- 16.2.1 Prior to any layoff and/or reduction in force, the District shall advertise to all unit members, for a thirty (30) day period, that the opportunity exists to participate in job sharing. The minimum job sharing employment shall be one-half (1/2) of the number of days of service required by the unit member's contract of employment. The term "one-half" (1/2) means full-time for one-half (1/2) of days required for the individual's position classification. The unit member receives fringe benefits under Article 15 during the term of his/her employment. The District reserves the right to deny the granting of job sharing if doing so would create a legal/staffing problem, as determined by the District.
- 16.2.2 Job sharing shall refer to two (2) unit members on regular contracts sharing one (1) teaching assignment. Two (2) unit members may share an assignment for a minimum of one (1) year. Job applications for a job-sharing assignment for the following school year shall be filed with the District no later than March 1. An application for job-sharing must include a proposal specifying how the employee will fulfill the responsibilities and duties of the position. The total number of positions shared by unit members participating in a job share shall not exceed 1% of the bargaining unit. The District shall approve or deny requests and notify, in writing, the applicants of its decision by May 1. Notwithstanding other provisions of this Agreement, job sharing unit members' wages, benefits, and paid leaves shall be prorated relative to the actual time worked. In no event shall the total amount of the health and welfare benefits for the job sharers exceed the amount the District would have paid if the position had not been shared.
  - 16.2.2.1 Upon request of the two (2) unit members and approval of the principal, a job sharing assignment may be renewed provided the two (2) unit members notify the District prior to March 1.
  - 16.2.2.2 If a unit member on a regular contract is in a job sharing assignment and elects to return after the first year to full-time teaching, the unit member will be returned to her/his original school if a position for which the unit member is certificated is available.
  - 16.2.2.3 If a unit member on a regular contract is in a job sharing assignment for more than one (1) year and elects to return to full-time teaching, the unit member will be assigned to the first available full-time teaching position for which the unit member is certificated.



- 16.2.2.4 In order to advance on the salary schedule, the bargaining unit members in the job share must work a minimum of 75% of the 185 work days, which is a total of 139 or more days within two consecutive school years. If a work year is adjusted due to furlough days, the unit member must work a minimum of 75% of the work days within the two consecutive years.

16.3 Reducing from a Full-Time Assignment

- 16.3.1 The request for a reduced assignment must be initiated by the unit member and formalized by a written agreement with the District prior to the period of reduced service. The Director, Human Resources, shall specify the conditions of reduced service and shall establish the deadlines for making an application and reaching an agreement. The agreement may be renewed on an annual basis with mutual consent of the unit member and the District.
- 16.3.2 If a unit member on a reduced contract returns to his/her full-time assignment after one (1) year, the unit member shall be returned to his/her original school if a position for which the unit member is certificated is available.
- 16.3.3 If a unit member's reduced assignment contract is not renewed, the unit member shall return to a full-time position.

ARTICLE 17: DISCIPLINE

17.1 Files

17.1.1 District Personnel File

A unit member shall have the right to examine and respond to all of the material in his/her personnel file which has accrued after his/her employment. A representative of the unit member may, at the unit member's request, accompany the unit member in the review or, with the unit member's written consent, may conduct the review. Each unit member's personnel file shall contain only materials and documents as provided by law including the following:

- 17.1.1.1 Pre-employment information
- 17.1.1.2 Copies of annual contracts and supplemental contracts
- 17.1.1.3 Transcripts
- 17.1.1.4 Certification material
- 17.1.1.5 Letters of commendation
- 17.1.1.6 Copies of official personnel action
- 17.1.1.7 Written evaluations
- 17.1.1.8 Other materials, as agreed between the unit member and the Director, Human Resources.

17.1.2 Materials placed in the unit member's district personnel file shall be photocopied within forty-eight (48) hours of placement and submitted to the unit member who shall sign a receipt signifying that s/he has received the material. Such receipt does not indicate agreement. The unit member may make a written response to the material which shall also be placed in his/her district personnel file, and attached to the material being responded to. Materials which relate to an incident involving a unit member must be submitted for placement in his/her district personnel file within a reasonable period of time following the date of the complaint. Any material shall be removed from the district personnel file if a unit member's claim that it is inaccurate is sustained through the grievance procedure.

17.1.3 Local Site Folders

17.1.3.1 In addition to copies of materials found in 17.1.1, the local site folder may contain only the following:

17.1.3.1.1 Emergency Information Card

17.1.3.1.2 Principal/Supervisor copies of official personnel actions

17.1.3.1.3 Principal/supervisor documentation of actions which may lead to official personnel actions

17.1.3.1.4 Personal Data Sheet

17.1.3.1.5 Copies of forms which are prohibited by this Agreement from placement in the district personnel file

17.1.3.1.6 Items in the local site folders shall be destroyed whenever a unit member transfers to another site or terminates employment with the District with the exception of items that could lead to disciplinary actions and items mutually agreed upon by the unit member and principal.

17.1.3.2 Materials placed in the local site folder as described in 17.1.3.1 with the exception of item 3 are generally materials known to the unit member. Written "documentation of actions which may lead to official personnel action" will be made known to the unit member prior to use in any official personnel action. Twelve months after the receipt of a verbal warning document, the unit member may request the site administrator remove any record of said verbal warning from the local site file. If the request is denied, the unit member may appeal the decision to the Asst. Supt. of Human Resources.

17.2 Discipline

17.2.1 Process - Normally, the district shall utilize a "progressive discipline" procedure which utilizes the following steps:

17.2.1.1 Verbal warning(s)

17.2.1.2 Written warning

17.2.1.3 Written Reprimand

17.2.1.4 In the administration of this procedure, the parties agree that some actions of unit members may be so severe as to not require stringent adherence to the steps outlined. It is further agreed, however, that no

unit member shall be reprimanded, reduced in compensation, or suspended with or without pay as set forth herein without just cause.

In order to progress from one step to the next there must have been reoccurrence of like or related action that brought about the previous step or steps.

17.2.2 Notice of Progressive Discipline - In the administration of the overall discipline program of the district, it will be clearly noted on any written notice stating if the discipline represents a:

17.2.2.1 Written warning, or

17.2.2.2 Written Reprimand

17.2.3 Right to Representation - A unit member shall be entitled to have a representative present when s/he is subject to any disciplinary action. After a request for such representation is made, any conference will be held within a period of time not to exceed five (5) working days in order that a representative of the unit member's choice, when possible, may have an opportunity to be present.

17.2.4 Extra-Service Pay Assignments

17.2.4.1 Removal of Unit Member For Extra-Service Pay

The District may remove unit members from extra-service pay positions (Appendix C) subject to due process or as a result of a transfer to another site. For purposes of this section, due process means:

17.2.4.1.1 Verbal warning

17.2.4.1.2 Written warning

17.2.4.1.3 Written reprimand

17.2.4.1.4 Removal

The District may also remove a unit member from extra-pay and leadership positions (Appendix C) due to deficiencies in performance. The unit member will be given written notice of the deficiencies prior to removal. If no improvement is made within a reasonable amount of time, the unit member will be given notice by May 15 or at the conclusion of the season of sport effective for the following school year or season. It is understood that any written material or documents related to the removal of a unit member from an extra-service pay position shall not be placed in the unit member's district personnel file but may be placed in the local site folder. This does not prohibit the

documentation of serious offenses involving moral turpitude to be included in the personnel file.

- 17.2.4.2 In the administration of this procedure, the parties agree that some actions of unit members may be so severe as to require stringent action without strict adherence to the steps outlined above. It is further agreed that the District shall not be obligated to follow the principle of just cause in the removal of unit members from extra-service pay positions.

### 17.3 Complaints Against Unit Members

- 17.3.1 If in the opinion of the site administrator or his/her designee, a serious complaint has been lodged against an individual teacher by an employee or non-employee, the teacher shall be notified within a reasonable period of time and, when practicable, before any students are questioned. Complaints not reported to the teacher under this section shall not be utilized in any evaluation or subsequent disciplinary action.
- 17.3.2 If the complainant wishes to pursue the matter further, the principal will convene a conference between the teacher, the person making the complaint, and the principal or designee for the purpose of resolving the complaint.
- 17.3.3 Complaints that are not resolved at the school level should be directed to the District Superintendent.
- 17.3.4 If after the District Superintendent has responded to the complaint, the complainant is still not satisfied with the answer, further complaint may be made in writing to the Board of Trustees for its investigation and necessary action. All such complaints shall be discussed in closed session. During the discussion of charges at all levels, both the complainant and the unit member shall be present.

ARTICLE 18: SUMMER PROGRAMS

Summer Programs include, but are not limited to, seat-based courses, APEX, online or E-Learning courses, Extended School Year (special education), Summer Language Academy, and International Short Stay.

18.1 Summer Program Selection Procedures

18.1.1 Summer program positions and requirements shall be announced at the earliest time feasible prior to the commencement of the term. ASTA unit members shall be eligible to apply for summer program positions only if they have a current “meets standards” or “satisfactory” evaluation. Such announcements shall be in the form of notices sent to all certificated personnel. Eligible ASTA bargaining unit applicants shall be given an interview.

18.1.2 Written notice of initial summer program assignment shall be given at the earliest time feasible prior to the commencement of the term. Employment may be terminated anytime the class size drops below an enrollment figure established by the District. Unit members who are offered employment shall be guaranteed a minimum of ten (10) hours pay.

18.1.3 Application procedures for summer program teaching positions will be announced each year. Unit members will be recommended for summer program employment by the summer program principals, and approved by the Director, Human Resources, who will send a written offer of employment, including training and other requirements, to the unit member. The unit member who is offered summer program employment shall sign and return the offer within five (5) days of notification or be deemed to have declined the offer. Preference shall be given to personnel who during the regular school year are ASTA bargaining unit members in the Anaheim Union High School District, hold an appropriate teaching credential, are permanent teachers, probationary or temporary teachers who have been offered and accepted employment for the next school year and are currently teaching or have taught in the subject area in the past at any level. ASTA bargaining unit members shall be hired prior to non-AUHSD applicants, except that the District shall have the right to hire up to 10% non-AUHSD applicants for summer program positions. A bargaining unit applicant who is not selected to teach in a summer program may be provided a written rationale upon request.

18.1.3.1 The District will provide the Association with a listing of all applicants and all hires for summer programs and in addition, will provide copies of all application forms specifically requested by the Association within two (2) days of the Association's request.

18.1.3.2 The District will make all reasonable efforts to ensure that equipment is safeguarded in all summer program lab and/or shop classes when

the teacher in the classroom during the regular year is not teaching summer program.

## 18.2 Working Hours

Unit members must be on duty at least fifteen (15) minutes before the beginning of the class day and remain on duty until the close of the student's regular school day. Each unit member shall receive a daily break of ten (10) minutes between the first period and the second period if the unit member is assigned to teach both periods. Such time shall be compensated at the unit member's hourly rate of pay.

Attendance at any required summer program meetings held outside regular school hours will be paid at the Hourly Rate of pay.

The Superintendent or his/her designee shall meet with the ASTA President no later than March 1 of each school year to discuss the summer program schedule.

## 18.3 Cancelled Class Procedures

Teachers whose classes are canceled due to insufficient enrollment shall be entitled to fill any vacant summer program positions for which they are certified at other summer program sites, before such positions are offered to other personnel.

## 18.4 Evaluation Procedures

Any summer program teacher who is regularly employed by the District shall not be subject to evaluation during the summer program.

Any other employee may be evaluated at the principal's discretion.

## 18.5 Wages and Benefits

### 18.5.1 Hourly Rate

Summer program teachers will be paid an hourly wage determined by the current Hourly Rate of pay.

18.5.2 Summer program teachers will not be accorded health and welfare benefits as an incident of summer program employment.

## 18.6 Sick Leave, Personal Illness and Injury

### 18.6.1 Annual Sick Leave and Accumulation

Members of the bargaining unit shall be entitled to sick leave credit equivalent to the total daily hours for the summer program worked. The summer program must be a minimum of 19 days and the employee must work at least 75% of the summer

program work days to qualify for the sick leave credit. Summer program unused sick leave and regular contract sick leave shall be accumulated from year to year. If a unit member has used his/her sick leave earned during the summer program, and requires additional sick leave, such sick leave shall be deducted from the unit member's regular accumulated sick leave or the unit member shall take short term leave without pay. (Article 8, section 8.12)

To be eligible for sick leave absence with pay, the unit member shall be in a paid status and scheduled for work on the days(s) of absence.

If a unit member resigns, retires, or is terminated and has used more sick leave than was earned, the amount used but not earned shall be deducted from the final warrant of the unit member.

#### 18.6.2 Procedures for Taking Sick Leave

Members of the bargaining unit must notify the principals of the absence as soon as the necessity to be absent becomes known to the unit member but in no instance later than 6:30 a.m. of the day of the absence.

A unit member returning from absence must contact the school or site by 12:00 noon of the day preceding the day of intended return. If s/he is unable to make a determination before 12:00 noon, the District must be notified not later than 6:30 a.m. the following day. In the event that the District has not been notified of the unit member's intention to return, and accordingly has employed a substitute teacher for the day, the District may require the returning unit member to be charged with one (1) additional day of absence.

### 18.7 Release Time

#### 18.7.1 Release Time - Grievance Processing

Unit members, not to exceed a maximum of the grievant, the grievant's representative and two (2) witnesses, shall be released from assigned responsibility without loss of compensation when participating in grievance meetings held during the school day.

#### 18.7.2 Release Time - Association Business

Upon twenty-four (24) hours prior notice of the District and authorization by the President of the Association, the Association shall be provided a maximum of three (3) days each school year of released time for the purpose of conducting Association business. These days shall be taken in minimum increments of one (1) full day. Payment for the substitute(s) replacing the absent unit member(s) shall be reimbursed to the District Business Office by the Association within thirty (30) days.



## ARTICLE 19: FACULTY ADVISORY COUNCIL

### 19.1 Yearly Election

Each school site shall hold a yearly election conducted by the Association Site Representative and the Principal during the first quarter of each school year to determine if they wish to establish a Faculty Advisory Council. A two-thirds (2/3) vote of the teaching staff is required to establish the Council.

### 19.2 Participants

The Faculty Advisory Council shall be composed of a minimum of three (3) to a maximum of five (5) teachers elected by the majority of the teachers at the site.

### 19.3 Meetings

The Council shall meet on a regular basis and act as an advisory panel to the site administration on issues including, but not limited to, master schedule, school discipline, attendance policies, and local site budget.

ARTICLE 20: PROFESSIONAL DEVELOPMENT/PROFESSIONAL LEARNING

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree that an effective professional learning plan considers the complexities of teaching and student learning, while focusing on continuous improvement of the teaching practice. Administrators and teachers shall work together to build a collaborative and trusting environment in which both parties are valued equally to achieve that goal. Unit members at each site shall be afforded the opportunity to actively participate in the planning of professional development activities throughout the school year. Administrators and teachers shall utilize a variety of site-based shared decision making structures, including Site Leadership Teams and Professional Learning Communities, to ensure the needs of unit members, the departments, and the site are met.

## ARTICLE 21: BEGINNING TEACHERS SUPPORT AND ASSESSMENT PROGRAM

In the implementation of the Marian Bergeson Beginning Teacher Support and Assessment (BTSA) program, the District and the Association agree to abide by Education Code Article 4.5, Section 44279.1 and regulations promulgated by the State Department of Education.

### 21.1 Purpose

- 21.1.1 Provide an effective transition into the teaching career for the first year and second year teachers in California.
- 21.1.2 Improve the educational performance of pupils through improved training, information and assistance to new teachers.
- 21.1.3 Enable beginning teachers to be effective in teaching pupils who are culturally, linguistically, and academically diverse.
- 21.1.4 Ensure the professional success and retention of new teachers.
- 21.1.5 Ensure that a Support Provider provides intensive individualized support and assistance to each participating beginning teacher.
- 21.1.6 Improve the rigor and consistency of individual teacher performance assessments and the usefulness of assessment results to teachers and decision-makers.
- 21.1.7 Establish an effective, coherent system of performance assessments that are based on the California Standards for the Teaching Professional adopted by the Commission, January 1997.
- 21.1.8 Examine alternative ways in which the general public and the educational profession may be assured that new teachers who remain in teaching have attained acceptable levels of professional competence.
- 21.1.9 Ensure that an individual induction plan is in place for each BTSA Participating teacher and is based on an ongoing assessment of the development of the beginning teacher.
- 21.1.10 Ensure continuous program improvement through ongoing research, development and evaluation.

## 21.2 BTSA Participating Teachers

Participating in the BTSA program shall be required for eligible teachers.

### 21.2.1 Criteria To Be Met By BTSA Participating Teachers

21.2.1.1 State eligible (meet requirements of first or second year with preliminary or clear credential).

21.2.1.2 Recommended and approved for participating by the District.

### 21.2.2 Example of BTSA Participating Teacher Activities

21.2.2.1 Demonstrate an understanding of the professional induction process through active engagement in the BTSA program.

21.2.2.2 Create and implement an Individual Induction Plan (IIP) together with the BTSA Support Provider.

21.2.2.3 Develop a teaching portfolio that provides a basis for continued examination of professional practice and growth.

21.2.2.4 Participate in the support and training activities including orientations, multicultural training, peer support seminars, discussion groups and demonstration lessons.

21.2.2.5 Participate in the assessment process and use of the results to chart professional development through further support and training activities.

21.2.2.6 Maintain a reflective journal to record higher thought processes on the teaching/learning context.

21.2.2.7 Participate in the program evaluation process and provide feedback to the BTSA Support Provider and Director.

## 21.3 BTSA Support Provider Selection

### 21.3.1 Criteria To Be Met For BTSA Support Provider Nomination and Assessment

21.3.1.1 Be a credentialed classroom teacher in the ASTA bargaining unit with permanent status providing direct classroom instruction at least 60% of the school day.

21.3.1.2 Have five (5) years recent classroom experience.

- 21.3.1.3 Have demonstrated exemplary teaching ability, as indicated by, among other things, effective communication skills, subject matter knowledge, and mastery of a range of teaching strategies necessary to meet the needs of students in different context.
- 21.3.1.4 No more than 10% of the BTSA support providers can be excluded from the 60% direct classroom instruction agreement.
- 21.3.2 The following criteria will be considered:
  - 21.3.2.1 Demonstrates knowledge and commitment to subject matter.
    - 21.3.2.1.1 Subject matter expertise
    - 21.3.2.1.2 Ability to convey enthusiasm for the subject to students.
    - 21.3.2.1.3 Uses a wide variety of teaching strategies.
  - 21.3.2.2 Demonstrates belief in student ability to succeed.
    - 21.3.2.2.1 Commitment to setting high expectations for students.
    - 21.3.2.2.2 Competence to teach at various student ability levels.
    - 21.3.2.2.3 Willingness to give special attention to students requiring assistance.
    - 21.3.2.2.4 Success in fostering excellent student performance.
  - 21.3.2.3 Gives evidence of professional stature.
    - 21.3.2.3.1 Leadership, e.g., in organizing projects on his/her own initiative.
    - 21.3.2.3.2 Recognition by those in the same profession.
    - 21.3.2.3.3 Respect of his/ her colleagues.
    - 21.3.2.3.4 Teaching skills for working with students from different racial, linguistic and cultural backgrounds.
- 21.3.3 Examples of BTSA Support Provider Activities
  - 21.3.3.1 Provide assistance and guidance to new teachers.
  - 21.3.3.2 Provide staff development for teachers.

- 21.3.3.3 Develop curriculum.
- 21.3.3.4 Establish a forum allowing for the exchange of new ideas and materials.
- 21.3.3.5 Assist teachers with classroom management/organization/discipline skills.
- 21.3.3.6 Participate in a program of professional growth designed to improve mentor skills.

21.4 Selection Committee for BTSA Support Providers

The Committee shall consist of the President of the Anaheim Secondary Teachers Association, one BTSA Lead Teacher and the Assistant Superintendent of Human Resources.

Rights and Responsibilities of the Selection Committee:

- 21.4.1 The Selection Committee shall seek applications for the BTSA program from the body of eligible classroom teachers.
- 21.4.2 For each classroom teacher recommended, the committee shall specify a term of BTSA service of two (2) years. BTSA Support Providers may request reappointment through the Selection Committee until the six (6) year maximum is reached. The Selection Committee will consider the recommendation from the Director.
- 21.4.3 Material contained in the applicant's personnel file, including letters of recommendation and evaluations shall not be made available to or used by the committee unless expressly authorized in writing by the applicant.
- 21.4.4 The Selection Committee will review BTSA Support Provider applications and may conduct classroom observations of the candidates.
- 21.4.5 The Selection Committee will select candidates for BTSA Support Provider by a majority vote of the Committee.
- 21.4.6 The process will include reviewing applications and references, and conducting personal interviews. The Selection Committee will recommend BTSA Support Provider candidates and a list of alternates.

21.5 BTSA Support Provider Rights and Responsibilities

21.5.1 BTSA Support Providers may be released from classroom duties. Release time may be for workshops, inservice activities, observations, and other related duties.

21.5.2 BTSA Support Providers are not to perform any administrative duties or participate in the summative evaluation of other teachers.

21.5.3 BTSA Support Providers are not exempt from normal, routine teacher duties at their site.

21.6 Evaluation of the BTSA Support Provider

Evaluation of the BTSA Support Provider classroom duties shall be in accordance with District policy, practice and the certificated bargaining agreement.

21.6.1 General Provisions

21.6.1.1 No expense required by the operation of this program shall be budgeted or charged to the general fund. If the funding is decreased at any time during the life of the program, all facets of the program will be decreased proportionally.

21.6.1.2 If for any reason a BTSA Support Provider is unable to complete the designated term, the Director may recommend a replacement from committee recommended alternates and the respective stipend shall be prorated.

21.6.1.3 Following a term of service, a BTSA Support Provider must wait one (1) year to reapply unless there are no BTSA Support Providers available.

21.7 Board Action

21.7.1 The District Governing Board may meet in Closed Session to consider the appointment of any nominees to be a BTSA Support Provider in the same manner that it may consider the appointment or employment of other employees.

21.7.2 Final designation of any person as a BTSA Support Provider shall be by action of the Governing Board of the school district from persons nominated. The Governing Board may reject any nomination.

## ARTICLE 22: PEER ASSISTANCE AND REVIEW

The Association and the District agree that the Peer Assistance Review (PAR) program shall only be implemented if the District receives funding for the program from the State. The Association and the District are continuously striving to provide the highest possible quality of education. In order for students to succeed in learning, teachers must succeed in teaching. Therefore, the parties agree to cooperate in the design and implementation of programs to improve the quality of instruction through expanded and improved professional development and peer assistance. Teachers who are referred or volunteer for the program are viewed as valuable professionals who deserve to have the best resources available provided to them in the interest of improving performance to a successful standard.

### 22.1 Joint Committee

The Joint Committee shall consist of five (5) members, the majority of whom shall be certificated classroom teachers who are chosen to serve by the Association. The District shall choose the administrators of the Joint Committee.

The Joint Committee shall establish its own meeting schedule. To meet, two-thirds of the members of the Joint Committee must be present. Such meetings shall take place during the regular teacher workday. Teachers who are members of the Joint Committee shall be released from their regular duties to attend meetings, without loss of pay or benefits. In addition, the teacher members of the Joint Committee shall receive a stipend of \$4,000 per year.

The Joint Committee shall be responsible for the following:

- 22.1.1 Providing annual training for the Joint Committee members.
- 22.1.2 Establishing its own rules of procedure, including the method for the selection of a Chairperson.
- 22.1.3 Selecting the panel of Consulting Teachers.
- 22.1.4 Selecting trainers and/or training providers.
- 22.1.5 Providing training for Consulting Teachers prior to the Consulting Teacher's participation in the program.
- 22.1.6 Notifying participation in the Peer Assistance and Review program by written notification to the referred PAR Participating Teacher, the Consulting Teacher and the site Principal.
- 22.1.7 Making available the list of the panel of Consulting Teachers to the PAR Participating Teacher.



- 22.1.8 Adopting Rules and Procedures for effectuating the provisions of this Article. Said Rules and Procedures will be consistent with the provisions of the Agreement, and to the extent that there is an inconsistency, the Agreement will prevail.
- 22.1.9 Distributing, annually, a copy of the adopted Rules and Procedures to all bargaining unit members and administrators.
- 22.1.10 Establishing a procedure for application as a Consulting Teacher.
- 22.1.11 Determining the number of Consulting Teachers in any school year, based upon participation in the Peer Assistance and Review program, the available budget and other relevant considerations.
- 22.1.12 Reviewing the report prepared by the Consulting Teacher and making recommendations to the Governing Board regarding the referred PAR Participating Teacher's progress in the Peer Assistance and Review program.
- 22.1.13 Evaluating, annually, the impact of the Peer Assistance and Review program in order to improve the program.

22.2 Confidentiality

All proceedings and materials related to evaluations, reports and other personnel matters shall be strictly confidential. Therefore, Joint Committee members and Consulting Teachers may disclose such information only as necessary to administer this Article.

22.3 Hold Harmless

This District agrees to indemnify and hold harmless and provide a defense to any Association-selected member of the Joint Committee against any claims, causes of action, damages, grievances, administrative proceedings or any other litigation arising from the unit member's participation in Peer Assistance and Peer Review. The Association retains the right to participate in the litigation. The District will pay legal costs and fees in such actions.

22.4 PAR Participating Teachers

- 22.4.1 A PAR Participating Teacher is an experienced teacher with permanent status who receives assistance to improve his or her instructional skills, classroom management, knowledge of subject, and/ or related aspects of his or her teaching performance as a result of an unsatisfactory final evaluation.
- 22.4.2 A PAR Participating Teacher will be assigned to a Consulting Teacher from a panel of teachers. The Referred PAR Participating Teacher may petition the Joint Committee for a different Consulting Teacher.

22.4.3 The Referred Participating Teacher has the right to be represented at any Joint Committee meeting or any meeting with administrators throughout these procedures by the Association representative of his or her choice.

22.4.4 A Volunteer PAR Participating Teacher is an experienced teacher with permanent status who volunteers to receive assistance to improve his or her instructional skills, classroom management, knowledge of subject, and/or related aspects of his or her teaching performance. The Volunteer PAR Participating Teacher may elect to exit the program at any time. All materials and documents related to the peer assistance shall be strictly confidential.

Therefore, such materials and documents shall not be placed in the unit member's personnel file and shall not be distributed to anyone except the Consulting Teacher and Volunteer PAR Participating Teacher.

22.4.5 The Joint Panel shall have the right to extend the period of participation for a Referred PAR Participating Teacher for a period of up to one (1) additional year.

## 22.5 Consulting Teachers

22.5.1 A Consulting Teacher is a teacher who provides assistance to a PAR Participating Teacher pursuant to the Peer Assistance and Review program. The qualifications for the Consulting Teacher shall be set forth in the Rules and Procedures, provided that the following shall constitute minimum qualifications:

22.5.1.1 A credentialed classroom teacher working at least 60% of the time in direct student instruction with permanent status.

22.5.1.2 At least nine (9) years of teaching experience with five (5) most recent years as a teacher in classroom instruction in the District.

22.5.1.3 Shall demonstrate exemplary teaching ability, as indicated by among other things, effective communication skills, subject matter knowledge, and mastery of a range of teaching strategies necessary to meet the needs of pupils in different contexts.

22.5.2 In filling a position of Consulting Teacher, each applicant is required to submit three (3) references from individuals with specific knowledge of his or her expertise as follows:

22.5.2.1 A reference from a building principal or immediate supervisor.

22.5.2.2 A reference from an Association representative.

22.5.2.3 A reference from another classroom teacher.

All applications and references shall be treated with confidentiality.

- 22.5.3 Consulting Teachers shall be selected by a majority vote of the Joint Committee after candidates have had classroom observations by the Joint Committee members.
- 22.5.4 A Consulting Teacher shall be released from all regular classroom teaching duties. The term of the Consulting Teacher shall be two (2) years with an option to apply for a second two (2) year term. A teacher may not serve in the position for more than two (2) consecutive terms. A teacher may not be appointed to an administrative position in the district while serving as a Consulting Teacher or for one (1) full year after serving as a Consulting Teacher.
- 22.5.5 Functions performed pursuant to this Article by bargaining unit employees shall not constitute either management or supervisory functions. The Consulting Teacher shall be entitled to all rights of bargaining unit members. In addition to the regular salary, a Consulting Teacher shall receive a stipend of \$4,000, per year, for all work necessary to complete the assignment.
- 22.5.6 Upon completion of his or her service as a full-time released Consulting Teacher, a teacher shall be returned to a regular assignment in accordance with Article 9, Transfer Procedures, of this Agreement. The Joint Committee shall include a statement on the application specifying the return rights of a Consulting Teacher.

22.6 Procedure

The number of PAR Participating Teachers assigned to each Consulting Teacher shall be determined by the Joint Committee. Consulting Teachers shall assist PAR Participating Teachers by demonstrating, observing, coaching, conferencing, referring or by other activities, which, in their professional judgment, will assist the PAR Participating Teacher.

22.7 Performance Goals

The Consulting Teacher and the Site Administrator shall meet with the PAR Participating Teacher to discuss the Peer Assistance and Review program, to establish mutually agreed upon performance goals.

22.8 Assistance Plan

The Consulting Teacher and the Referred PAR Participating Teacher shall develop the assistance plan and develop a process for determining successful completion of the Peer Assistance and Review program.

22.9 Observations

The Consulting Teacher shall conduct multiple observations of the PAR Participating Teacher during classroom instruction, and shall have both pre-observation and post-observation conferences.

22.10 Progress

The Consulting Teacher shall monitor the progress of the Referred PAR Participating Teacher and shall submit to and discuss with the Referred PAR Participating Teacher periodic written reports.

22.11 Reporting

Consulting Teachers shall report their activities on a regular basis to the Joint Committee.

22.12 Limitations

The Consulting Teacher shall continue to provide assistance not to exceed one (1) school year to the Referred PAR Participating Teacher until he or she concludes that the teaching performance of the PAR Participating Teacher is satisfactory, or that further assistance will not be productive. The Joint Committee may authorize additional assistance beyond the one year period. A copy of the Consulting Teacher's report shall be submitted to and discussed with the Referred PAR Participating Teacher to receive his or her signature before it is submitted to the Joint Committee. The Referred PAR Participating Teacher's signing of the report does not necessarily mean agreement, but rather that he or she has received a copy of the report.

The Consulting Teacher shall submit a final report to the Joint Committee. The Referred PAR Participating Teacher shall have the right to submit a written response, within twenty (20) days, and have it attached to the final report. The Referred PAR Participating Teacher shall also have the right to request a meeting with the Joint Committee, and to be represented at this meeting by the Association representative of his or her choice.

22.13 Results

The results of the Referred PAR Participating Teacher's participation in the Peer Assistance and Review program shall be made available for placement in his or her personnel file, and may be used in the evaluation of the Referred PAR Participating Teacher.

22.14 Unresolved Issues

Any unresolved issues shall be referred to the Joint Committee for final resolution.

ARTICLE 23: DURATION

This Agreement shall remain in full force and effect through the first teacher work day of the 2020-2021 school year and shall continue in effect day-to-day until such time as a new or modified agreement is ratified by both parties.

For school year 2019-2020, Article 14, Wages and Items Related to Wages, and Article 15, Health and Welfare Benefits, shall be open for negotiations.

In addition to the articles referenced above, the Association and the District shall each have the option of opening one (1) other article of their choosing in 2019-2020. These articles shall be the only subjects of negotiations unless additional articles are opened by mutual consent.

It is understood that other provisions of the Agreement shall remain in full force and effect for the years 2018-2019 and 2019-2020 notwithstanding the results of the limited reopener of negotiations as outlined above.

ANAHEIM UNION HIGH SCHOOL  
DISTRICT

ANAHEIM SECONDARY TEACHERS  
ASSOCIATION

By: \_\_\_\_\_  
Michael B. Matsuda  
Superintendent

By: \_\_\_\_\_  
Dean Elder  
President

**Anaheim Union High School District  
2018-2019  
Student/Teacher Calendar**

July 2018					November 2018					March 2019				
2	3	4*	5	6				1	2					1
9	10	11	12	13	5	6	7	8	9	4	5	6	7	8<
16	17	18	19	20	12*	13	14	15	16	11	12	13	14	15*
23	24	25	26	27	19	20	21	22*	23*	18	19	20	21	22
30	31				26	27	28	29	30	25	26	27	28	29
August 2018					December 2018					April 2019				
		1	2	3	3	4	5	6	7	1	2	3	4	5
6 <sup>++</sup>	7 <sup>+</sup>	8 <sup>*</sup>	9	10	10	11	12	13	14	8	9	10	11	12
13	14	15	16	17	17	18	19	20 <sup>#</sup>	21<	15	16	17	18	19
20	21	22	23	24	24*	25*	26	27	28	22	23	24	25	26
27	28	29	30	31	31*					29	30			
September 2018					January 2019					May 2019				
3*	4	5	6	7		1*	2	3	4			1	2	3
10	11	12	13	14	7	8	9	10	11	6	7	8	9	10
17	18	19	20	21	14	15	16	17	18	13	14	15	16	17
24	25	26	27	28	21*	22	23	24	25	20	21	22 <sup>#</sup>	23<	24+
					28	29	30	31		27*	28	29	30	31
October 2018					February 2019					June 2019				
1	2	3	4	5<					1 <sup>++</sup>	3	4	5	6	7
8 <sup>++</sup>	9	10	11	12	4	5	6	7	8	10	11	12	13	14
15	16	17	18	19	11*	12	13	14	15	17	18	19	20	21
22	23	24	25	26	18*	19	20	21	22	24	25	26	27	28
29	30	31			25	26	27	28						



School Begins



Non-Student/Non-Teacher Day  
Holidays

+

Teacher Day; No Students

++

Staff Development Day; No students

<

End of the Quarter or Semester  
and Minimum Day for Students

#

Minimum Day for H.S. Students Only

—

Underlined Days (May 28-June 3) are subject to  
change to regular school days if it becomes  
necessary to bring the total school days up to State  
minimum.

Quarter	Days	Dates			
1	42	Aug	8	--	Oct 5
2	48	Oct	9	--	Dec 21
3	41	Jan	7	--	Mar 8
4	49	Mar	18	--	May 23

180 Student Days  
185 Teacher Days

<p><b>Progress Reports Due</b> Fridays at <u>10:00 a.m.</u> at the site on: September 14, 2018 November 9, 2018 February 8, 2019 April 19, 2019</p>	<p><b>Grades Due Fridays at</b> <u>10:00 a.m.</u> at the site on: October 12, 2018 January 11, 2019 March 22, 2019 May 24, 2019</p>
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Board Approved: 1/18/2018

# Anaheim Union High School District 2019-2020 Student/Teacher Calendar

July 2019					November 2019					March 2020				
1	2	3	4*	5					1	2	3	4	5	6<
8	9	10	11	12	4	5	6	7	8	9	10	11	12	13
15	16	17	18	19	11*	12	13	14	15	16	17	18	19	20
22	23	24	25	26	18	19	20	21	22	23	24	25	26	27*
29	30	31			25	26	27	28*	29*	30	31			
August 2019					December 2019					April 2020				
			1	2	2	3	4	5	6			1	2	3
5 <sup>++</sup>	6 <sup>+</sup>	7	8	9	9	10	11	12	13	6	7	8	9	10
12	13	14	15	16	16	17	18	19 <sup>#</sup>	20<	13	14	15	16	17
19	20	21	22	23	23	24*	25*	26	27	20	21	22	23	24
26	27	28	29	30	30	31*				27	28	29	30	
September 2019					January 2020					May 2020				
2*	3	4	5	6			1*	2	3					1
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15
23	24	25	26	27	20*	21	22	23	24	18	19	20 <sup>#</sup>	21<	22+
30					27	28	29	30	31 <sup>++</sup>	25*	26	27	28	29
October 2019					February 2020					June 2020				
	1	2	3	4<	3	4	5	6	7	1	2	3	4	5
7 <sup>++</sup>	8	9	10	11	10*	11	12	13	14	8	9	10	11	12
14	15	16	17	18	17*	18	19	20	21	15	16	17	18	19
21	22	23	24	25	24	25	26	27	28	22	23	24	25	26
28	29	30	31							29	30			



School Begins



Non-Student/Non-Teacher Day  
Holidays

+ Teacher Day; No Students

++ Staff Development Day; No students

< End of the Quarter or Semester  
And Minimum Day for Students

# Minimum Day for H.S. Students Only

— Underlined Days (May 26-June 1) are subject to  
change to regular school days if it becomes  
necessary to bring the total school days up to State  
minimum.

Quarter	Days	Dates			
1	42	Aug	7	--	Oct 4
2	48	Oct	8	--	Dec 20
3	41	Jan	6	--	Mar 6
4	49	Mar	16	--	May 21

180 Student Days  
185 Teacher Days

**Progress Reports Due**  
Fridays at 10:00 a.m. at the  
site on:  
September 13, 2019  
November 8, 2019  
February 7, 2020  
April 17, 2020

**Grades Due Fridays at**  
10:00 a.m. at the site on:  
October 11, 2019  
January 10, 2020  
March 20, 2020  
May 22, 2020

Board Approved: 1/18/2018

**ANAHEIM UNION HIGH SCHOOL DISTRICT  
2017/2018 TEACHERS' SALARY SCHEDULE  
Step and Column Placement**

		<b>BA + 30</b>	<b>BA + 45 or MA</b>	<b>BA + 60 &amp; MA or Doctorate</b>
<b>STEPS</b>	<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>
01	\$52,748	\$56,898	\$61,736	\$67,264
02	\$55,942	\$60,086	\$64,924	\$70,451
03	\$59,126	\$63,280	\$68,110	\$73,647
04	\$62,320	\$66,462	\$71,302	\$76,837
05	\$65,512	\$69,658	\$74,494	\$80,025
06	\$68,704	\$72,848	\$77,687	\$83,214
07	\$71,897	\$76,037	\$80,878	\$86,409
08	\$75,086	\$79,231	\$84,065	\$89,604
09	\$78,283	\$82,421	\$87,259	\$92,796
10	\$81,468	\$85,617	\$90,456	\$95,987
11	\$84,665	\$88,817	\$93,647	\$99,175

**Longevity Schedule for Years of Credentialed Teaching in AUHSD**

<b>LONGEVITY (Steps 16-26 are longevity steps for years of credentialed teaching in AUHSD) See Article 14.3.5</b>				
16	\$89,435	\$93,587	\$98,417	\$103,945
21	\$94,205	\$98,357	\$103,187	\$108,715
26	\$98,975	\$103,127	\$107,957	\$113,485

Doctorate: \$2,327  
National Board Certification \$2,327  
Miscellaneous Rate of Pay: \$45.52 (effective 5/27/19)

Initial Salary Placement: See Article 14.3.2

<b>Years Experience</b>	<b>Placement</b>
1	2
2	3
3	4
4	5
5	6
6 or more	7

Board of Trustees  
 Pending Approval  
 Effective: July 1, 2018



ANAHEIM UNION HIGH SCHOOL DISTRICT  
**EXTRA SERVICE PAY SCHEDULE**  
**2018-19**  
 SENIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-2019 Teachers Salary Schedule*

1. **ACTIVITIES** - To be paid in two equal semester payments, unless activity specifies it is an amount for one semester only.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Jazz Band	\$1,576	2.77
Accompanist	\$1,690	2.97
Academic Decathlon (1 per school)	\$2,555	4.49
Kiwanis Bowl (1 per school)	\$2,555	4.49
Mock Trial (1 per school)	\$2,555	4.49
CTSO	\$2,555	4.49
Journalism	\$2,896	5.09
Photo Advisor	\$2,896	5.09
Yearbook	\$3,266	5.74
Assistant Band Director	\$3,266	5.74
Assistant Dance	\$3,266	5.74
Speech	\$3,442	6.05
Debate	\$3,442	6.05
Vocal	\$3,818	6.71
Speech Debate	\$3,818	6.71
Dance	\$3,818	6.71
Drama	\$3,818	6.71
Band	\$5,593	9.83
Drill Team	\$5,593	9.83
Colorguard (1 person)	\$5,593	9.83

*Percentages below shall be equal to Column II, Step 1  
of the 2018-2019 Teachers Salary Schedule*

2. **ATHLETICS** - To be paid at the end of the season in one payment.

<b><u>SPORT</u></b>	<b><u>POSITION</u></b>	<b><u>PAY</u></b>	<b><u>PERCENTAGE</u></b>
Football	Head Varsity	\$5,593	9.83
	Assistant Varsity	\$3,670	6.45
	Junior Varsity	\$3,442	6.05
	Sophomore	\$3,442	6.05
	Freshman	\$3,442	6.05
	Assistant Fr/Soph	\$3,107	5.46
Cross Country	Head Varsity Men & Women	\$3,670	6.45
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Volleyball	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Song and Cheer	Varsity Song/Cheer (1 person)	\$5,593	9.83
	Varsity Songleader	\$2,799	4.92
	Varsity Cheerleader	\$2,799	4.92
Tennis	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Water Polo	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Basketball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Soccer	Head Varsity & JV	\$3,818	6.71
	Assistant or Lower Level	\$3,107	5.46
Wrestling	Head Varsity Men & Women	\$4,751	8.35
	Head Varsity Men	\$4,313	7.58
	Head Varsity Women	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Softball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05

*Percentages below shall be equal to Column II, Step 1  
of the 2018-19 Teachers Salary Schedule*

**ATHLETICS**, continued

<b>SPORT</b>	<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Baseball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Badminton	Head Varsity & JV	\$3,670	6.45
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Golf	Head Varsity	\$3,107	5.46
Swimming	Head Varsity & JV	\$3,818	6.71
	Head Varsity Men & Women	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Track	Head Varsity & JV	\$4,751	8.35
	Head Varsity Men & Women	\$4,751	8.35
	Head Varsity Men	\$4,313	7.58
	Head Varsity Women	\$4,313	7.58
	Assistant or Lower Level	\$3,107	5.46
Trainers	District/Site Certified Athletic Trainer - Fall	\$4,313	7.58
	District/Site Certified Athletic Trainer - Winter	\$4,313	7.58
	District/Site Certified Athletic Trainer - Spring	\$4,313	7.58
	Trainer - Fall	\$1,946	3.42
	Trainer - Winter	\$1,946	3.42
	Trainer - Spring	\$1,946	3.42
	Assistant Trainer - Fall	\$1,275	2.24
	Assistant Trainer - Winter	\$1,275	2.24
	Assistant Trainer - Spring	\$1,275	2.24

**3. CIF PLAYOFFS**

Pay per week as follows:

- 10% for team and individual sports coaches
- 10% for trainers in team sports

*Percentages below shall be equal to Column II, Step 1  
of the 2018-19 Teachers Salary Schedule*

- 5% for band, drill, song and cheer
- 3% for one (1) Girls and (1) Boys Athletic Director

Team Sports (10 or more participants - 2 coaches)

- Baseball
- Badminton
- Basketball
- Cross Country
- Football (allowed 4 coaches and 2 trainers)
- Golf
- Soccer
- Softball
- Swimming
- Tennis
- Volleyball
- Water Polo
- Wrestling

Individual Sports (Less than 10 participants - 1 coach)

- Badminton
- Cross Country
- Golf
- Swimming
- Tennis
- Track
- Wrestling

Extra Service Pay shall be paid at senior high school rates for 9<sup>th</sup> through 12<sup>th</sup> grade duties and at junior high school rates for 7<sup>th</sup> and 8<sup>th</sup> grade duties. If the activity/sport includes students from both the junior high and senior high level, Extra Service Pay shall be paid at the senior high school rate.

Unit members who egregiously fail to perform extra service pay assignment duties will not be paid extra service pay. Unit members who have abandoned the extra service pay assignment will be removed from the position.

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**LEADERSHIP POSITIONS**  
**2018-19**  
 SENIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

To be paid monthly with contract pay. Duties assigned are within the scope of the school day.

<b>EFFECTIVE JULY 1, 2017</b>		
<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Department Chair: 1 - 5 classes	\$2,145	3.77
Department Chair: 6 - 20 classes	\$3,072	5.40
Department Chair: 21 - 50 classes	\$3,926	6.90
Department Chair: 51 - 70 classes	\$4,091	7.19
Department Chair: 71-100 classes	\$4,432	7.79
Department Chair: 101 classes or over	\$4,774	8.39
Activities Director	\$7,818	13.74
Assistant Activities Director	\$2,651	4.66
District Athletic Director	\$7,818	13.74
Athletic Director (Girls Program)	\$7,818	13.74
Athletic Director (Boys Program)	\$7,818	13.74

The following positions are part of negotiations and are defined in Articles 12, 21 and 22 of the ASTA Agreement.

<b>POSITION</b>	<b>PAY</b>
PAR Joint Committee Member	\$4,660
PAR Consulting Teacher	\$4,660
BTSA Support Provider (stipend is per PT)	\$2,333

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**EXTRA SERVICE PAY SCHEDULE**  
**2018-19**  
 JUNIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

1. **ACTIVITIES** - To be paid in two equal semester payments, unless activity specifies it is an amount for one semester only.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Journalism	\$1,286	2.26
Accompanist	\$1,286	2.26
Jazz Band	\$1,576	2.77
Pentathlon	\$1,690	2.97
Pep Club or Dance	\$2,287	4.02
Vocal Music	\$2,287	4.02
Drama	\$2,287	4.02
Yearbook	\$2,287	4.02
Speech and Debate	\$2,287	4.02
Band	\$3,266	5.74

2. **ATHLETICS/ACTIVITIES** - To be paid at the end of the assignment.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Assistant Intramural Sports Coach	\$1,889	3.32
Intramural Sports Coach	\$2,555	4.49
After School Program Activities Facilitator	\$2,555	4.49

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**LEADERSHIP POSITIONS**  
**2018-19**  
 JUNIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

To be paid monthly with contract pay. Duties assigned are within the scope of the school day.

<b>EFFECTIVE JULY 1, 2014</b>		
<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE*</b>
Department Chair: 1 - 5 classes	\$2,145	3.77
Department Chair: 6 - 20 classes	\$3,072	5.40
Department Chair: 21 - 50 classes	\$3,926	6.90
Department Chair: 51 - 70 classes	\$4,091	7.19
Department Chair: 71-100 classes	\$4,432	7.79
Department Chair: 101 classes or over	\$4,774	8.39
Activities Director	\$3,818	6.71
District Intramural Sports Director	\$3,818	6.71
Intramural Sports Director	\$3,818	6.71

The following positions are part of negotiations and are defined in Articles 12, 21 and 22 of the ASTA Agreement.

<b>POSITION</b>	<b>PAY</b>
PAR Joint Committee Member	\$4,660
PAR Consulting Teacher	\$4,660
BTSA Support Provider (Stipend is per PT)	\$2,333



ANAHEIM UNION HIGH SCHOOL DISTRICT  
SMARTFIND EXPRESS SUBSTITUTE SYSTEM



*Classified & Certificated Employee Quick Reference*

INTERNET ACCESS INSTRUCTIONS

System Phone Number: (714) 999-3516  
 Help Desk Phone Number: (714) 999-3550  
 Write your Access ID here: 64-0000-\_\_\_\_ or 64-000\_\_\_\_ (no leading zeros)  
 Write your PIN here: \_\_\_\_\_  
 Web Browser URL: <https://anaheimuhd.eschoolsolutions.com>

**SIGN IN**

Open your browser and access the SmartFindExpress Sign In page. Enter your Access ID and PIN.

**PIN REMINDER**

The "Trouble Signing In" link supports users who want to log into the system, but have forgotten their PIN. When this link is selected, the system displays the PIN Reminder Request page. The user's Access ID and the security code being displayed must be entered on this page. **Note:** You must be registered with the system and have a valid email address in your profile to use this option.

**PROFILE**

**Information**

- Review profile status and address information.

**Update Email**

- Enter or change email address. An email address is necessary to utilize the PIN reminder function.

**Change Password**

- Enter your current PIN followed by a new PIN twice and click Save.

**SELECT ROLE**

- For multi-role employees, click on the desired icon to access another profile. No need to log out of the system and back in again!

**TO CREATE AN ABSENCE**

Choose the *Create an Absence* link

**Important Note:** *Items in Bold are required to complete an Absence.*

- **Select the Location**
- **Select the Classification**
  - Choose from the drop-down menu
- **Select the Reason for this absence from the drop-down menu.**  
**NOTE:** *If you select a reason that requires administrator approval, the system displays a notification that the selected reason requires approval. You can continue with the job create with this reason or choose another reason. You can also provide an Approval Comment. SFE will proceed with arranging a substitute while awaiting administrator approval.*
- **Indicate if a substitute is required for this absence**
  - Choose Yes or No
- **Select Start and End Dates for your absence**
  - Enter the dates with forward slashes (MM/DD/YYYY) or use the calendar icon
- **Select Start and End Times for your absence. Default times are listed**
  - To change defaults, enter time in HH:MM am or pm format
  - Ensure that the correct time is entered. If the times for the substitute are different than the absence times, please enter the adjusted times
- **Multiple Day (Recurring) Absence.**
  - Your default work schedule is shown. Remove the checkmark(s) from the Work Days boxes that do not apply to this absence
  - Modify daily schedule and/or times for absence and substitute
- **FOR CERTIFICATED EMPLOYEES ONLY:** Request a particular substitute
  - Enter the substitute's access ID number or use the Search feature to find the substitute by name
    - Indicate if the requested substitute has accepted this job
      - Yes = substitute is prearranged and will not be called and offered the job
      - No = call will be placed and the substitute will be offered the job
    - Enter special instructions for the substitute to view
    - Add File Attachment(s) to the job record, if desired. Up to 3 files can be added. The attachments can be lesson plans, slides, images or other file types. Files cannot exceed the maximum per file size limit.
- **Select the Continue button**

**COMPLETE!** You **MUST** receive a Job Number for your absence to be recorded in the system and to receive a substitute.





ANAHEIM UNION HIGH SCHOOL DISTRICT  
SMARTFIND EXPRESS SUBSTITUTE SYSTEM



## Classified & Certificated Employee Quick Reference

### INTERNET ACCESS INSTRUCTIONS

#### TO REVIEW/ CANCEL ABSENCE OR MODIFY SPECIAL INSTRUCTIONS

Choose the *Review Absences* link to review past, present and future absences or to cancel an absence.

Follow these steps

- Select the format for absence display: List or Calendar view.
- Search for Jobs: Enter specific date range (MM/DD/YYYY) or Calendar icon, or enter job number or leave blank to return all your absences
- Select the *Search* Button
- Select the *Job Number* link to view job details on future jobs

From the Job Details screen

- Special instructions can be updated on future jobs. Modify the special instructions and select the *Save* button
- To cancel your job, select the *Cancel Job* button
- If a substitute is assigned to your absence and you want the system to notify them of the job cancellation (by calling them), place a checkmark in the box prior to the question "Notify the Substitute of Cancellation?"
- Select *Return to List* button to return to the job listing

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#### SIGN OUT AND WEB BROWSER INFORMATION

At any time during the session, the *Sign Out* link can be selected to end the session and disconnect from SmartFindExpress. Selecting the browser's back button or going to another site on the Internet does not disconnect the session from SmartFindExpress.

To ensure security and privacy of information, use the *Sign Out* link to disconnect from SmartFindExpress, and close the web browser when you finish with your session.

You can click the *Help* link to access Help Guides and How-to videos.

**Important Note:** Do NOT use the browser's BACK button to navigate to screens.

Navigational buttons are on the bottom of SmartFindExpress screens, such as the *Return to List* and *Continue* buttons.



ANAHEIM UNION HIGH SCHOOL DISTRICT  
SMARTFIND EXPRESS SUBSTITUTE SYSTEM



*Classified & Certificated Employee Quick Reference*

TELEPHONE ACCESS INSTRUCTIONS

System Phone Number: (714) 999-3516  
 Help Desk Phone Number: (714) 999-3550  
 Write your Access ID here: 64-0000-\_\_\_\_ or 64-000\_\_\_\_ (no leading zeros)  
 Write your PIN here: \_\_\_\_\_  
 Web Browser URL: <https://anaheimuhsd.eschoolsolutions.com>

THE SYSTEM CALLS SUBSTITUTES DURING THESE TIMES:

	Today's Jobs	Future Jobs
Weekdays	Starts at 5:00 am	6:00 - 10:00 pm
Saturday	None	None
Sunday	None	6:00 - 10:00 pm
Holidays	None	6:00 - 10:00 pm

REASONS FOR ABSENCE (listed in order of voice prompt):

- |                          |                       |                          |                       |
|--------------------------|-----------------------|--------------------------|-----------------------|
| 1. PERSONAL ILLNESS      | 15. VACANCY           | 20. ADMINISTRATIVE LEAVE | 3. NON-DUTY DAY       |
| 10. PERSONAL WITHOUT PAY | 16. FAMILY LEAVE      | 21. LTS-VACANCY          | 4. PERSONAL NECESSITY |
| 11. SUBPOENA             | 17. GROWTH            | 22. LTS-PERSONAL LEAVE   | 7. WORKER'S COMP      |
| 12. MILITARY LEAVE       | 18. TRAGEDY LEAVE     | 23. LTS-MILITARY LEAVE   | 8. BEREAVEMENT        |
| 13. SABBATICAL           | 19. CHILD/PRNT/SPOUSE | 24. UNION BUSINES        | 9. JURY DUTY          |
| 14. *VACATION            | 2. EXCUSED            | 25. FURLOUGH DAY         |                       |

Before any features are available, you must register with the system and create a PIN. The Access ID and PIN are used for all interactions with the system.

REGISTRATION

- Enter your Access ID followed by the star (\*) key.
- Enter your Access ID again when it asks for your PIN followed by the star (\*) key.
- Record your name followed by the star (\*) key.
- Hear your work schedule. If this information is incorrect, complete the registration and then contact your Help Desk to correct.
- You will be asked to select a new PIN. Enter a PIN at least six (6) digits in length followed by the star (\*) key.

TELEPHONE ACCESS INSTRUCTIONS

- Enter your Access ID followed by the star (\*) key
- Enter your PIN followed by the star (\*) key

MENU OPTIONS

- 1 – Create an Absence
- 2 – Review, Cancel Absence or Modify Special Instructions
- 3 – Review Work Locations and Job Descriptions
- 4 – Change PIN, Re-record Name
- 9 – Exit and hang-up

TO CREATE AN ABSENCE

- Enter dates for the absence  
 PRESS 1 if the Absence is only for today  
 PRESS 2 if the Absence is only for tomorrow  
 PRESS 3 to Enter the dates and times for the absence
- If you pressed 3 to Enter Dates and time  
 Enter Start Date  
 PRESS 1 to Accept the date offered  
 PRESS 2 to Enter start date (MMDD)



ANAHEIM UNION HIGH SCHOOL DISTRICT  
SMARTFIND EXPRESS SUBSTITUTE SYSTEM



*Classified & Certificated Employee Quick Reference*

TELEPHONE ACCESS INSTRUCTIONS

3. Enter the reason from above followed by the star (\*) key or wait for a list of reasons

FOR <b>CERTIFICATED</b> EMPLOYEES:	FOR <b>CLASSIFIED</b> EMPLOYEES:
4. Record Special Instructions <b>PRESS 1</b> to Record special instructions. Press the star (*) key when done <b>PRESS 2</b> to Bypass this step	4. Complete Absence <b>PRESS 1</b> to Receive the job number <i>Record the Job Number. The Job Number is your confirmation.</i>
5. Is a Substitute Required? <b>PRESS 1</b> if a substitute is required <b>PRESS 2</b> if a substitute is not required	
6. If you pressed 1, a substitute is required	
7. If you pressed 1, a substitute is required <b>PRESS 1</b> to Request a particular substitute Enter the substitute access ID, followed by the star (*) key <b>PRESS 1</b> to Accept requested substitute <b>PRESS 1</b> if the Substitute should be called <b>PRESS 2</b> if the Substitute has already agreed to work and does not need to be called <b>PRESS 2</b> to Bypass requesting a substitute	
8. Complete Absence <b>PRESS 1</b> to Receive the job number <i>Record the Job Number. The Job Number is your confirmation.</i>	

**TO REVIEW/CANCEL ABSENCE OR MODIFY SPECIAL INSTRUCTIONS**

Hear the job information  
**PRESS 1** to Hear absence information again  
**PRESS 2** to Modify special instructions  
**PRESS 3** to Cancel the absence

If you pressed 3 to Cancel the job

**PRESS 1** to Confirm the cancellation request  
If a substitute is assigned to the absence  
**PRESS 1** for the System to call the assigned substitute  
**PRESS 2** to Not have the system call the substitute

Once you confirm a request to cancel the job, you **MUST** wait for the system to say *"Job Number has been cancelled."*

**TO CHANGE PIN or RE-RECORD NAME**

**PRESS 1** to Change your PIN  
**PRESS 2** to Change the recording of your name

ANAHEIM UNION HIGH SCHOOL DISTRICT  
EVALUATION WORKSHEET

Tier One

Tier Two

PAR Referred

This Evaluation Worksheet will be used to document the evaluation process. A copy will be attached to the Final Evaluation.

**Timeline**

Meeting	Date	Administrator Signature	Evaluatee Signature
Preliminary Evaluation Conference – (Prior to the end of the 17th workday)			
Scheduled Observation: (By mutual agreement)			
Pre-Observation Conference (5 days prior to observation) <input type="checkbox"/> Reflective Questions provided			
Formal Observation: <input type="checkbox"/> Lesson overview provided <input type="checkbox"/> Seating chart provided <input type="checkbox"/> Handout(s)/texts(s)			
Post-Observation Conference (within 10 days of observation)			
Additional Observations (If required or if completed)			
Scheduled Observation: (By mutual agreement)			
Pre-Observation Conference (5 days prior to observation) <input type="checkbox"/> Reflective Questions provided			
Formal Observation: <input type="checkbox"/> Lesson overview provided <input type="checkbox"/> Seating chart provided <input type="checkbox"/> Handout(s)/texts(s)			
Post-Observation Conference (within 10 days of observation)			
Final Evaluation			
Final Evaluation: (Completed between beginning of 4 <sup>th</sup> quarter and no later than 30 days prior end of school year)			

## TEACHER EVALUATION PRELIMINARY CONFERENCE

Mission Statement. The District and the Association agree that an effective evaluation system recognizes the complexities involved in teaching and student learning, while focusing on continuous improvement of teaching practice. Administrators and teachers must work together to build a collaborative and trusting environment to achieve that goal. While formal evaluation occurs every two to five years, it should not be considered an isolated event without connection to continuous teacher growth and reflection.

Please mark the evaluation process which will be taking place during this school year.

**TIER ONE TEACHER EVALUATION**

A Tier One Teacher is a unit member who has between one and ten years of service in the Anaheim Union High School District. Tier One evaluations are done through the formal observation process. The frequency of evaluation shall take place as follows: (1) Temporary and probationary teachers must be evaluated annually; and (2) Tier One unit members with permanent status shall be evaluated every other year.

**TIER TWO TEACHER EVALUATION**

A Tier Two Teacher is a tenured teacher who has ten years teaching experience in the Anaheim Union High School District, meets federal compliance requirements, and has received satisfactory evaluations for a minimum of the last two evaluations. Tier Two Teachers are evaluated every five years. A Tier Two teacher may select to be evaluated using the Project and Reflective Essay or the Tier One Evaluation Process (formal observation).

**Option 1: Project and Reflective Essay**

The project shall be mutually agreed upon by evaluatee and evaluator and shall be aligned with the CSTP Goals and Objectives. The requirements of the Project and Reflective Essay are outlined in the Appendix E.

**Option 2: Tier One Evaluation Process**

The evaluation shall include the CSTP goals and objectives. Both parties have discussed the meaning and scope of these goals and objectives at the Preliminary Evaluation Conference.

**PAR REFERRED TEACHER EVALUATION**

An Improving Teacher is a teacher who has received an unsatisfactory evaluation in the previous year based on the Tier One formal observation evaluation process.

### RECEIPT AND UNDERSTANDING OF EVALUATION PROCEDURES

I had my Preliminary Evaluation Conference in which I selected my evaluation option and have discussed the CSTP goals and objectives with the administrator conducting the evaluation. I have a clear understand of the evaluation process and the criteria on which I will be evaluated.

Date	Name of Evaluatee	Evaluatee's Signature
Date	Name of Evaluator	Evaluator's Signature

## TEACHER EVALUATION PRELIMINARY CONFERENCE

The California Standards for the Teaching Profession (CSTP) Goals and Objectives descriptions is a comprehensive and exhaustive list which will be utilized in the evaluation process.

### 1. Engaging and Supporting Students in Learning

Teachers learn about their students' interests in order to better engage them in the learning process. They connect subject matter to students' prior knowledge, backgrounds, and life experiences, as well as meaningful, real-life situations. Teachers will use a variety of instructional strategies, resources and technologies to meet the diverse learning needs of students. In addition, teachers will promote critical-thinking skills through the use of inquiry, problem-solving, reflection, and utilize frequent formative assessments to guide their instruction.

### 2. Creating and Maintaining Effective Environments for Student Learning

Teachers promote social development and responsibility within a caring community where students are treated fairly and respectfully. They create physical or virtual learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students. They establish and maintain learning environments that are physically, intellectually, and emotionally safe. Teachers create a rigorous learning environment with high expectations and appropriate support for students. Teachers develop, communicate, and maintain high standards for individual and group behavior. They employ classroom routines, procedures, norms, and supports for positive behavior to foster a climate in which students can learn. In addition, teachers use instructional time to optimize learning.

### 3. Understanding and Organizing Subject Matter for Student Learning

Teachers exhibit an in-depth working knowledge of their subject matter, academic content standards, and curriculum frameworks. They apply knowledge of student development and proficiencies to assist students in the understanding of content. They organize curriculum to facilitate students' understanding of the subject matter. Teachers utilize instructional strategies that are appropriate to the subject matter. They use and adapt resources, technologies, and standards-aligned instructional materials, including adopted materials, to make subject matter accessible to students. They address the needs of English learners and students with special needs to provide universal access to the content.

### 4. Planning Instruction and Designing Learning Experiences for Students

Teachers use knowledge of students' academic readiness, language proficiency, cultural background, and individual development to plan instruction. They establish and articulate goals for student learning. They develop and sequence long-term and short-term instructional plans to support student learning. Teachers plan instruction that incorporates appropriate strategies to meet the diverse learning needs of students. They modify and adapt instructional plans to meet the assessed learning needs of students.

## TEACHER EVALUATION PRELIMINARY CONFERENCE

### 5. Assessing Students for Learning

Teachers apply knowledge of the purpose, characteristics, and use of different forms of assessment. They collect and analyze assessment data from a variety of sources and use that data to inform instruction. They review data, both individually and with colleagues to monitor student learning. Teachers use assessment data to establish learning goals and to plan, differentiate, and modify instruction. They involve students in self-assessment, goal setting, and monitoring their learning progress. Teachers use available technologies to assist in assessment, analysis, and communication of student learning. They use assessment information to share timely and comprehensible feedback with students and their families.

### 6. Developing as a Professional Educator

Teachers reflect on their teaching practice to support student learning. They establish professional goals and engage in continuous and purposeful professional growth and development. They collaborate with colleagues and engage in the broader professional community to support teacher and student learning. Teachers learn about and work with families to support student learning. They engage local communities in support of the instructional program. They manage professional responsibilities to maintain motivation and commitment to students. Teachers demonstrate professional responsibility, integrity, and ethical conduct.

The District and the Association agree that the evaluator may not observe all (or even a majority of) the descriptors of the six goals and objectives listed above in an observation session.

Tier One

Tier Two

PAR Referred

## REFLECTIVE QUESTIONS FOR POST-OBSERVATION CONFERENCE

(to be distributed prior to the formal observation)

The District and the Association agree that an effective evaluation system recognizes the complexities involved in teaching and student learning, while focusing on continuous improvement of teaching practice. Administrators and teachers must work together to build a collaborative and trusting environment to achieve that goal. While formal evaluation occurs every two to five years, it should not be considered an isolated event without connection to continuous teacher growth and reflection.

The Evaluatee shall supply the Evaluator with the following information for the observation period:

- lesson overview (including planned activities and outcomes)
- seating chart
- copies of any handouts/texts that will be utilized during the lesson

Reflective Questions for Guided Conversation:

Please reflect upon the following questions. The evaluator and evaluatee may discuss some or all of the following questions at the post-observation conference:

How do I engage students in learning?

How do I create a learning environment that is conducive to learning?

How do I analyze my teaching to understand what contributes to student learning?

How am I sure that my students have mastered the learning objective for the lesson?

How do I assess student learning?

What intervention strategies do I use with struggling students?

What activities contribute to my professional growth?



# INFORMAL OBSERVATION FORM

Tier One

Tier Two

PAR Referred

This form shall be used by the evaluator upon completion of any formal observation. The contents of this form shall be shared by the evaluator with the teacher and be attached the final evaluation. The District and the Association recognize that during observation(s) the evaluator may not observe all (or even a majority of) the CSTP descriptors identified in Article 12.3.

Evaluatee: \_\_\_\_\_

School or Work Location: \_\_\_\_\_

Assignment: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Date of Observation: \_\_\_\_\_

Time in \_\_\_\_\_ Time out \_\_\_\_\_

## SUMMARY OF LESSON

## CSTP EVIDENCE

## OBSERVED SUCCESS(ES)/STRENGTH(S):

## AREA(S) FOR PROFESSIONAL GROWTH (include resources if applicable):

## AREA(S) OF UNSATISFACTORY PERFORMANCE THAT MUST BE ADDRESSED:

## PROFESSIONAL RESOURCES TO ADDRESS AREA(S) OF UNSATISFACTORY PERFORMANCE:

INFORMAL OBSERVATION FORM

Tier One

Tier Two

PAR Referred

**EVALUATEE'S PERFORMANCE TO DATE IS:**

- \_\_\_\_\_ MEETING STANDARDS
- \_\_\_\_\_ APPROACHING STANDARDS
- \_\_\_\_\_ UNSATISFACTORY

Evaluatee's signature indicates acknowledgment of receipt of observation form and does not necessarily indicate agreement.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

Please be advised that this document and its attachments will be placed in your personnel file.

**For Rebuttal Only:**

Rebuttal Attached     Yes                       No

A rebuttal must be submitted within 5 days of receipt of observation/final evaluation report.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

If a rebuttal is submitted by the evaluatee, a follow-up conference must take place within 5 days of the evaluator's receipt of rebuttal.

Date of Follow-Up Conference: \_\_\_\_\_

Attachments:

# FORMAL OBSERVATION FORM

Tier One

Tier Two

PAR Referred

This form shall be used by the evaluator upon completion of any formal observation. The contents of this form shall be shared by the evaluator with the teacher and be attached the final evaluation. The District and the Association recognize that during observation(s) (formal or informal) the evaluator may not observe all (or even a majority of) the CSTP descriptors identified in Article 12.3.

Evaluatee: \_\_\_\_\_ School or Work Location: \_\_\_\_\_

Assignment: \_\_\_\_\_ Evaluator: \_\_\_\_\_

Date of Observation: \_\_\_\_\_ Period: \_\_\_\_\_

For Formal Observations teachers will supply the evaluator with the following information to be included as attachments to this document:

- lesson overview (including planned activities and outcomes)
- seating chart
- copies of any handouts/texts that will be utilized during the lesson

## SUMMARY OF LESSON:

### 1. Engaging and Supporting Students in Learning

- 1.1 Using knowledge of students to engage them in learning
- 1.2 Uses a variety of instructional strategies and resources
- 1.3 Facilitates learning experiences that promote autonomy, interaction and choice
- 1.4 Engages students in problem solving, critical thinking and other activities to make subject matter meaningful
- 1.5 Promotes self-directed, reflective learning for all students

### 2. Creating and Maintaining Effective Environments for Student Learning

- 2.1 Creates a physical environment that engages all students
- 2.2 Establishes a climate that promotes fairness and respect
- 2.3 Promotes social development and group responsibility
- 2.4 Establishes and maintains standards for student behavior
- 2.5 Plans and implements procedures and routines that support student learning
- 2.6 Uses instructional time effectively

### 3. Understanding and Organizing Subject Matter for Student Learning

- 3.1 Demonstrates knowledge of subject matter content
- 3.2 Organizes curriculum to support student understanding of subject matter
- 3.3 Interrelates ideas & information across subject matter areas

# FORMAL OBSERVATION FORM

Tier One

Tier Two

PAR Referred

- 3.4 Develops student understanding through instructional strategies that are appropriate to the subject matter
- 3.5 Uses materials, resources and technologies to make subject matter accessible to all

## 4. Planning Instruction and Designing Learning Experiences for Students

- 4.1 Draws on students' backgrounds, interests, and developmental learning needs
- 4.2 Establishes and articulates goals for student learning
- 4.3 Develops and sequences instructional activities and materials for student learning
- 4.4 Designs short- and long-term plans to foster student learning
- 4.5 Modifies instructional plans to adjust for student needs

## 5. Assessing Students for Learning

- 5.1 Establishes and communicates learning goals for all students
- 5.2 Collects and uses multiple sources of information to assess student learning
- 5.3 Involves and guides students in assessing their own learning
- 5.4 Uses the results of assessment to guide instruction
- 5.5 Communicates with students & families about student progress

## 6. Developing as a Professional Educator

- 6.1 Reflects on teaching practice and planning professional development
- 6.2 Establishes professional goals and pursuing opportunities to grow professionally
- 6.3 Works with communities to improve professional practice
- 6.4 Works with families to improve professional practice
- 6.5 Works with colleagues to improve professional practice

### OBSERVED SUCCESS(ES)/STRENGTH(S):

### AREA(S) FOR PROFESSIONAL GROWTH (include resources if applicable):

# FORMAL OBSERVATION FORM

Tier One

Tier Two

PAR Referred

AREA(S) OF UNSATISFACTORY PERFORMANCE THAT MUST BE ADDRESSED:

PROFESSIONAL RESOURCES TO ADDRESS AREA(S) OF UNSATISFACTORY PERFORMANCE:

**EVALUATEE'S PERFORMANCE TO DATE IS:**

\_\_\_\_\_ MEETING STANDARDS  
\_\_\_\_\_ APPROACHING STANDARDS  
\_\_\_\_\_ UNSATISFACTORY

Evaluatee's signature indicates acknowledgment of receipt of observation form and does not necessarily indicate agreement.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

Please be advised that this document and its attachments will be placed in your personnel file.

## For Rebuttal Only:

Rebuttal Attached     Yes                       No

A rebuttal must be submitted within 5 days of receipt of observation/final evaluation report.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

If a rebuttal is submitted by the evaluatee, a follow-up conference must take place within 5 days of the evaluator's receipt of rebuttal.

Date of Follow-Up Conference: \_\_\_\_\_

Attachments:

Lesson Overview  
 Seating Chart  
 Handouts

# FORMAL EVALUATION SUMMARY

Tier One

Tier Two

PAR Referred

Mission Statement. The District and the Association agree that an effective evaluation system recognizes the complexities involved in teaching and student learning, while focusing on continuous improvement of teaching practice. Administrators and teachers must work together to build a collaborative and trusting environment to achieve that goal. While formal evaluation occurs every two to five years, it should not be considered an isolated event without connection to continuous teacher growth and reflection.

This form shall be used by the evaluator upon completion of the formal observation process. The contents of this form shall be shared by the evaluator with the teacher.

Evaluatee: \_\_\_\_\_ School or Work Location: \_\_\_\_\_

Assignment: \_\_\_\_\_ Evaluator: \_\_\_\_\_

Date of Final Evaluation Meeting: \_\_\_\_\_

## FORMAL EVALUATION SUMMARY

### THIS FINAL FORMAL EVALUATION:

- \_\_\_\_\_ MEETING STANDARDS
- \_\_\_\_\_ APPROACHING STANDARDS (Teacher will be evaluated the following school year)
- \_\_\_\_\_ UNSATISFACTORY (Teacher referred to PAR and Remediation Plan Required)

Evaluatee's signature indicates acknowledgment of receipt of observation form and does not necessarily indicate agreement.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

Please be advised that this document and its attachments will be placed in your personnel file.

## FORMAL EVALUATION SUMMARY

Tier One

Tier Two

PAR Referred

---

### For Rebuttal Only:

Rebuttal Attached     Yes                       No

A rebuttal must be submitted within 5 days of receipt of observation/final evaluation report.

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

If a rebuttal is submitted by the evaluatee, a follow-up conference must take place within 5 days of the evaluator's receipt of rebuttal.

Date of Follow-Up Conference: \_\_\_\_\_

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#### Attachments:

- Evaluation Worksheet
- Preliminary Conference Form
- Formal and Informal Observations
- Other Documents

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**  
**AND**  
**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

**WORKDAY START TIME**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree that when a site modifies the students' normal instructional day to an earlier start time with the purpose of using the accrued minutes to provide for staff development time, that bargaining unit members' work day start time will remain at the time that existed prior to the change in the students' start day.

For example, if the old bell schedule had the students starting at 8:00am, the teachers' workday began at 7:30am. If the new bell schedule has the students starting at 7:50am, then the teachers' workday still begins at 7:30am.

This agreement is dated: June 23, 2011



Russell Lee-Sung  
Assistant Superintendent  
Human Resources



Joanne Fawley  
President  
ASTA



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**  
**AND**  
**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**  
**INDEPENDENT LEARNING CENTER**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree that the Independent Learning Center's program has unique staff needs. Therefore, the Independent Learning Center will be staffed through a process rather than a transfer.

The workday at the Independent Learning Center may consist of flexible hours into the early evening. Nights and weekends are excluded from the workday hours for bargaining unit members assigned to the independent Learning Center. The overall workday hours in a typical week will approximate those commonly found at the other sites.

If bargaining unit members are assigned to work in the summer, they will receive their per diem pay and benefits for the additional work year hours.

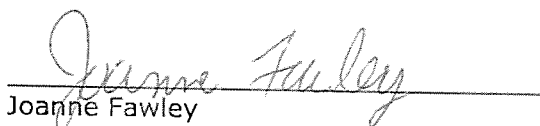
If a bargaining unit member at the Independent Learning Center is working without a conference period, section 14.8 of the contract applies.

Section 10.6 regarding the lunch period applies to bargaining unit members at the Independent Learning Center.

This agreement is dated: March 24, 2011



Russell Lee-Sung  
Assistant Superintendent  
Human Resources



Joanne Fawley  
President  
ASTA

# GRIEVANCE FORM

ANAHEIM UNION HIGH SCHOOL DISTRICT – ASTA Bargaining Unit

Date:

Grievant(s):

School/Office:

(If additional space is needed at any point, please attach additional sheets.)

Specify contract article and section allegedly misinterpreted or improperly applied:

---

Statement of nature of grievance and summary of specific events which led up to the grievance:

---

Remedy requested:

---

Date \_\_\_\_\_ Grievant's Signature \_\_\_\_\_

---

Pre-Discussion (if any) Date: \_\_\_\_\_

STEP 1 PRINCIPAL/SUPERVISOR Date of Step 1: \_\_\_\_\_

\_\_\_\_ Grievance Sustained    \_\_\_\_ Grievance Conditionally Sustained    \_\_\_\_ Grievance Denied    \_\_\_\_ Grievance Denied in part

---

STEP 2 SUBMISSION TO ADMINISTRATIVE REPRESENTATIVE of the BOARD

(within 20 days from the date of the occurrence or when reasonably known)

Date of submission \_\_\_\_\_ Grievant's Signature \_\_\_\_\_

Date of Step 2 hearing \_\_\_\_\_ (within five days after the filing of the grievance)

\_\_\_\_ Grievance Sustained    \_\_\_\_ Grievance Conditionally Sustained    \_\_\_\_ Grievance Denied    \_\_\_\_ Grievance Denied in part

Date \_\_\_\_\_ (within five days after the Step 2 hearing)

Administrative Representative of the Board Signature \_\_\_\_\_

---

# GRIEVANCE FORM

ANAHEIM UNION HIGH SCHOOL DISTRICT – ASTA Bargaining Unit

## STEP 3 APPEAL TO THE SUPERINTENDENT

(within five days after the termination of Step 2)

Date of submission \_\_\_\_\_ Grievant's Signature \_\_\_\_\_

Statement of Reason for Appeal:

Date of Step 3 hearing \_\_\_\_\_ (within ten days after the receipt of the appeal)

\_\_\_\_ Grievance Sustained    \_\_\_\_ Grievance Conditionally Sustained    \_\_\_\_ Grievance Denied    \_\_\_\_ Grievance Denied in part

Date \_\_\_\_\_ (within five days after the Step 3 hearing)

Superintendent's Signature \_\_\_\_\_

---

## Appeal to ARBITRATION

Date \_\_\_\_\_ Grievant's Signature \_\_\_\_\_

---

## ARBITRATION

Date of submission to Arbitration \_\_\_\_\_ Date of hearing \_\_\_\_\_

\_\_\_\_ Grievance Sustained    \_\_\_\_ Grievance Conditionally Sustained    \_\_\_\_ Grievance Denied    \_\_\_\_ Grievance Denied in part

FINAL DISTRIBUTION: Copies to: Superintendent, Grievant, Respondent, ASTA  
Revised 2-2012

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**  
**AND**  
**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

**INSTRUCTIONAL PERIODS AT TRADITIONAL AND SPECIALIZED SITES/PROGRAMS**

The Anaheim Secondary Teachers Association (ASTA) and the Anaheim Union High School District (AUHSD) agree there are currently specialized programs and school sites that serve unique student needs such as Polaris (Independent Studies), Gilbert High School (Continuation), Hope School, Oxford Academy, Community Day School and the Independent Learning Center. It is also agreed there may be other innovative specialized programs that will serve students in the future. It is recognized that unique structures and schedules may be developed to accommodate the needs of these programs and may be different than traditional comprehensive high schools and junior high schools.

Therefore it is agreed and clarified that:

Traditional comprehensive high schools have a six (6) instructional period structure. Teachers in this setting are assigned to teach five (5) instructional periods with one (1) conference period.

- Traditional comprehensive junior high schools have a seven (7) instructional period structure. Teachers in this setting are assigned to teach six (6) instructional periods with one (1) conference period.
- Structures that increase or reduce the number of instructional periods at traditional comprehensive high schools and junior high schools will require an ASTA waiver or a negotiated agreement through contract language or MOU.
- Advisory, SSR, cluster or other non-instructional periods are not counted as instructional periods listed above.

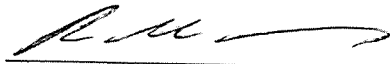
It is further agreed that:

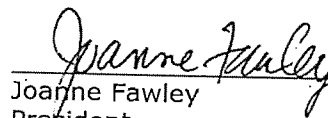
- Non-traditional/non-comprehensive schools that meet the specialized needs of students may have a structure with more or less instructional periods compared to the traditional comprehensive structure listed above.
- These non-traditional structures at non-traditional sites are not a violation of the contract and therefore do not require an ASTA waiver vote as long as other provisions of the contract are followed.
- If a staff member is involuntarily transferred to or currently works at a specialized site with a non-traditional structure prefers to be assigned to a comprehensive school site, he/she may request a transfer. Requests are subject to availability and must be compliant with proper credential authorization.

It is also agreed that:

- All other provisions of the ASTA/AUHSD contract apply to unit members at both the traditional comprehensive and specialized sites and programs unless otherwise specified in the contract.
- Article 14.8 applies only to unit members who teach an additional instructional period in lieu of their assigned conference period.
- If it becomes necessary to waive contract language the following must occur prior to an ASTA vote is held:
  - The Assistant Superintendent of Human Resources and ASTA President will agree in writing the exact contract language to be waived. This information will be shared with the unit members at the site and included on the voting ballot.
  - The District representative and ASTA representative will attend an informational meeting at the school site to clarify and discuss the potential impact of the contract language waiver.

This MOU agreement is effective June 12, 2013 and resolves any present or past dispute.

  
\_\_\_\_\_  
Russell Lee-Sung  
Assistant Superintendent  
Human Resources

  
\_\_\_\_\_  
Joanne Fawley  
President  
ASTA

**MEMORANDUM OF UNDERSTANDING**

**Between the**

**Anaheim Union High School District (AUHSD)**

**and the**

**Anaheim Secondary Teachers Association (ASTA)**

**2014 Health and Welfare**

The Anaheim Union High School District (AUHSD) and Anaheim Secondary Teacher's Association (ASTA) agree to the following regarding health and welfare:

Article 15.1.1 – Medical Insurance

Beginning with the 2014 calendar year the District's contribution to the blended super composite rate shall be increased from \$13,189 to \$13,493.

There shall be no change to the medical plans for the PPO and HMO except those changes that are mandated by the Federal Affordable Care Act which take effect on or after January 1, 2014.

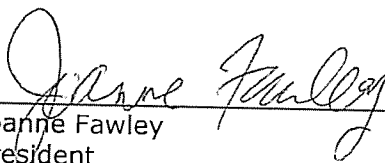
This agreement has no effect on any other portion of the District's benefit plan.

If an agreement is reached with any other collective bargaining group on health and welfare that contains a greater benefit than the current plan or a higher maximum district contribution, the District or ASTA may request to re-open negotiations on health and welfare for 2014.

This agreement is dated: November 7, 2013



Russell Lee-Sung  
Assistant Superintendent  
Human Resources



Joanne Fawley  
President  
Anaheim Secondary Teacher's Association

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**

**AND**

**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

**EARLY RETIREMENT INCENTIVE**

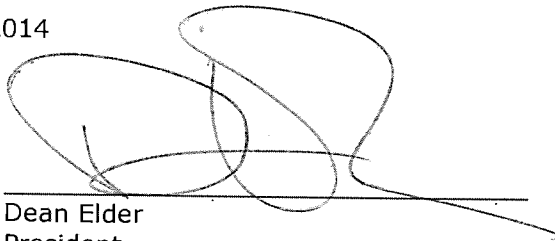
The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree that the District will offer an Early Retirement Incentive during the 2014-15 school year.

It is understood that this offer is contingent upon a sufficient number of bargaining unit members retiring to make the implementation financially feasible for the District.

This agreement is dated: September 16, 2014



Russell Lee-Sung  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

**MEMORANDUM OF UNDERSTANDING**

**Between the**

**Anaheim Union High School District (AUHSD)**

**and the**

**Anaheim Secondary Teachers Association (ASTA)**

**Health and Welfare Program Change for 2015**

The Anaheim Union High School District (AUHSD) and Anaheim Secondary Teacher's Association (ASTA) agree to the following changes in health and welfare that were recommended by the Insurance Committee on October 14, 2014. The change is effective on January 1, 2015:

PPO

- Change the family deductible from \$825 to \$1,100.
- Require prior authorization for compound drugs and H.P. Acthar Gel, and add retrospective drug utilization.
- Change the mental health & substance abuse provider from MHN to Holman.

HMO

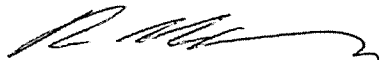
- Change the Out-of-Pocket Maximum from \$1,000 Single/\$2,000 2-Party/\$3,000 Family to \$2,000 Single/\$4,000 Family.

The negotiated maximum District contribution to the blended super composite rate for 2015 is \$14,101 (Board approved on October 16, 2014).

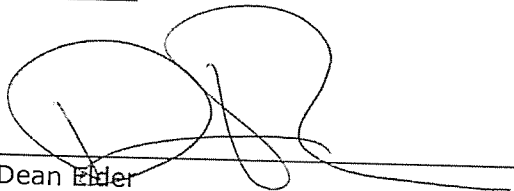
This MOU has no effect on any other portion of the District's benefit plan.

If an agreement is reached with any other collective bargaining group on health and welfare that contains a greater benefit than the current plan or a higher maximum district contribution, the District or ASTA may request, and the other party will agree, to re-open negotiations on health and welfare for 2015.

This MOU is dated: November 6, 2014



Russell Lee-Sung  
Assistant Superintendent  
Human Resources



Dean Eder  
President  
Anaheim Secondary Teacher's Association



**MEMORANDUM OF UNDERSTANDING**

**Between the**

**Anaheim Union High School District (AUHSD)**

**and the**

**Anaheim Secondary Teachers Association (ASTA)**

**Health and Welfare Plan Changes for 2016 Plan Year**

The Anaheim Union High School District (AUHSD) and Anaheim Secondary Teachers Association (ASTA) agree to the following changes in health and welfare that were recommended by the Insurance Committee on October 6, 2015. The changes are effective on January 1, 2016:

PPO

- Co-pay for non-preferred formulary prescription drugs will change from \$40 to \$50.
- Prior Authorization (PA) shall be required for certain non-preferred prescription drugs effective January 1, 2016, for new users under the Express Scripts Advantage PA and Limited PA programs. Current users of these drugs (prior to January 1, 2016) shall not be subject to the PA program.

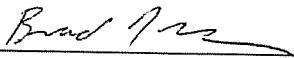
HMO

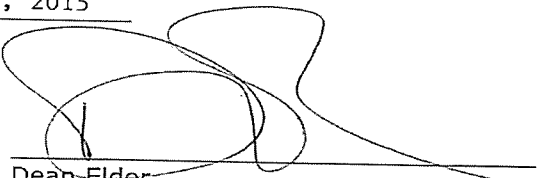
- Co-pay for non-preferred formulary prescription drugs will change from \$40 to \$50.

This MOU has no effect on any other portion of the District's benefit plan. There shall be no other changes to the District's health and welfare plans.

If an agreement is reached with any other collective bargaining group on health and welfare that contains a greater benefit than the current plan or a higher maximum District contribution, the District or ASTA may request, and the other party shall agree, to re-open negotiations on health and welfare for 2016.

This MOU is dated: December 10, 2015

  
\_\_\_\_\_  
Brad Jackson  
Interim Assistant Superintendent  
Human Resources

  
\_\_\_\_\_  
Dean-Elder  
President  
Anaheim Secondary Teacher's Association

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**

**AND**

**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

**Peer Assistance & Review – Article 22**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree to form a joint work group to recommend:

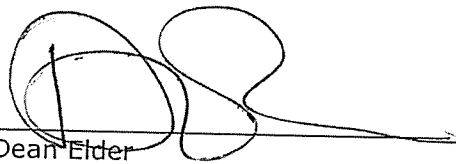
- Updated procedures and practices to support teachers participating in the PAR process.
- Contract language that reflect the procedures and practices to be followed regarding the PAR process.

The joint work group shall also serve to provide input regarding the implementation of such practices. This work group shall be formed prior to October 1, 2017, and report its recommendations no later than June 1, 2018. The Assistant Superintendent of Human Resources and the Association President shall meet to determine the size and composition of the work group, to which the parties shall appoint their respective representatives. Release time or the certificated hourly rate of pay shall be provided to Association representatives in recognition of service provided on work group meeting days. The recommendations from this work group shall become the starting point for negotiations on the issue during the next round of collective bargaining.

This agreement is dated: June 15, 2017



Brad Jackson  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

APPENDIX N

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**

**AND**

**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

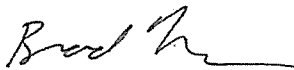
**Student Discipline – Article 13.6**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree to form a joint work group to recommend:

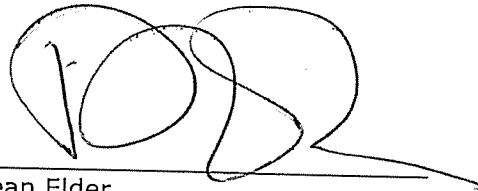
- Support systems that assist teachers in learning and effectively implementing Multiple Tiered Systems of Support (MTSS), Positive Behavioral Intervention Systems (PBIS) and Restorative Practices.
- Contract language that incorporates MTSS, PBIS and Restorative Practices.

The joint work group shall also serve to provide input regarding the implementation of such practices and support systems. This work group shall be formed prior to October 1, 2017, and report its recommendations no later than June 1, 2018. The Assistant Superintendent of Human Resources and the Association President shall meet to determine the size and composition of the work group, to which the parties shall appoint their respective representatives. Release time or the certificated hourly rate of pay shall be provided to Association representatives in recognition of service provided on work group meeting days. The recommendations from this work group shall become the starting point for negotiations on the issue during the next round of collective bargaining.

This agreement is dated: June 15, 2017



Brad Jackson  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

APPENDIX O

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**  
**AND**  
**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**

**Department Supplies**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree for the 2015-2016 school year only, each department designated by the Departments indicated in Article 14.2.3 shall receive \$500 per year for supplies related to classroom teaching.

This agreement is dated: January 11, 2016



\_\_\_\_\_  
Brad Jackson  
Assistant Superintendent  
Human Resources



\_\_\_\_\_  
Dean Elder  
President  
ASTA

APPENDIX P

MEMORANDUM OF UNDERSTANDING

BETWEEN

ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)

AND

ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)

Special Education Taskforce for Caseload Management

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree that properly managing special education teacher caseloads presents unique challenges. The parties agree to form a joint work group to assess the District's current models of service delivery in inclusive settings and to make any recommended changes to that model.

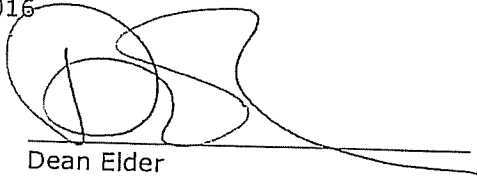
This work group shall be formed prior to February 1, 2016, and report its recommendations by no later than May 1, 2016. The Assistant Superintendent of Human Resources and the Association President shall meet to determine the size and composition of the work group, to which the parties shall appoint their respective representatives. The work group shall include representatives from the following positions: special and general education teachers, psychologists, speech and language pathologists, counselors, and program specialists. Release time or the certificated hourly rate of pay shall be provided to Association representatives in recognition of service provided on work group meeting days.

The recommendations from this work group shall become the starting point for negotiations on the issue during the next round of collective bargaining.

This agreement is dated: January 11, 2016



Brad Jackson  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

APPENDIX Q

MEMORANDUM OF UNDERSTANDING  
BETWEEN

ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)

AND

ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)

**Beginning Teachers Support and Assessment Program – Article 21**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree to form a joint work group to review and recommend changes as the District moves from the Beginning Teachers Support and Assessment Program to the Induction Model.

The joint work group shall also serve to provide input regarding the implementation of such practices. This work group shall be formed prior to October 1, 2017, and report its recommendations no later than June 1, 2018. The Assistant Superintendent of Human Resources and the Association President shall meet to determine the size and composition of the work group, to which the parties shall appoint their respective representatives. Release time or the certificated hourly rate of pay shall be provided to Association representatives in recognition of service provided on work group meeting days. The recommendations from this work group shall become the starting point for negotiations on the issue during the next round of collective bargaining.

This agreement is dated: June 15, 2017



Brad Jackson  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

APPENDIX R

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**ANAHEIM UNION HIGH SCHOOL DISTRICT (AUHSD)**

**AND**

**ANAHEIM SECONDARY TEACHERS ASSOCIATION (ASTA)**


**Article 8: Leaves**

The Anaheim Secondary Teachers Association (Association) and the Anaheim Union High School District (District) agree to form a joint work group to for the following purposes:

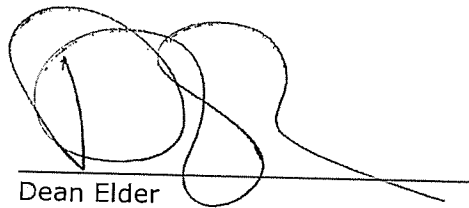
- To review Article 8.20 Extended Illness Leave for compliance with recent legislative changes. Any findings or recommendations coming from the joint work group will be provided to the bargaining teams.
- To review Article 8.23 Catastrophic Leave, Board Policy 6602 and Education Code provisions for consistency. Any findings or recommendations coming from the joint work group will be provided to the bargaining teams.

This work group shall be formed prior to October 1, 2017, and provide any findings or recommendations no later than June 1, 2018. The Assistant Superintendent of Human Resources and the Association President shall meet to determine the size and composition of the work group, to which the parties shall appoint their respective representatives. Release time or the certificated hourly rate of pay shall be provided to Association representatives in recognition of service provided on work group meeting days. The recommendations from this work group shall become the starting point for negotiations on the issue during the next round of collective bargaining.

This agreement is dated: June 15, 2017



Brad Jackson  
Assistant Superintendent  
Human Resources



Dean Elder  
President  
ASTA

APPENDIX S

**MUTUAL AGREEMENT TO EXCEED  
ARTICLE 11.9 AND 11.9.1  
STUDENT LOAD MAXIMUMS**  
ANAHEIM UNION HIGH SCHOOL DISTRICT – ASTA Bargaining Unit

This form is to be used for exceeding the maximum student load for bargaining unit members outlined in Article 11.9 and 11.9.1 only.

**School:**

**Teacher:**

**Department:**

**Course(s):**

**Applicable Period of the Agreement (Not to exceed the current school year):**

---

**Rationale for Exceeding the Maximum**

---

**Student Load**

Current Student Load \_\_\_\_\_ Date \_\_\_\_\_

Agreed to Student Load \_\_\_\_\_ Effective Date \_\_\_\_\_

---

**Agreement Signatories**

Date \_\_\_\_\_ Unit Member's Signature \_\_\_\_\_

Date \_\_\_\_\_ Administrator's Signature \_\_\_\_\_

---

FINAL DISTRIBUTION: Copies to: AUHSD Human Resources, ASTA, Unit Member, Site Principal,  
10-2017

APPENDIX T



*CHANGES TO  
AGREEMENT*

*between the*

*ANAHEIM UNION HIGH SCHOOL DISTRICT*

*and the*

*ANAHEIM SECONDARY TEACHERS  
ASSOCIATION*

*for the period*

*August 6, 2018*

*through*

*the first Teacher work day of  
the 2020-21 school year*

Board Approved: Pending

## 2.2 Charter Schools

The parties recognize the value and importance of the inclusion of bargaining unit membership as part of any charter petition submitted to the District for consideration by the Board. The District shall consider only those charter school applications which include bargaining unit members.

### 4.2.2 Released Time - Association Business

Upon twenty-four (24) hours prior notice to the District and authorization by the President of the Association, the Association shall be provided a maximum of thirty-five (30)(35) days each school year of released time for the purpose of conducting Association business. These days shall be taken in minimum increments of one (1) full day. Payment for the substitute(s) replacing the absent unit member(s) shall be reimbursed to the District Business Office by the Association within thirty (30) days of receipt of invoice.

4.2.2.1 Released time indicated above may be increased in cases of demonstrated need if requested by the Association and approved by the District.

### 4.3 Unit Member Information Names and Addresses

The District shall provide the Association with the name; job title; department; work location; work, home, and personal cellular telephone numbers; personal email address on file with the district; and home address of all employees in the bargaining unit at least every 120 days. The District shall also provide the Association with the same information for any newly hired employee within the bargaining unit within 30 days after the date of hire or by the first pay period of the month following hire. The foregoing timelines may be extended by mutual agreement. Prior to September 15 of each school year, the District shall provide the Association with the names and school locations of transferred bargaining unit members. Prior to October 15 of each school year, the District shall provide the Association with a list of names, addresses, telephone numbers, school location and school phone number of all bargaining unit members. Such timelines may be extended by mutual agreement.

### 4.7 New Hires

The Association will be provided with the names, addresses, and work sites of all new unit members within fifteen (15) days of their hiring date. Such timelines may be extended by mutual agreement.

### 4.8 New Teacher/Unit Member Orientation

The Association will have access to new teacher/unit member onboarding and orientation activities conducted by the District. A new teacher/unit member orientation will be held by

the District no later than the end of the fourth week of the start of the new school year. The District will provide no less than ten (10) days advance notice to the Association regarding the date(s) of the new teacher/unit member orientation(s). The District will provide an opportunity for participation by ASTA in any new teacher orientation program presented by the District.

#### 4.9 Meeting Dates

Except in extraordinary circumstances, the District will not schedule districtwide meetings, Back to School Night and Open House on those days ASTA has a calendared representative assembly meeting. ASTA will provide a listing of meeting dates by April~~July~~ 1 of each year.

### ARTICLE 5: DUES DEDUCTION ORGANIZATIONAL SECURITY

#### 5.1 Dues Deduction

5.1.1 The right to payroll deduction for payment of organizational dues shall be accorded to the Association. Association members who currently have authorization cards on file for the above purposes need not be resolicited. Association dues and fees, upon formal written request from the Association to the District, shall be increased or decreased without resolicitation and authorization from unit members.

5.1.2 Pursuant to authorization by the unit member, the District~~Board~~ shall deduct one-tenth (1/10) of the Association dues and fees from the regular salary check each month. Deductions for unit members who sign such authorization after commencement of the school year shall be appropriately prorated to complete the payment by the end of the school year.

5.1.2.1 Any unit member who is a member of the Anaheim Secondary Teachers Association/CTA/NEA, or who has applied for membership, may sign and deliver an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one-tenth (1/10) of such dues and fees from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year.

5.1.3 With respect to all sums deducted by the District~~Board~~ pursuant to authorization of the unit member, for membership dues and fees, the District~~Board~~ agrees promptly to remit such monies to the Association along with an alphabetical list of unit members for whom such deductions have been made and any changes that may have occurred since the previous list.

## 5.2 Maintenance of Membership

Any unit member who has authorized Association dues deductions on the effective date of this Agreement or at any time subsequent to the effective date of the Agreement shall continue to have such dues deductions made by the District during the term of this Agreement; provided, however, that any unit member may cancel or change such Association dues according to the terms of their signed authorization by notifying the Association in writing of the cancellation or change. Pursuant to Education Code section 45060, the District shall rely on information provided by the Association regarding whether deductions for a unit member were properly cancelled or changed, and the Association shall indemnify the District for any claims made by any unit member for deductions made in reliance of that information. The Association and the Board agree that any unit member who is a member of the Association at the time this Agreement becomes effective or who enrolls during the term of the Agreement shall maintain such membership from year to year unless revoked in writing between July 1 and July 31 of the year in which the Agreement terminates. The Board will guarantee said maintenance of membership to the Association by enforcing payment of dues by members required under the terms set forth above and provisions of the Education Code and Government Code section 3540.1(i)(1).

## ~~5.3 Agency Shop (Fair Share)~~

~~5.3.1 Any unit member who is a member of the Anaheim Secondary Teachers Association/CTA/NEA, or who has applied for membership, may sign and deliver to the District an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one tenth (1/10) of such dues from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year.~~

~~5.3.2 Any unit member who is not a member of the Anaheim Secondary Teachers Association or who does not make application for membership within thirty (30) days of the effective date of this Agreement, or within thirty (30) days from the date of commencement of assigned duties within bargaining unit, shall become a member of the Association or pay to the Association a fee in an amount equal to unified membership dues, initiation fees and general assessments payable to the Association in one lump sum cash payment in the same manner as required for the payment of membership dues, provided, however, that the unit member may authorize payroll deduction for such fee in the same manner as provided in section 5.3.1 of this Article. In the event that a unit member shall not pay such fee directly to the Association, or authorize payment through payroll deduction as provided in section 5.3.1 the Association shall so inform the District, and the District shall immediately begin automatic payroll deduction as provided in Education Code section 45061 and in the same manner as set forth in section 5.3.1 of this Article. There shall be no charge to the Association for such mandatory agency fee deductions.~~

~~5.3.3~~ — Any unit member who is a member of a religious body whose traditional tenets or teachings include objections to joining or financially supporting employee organizations shall not be required to join or financially support the Anaheim Secondary Teachers Association/CTA/NEA except that such unit member shall pay, in lieu of a service fee, sums equal to such service fee to one of the following non-religious, non-labor organizations, charitable funds exempt from taxation under Section 501 (c)(3) of Title 26 of the Internal Revenue Code:

~~5.3.3.1~~ Anaheim Union High School District Scholarship Fund

~~5.3.3.2~~ — ASTA Scholarship Fund

~~5.3.3.3~~ — Foundation to Assist California Teachers

~~5.3.3.4~~ — Any other qualified charity mutually agreed upon by the fee payer and the Association.

~~5.3.4~~ — Those who object to joining or financially supporting employee organizations, pursuant to section 5.3.3 above, shall submit proof of payment on an annual basis to the Association and District as a condition of continued exemption from the provisions of sections 5.3.1 and 5.3.2 above. Proof of payment shall be in the form of receipts and/or canceled checks indicating the amount paid, date of payment, and to whom payment in lieu of the service fee has been made. Such proof shall be presented on or before October 1 of each school year. A written statement of objection shall accompany the first year's proof of payment and is subject to verification by the Association.

~~5.3.5~~ — Any unit member making payments as set forth in sections 5.3.3 and 5.3.4 above, and who requests that the grievance or arbitration provisions of this Agreement be used in his or her behalf, shall be responsible for paying the reasonable cost of using said grievance or arbitration procedures.

~~5.3.6~~ — With respect to all sums deducted by the District pursuant to sections 5.3.1 and 5.3.2 above, whether for membership dues or agency fee, the District agrees promptly to remit such monies to the Association accompanied by an alphabetical list of unit members for whom such deductions have been made, categorizing them as to membership or non-membership in the Association, and indicating any changes in personnel from the list previously furnished.

~~5.3.7~~ — The Association agrees to furnish any information needed by the District to fulfill the provisions of section 5.3 of this Article.

#### ~~5.4~~ Hold Harmless

~~5.4.1~~ The Association agrees to pay to the District all reasonable legal fees and legal costs incurred in defending against any court action and/or administrative action before the Public Employment Relations Board challenging the legality or constitutionality of the agency fee provisions of this Agreement or the implementation.

~~5.4.2~~ The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to in paragraph one shall or shall not be compromised, resisted, defended, tried or appealed.

#### 8.5 Tragedy Personal Necessity Leave

A long term ninety (90) day personal necessity leave of absence may be provided to a unit member who experiences a serious tragedy within his/her immediate family. For purposes of this section, "immediate family" shall be defined to include parent, sibling, spouse or dependent child. A unit member's compensation during such leave shall be equivalent to the unit member's regular salary and fringe benefits minus the amount necessary to pay a substitute employed to replace the unit member while on leave.

#### 8.6 Parental Maternity Leave

8.6.1 Upon request, pregnant unit members shall be granted paid maternity leave for up to six weeks after the birth of a child. Said Additional maternity leave of up to six weeks shall be unpaid unless except that unit members have may utilize accumulated sick leave (under 8.11.1) or extended sick leave (under 8.20) which may be utilized during that time. Maternity leave will be provided in accordance with existing law.

8.6.2 Upon request, non-pregnant unit members shall be granted parental leave for up to twelve weeks after the birth of a child of the employee, or the placement of a child with an employee in connection with the adoption or foster care of the child by the employee. Said leave shall be limited to one twelve-week leave during any twelve-month period and shall be unpaid except that unit members may utilize accumulated sick leave (under 8.11.1) during that time. Parental leave will be provided in accordance with existing law.

#### 8.8 Personal Necessity Leave of Absence

Unit members may take up to a maximum of ten (10) days of personal necessity leave without stating a reason. A unit member shall be allowed to use two (2) days of personal necessity leave which will not be charged against his or her sick leave. Any other personal necessity leave days will be charged against the unit member's accumulated sick leave. Personal necessity leave days shall not exceed the unit member's number of days of

~~unused sick time. Unit members may use up to ten (10) days of accumulated sick leave without stating a reason for personal necessity provided the number of personal necessity days does not exceed the number of days of unused sick leave.~~

Permissible personal necessity use

- 8.1.1 Personal necessity may be used without prior approval for the reasons listed below. However, the unit member shall make every reasonable effort to comply with District procedures designed to secure substitutes and s/he shall notify the immediate supervisor prior to the absence.
  - 8.1.1.1 Accident or serious illness involving his/her personal property or person or property of his/her immediate family.
  - 8.1.1.2 Court appearance as a litigant or as a witness under order.
  - 8.1.1.3 Religious observances
  - 8.1.1.4 Wedding and graduations for immediate family members. Immediate family for this section shall mean parent, sibling, spouse, or child.
  - 8.1.1.5 Becoming a parent by adoption, surrogate, or paternity.
  - 8.1.1.6 Personal necessity may be used for circumstances that meet all of the following criteria: Are of a serious nature, and which the unit member cannot be expected to disregard, and which necessitate the immediate attention of the unit member, and which cannot be accommodated during off-duty hours.
- 8.8.2 Such leave shall not be used for seeking or engaging in other employment, for vacation, or other recreational activities or for other activities which do not fit the criteria listed above.
- 8.8.3 Personal necessity leave shall not be used in whole, or in part, for any strike, work stoppage, work slowdown or concerted activity of any kind.
- ~~8.8.4 A unit member shall be allowed to use two (2) days of personal necessity leave which will not be charged against his/her accumulated sick leave.~~

8.11.4 Verification of Absence

The ~~District Board~~ may require satisfactory proof of the nature, extent, and duration of the illness if it believes a unit member to be abusing the use of sick leave, including but not limited to patterns of absenteeism. In the event that an investigation results in proof that abuse has taken place, the unit member may be subject to loss of pay for the day(s) of the proven abuse and/or other appropriate action.

For absences of more than ~~four (4)~~five (5) days, when there is a question as to the extent and duration of the disability, or the unit member's ability to return to work, the ~~District Board~~ may require the unit member to submit to an examination by a physician selected by the unit member and the District. The selection must take place within forty-eight (48) hours after the District's request. In the event the time limit is not met, the District shall select the physician from among those physicians under consideration by the unit member and the District.

The District shall pay for the medical examination. The unit member will be given a copy of the physician's report. Such medical reports shall be submitted to the Director, Human Resources, who shall maintain the confidentiality of such reports.

8.23 Catastrophic Leave

Unit members may participate in the District Catastrophic Leave Program ~~by are permitted to irrevocably donating~~ accrued sick leave credits for use by other employees who experiences a catastrophic personal illness or accident injury. Donations made under this ~~e~~Catastrophic Leave pProgram shall be strictly voluntary.

Definitions

- 8.23.1 “Catastrophic illness or /accident injury” means illness or non-work related ~~injuries~~ due to an accident that is expected to incapacitate the employee for an extended period of time involving or resulting in substantial, often ruinous, medical expense and creating a financial hardship for the employee because he or she has exhausted all of his or her sick leave and other paid time off with the exception of extended illness leave.
- 8.23.2 “Eligible leave credits” ~~mean~~ are sick leave days accrued ~~by~~ to the ~~donating~~ unit member and donated to the Catastrophic Leave Program.
- 8.23.3 The “Sick Leave Bank” ~~represents~~ shall be comprised of donated eligible leave credits.
- 8.23.4 The “Open Enrollment” ~~period is established as~~ shall take place annually during the month of October, each year.
- 8.23.5 The “Board” means the District Board of Trustees, Superintendent, or designee.



- 8.23.6 The “Sick Leave Bank Committee” or “Committee” shall oversee the operation of the Sick Leave Bank. The Committee shall consist of one voting member from each of the following groups: Anaheim Personnel and Guidance Association (APGA), California School Employees Association (CSEA), American Federation of State, County and Municipal Employees (AFSCME), the Mid-Managers Association, and the Anaheim Leadership Team Association (ALTA). There will be two voting members from the Anaheim Secondary Teachers Association (ASTA). Also included will be one voting representative from District Administration, designated by the Superintendent.
- 8.23.7 “Enrolled Member” means a qualified permanent employee who has enrolled in the Catastrophic Leave Program.

General Provisions

- ~~8.23.7 Participation in the Catastrophic Leave Program shall be voluntary, but permitted, for all qualified permanent employees.~~
- ~~8.23.8 To establish enrollment~~become an Enrolled Member, a permanent employee must initially donate at least one (1) sick-eligible leave day credit to the Sick Leave Bank. Thereafter, an Enrolled Member Employees must then donate at least one (1) sick-eligible leave day credit per to the Sick Leave Bank every year during the Open Enrollment period to maintain eligibility unless donations have been suspended pursuant to Article 8.23.26. Failure to make a required annual donation during Open Enrollment shall result in removal of the unit member from the Catastrophic Leave Program and shall terminate his or her status as an Enrolled Member.
- ~~8.23.9 From implementation of this program through October 1998, any permanent employee who is absent due to a catastrophic illness and has exhausted all eligible leave credits may participate in the Catastrophic Leave Program without a donation.~~
- ~~8.23.10 This Program will not be operational until the total sick leave days reaches 100.~~
- 8.23.9~~11~~ The Sick Leave Bank is available to all ~~participating permanent employees~~Enrolled Members for use during their work year. Twelve-month employees may apply to use the Sick Leave Bank year-a-round. All other employees are eligible according to their regular work year.
- 8.23.10~~2~~ Employees who elect not to enroll in the Catastrophic Leave Program upon first becoming eligible, ~~have a~~must ~~waiting period of~~ sixty (60) duty days after they enroll before becoming eligible to withdraw from the Sick Leave Bank.
- ~~8.23.11~~~~3~~ The Sick Leave Bank cannot be used concurrently with the extended illness leave benefit. Leave shall be taken in the following order: (1) sick leave (Article 8.11), (2) catastrophic leave (Article 8.23), (3) extended illness leave (Article 8.20).

- 8.23.124 The maximum amount of time for which donated ~~sick-eligible~~ leave credits may be used is 25 days for any one catastrophic illness. The lifetime benefit from this policy may not exceed a total of 50 days.
- 8.23.135 This Catastrophic Leave Program may not be used if the ~~employee-Enrolled Member~~ applies for or has purchased any other benefit or disability insurance program or income protection program, either public or private, unless the total benefit is less than 100% of the ~~employee's-Enrolled Member's~~ basic salary. ~~Employees-Enrolled Members~~ having any additional income benefit must apply for that benefit before they are considered eligible for the Catastrophic Leave Program.
- 8.23.164 The receipt of a donated ~~sick-eligible~~ leave credit through the Catastrophic Leave Program as designed here, when combined with other District income, ~~or~~ income protection plan, or a combination of District income and income protection plan, shall not provide the ~~recipient-Enrolled Member~~ with a greater monthly District income/fringe benefit contribution than he ~~or~~ she received ~~immediately~~ prior to the receipt of catastrophic ~~sick-leave~~.
- ~~8.23.157~~ An ~~employee-Enrolled Member~~ who receives donated ~~sick-eligible~~ leave credits shall use any personal leave credits, ~~including vacation~~, that he or she continues to accrue on a monthly basis prior to receiving ~~or~~ using additional donated ~~sick-eligible~~ leave credits from the Sick Leave Bank.
- 8.23.168 Requests for donated eligible leave credits from the Sick Leave Bank ~~credits~~ must be made in increments of five (5) days.
- 8.23.179 If more than one (1) applicant is being considered at the same time and there are not enough days in the Sick Leave Bank to fill each request, the available days will be divided equally or proportionately, as is consistent with the requests, between and among the applicants. In this instance, additional donations of eligible leave credits may be accepted pursuant to Article 8.23.34.
- ~~8.23.20~~ ~~Member employees may make additional donations to a specific employee who has a catastrophic illness. These donations may be made at any time during the year. Any unused donations beyond those authorized by the committee will be returned to the Bank.~~
- ~~8.23.218~~ Any fraudulent or inappropriate use of ~~donated days~~ the Catastrophic Leave Program by an Enrolled Member will result in the Enrolled Member's return of all ~~donated days~~ eligible leave credits to the Bank. The ~~employee-Enrolled Member~~ will be ~~held~~ responsible for returning any resulting overpayment of wages to the District. In its discretion, the District may take other appropriate action against an Enrolled Member who fraudulently or inappropriately uses the Catastrophic Leave Program.
- 8.23.1922 Any unused ~~donation-eligible leave credits~~ will be returned to the Bank at the end of an Enrolled Member's catastrophic leave period, including

direct donations to specific employees as stated in 8.23.20 pursuant to Article 8.23.34.

8.23.203 The ~~employee~~ Enrolled Member must waive any and all claims against the Board, District and its officers and employees, arising from the administration of the ~~Sick Leave Bank~~ Catastrophic Leave Program.

8.23.214 The Sick Leave Bank Committee will issue a report to all employees of the status of the Sick Leave Bank each semester.

#### Donating to the Sick Leave Bank

8.23.225 Any permanent employee on paid duty status shall be eligible to participate with a minimum annual deposit of one (1) ~~sick leave day~~ eligible leave credit.

8.23.236 All transfers of eligible leave credits are irrevocable.

8.23.247 ~~Employees~~ Enrolled Members may donate up to three (3) full days of eligible leave credits per school year, except as provided in Article 8.23.34. ~~Employees~~ In all cases, Enrolled Members must have at least ten-eight (108) days of accrued sick leave remaining for their own use after donating to the Sick Leave Bank. Any request for an exception to this provision must be submitted in writing and approved by the Superintendent or designee.

8.23.258 Donations to the Sick Leave Bank are general donations ~~and cannot be donated to a specific employee with the exception of 8.23.20~~.

8.23.296 When and if the donated sick-eligible leave credits in the Sick Leave Bank reach a total of 2,000 actual days, the ~~e~~Committee may suspend donations for one (1) year for all ~~current members~~ existing Enrolled Members. New members, however, ~~may~~ must donate one (1) eligible leave credit to enter the Catastrophic Leave Program.

#### Withdrawing from the Utilizing Credits from the Sick Leave Bank

Eligible leave credits may be requested, in writing to the Assistant Superintendent, Human Resources, from the Sick Leave Bank for a catastrophic illness or ~~accident~~ injury if all of the following requirements are met.

8.23.2730 The employee must be ~~a member of the Sick Leave Bank~~ an Enrolled Member before requesting sick-donated eligible leave credits.

8.23.2831 The ~~employee who is suffering from a catastrophic illness or accident~~ Enrolled Member must provides verification of catastrophic illness or injury as required by the Superintendent or designee.

8.23.329 The verification of catastrophic illness or injury must come in the form of a written medical statement from the attending physician indicating the incapacitating nature and probable duration of the illness or ~~accident~~ injury.

8.23.303 The Superintendent or designee may require verification of the need for sick catastrophic leave days beyond the evidence of a doctor's certification and shall have the authority to accept evidence from other sources.

8.23.314 The Sick Leave Bank Committee determines that the employee-Enrolled Member is unable to work due to the employee's-Enrolled Member's catastrophic illness or accident injury.

8.23.325 The employee-Enrolled Member has exhausted all accrued paid leave credits with the exception of extended illness leave. See also Article 8.23.11.

8.23.336 At the start of the Sick Leave Bank withdrawal, voluntary deductions from the employee's-Enrolled Member's paycheck will be discontinued (except for District computer loan payments and health and life insurance payments).

#### Direct Donation

8.23.34 Notwithstanding any other provision of Article 8.23, an Enrolled Member may donate eligible leave credit directly to another Enrolled Member at any time during the year when, but only when, (1) the Sick Leave Bank does not have enough donated eligible leave credits to fill an Enrolled Member's request as described in Article 8.23.17, or (2) an Enrolled Member has reached the maximum amount of time for which donated eligible leave credits from the Sick Leave Bank may be used pursuant to Article 8.23.12. In the event that an Enrolled Member has reached the maximum amount of time for which donated eligible leave credits from the Sick Leave Bank may be used, the Enrolled Member may receive a maximum of 25 directly donated eligible leave credits per incident from another Enrolled Member for a lifetime maximum of 50 directly donated eligible leave credits.

#### Conditions, Illnesses, and Injuries Not Covered

8.23.357 Conditions, illnesses, or accidents-injuries resulting from the commission of a felony, elective cosmetic surgery, or stress are not covered. Also not included are Conditions, illnesses, or injuries illnesses or accidents which may be covered under the Workers' Compensation Program are also not covered.

#### 9.2 Posting of Openings

9.2.1 The District shall post at each school location a notice of each opening as it occurs during the regular school year or summer session. Each notice shall state a deadline for applications which shall be not less than seven (7) days after posting. In the event an opening becomes available once the teacher work year begins, the deadline for application shall not be less than three (3) days. The opening shall not be filled prior to such deadline. Postings shall be emailed sent to the Association President Office.

9.4 Mutual Exchange of Positions

A unit member may initiate an exchange of assignment for one (1) school year, providing there is agreement with the involved principal and exchange unit members. If, at the conclusion of the school year, all parties agree, the exchange of assignment shall become permanent. Beginning with the 2019-2020 school year and thereafter, when all parties do not agree, the Assistant Superintendent, Human Resources shall make the final determination whether the exchange of assignment shall become permanent.

10.5 Preparation Time

10.5.3 All RSP teachers who do not have a release period in addition to their regular conference period will be provided an opportunity to take two (2) release days for the 2018-19 school year for individualized education program-related responsibilities.

Beginning with the 2019-20 school year, all RSP teachers who do not have a release period in addition to their regular conference period will be provided an opportunity to take four (4) release days per school year for individualized education program-related responsibilities.

10.6 Class Coverage

10.6.1 Records of class coverage which include the teacher's signature shall be kept by the principal or designee and readily available for inspection by any affected unit member regularly assigned to that school site. Every effort will be made to assign class coverage in an equitable manner.

10.14 Traveling Teachers

Unit members required to travel to different classrooms during the school day will be provided an adequate work and storage space during the conference/prep period and shall be assigned a curriculum-appropriate classroom when one becomes available. Priority for assignment to a classroom will be given to the unit member(s) who has/have been traveling for the greatest length of time. Unit members required to travel between work sites during the workday shall be provided a travel period (separate from a duty-free lunch and a daily conference period), subject to administrator approval on a case-by-case basis.

ARTICLE 12: EVALUATION PROCEDURES

The District and the Association agree that an effective evaluation system recognizes the complexities of teaching and student learning, while focusing on continuous improvement of the evaluatee's teaching practice. Administrators and teachers must work together to build a collaborative and trusting environment to achieve that goal. While formal evaluation occurs every two to five years, it should not be considered an isolated event without connection to continuous

teacher growth and reflection. Informal observations shall be utilized in the evaluation process for all evaluation options.

#### 12.12 Constraints

If in the opinion of the site administrator a serious complaint has been lodged against an individual teacher by an employee or non-employee, the teacher shall be notified within a reasonable amount of time and, when practicable, before any students are questioned. Complaints not reported to the teacher, and not investigated, shall not be utilized in the evaluation or subsequent disciplinary action. In addition, progressive discipline may be included in the teacher evaluation process.

No final evaluation shall be based on the results of any standardized test information.

Although unit members may be observed in multiple disciplines, no unit member shall be evaluated in more than one (1) discipline unless the evaluator and evaluatee agree otherwise.

Whenever the District identifies problem areas in a unit member's performance, the District shall provide advance notice that corrective action is necessary. In the event a unit member believes that this did not occur, the unit member shall attempt to resolve the matter directly with the evaluator and/or principal. If a resolution is unable to be reached, the unit member may appeal, providing specific information/data, to the Assistant Superintendent, Human Resources. The decision of the Assistant Superintendent shall be final and no party of the evaluation content is grievable under Article 7 of the collective bargaining agreement.

All information and data used in the evaluation process shall be utilized with the complete knowledge and disclosure to the evaluatee. Student comments or interviews shall not be included in any evaluation.

The use of any electronic listening or recording device in any classroom without the prior consent of the unit member and principal of the school is strictly prohibited.

### ARTICLE 13: SAFETY CONDITIONS

#### 13.1 Safe Working Conditions

The District shall provide safe working conditions for all unit members within the fiscal capabilities of the District. Unit members will practice safe procedures and practices. Should the District determine that an unsafe condition exists, unit members affected by that condition shall be advised and provided methods and operating procedures until the condition is corrected.

#### 13.2 Unsafe Conditions

13.2.1 Administrators will monitor and report to the District unsafe working

conditions. Unit members aware of unsafe conditions will report said conditions to the immediate supervisor on the appropriate form. The District will respond to the unit member with a copy of the work order.

13.2.2 Assault, battery or any threat of force or violence directed toward a unit member while in attendance at school or at related school activities shall be reported by the unit members to their immediate supervisor as soon as possible.

13.2.2.1 As defined in Penal Code Section 240, an assault is an unlawful attempt, coupled with present ability, to commit a violent injury on the person of another.

13.2.2.2 As defined in Penal Code Section 242, a battery is any willful and unlawful use of force or violence upon the person of another.

13.2.3 The District shall take appropriate action whenever a unit member, while in attendance at school or related school functions, is physically or verbally attacked by another person or persons. Such action will include the unit member and any administrator having knowledge of said incident reporting such incident to the appropriate law enforcement agencies as provided in the Education Code. The affected unit member shall receive a response as to any and all action taken within a reasonable period of time after the report of the incident.

13.2.3.1 In the event of a physical attack directed towards a unit member, the site administrator will take reasonable steps under the circumstances to secure immediate first aid and/or medical treatment for any injury resulting from the attack.

13.2.3.2 The unit member shall submit a written report regarding the incident to the site administrator within no more than two (2) work days following the incident. The site administrator shall conduct a reasonable investigation of the incident taking into consideration the initial notification and any written report from the unit member. Following the investigation, the site administrator shall notify the unit member and Assistant Superintendent, Human Resources or Director, Human Resources of the investigation's outcome.

### 13.3 Physical Safety

The District shall give all reasonable support and assistance to unit members as they attempt to maintain an atmosphere conducive to appropriate discipline on school grounds and in the classroom. Such support shall include:

13.3.1 Whenever a student exhibits serious behavioral problems which disrupt the educational process within the unit member's classroom, the unit member may inform the principal/designee who shall arrange for a conference with

the unit member to discuss the problem and to decide upon appropriate steps for its resolution. If necessary, the principal/designee may arrange for an appropriate specialist to attend the meeting.

### 13.3.2 Class Suspension by Unit Members

Within the first thirty (30) days of the school year, site administrators will review with unit members their rights and responsibilities regarding student discipline and class suspension, including suspension forms and grounds for suspension. Unit members may consult District policy (8700-8708) and Education Code provisions (48900-48905, 48910) online at [www.auhsd.us](http://www.auhsd.us) and [leginfo.legislature.ca.gov](http://leginfo.legislature.ca.gov).

13.3.2.1 A unit member may suspend a student from his/her class for the day of the suspension and the day following for any of the following actions:

- (a) Caused, attempted to cause, or threatened to cause physical injury to another person;
- (b) Caused or attempted to cause damage to school property or private property;
- (c) Disrupted school activities or otherwise willfully defied the valid authority of the teacher; or
- (d) Any other infraction as enumerated in Education Code 48900.

13.3.2.2 The teacher shall immediately report the suspension to the principal, or designee, and send the student to the principal, or designee, for appropriate action. As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. An administrator will attend the conference if either parent or teacher so requests.

13.3.2.3 A student suspended by a teacher shall not be placed in another teacher's classroom for that designated period of class suspension.

13.3.2.4 If steps outlined above are taken with respect to a student, and the behavioral problem continues to exist, the teacher and the principal/designee shall continue, in a cooperative fashion, to discuss and attempt to identify and implement a resolution to the problem.



13.4 Reimbursement for Personal Property Loss and/or Damage

13.4.1 The Board of Trustees will authorize payment of the cost of replacing or repairing certain property of an employee when such items are damaged or stolen in the line of duty as a result of malicious acts and without fault of the unit member.

Covered items are:

13.4.1.1 Prescription eye glasses, hearing aids, watches, articles of clothing, or other items necessarily worn or carried by the employee

13.4.1.2 Vehicles

13.4.1.3 Other personal property of the employee, when approval for the use of the personal property in the line of duty was given in writing by the site administrator or designee before the property was brought to the work site, and when the value of the property was agreed upon in writing by the person or persons bringing the property and the site administrator, or designee appointed by him/her for this purpose, at the time the approval for its use was given.

13.4.2 The following items are excluded from coverage under this article:

13.4.2.1 Vehicle collision (including hit and run incidents)

13.4.2.2 Such personal items as tape recorders, radios, telephones, pagers, or compact disc players belonging to the unit member are not included unless approved by the District in item 13.4.1.3 above. This includes items in a vehicle, regardless of whether the item is fixed or removable from the vehicle

13.4.2.3 Purses or wallets, or the contents thereof (credit cards, cash, etc.)

13.4.2.4 Cash, credit cards, or other cash equivalent items.

13.4.3 The maximum payment of any one claim is \$1,500 or actual cost whichever is less in the case of vehicles and \$1,000 or actual cost whichever is less for other property. Loss or damage shall be reported to the supervisor, and if appropriate, to the police as soon as the employee becomes aware of such loss or damage. Claim forms are available in the Business Office of the District and should be forwarded through the principal or supervisor to the Business Office when completed.

13.4.4 To preclude double recovery, any losses or damages which are compensable, wholly or partially, under the unit member's private insurance policy, or policies, shall to such extent not be compensable under the terms of this policy.

13.5 Use of Force

Unit members may take necessary action in the performance of their duties to insure the safety of themselves and/or others or when necessary for the defense of themselves and/or others.

13.6 School Discipline Committee

A School Discipline Committee will be established on each campus to continuously review and study the school discipline policies and procedures and to make recommendations, when necessary, concerning modifications to these procedures. The committee shall include four (4) unit members selected by the unit members at the school, one (1) administrator, one (1) counselor, and two (2) parents. The District and Association are committed to implementing the Student Discipline Taskforce Recommendations & Best Practices, recognizing that they may change over time. Concerns and challenges with implementation and fidelity to the processes and expectations set forth in the Recommendations & Best Practices will be communicated with the administrators and unit members serving on the site Discipline Committee for them to review and resolve.

13.7 Behavioral Problems

Whenever a student has exhibited violent behavior, made threats against employees, or was in possession of weapons, the site administrator shall notify all of the student's teachers. The teacher(s) may inspect any non-confidential records of the student which are in the possession of the District. Threats of personal harm or property damage shall be handled in the manner prescribed by law.

13.8 Health Related Procedures

It is understood by the parties that there may be situations which require that certain health-related procedures be administered in order to protect the health of students. Unit members shall not be required to perform such procedures unless and until the unit member is trained to do so.

13.9 Communications During Emergencies/Disaster Procedures

13.9.1 The District shall provide each teacher with the ability to communicate with the administration in emergency situations. The District will provide each classroom with a method of communication, preferably a telephone. The

District shall ensure that through the State modernization process, each classroom shall be equipped with a telephone with access to an outside line.

13.9.2 Within the first thirty (30) days of the school year, site administrators will distribute to and review with unit members procedures to be followed in the event of a disaster or emergency.

13.10 Site Safety Committee

A Site Safety Committee, comprised of representatives of all staff, will be established on each campus. The purpose of the safety committee will be to consider the concerns of staff relative to safety on campus.

13.11 Adult Supervision

In curricular and extra-curricular situations where transportation is required, the District shall provide adult supervision in order that no group of students is transported in any conveyance without such adult supervision.

13.12 Relocation

Upon request, unit members who are required to relocate their classrooms shall be entitled to custodial assistance to move their materials and furniture.

14.1 Salary – Teachers

Effective August ~~6, 2018~~~~7, 2017~~, the ~~2017-2018~~~~2016-2017~~ Teachers' Salary Schedule shall be increased by 1.75% and is hereby incorporated into the Agreement as Appendix B.

In the event another District employee unit receives an increase in salary greater than 1.75% for the for the ~~2018-2019~~~~2017-2018~~ school year, the District or ASTA may request, and the other party will agree, to re-open negotiations on salary for ~~2018-2019~~~~2017-2018~~.

14.3.8 Professional Stipends

14.3.8.1 An additional annual stipend of ~~\$2287~~ \$2327 (4.09%) will be paid for an earned doctoral degree from an accredited university.

For purposes of this section, accredited institutions shall be listed in the American Association Collegiate Registrar Admissions (AACRA), Council on Post-Secondary Accreditation (COPA), or Association of American Education.

14.3.8.2 Bargaining unit members who attain National Board certification in the field(s) of their assignment will be paid an additional annual stipend of ~~\$2,287~~ \$2,327 (4.09%).

14.3.8.3 Bargaining unit members who attain a Bilingual Cross-cultural Language and Academic Development (BCLAD) or equivalent certification will be paid an annual stipend of ~~\$2,287~~ \$2,327 (4.09%). An additional annual stipend of ~~\$1,146~~ \$1,166 (2.05%) will be paid for each additional course preparation assigned beyond the limits outlined per Article 10.10.

14.3.8.4 An additional stipend will be paid for Speech Language Pathologists as follows:

- o ~~\$2,863~~ \$2,913 (5.12%) per year
- o Additional ~~\$1,146~~ \$1,166 (2.05%) for CA Speech Pathology License
- o Additional ~~\$1,146~~ \$1,166 (2.05%) for CCC (Certificate of Clinical Competence)
- o Maximum of ~~\$5,155~~ \$5,245/year.

Stipends shall be pro-rated for part-time Speech and Language Pathologists

14.3.8.5 An additional stipend of ~~\$4,580~~ \$4,660 (8.19%) will be paid to full-time Curriculum Specialists and ~~\$2,287~~ \$2,327 (4.09%) will be paid to part-time Curriculum Specialists.

14.3.8.6 An additional stipend in the amount of ~~\$1,829~~ \$1,861 (3.27%) will be paid to the site Title I Specialist.

#### 17.2.4.1 Removal of Unit Member For Extra-Service Pay

The District may remove unit members from extra-service pay positions (Appendix C) subject to due process or as a result of a transfer to another site. For purposes of this section, due process means:

- 17.2.4.1.1 Verbal warning
- 17.2.4.1.2 Written warning
- 17.2.4.1.3 Written reprimand
- 17.2.4.1.4 Removal

The District may also remove a unit member from extra-pay and leadership positions (Appendix C) due to deficiencies in performance. The unit member will be given written notice of the deficiencies prior to removal. If no improvement is

made within a reasonable amount of time, the unit member will be given notice by May 15 or at the conclusion of the season of sport effective for the following school year or season. It is understood that any written material or documents related to the removal of a unit member from an extra-service pay position shall not be placed in the unit member's district personnel file but may be placed in the local site folder. This does not prohibit the documentation of serious offenses involving moral turpitude to be included in the personnel file.

## ARTICLE 18: SUMMER PROGRAMS SCHOOL

Summer Programs include, but are not limited to, seat-based courses, APEX, online or E-Learning courses, Extended School Year (special education), Summer Language Academy, and International Short Stay.

### 18.1 Summer ProgramSchool Selection Procedures

- 18.1.1 Summer program-school positions and requirements shall be announced at the earliest time feasible prior to the commencement of the term. ASTA unit members shall be eligible to apply for summer program positions only if they have a current "meets standards" or "satisfactory" evaluation. Such announcements shall be in the form of notices sent to all certificated personnel. Eligible ASTA bargaining unit applicants shall be given an interview.
- 18.1.2 Written notice of initial summer program-school assignment shall be given at the earliest time feasible prior to the commencement of the term. Employment may be terminated anytime the class size drops below an enrollment figure established by the District. Unit members who are offered employment shall be guaranteed a minimum of ten (10) hours pay.
- 18.1.3 Application procedures for summer program-school teaching positions will be announced each year. Unit members will be recommended for summer program-school employment by the summer program-school principals, and approved by the Director, Human Resources, who will send a written offer of employment, including training and other requirements, to the unit member. The unit member who is offered summer program-school employment shall sign and return the offer within five (5) days of notification or be deemed to have declined the offer. Preference shall be given to personnel who during the regular school year are ASTA bargaining unit members in the Anaheim Union High School District, hold an appropriate teaching credential, are permanent teachers, probationary or temporary teachers who have been offered and accepted employment for the next school year and are currently teaching or have taught in the subject area in the past at any level. ASTA bargaining unit members shall be hired prior to non-AUHSD applicants, except that the District shall have the right to hire up to 10% non-AUHSD applicants for

summer program positions. A bargaining unit applicant who is not selected to teach in a summer program may be provided a written rationale upon request.

18.1.3.1 ~~In order to accomplish rotation of summer school teaching positions among currently employed teaching staff, the Board agrees to first hire those employees who were members of the ASTA bargaining unit during the preceding year and who were not employed during the previous summer school session. Any grievance arising from the enforcement of this provision must be initiated within five (5) days of the commencement of the summer session for which the unit member has applied.~~

The District will provide the Association with a listing of all applicants and all hires for summer programs ~~school~~ and in addition, will provide copies of all application forms specifically requested by the Association within two (2) days of the Association's request.

18.1.3.2 The District will make all reasonable efforts to ensure that equipment is safeguarded in all summer program ~~school~~ lab and/or shop classes when the teacher in the classroom during the regular year is not teaching summer program ~~school~~.

## 18.2 Working Hours

Unit members must be on duty at least fifteen (15) minutes before the beginning of the class day and remain on duty until the close of the student's regular school day. Each unit member shall receive a daily break of ten (10) minutes between the first period and the second period if the unit member is assigned to teach both periods. Such time shall be compensated at the unit member's hourly rate of pay.

Attendance at any required summer program ~~school~~ meetings held outside regular school hours will be paid at the ~~summer school~~ Hourly Rate of pay.

The Superintendent or his/her designee shall meet with the ASTA President no later than March 1 of each school year to discuss the summer program ~~school~~ schedule.

## 18.3 Cancelled Class Procedures

Teachers whose classes are canceled due to insufficient enrollment shall be entitled to fill any vacant summer program ~~school~~ positions for which they are certified at other summer program ~~school~~ sites, before such positions are offered to other personnel.

#### 18.4 Evaluation Procedures

Any summer ~~program-school~~ teacher who is regularly employed by the District shall not be subject to evaluation during the summer program-session.

Any other employee may be evaluated at the principal's discretion.

#### 18.5 Wages and Benefits

##### 18.5.1 ~~Summer School~~-Hourly Rate

Summer ~~program-school~~ teachers will be paid an hourly wage determined by the current ~~Hourly miscellaneous~~ Rate of pay.

18.5.2 Summer ~~program-school~~ teachers will not be accorded health and welfare benefits as an incident of summer ~~program-school~~ employment.

#### 18.6 Sick Leave, Personal Illness and Injury

##### 18.6.1 Annual Sick Leave and Accumulation

Members of the bargaining unit shall be entitled to sick leave credit equivalent to the total daily hours for the summer ~~program-session~~ worked. The summer program must be a minimum of 19 days and the employee must work at least 75% of the summer program work days to qualify for the sick leave credit. Summer ~~program-school~~ unused sick leave and regular contract sick leave shall be accumulated from year to year. If a unit member has used his/her sick leave earned during the summer ~~program-school-session~~, and requires additional sick leave, such sick leave shall be deducted from the unit member's regular accumulated sick leave or the unit member shall take short term leave without pay. (Article 8, section 8.12)

To be eligible for sick leave absence with pay, the unit member shall be in a paid status and scheduled for work on the days(s) of absence.

If a unit member resigns, retires, or is terminated and has used more sick leave than was earned, the amount used but not earned shall be deducted from the final warrant of the unit member.

##### 18.6.2 Procedures for Taking Sick Leave

Members of the bargaining unit must notify the principals of the absence as soon as the necessity to be absent becomes known to the unit member but in no instance later than 6:30 a.m. of the day of the absence.

A unit member returning from absence must contact the school or site by 12:00 noon of the day preceding the day of intended return. If s/he is unable to make a determination before 12:00 noon, the District must be notified not later than 6:30 a.m. the following day. In the event that the District has not been notified of the unit member's intention to return, and accordingly has employed a substitute teacher for the day, the District may require the returning unit member to be charged with one (1) additional day of absence.

## 18.7 Release Time

### 18.7.1 Release Time - Grievance Processing

Unit members, not to exceed a maximum of the grievant, the grievant's representative and two (2) witnesses, shall be released from assigned responsibility without loss of compensation when participating in grievance meetings held during the school day.

### 18.7.2 Release Time - Association Business

Upon twenty-four (24) hours prior notice of the District and authorization by the President of the Association, the Association shall be provided a maximum of three (3) days each school year of released time for the purpose of conducting Association business. These days shall be taken in minimum increments of one (1) full day. Payment for the substitute(s) replacing the absent unit member(s) shall be reimbursed to the District Business Office by the Association within thirty (30) days.

## ARTICLE 23: DURATION

This Agreement shall remain in full force and effect through the first teacher work day of the 2020-2021~~2018-2019~~ school year and shall continue in effect day-to-day until such time as a new or modified agreement is ratified by both parties.

For school year 2019-2020~~2017-2018~~, Article 14, Wages and Items Related to Wages, and Article 15, Health and Welfare Benefits, shall be open for negotiations.

In addition to the articles referenced above, the Association and the District shall each have the option of opening one (1) other article of their choosing in 2019-2020~~2017-2018~~. These articles shall be the only subjects of negotiations unless additional articles are opened by mutual consent.

It is understood that other provisions of the Agreement shall remain in full force and effect for the years 2018-2019 and 2019-2020~~2016-17 and 2017-18~~ notwithstanding the results of the limited reopener of negotiations as outlined above.



**ANAHEIM UNION HIGH SCHOOL DISTRICT  
2018/2019 TEACHERS' SALARY SCHEDULE**

		<b>BA + 30</b>	<b>BA + 45 or MA</b>	<b>BA + 60 &amp; MA or Doctorate</b>
<b>STEPS</b>	<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>
01	\$52,748	\$56,898	\$61,736	\$67,264
02	\$55,942	\$60,086	\$64,924	\$70,451
03	\$59,126	\$63,280	\$68,110	\$73,647
04	\$62,320	\$66,462	\$71,302	\$76,837
05	\$65,512	\$69,658	\$74,494	\$80,025
06	\$68,704	\$72,848	\$77,687	\$83,214
07	\$71,897	\$76,037	\$80,878	\$86,409
08	\$75,086	\$79,231	\$84,065	\$89,604
09	\$78,283	\$82,421	\$87,259	\$92,796
10	\$81,468	\$85,617	\$90,456	\$95,987
11	\$84,665	\$88,817	\$93,647	\$99,175
<b>LONGEVITY (Steps 16-26 are longevity steps for years of credentialed teaching in AUHSD) See Article 14.3.5</b>				
16	\$89,435	\$93,587	\$98,417	\$103,945
21	\$94,205	\$98,357	\$103,187	\$108,715
26	\$98,975	\$103,127	\$107,957	\$113,485

Doctorate: \$2,327  
National Board Certification \$2,327  
Miscellaneous Rate of Pay: \$45.52 (effective 5/27/19)  
Initial Salary Placement: See Article 14.3.2

<b>Years Experience</b>	<b>Placement</b>
1	2
2	3
3	4
4	5
5	6
6 or more	7

Board of Trustees  
 Pending Approval  
 Effective: July 1, 2018

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**EXTRA SERVICE PAY SCHEDULE**  
**2018-19**  
 SENIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-2019 Teachers Salary Schedule*

1. **ACTIVITIES** - To be paid in two equal semester payments, unless activity specifies it is an amount for one semester only.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Jazz Band	\$1,576	2.77
Accompanist	\$1,690	2.97
Academic Decathlon (1 per school)	\$2,555	4.49
Kiwanis Bowl (1 per school)	\$2,555	4.49
Mock Trial (1 per school)	\$2,555	4.49
CTSO	\$2,555	4.49
Journalism	\$2,896	5.09
Photo Advisor	\$2,896	5.09
Yearbook	\$3,266	5.74
Assistant Band Director	\$3,266	5.74
Assistant Dance	\$3,266	5.74
Speech	\$3,442	6.05
Debate	\$3,442	6.05
Vocal	\$3,818	6.71
Speech Debate	\$3,818	6.71
Dance	\$3,818	6.71
Drama	\$3,818	6.71
Band	\$5,593	9.83
Drill Team	\$5,593	9.83
Colorguard (1 person)	\$5,593	9.83

*Percentages below shall be equal to Column II, Step 1  
of the 2018-2019 Teachers Salary Schedule*

2. **ATHLETICS** - To be paid at the end of the season in one payment.

<b><u>SPORT</u></b>	<b><u>POSITION</u></b>	<b><u>PAY</u></b>	<b><u>PERCENTAGE</u></b>
Football	Head Varsity	\$5,593	9.83
	Assistant Varsity	\$3,670	6.45
	Junior Varsity	\$3,442	6.05
	Sophomore	\$3,442	6.05
	Freshman	\$3,442	6.05
	Assistant Fr/Soph	\$3,107	5.46
Cross Country	Head Varsity Men & Women	\$3,670	6.45
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Volleyball	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Song and Cheer	Varsity Song/Cheer (1 person)	\$5,593	9.83
	Varsity Songleader	\$2,799	4.92
	Varsity Cheerleader	\$2,799	4.92
Tennis	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Water Polo	Head Varsity & JV	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Basketball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Soccer	Head Varsity & JV	\$3,818	6.71
	Assistant or Lower Level	\$3,107	5.46
Wrestling	Head Varsity Men & Women	\$4,751	8.35
	Head Varsity Men	\$4,313	7.58
	Head Varsity Women	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Softball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05

*Percentages below shall be equal to Column II, Step 1  
of the 2018-19 Teachers Salary Schedule*

**ATHLETICS, continued**

<b><u>SPORT</u></b>	<b><u>POSITION</u></b>	<b><u>PAY</u></b>	<b><u>PERCENTAGE</u></b>
Baseball	Head Varsity	\$4,313	7.58
	Assistant or Lower Level	\$3,442	6.05
Badminton	Head Varsity & JV	\$3,670	6.45
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Golf	Head Varsity	\$3,107	5.46
Swimming	Head Varsity & JV	\$3,818	6.71
	Head Varsity Men & Women	\$3,818	6.71
	Head Varsity	\$3,442	6.05
	Assistant or Lower Level	\$3,107	5.46
Track	Head Varsity & JV	\$4,751	8.35
	Head Varsity Men & Women	\$4,751	8.35
	Head Varsity Men	\$4,313	7.58
	Head Varsity Women	\$4,313	7.58
	Assistant or Lower Level	\$3,107	5.46
Trainers	District/Site Certified Athletic Trainer - Fall	\$4,313	7.58
	District/Site Certified Athletic Trainer - Winter	\$4,313	7.58
	District/Site Certified Athletic Trainer - Spring	\$4,313	7.58
	Trainer - Fall	\$1,946	3.42
	Trainer - Winter	\$1,946	3.42
	Trainer - Spring	\$1,946	3.42
	Assistant Trainer - Fall	\$1,275	2.24
	Assistant Trainer - Winter	\$1,275	2.24
	Assistant Trainer - Spring	\$1,275	2.24

**3. CIF PLAYOFFS**

Pay per week as follows:

- 10% for team and individual sports coaches
- 10% for trainers in team sports

*Percentages below shall be equal to Column II, Step 1  
of the 2018-19 Teachers Salary Schedule*

- 5% for band, drill, song and cheer
- 3% for one (1) Girls and (1) Boys Athletic Director

Team Sports (10 or more participants - 2 coaches)

- Baseball
- Badminton
- Basketball
- Cross Country
- Football (allowed 4 coaches and 2 trainers)
- Golf
- Soccer
- Softball
- Swimming
- Tennis
- Volleyball
- Water Polo
- Wrestling

Individual Sports (Less than 10 participants - 1 coach)

- Badminton
- Cross Country
- Golf
- Swimming
- Tennis
- Track
- Wrestling

Extra Service Pay shall be paid at senior high school rates for 9<sup>th</sup> through 12<sup>th</sup> grade duties and at junior high school rates for 7<sup>th</sup> and 8<sup>th</sup> grade duties. If the activity/sport includes students from both the junior high and senior high level, Extra Service Pay shall be paid at the senior high school rate.

Unit members who egregiously fail to perform extra service pay assignment duties will not be paid extra service pay. Unit members who have abandoned the extra service pay assignment will be removed from the position.

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**LEADERSHIP POSITIONS**  
**2018-19**  
 SENIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

To be paid monthly with contract pay. Duties assigned are within the scope of the school day.

<b>EFFECTIVE JULY 1, 2017</b>		
<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Department Chair: 1 - 5 classes	\$2,145	3.77
Department Chair: 6 - 20 classes	\$3,072	5.40
Department Chair: 21 - 50 classes	\$3,926	6.90
Department Chair: 51 - 70 classes	\$4,091	7.19
Department Chair: 71-100 classes	\$4,432	7.79
Department Chair: 101 classes or over	\$4,774	8.39
Activities Director	\$7,818	13.74
Assistant Activities Director	\$2,651	4.66
District Athletic Director	\$7,818	13.74
Athletic Director (Girls Program)	\$7,818	13.74
Athletic Director (Boys Program)	\$7,818	13.74

The following positions are part of negotiations and are defined in Articles 12, 21 and 22 of the ASTA Agreement.

<b>POSITION</b>	<b>PAY</b>
PAR Joint Committee Member	\$4,660
PAR Consulting Teacher	\$4,660
BTSA Support Provider (stipend is per PT)	\$2,333

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**EXTRA SERVICE PAY SCHEDULE**  
**2018-19**  
 JUNIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

1. **ACTIVITIES** - To be paid in two equal semester payments, unless activity specifies it is an amount for one semester only.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Journalism	\$1,286	2.26
Accompanist	\$1,286	2.26
Jazz Band	\$1,576	2.77
Pentathlon	\$1,690	2.97
Pep Club or Dance	\$2,287	4.02
Vocal Music	\$2,287	4.02
Drama	\$2,287	4.02
Yearbook	\$2,287	4.02
Speech and Debate	\$2,287	4.02
Band	\$3,266	5.74

2. **ATHLETICS/ACTIVITIES** - To be paid at the end of the assignment.

<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE</b>
Assistant Intramural Sports Coach	\$1,889	3.32
Intramural Sports Coach	\$2,555	4.49
After School Program Activities Facilitator	\$2,555	4.49

ANAHEIM UNION HIGH SCHOOL DISTRICT  
**LEADERSHIP POSITIONS**  
**2018-19**  
 JUNIOR HIGH SCHOOL  
 TEACHERS

*Percentages below shall be equal to Column II, Step 1  
 of the 2018-19 Teachers Salary Schedule*

To be paid monthly with contract pay. Duties assigned are within the scope of the school day.

<b>EFFECTIVE JULY 1, 2014</b>		
<b>POSITION</b>	<b>PAY</b>	<b>PERCENTAGE*</b>
Department Chair: 1 - 5 classes	\$2,145	3.77
Department Chair: 6 - 20 classes	\$3,072	5.40
Department Chair: 21 - 50 classes	\$3,926	6.90
Department Chair: 51 - 70 classes	\$4,091	7.19
Department Chair: 71-100 classes	\$4,432	7.79
Department Chair: 101 classes or over	\$4,774	8.39
Activities Director	\$3,818	6.71
District Intramural Sports Director	\$3,818	6.71
Intramural Sports Director	\$3,818	6.71

The following positions are part of negotiations and are defined in Articles 12, 21 and 22 of the ASTA Agreement.

<b>POSITION</b>	<b>PAY</b>
PAR Joint Committee Member	\$4,660
PAR Consulting Teacher	\$4,660
BTSA Support Provider (Stipend is per PT)	\$2,333



ANAHEIM UNION HIGH  
SCHOOL DISTRICT  
(AUHSD)

NEGOTIATIONS PROPOSAL TO

AMERICAN FEDERATION OF STATE,  
COUNTY AND MUNICIPAL EMPLOYEES  
AFL-CIO, LOCAL 3112 (COUNCIL 36)  
(AFSCME)

Board of Trustees Meeting  
March 5, 2019

The District will open negotiations with the American Federation of State, County and Municipal Employees subsequent to a public hearing before the Board of Trustees.

The District has an interest in bargaining the change of work year for certain Food Service positions that serve Anaheim Elementary School District. The District proposes that affected personnel have their work year reduced to coincide with the traditional calendar.

**ADMINISTRATIVE SUBSTITUTE SALARY SCHEDULE****6604**

The substitute salary schedule for all administrative positions shall be ~~seventy-five percent (75%)~~ one hundred percent (100%) of Step 1 for the job classification which the substitute is replacing.

Example: Junior High Principal (may not reflect present salary schedule)

Step 1 = \$62,568 x 75%

~~\$46,926~~ \$121,267 divided by 214 days = ~~\$219/day~~ \$566/day

Superintendent may recommend to exempt substitutes from this policy as necessary, and propose a salary that more fairly compensates substitutes who would otherwise receive a salary decrease while assuming additional responsibilities. Salary assigned may not exceed maximum for classification. Exemptions to this policy require Board approval.

Legal Reference: Education Code 44977

Board of Trustees

July 12, 1979

Reviewed: July 14, 1980

Reviewed: November 13, 1986

Reviewed: March 8, 1990

Revised: January, 1994

Reviewed: October, 1997

Revised: February 10, 2011

Revised: Pending Board Approval

P

CHARTER SCHOOL AUTHORIZATION

1500 (0420.4)

The Governing Board recognizes that operating a public school with public funds is a responsibility not to be taken lightly and, as such, the public should expect all charter schools to benefit students and the broader educational landscape in the district and community. In considering any petition to establish a charter school within the district, the Board shall give thoughtful consideration to the potential of the charter school to provide all students – including economically disadvantaged students, English learners, special education students, homeless students, foster youth, and other student groups – with a high-quality education that enables them to achieve to their fullest potential through an innovative educational model expanding beyond choices already available in the district. (Education Code 47601) It is the expectation of the Board that petitioners will demonstrate familiarity with district programs and initiatives in discussion of the charter’s proposal.

Any petition for the establishment of a charter school within the district shall include all components and signatures required by law and shall be submitted to the Superintendent. (Education Code 47605) The Superintendent or designee shall consult with legal counsel, as appropriate, regarding compliance of the charter proposals with legal requirements. It is the expectation of the Board that petitioners will submit a thorough and complete charter petition, allowing the Board and district staff to judge the petition on its merits and determine petitioner’s ability to operate a school successfully.

The Board will receive a complete and properly submitted charter petition at the first available Board meeting following its submission to the district. Within 30 days of receiving a petition to establish a charter school, the Board shall hold a public hearing to determine the level of support for the petition by teachers, other employees of the district, and parents/guardians. (Education Code 47605)

Within 60 days of receiving a petition, or within 90 days with mutual consent of the petitioners and the Board, the Board shall either approve or deny the request to establish the charter school. (Education Code 47605)

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

#### Approval of Petition

The Board shall approve the charter petition if it is satisfied that granting the charter is consistent with sound educational practice. A determination of sound educational practice shall be guided by a variety of factors, including, but not limited to, the following:

- A commitment to collaboratively expand and improve opportunities for all public school students without negatively affecting the interests of students who choose to enroll in district schools. (Education Code 47601, 47605)

- A commitment to democratic practices, including, among other things, governance by a local board that conducts accessible board meetings in the community. (Education Code 47605(b)(5)(D))
- A commitment to transparency through compliance with the Brown Act, the Public Records Act, the Political Reform Act, and Government Code 1090. (Education Code 47605(b)(5)(D))
- A commitment to demonstrated racial and ethnic balance reflective of the district as a whole, including the elimination of entry barriers such as required English language proficiency and citizenship and residency documentation. (Education Code 47605(b)(5)(G))
- A commitment to social justice, including, among other things, the elimination of admission barriers tied to academic achievement and other pre-enrollment requirements, as well as a commitment to suspension and expulsion procedures focused on other means of correction and the continued enrollment of students subject to school discipline in the charter school. (Education Code 47601, 47605(b)(5)(j) & (h))

In granting charters, the Board shall give preference to schools best able to provide comprehensive learning experiences for academically low-achieving students according to standards established by the California Department of Education (CDE) under Education Code 54032. (Education Code 47605)

The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)

The Board shall ensure that any approved charter contains adequate processes and measures for holding the school accountable for fulfilling the terms of its charter. These shall include, but are not limited to, fiscal accountability systems, multiple measures for evaluating the educational program, including student outcomes aligned with state priorities as described in Education Code 52060, and regular reports to the Board. A charter petition should commit to producing outcomes for all student groups equal to or better than the outcomes of district students through the implementation of innovative programs not otherwise available to students.

The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the district and the charter school. Any such memorandum of understanding shall be annually reviewed by the Board and charter school governing body and amended as necessary.

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the CDE, and the State Board of Education (SBE). (Education Code 47605)

#### Denial of Petition

The Board shall deny any petition to authorize the conversion of a private school to a charter school. The Board shall also deny any petition for a charter that proposes to serve students in a grade level that is not served by the district, unless the petition proposes to serve students in all

the grade levels served by the district. (Education Code 47602, 47605) It is the expectation of the Board that petitioners will submit petitions only for the grades served by the district.

Any other charter petition shall be denied only if the Board makes written factual findings specific to the petition that one or more of the following conditions exist: (Education Code 47605)

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain the number of signatures required.
4. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).
5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).
6. The petition does not contain a declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining pursuant to Government Code 3540-3549.3.

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll students with disabilities who reside outside the special education local plan area in which the district participates. (Education Code 47605.7, 47647)

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to the SBE. (Education Code 47605)

#### Legal Reference:

#### EDUCATION CODE

200 Equal rights and opportunities in state educational institutions  
220 Nondiscrimination  
17078.52-17078.66 Charter schools facility funding; state bond proceeds  
17280-17317 Field Act  
17365-17374 Field Act, fitness for occupancy  
33126 School Accountability Report Card  
41365 Charter school revolving loan fund

42238.51-42238.2 Funding for charter districts  
44237 Criminal record summary  
44830.1 Certificated employees, conviction of a violent or serious felony  
45122.1 Classified employees, conviction of a violent or serious felony  
46201 Instructional minutes  
47600-47616.7 Charter Schools Act of 1992  
47640-47647 Special education funding for charter schools  
47650-47652 Funding of charter schools  
49011 Student fees  
51745-51749.6 Independent study  
52052 Accountability; numerically significant student subgroups  
52060-52077 Local control and accountability plan  
56026 Special education  
56145-56146 Special education services in charter schools

#### CORPORATIONS CODE

5110-6910 Nonprofit public benefit corporations

#### GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

#### CODE OF REGULATIONS, TITLE 5

11700.1-11705 Independent study  
11960-11968.5.5 Charter schools

#### CODE OF REGULATIONS, TITLE 24

Part 2 California Building Standards Code

#### UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

#### COURT DECISIONS

Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986

#### ATTORNEY GENERAL OPINIONS

101 Ops.Cal.Atty.Gen. -- (No. 11-201) (Dec. 26, 2018)  
89 Ops.Cal.Atty.Gen. 166 (2006)  
80 Ops.Cal.Atty.Gen. 52 (1997)  
78 Ops.Cal.Atty.Gen. 297 (1995)

#### Management Resources:

#### CSBA PUBLICATIONS

Uncharted Waters, Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, 2018  
Charter Schools in Focus, Issue 2: Ensuring Effective Oversight, Governance Brief, October

2017

Charter Schools in Focus, Issue 1: Managing the Petition Review Process, Governance Brief, November 2016

Charter Schools and Board Member Responsibilities, Education Insights Legal Update Webcast, March 2016

Charter Schools: A Guide for Governance Teams, rev. February 2016

Charter School Facilities and Proposition 39: Legal Implications for School Districts, 2005

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of a Memorandum of Understanding

Charter School Authorization: Guidance and Technical Assistance for Prospective Charter School Authorizers, Webinar 2014

#### U.S. DEPARTMENT OF EDUCATION GUIDANCE

Dear Colleague Letter: Guidance Regarding the Oversight of Charter Schools Program and Regulatory Requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, August 2016

Charter Schools Program, January 2014

Guidance on the Voluntary Use of Race to Achieve Diversity and Avoid Racial Isolation in Elementary and Secondary Schools, December 2011

Applying Federal Civil Rights Laws to Public Charter Schools: Questions and Answers, May 2000

#### WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

U.S. Department of Education: <http://www.ed.gov>

Board of Trustees

Board Approved: TBD

S



**CORRECTED BALLOT – USE THIS BALLOT**

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **FRIDAY, MARCH 15, 2019**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2019 DELEGATE ASSEMBLY BALLOT  
REGION 15  
(Orange County)  
Number of vacancies: 9 (Vote for no more than 9 candidates)

*Delegates will serve two-year terms beginning April 1, 2019 - March 31, 2021*

	David A. Boyer (Los Alamitos USD)
	Bonnie Castrey (Huntington Beach Un. HSD)*
	Gina Clayton-Tarvin (Ocean View SD)
	Ian Collins (Fountain Valley SD)*
	Jackie Filbeck (Anaheim ESD)
	Carrie Flanders (Brea Olinda USD)
	Karin M. Freeman (Placentia-Yorba Linda USD)*
	Elizabeth A. Gonzalez (Centralia ESD)
	Al Jabbar (Anaheim Un. HSD)*
	Chester Jeng (Fullerton Joint Un. HSD)
	Charlene Metoyer (Newport-Mesa USD)
	Xavier Nguyen (Westminster SD)
	Suzie R. Swartz (Saddleback Valley USD)*
	Edward Wong ((Saddleback Valley USD)

\_\_\_\_\_  
*Provision for Write-in Candidate Name*

\_\_\_\_\_  
*School District*

\_\_\_\_\_  
*Signature of Superintendent or Board Clerk*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*School District Name*

\_\_\_\_\_  
*Date of Board Action*



# Orange County School Boards Association

200 Kalmus Drive • Costa Mesa, CA 92628-9050 • [ocsba@ocde.us](mailto:ocsba@ocde.us)

EXHIBIT K K

January 29, 2019

TO: Board Members of Orange County School Districts, Community Colleges, and Regional Occupational Programs

FROM: Lauren Brooks, Chairperson, Marian Bergeson Award Committee

SUBJECT: **2019 Marian Bergeson Award Nominations**

In 1974, the Orange County School Boards Association (OCSBA) created the Marian Bergeson Award to recognize those trustees who best exemplify the spirit of exceptional boardsmanship. The award is presented annually to a trustee who has provided outstanding governing board service and community service to promote and enhance public education.

This letter is an invitation for your Board to nominate a worthy trustee for the 2019 Marian Bergeson Award. Nominees can be submitted by individual trustees or boards of education. Past recipients should abstain from the nominating process. However, that member may vote as a member of a board of trustees making a nomination. Criteria for the award are as follows:

1. Recipient shall serve or have served within twelve (12) months prior to selection on a board in good standing in the OCSBA.
2. Emphasis shall be on school board and community service on behalf of public education. The application must differentiate between work done as a volunteer and work done as a paid employee.
3. Consideration may be given for participation in Orange County School Boards Association, California School Boards Association, National School Boards Association, California County Boards of Education or any similar, appropriate service.
4. Previous nominees may be nominated again.
5. Only OCSBA members are allowed to nominate an individual to receive this award.
6. Confidentiality of the nomination is to be maintained until the presentation of the award.

A nomination form and a list of past recipients are enclosed. The deadline for submission is **Friday, March 15, 2019**. The Marian Bergeson Award will be presented on Wednesday, May 1, 2019, during the OCSBA's Annual Dinner meeting at the Irvine Marriott Hotel. All nominations should be submitted to [ocsba@ocde.us](mailto:ocsba@ocde.us). If you have any questions, please contact Rosalee Hormuth at (714)708-4980 or Thea Savas at (714)966-4230.

Enclosures: Nomination Form and List of Past Recipients

cc: Superintendents and Chancellors



Orange County School Boards Association  
 2019 Marian Bergeson Award  
 Nomination Form



**Due: Friday, March 15, 2019**

**Submit the completed nomination form and attachments to:**

Orange County Department of Education  
 c/o Rosalee Hormuth  
 200 Kalmus Drive, P.O. Box 9050, Room A-1154  
 Costa Mesa, CA 92628-9050  
 or via email: [ocsba@ocde.us](mailto:ocsba@ocde.us)

Name of Nominee \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

School District \_\_\_\_\_

Length of Service as a Board Member \_\_\_\_\_

Name of Nominator (Individual or District) \_\_\_\_\_

Email Address \_\_\_\_\_ Phone \_\_\_\_\_

Is the nominee a current board member \_\_\_\_\_ If not, when did he/she go out of office \_\_\_\_\_

**Please explain in detail the nominee's contribution(s) and service to your local board, community, and public education through county, state, and national service. Clearly identify professional, compensated experience, whether volunteer or elected. Please attach a maximum of two pages, single-sided, and a two-paragraph description of the nominee to be used for publicity purposes. Nominee's detailed information should provide substantiation for the nomination. In addition, you may include a single page resume. Should the application exceed the above length it will not be considered; additionally no other supporting documentation will be considered.**

Criteria for the award are as follows:

1. Recipient shall serve or have served within twelve (12) months prior to selection on a board in good standing in the OCSBA.
2. Emphasis shall be on school board and community service on behalf of public education. The application must differentiate between work done as a volunteer and work done was compensated.
3. Consideration may be given for participation in Orange County School Boards Association, California School Boards Association, National School Boards Association, California County Boards of Education or any similar, appropriate service.
4. Previous nominees may be nominated again.
5. Only OCSBA members are allowed to nominate an individual to receive this award.
6. Confidentiality of the nomination is to be maintained until the presentation of the award.



# Orange County School Boards Association

200 Kalmus Drive • Costa Mesa, CA 92628-9050 • [ocsba@ocde.us](mailto:ocsba@ocde.us)

EXHIBIT LL

January 29, 2019

TO: Board Members of Orange County School Districts, Community Colleges and Regional Occupational Programs

FROM: Francine Scinto, Chairperson, Maureen DiMarco Award Committee

SUBJECT: **2019 Maureen DiMarco Award Nominations**

The Maureen DiMarco Award recognizes an individual or an organization for exemplary and far-reaching leadership in addressing the broad needs of our young people countywide. The award is given in memory of Maureen DiMarco, who served as California's First Cabinet Secretary for Child Development and Education, President of the California School Boards Association, and President of the Orange County School Boards Association.

Criteria for the award are as follows:

- a. Inspiring others to take action in addressing the broad needs of young people.
- b. Exhibiting vision in addressing the needs of young people across Orange County.
- c. Recipient may or may not have served as a school board member.

A nomination form and a list of past recipients are enclosed. The deadline for submission is **Friday, March 29, 2019**. The award, if any, will be presented on Wednesday, May 1, 2019, during the OCSBA Annual Dinner meeting at the Marriott Hotel in Irvine.

Please submit all award nominations to [ocsba@ocde.us](mailto:ocsba@ocde.us). If you have any questions, please contact Rosalee Hormuth at (714)708-4980 or Thea Savas at (714)966-4230.

Enclosures: Nomination Form  
List of Past Recipients

cc: Superintendents and Chancellors



# Orange County School Boards Association

## 2019 Maureen DiMarco Award Nomination Form



The Maureen DiMarco Award recognizes an individual or an organization for exemplary and far-reaching leadership in addressing the broad needs of our young people countywide. The award is given in memory of Maureen DiMarco, who served as California's First Cabinet Secretary for Child Development and Education, President of California School Boards Association, and President of Orange County School Boards Association.

Criteria includes:

- a. Inspiring others to take action in addressing the broad needs of young people.
- b. Exhibiting vision in addressing the needs of young people across Orange County.
- c. Recipient may or may not have served as a school board member.

**Submit the completed nomination form and attachments by Friday, March 29, 2019 to:**

Orange County Department of Education  
c/o Rosalee Hormuth  
200 Kalmus Drive, P.O. Box 9050, Room A-1154  
Costa Mesa, CA 92628-9050  
or via email: [ocsba@ocde.us](mailto:ocsba@ocde.us)

Name of Nominee \_\_\_\_\_ Title (if applicable) \_\_\_\_\_

Organization \_\_\_\_\_ Email: \_\_\_\_\_

Address \_\_\_\_\_ Phone (    ) \_\_\_\_\_

Name of school board making the nomination: \_\_\_\_\_

Contact \_\_\_\_\_

Email Address \_\_\_\_\_ Phone (    ) \_\_\_\_\_

Please explain in detail the nominee's contribution(s) and service to Orange County in addressing the broad needs of our young people. Please attach a maximum of two pages, single-sided. No other supporting documentation will be considered. **Failure to follow these directions will result in disqualification of the nomination.**

The award, if any, shall be presented during the OCSBA Annual dinner meeting on May 1, 2019 at the Marriott Hotel in Irvine. Confidentiality of the selection shall be maintained by the committee until presentation of the award.

ANAHEIM UNION HIGH SCHOOL DISTRICT

AGREEMENT FOR PUPIL TRANSPORTATION

THIS AGREEMENT, made and entered into the 1st day of April 1, 2019, by and between the

ANAHEIM UNION HIGH SCHOOL DISTRICT  
A PUBLIC SCHOOL DISTRICT

And

THE LITERACY PROJECT  
OF TUSTIN, CA

WITNESSETH:

WHEREAS, the parties hereto desire, from April 1, 2019, through July 31, 2019, that the DISTRICT will provide buses and drivers to The Literacy Project on an as needed and when available basis.

THE PARTIES HERETO MUTUALLY AGREE AS FOLLOWS:

1. The DISTRICT, for consideration as herein after set forth, shall provide school buses and licensed school bus drivers to the PROGRAM for the transportation of The LITERACY PROJECT students when the DISTRICT has available extra school buses and licensed school bus drivers.
2. The LITERACY PROJECT, in consideration for services rendered, agrees that the compensation shall be rated at \$76 per hour with no mileage or other additional charges.
3. The DISTRICT shall indemnify, defend, and hold The LITERACY PROJECT harmless from any liability for personal injury or property damage arising out of the negligence of the DISTRICT. The LITERACY PROJECT shall indemnify, defend, and hold the DISTRICT harmless from any liability for personal injury or property damage arising out of the negligence of The LITERACY PROJECT.
4. The LITERACY PROJECT shall for the duration of the Agreement secure and maintain in force at its own cost and expense, at all times during which this Agreement is in effect, Commercial Liability Insurance for personal bodily wrongful death, and broad form property damage losses included, written on an occurrence form, with limits as follows:

- Each Occurrence \$1,000,000
- Sexual Misconduct (may be included in General Liability) \$1,000,000

If the General Liability coverage has any sub-limits or exclusions that apply to coverage for sexual misconduct, the Certificate of Insurance must define those limits or exclusions.

- General Aggregate \$2,000,000

5. The LITERACY PROJECT must provide a Certificate of Insurance or other evidence of insurance satisfactory to Anaheim Union High School District, with specific reference to the event described in this Agreement and by endorsement, the policy must reflect Anaheim Union High School District as an additional insured. The policy number on the certificate of insurance must match the policy number on the endorsement (if Blanket Additional Insured Endorsement is not provided).

6. This agreement is subject to cancellation by either party upon thirty (30) days advanced written notice.

IN WITNESS WHEREOF, the parties hereto have executed this agreement in duplicate on the day and year first written above.

ANAHEIM UNION HIGH SCHOOL DISTRICT  
of Orange County California

THE LITERACY PROJECT  
of Orange County California

---

Jennifer Root  
Assistant Superintendent, Business

---

Kimberly Vig,  
Executive Director

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

Quantity	Description
2	Cabinets
40	Chairs
8	Desks (Student)
6	File Cabinets
3	Podiums
1	Rack
4	Shelves
1	Stage Platform
22	Tables

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

Quantity	Description
12	Carts
26	Computers
6	Document Cameras
137	Food Service Items (Misc.)
3	Headsets
1	Hose Reel
1	Hydraulic Lift
4	Keyboards
1	Magazine Rack
2	Microwaves
2	Milk Coolers
6	Monitors
5	Mouse
58	Printers
6	Projectors
1	Refrigerator
1	Riser
1	Salad Bar
1	Scale
1	Speaker
1	Switch
2	Televisions
1	Video Camera
1	Warming Cabinet

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

Quantity	Vehicle Nº	Year	Make	Vehicle Vin.
1	320	1/1/2001	Ford E-350 Van	1FTSE34L81HA32486
1	619	1/1/1975	Selma Trailer	SN: 1002114



**DONATIONS**

**EXHIBIT 00**

**March 5, 2019**

<u>Location</u>	<u>Donated By</u>	<u>Item</u>
Gilbert	Yoga Works	Yoga Mats, Adult Transition Program
Walker	Mike Longo	Kimball Baby Grand Piano, Delivery and Set-Up, Music Program

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M64A0238	AMERICAN FIDELITY ASSURANCE CO	100,000.00	100,000.00	69006900060 5450	HEALTH AND WELF/ENTERP / OTHER INSURANCE
M64A0239	OCDE	1,700,000.00	1,700,000.00	0119255092 7141	HEARING/TRANSFER BETWEEN AGENCY /
M64A0240	OCDE	255,000.00	255,000.00	0119283036 5870	SYS/TRANS / PUPIL TRANSPORTATION
M64A0241	OCDE	185,000.00	185,000.00	0119255092 7141	HEARING/TRANSFER BETWEEN AGENCY /
M64A0244	SOBEL GROUP INC., THE	25,000.00	25,000.00	0172172083 5810	SAFE SCHOOLS / NON-INSTRUCTIONAL PROF
M64A0246	SOBEL GROUP INC., THE	40,000.00	40,000.00	0104104072 5810	CERT HR/GENL ADM / NON-INSTRUCTIONAL PROF
M64A0247	CLAIM RETENTION SERVICES INC.	27,000.00	27,000.00	0177177072 5810	RISK MANAGEMENT / NON-INSTRUCTIONAL PROF
M64A0248	SNAP ON INDUSTRIAL	130,008.97	127,157.48	0179113036 4387	GARAGE/TRANS-REG ED/TRANSPORT /
			2,851.49	0179113036 4410	GARAGE/TRANS-REG ED/TRANSPORT /
M64A0249	PACIFIC AUDIOLOGICS	57,500.00	57,500.00	0119283039 5810	SYS/OTHER PUPIL / NON-INSTRUCTIONAL PROF
M64A0250	LARSEN, DIANA M.	170.00	170.00	0108108077 5810	INFO SYSTEM/DP / NON-INSTRUCTIONAL PROF
M64A0251	AVID CENTER	7,935.00	7,935.00	0163379021 5810	TITLE IIIA / LIMITED ENG PROG /
M64A0252	O'HANLON, KAREN	200.00	200.00	0153000910 5810	SP PR/LCFF-SUPPLEMENTAL /
M64A0253	TRAN, DUNG NGOC	2,500.00	2,500.00	0163452010 5805	EL/BIL TCHR PD-BECOME (BTPDP) /
M64A0254	AMERICAN SCHOOL COUNSELOR ASSO	3,000.00	3,000.00	0117400510 5810	ED/ONE-TIME FUNDING (2017-18) /
M64A0255	FENNEL, MICHELL J.	1,000.00	1,000.00	0153386010 5805	TITLE IV - SAAE (VAPA) / INSTRUCTIONAL PROF
M64A0256	DONALD KROTEE PARTNERSHIP INC	95,449.00	95,449.00	0110400581 5610	M&O/ONE-TIME FUNDING (2017-18) /
M64A0257	PALMER, MELISSA SUE	500.00	500.00	0153386010 5805	TITLE IV - SAAE (VAPA) / INSTRUCTIONAL PROF
M64A0258	ANAHEIM ELEMENTARY SCHOOL DIST	94,211.82	94,211.82	0172489810 5100	SS/TUPE COHORT M (2018-20) / SUBAGREEMENTS
M64A0259	OCDE	2,918.12	2,918.12	0119283039 5810	SYS/OTHER PUPIL / NON-INSTRUCTIONAL PROF
M64A0260	EMBASSY CONSULTING SERVICES LL	750.00	750.00	0128399010 5805	TITLE II IMPR TCHR QUAL - ED / INSTRUCTIONAL
M64A0261	HOANG, VY HUYEN	2,500.00	2,500.00	0163452010 5805	EL/BIL TCHR PD-BECOME (BTPDP) /
M64A0262	HOANG, THUY AND LUCIE NGO	432.00	432.00	0119283036 5870	SYS/TRANS / PUPIL TRANSPORTATION
M64C0079	JASPER ENGINES AND TRANSMISSIO	8,728.83	8,728.83	0179113536 6490	GARAGE/TRANS-SP ED/TRANSP / EQUIPMENT -

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M64C0087	BIG TOP RENTALS	143.00	143.00	0124918510 5620	LO/INFLEXION (RRP)/INSTR / RENTALS/OPERATING
M64C0088	RC BODY AND PAINT	1,550.00	1,550.00	0110230081 5610	MAINTENANCE/MO / REPAIRS/MAINT - O/S
M64C0089	MK DIAMOND PRODUCTS INC	402.29	402.29	0110230081 4355	MAINTENANCE/MO / MAINTENANCE SUPPLIES
M64C0090	ALONTI CAFE AND CATERING	1,641.94	1,641.94	0138918510 4390	BA/INFLEXION (RRP)/INSTR / MEETING EXPENSE -
M64C0092	ALONTI CAFE AND CATERING	3,777.52	3,777.52	0124918510 4390	LO/INFLEXION (RRP)/INSTR / MEETING EXPENSE -
M64C0093	SANDOR'S GOURMET CATERING INC.	2,200.00	2,200.00	0140918510 4390	SO/INFLEXION (RRP)/INSTR / MEETING EXPENSE -
M64C0095	CABE	1,065.00	1,065.00	0122381110 5210	ECIA TITLE I - PARENTING / TRAVEL AND
M64C0097	ECONOMY RENTALS INC	256.45	256.45	0121000910 5620	WE/LCFF-CONCENTRATION/INSTR /
M64C0098	PUBLIC INFORMATION RESOURCES I	1,238.00	1,238.00	0135381010 5210	DALE/ECIA1/INSTR / TRAVEL AND CONFERENCE
M64C0100	DAKTRONICS	705.00	705.00	0122231081 5610	MA/ELECTRIC/MO / REPAIRS/MAINT - O/S
M64C0101	OCDE	260.00	260.00	0115115010 5880	EDUCATION/INSTR / OTHER OPERATING
M64C0103	ORRAVAN MECHANICAL	840.00	840.00	0120230081 5610	ANAHEIM/GENERAL/MO / REPAIRS/MAINT - O/S
M64C0104	GARY'S RADIATOR SERVICE	791.96	791.96	0179113536 4410	GARAGE/TRANS-SP ED/TRANSP / EQUIPMENT -
M64C0107	ANAHEIM MAJESTIC GARDEN HOTEL	1,842.60	1,842.60	0168141072 5210	GILBERT - WASC / TRAVEL AND CONFERENCE
M64C0108	ANAHEIM MAJESTIC GARDEN HOTEL	2,763.90	2,763.90	0122141072 5210	WASC PROGRAM / TRAVEL AND CONFERENCE
M64M0025	FINNAMEX LANDSCAPE	16,656.48	16,656.48	0110230081 5610	MAINTENANCE/MO / REPAIRS/MAINT - O/S
M64R0998	ALL AMERICAN TROPHY ENGRAVING	242.44	242.44	0117400510 4320	ED/ONE-TIME FUNDING (2017-18) / OTHER
M64R1028	STAGE TECH	5,012.00	1,127.00	0148230081 5620	HANDE/LGENERAL/MO / RENTALS/OPERATING
M64R1029	EL GOVERNADOR	2,400.00	3,885.00	0149230081 5620	GLOVER/GEN MAINT/MO / RENTALS/OPERATING
M64R1030	RENTEX INCORPORATED	1,350.00	2,400.00	0120918510 4390	AN/INFLEXION (RRP)/INSTR / MEETING EXPENSE -
M64R1031	SOUTHEASTERN PERFORMANCE	5,715.70	1,350.00	0120918510 5620	AN/INFLEXION (RRP)/INSTR /
M64R1032	CABE	710.00	5,715.70	0124008010 4310	LOARA/VOC MUSIC/INSTR / INSTRUCTIONAL
M64R1033	WINSOR LEARNING INC.	2,358.65	710.00	0125381110 5210	KA/TITLE I PARENTING / TRAVEL AND
			2,358.65	0116400510 4210	ED/ONE-TIME FUNDING (2017-18) / BOOKS AND

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M64R1034	LEGO EDUCATION	11,143.98	11,143.98	0121393010 4310	WESTERN/VEA-2B/INSTR / INSTRUCTIONAL MATL
M64R1035	CABE	2,560.00	1,280.00	0120000910 5210	AN/LCFF-CONCENTRATION/INSTR / TRAVEL AND
			1,280.00	0120381110 5210	TITLE I - PARENTING / TRAVEL AND CONFERENCE
M64R1036	JUNIOR LIBRARY GUILD	106.66	106.66	0122000010 4210	MA/INSTR / BOOKS AND REFERENCE MATERIAL
M64R1037	MYRIAD SENSORS INC.	109.60	109.60	0122381010 4310	MA/ECIA1/INSTR / INSTRUCTIONAL MATL &
M64R1038	CSPCA	790.00	790.00	0105105072 5210	CLASS HR/GENL ADM / TRAVEL AND
M64R1039	WEISSMAN'S DESIGNS FOR DANCE	1,289.93	1,289.93	0137025040 4310	SY/ASB/ANCIL / INSTRUCTIONAL MATL &
M64R1040	WEISSMAN'S DESIGNS FOR DANCE	1,105.00	1,105.00	0137025040 4310	SY/ASB/ANCIL / INSTRUCTIONAL MATL &
M64R1041	BARNES AND NOBLE	48.49	48.49	0117400510 4210	ED/ONE-TIME FUNDING (2017-18) / BOOKS AND
M64R1042	CABE	1,420.00	1,420.00	0138381010 5210	BALL/ECIA1/INSTR / TRAVEL AND CONFERENCE
M64R1043	CADA CENTRAL	470.00	470.00	0153000910 5210	SP PR/LCFF-SUPPLEMENTAL / TRAVEL AND
M64R1044	CADA CENTRAL	400.00	400.00	0121000910 5210	WE/LCFF-CONCENTRATION/INSTR / TRAVEL AND
M64R1045	NORTH ORANGE COUNTY ROP	231.34	231.34	0117400510 5805	ED/ONE-TIME FUNDING (2017-18) /
M64R1046	PHOENIX TREE PUBLISHING INC.	603.28	603.28	0123595027 4210	SA/SHORT STAY VISITS / BOOKS AND REFERENCE
M64R1048	ORANGE COUNTY REGISTER	1,168.24	1,168.24	0112112072 4320	PURCHASING/GENL ADM / OTHER OFFICE/MISC
M64R1049	CABE	3,340.00	1,920.00	0123381010 5210	SA/TITLE I/INSTR / TRAVEL AND CONFERENCE
			1,420.00	0123381110 5210	SAVANNA/TITLE I/PARENTING / TRAVEL AND
M64R1050	PHANTOM PROJECTS	274.76	274.76	0131000910 5880	BR/LCFFF-CONCENTRATION/INSTR / OTHER
M64R1051	OFFICE DEPOT	423.40	423.40	0177177072 4320	RISK MANAGEMENT / OTHER OFFICE/MISC
M64R1052	COLLEGE ENTRANCE EXAMINATION B	770.00	770.00	0123000910 4310	SA/LCFF-CONCENTRATION/INSTR /
M64R1053	BILINGUAL DICTIONARIES INC.	140.95	140.95	0123381010 4210	SA/TITLE I/INSTR / BOOKS AND REFERENCE
M64R1054	BACH COMPANY, THE	218.20	218.20	0128000910 4310	CY/LCFF-CONCENTRATION/INSTR /
M64R1056	ONE DAY SIGNS	21,779.91	21,779.91	0102102172 5610	SUPT/DISTRICT BRANDING/OTR ADM /
M64R1057	BARNES AND NOBLE	150.85	150.85	0115115021 4210	EDUCATION/SUPV INST / BOOKS AND REFERENCE

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M64R1058	DIRECT EDGE INC	18,173.63	18,173.63	0110230081 6490	MAINTENANCE/MO / EQUIPMENT - OTHER
M64R1059	MONTGOMERY HARDWARE CO.	12,781.29	12,781.29	2624731185 6274	LO/BOND SERIES 2018 - MEAS H / CONSTRUCTION -
M64R1060	AC POWER 1 INC	9,036.47	9,036.47	0150231081 5610	ADMIN/ELECTRIC/MO / REPAIRS/MAINT - O/S
M64R1061	SONRISE ELECTRIC INC	2,380.00	1,190.00	0127028010 6490	KE/ATHLET/INSTR / EQUIPMENT - OTHER
			1,190.00	0127231081 6490	KE/ELECTRIC/MO / EQUIPMENT - OTHER
M64R1062	NEVCO INC	10,457.39	5,228.70	0127028010 6490	KE/ATHLET/INSTR / EQUIPMENT - OTHER
			5,228.69	0127231081 6490	KE/ELECTRIC/MO / EQUIPMENT - OTHER
M64R1063	B AND M LAWN AND GARDEN INC	1,363.74	1,363.74	0110908081 4410	M&O/USE OF FACILITY/ATHLETIC / EQUIPMENT -
M64R1064	DAVE BANG ASSOCIATES INC	11,880.44	11,880.44	0122102372 4300	MA/SITE BEAUTIFICATION / MATERIALS &
M64R1065	OCDE	400.00	400.00	0117400510 5210	ED/ONE-TIME FUNDING (2017-18) / TRAVEL AND
M64R1066	WRIPAC	175.00	175.00	0105105072 5210	CLASS HR/GENL ADM / TRAVEL AND
M64R1067	C.A.S.H.	1,101.00	1,101.00	0156156072 5210	FACILITIES/GENL ADM / TRAVEL AND
M64R1068	ORANGE COUNTY TRANSIT AUTHORIT	19,237.50	19,237.50	0119473010 5880	SYS/WORKABILITY/INSTR / OTHER OPERATING
M64R1069	NCIM	507.00	507.00	0138000910 5210	BA/LCFF-CONCENTRATION/INSTR / TRAVEL AND
M64R1070	HEINEMANN PUBLISHING	2,040.02	2,040.02	0117400521 4210	ED/ONE-TIME (17-18)/SUPV INSTR / BOOKS AND
M64R1071	GOPHER SPORTS EQUIPMENT	1,321.27	1,321.27	0140027010 4310	SOUTH/PHYS ED/INSTR / INSTRUCTIONAL MATL &
M64R1072	EMC PUBLISHING CORP	997.11	997.11	0116468010 4150	LOTTERY/RESTRICTED/INSTR / TEXTS - STATE
M64R1073	MACKIN LIBRARY MEDIA	3,000.00	3,000.00	0120000910 4210	AN/LCFF-CONCENTRATION/INSTR / BOOKS AND
M64R1074	SANDBOX MARKETING INC	18,120.57	13,688.57	0120000910 4310	AN/LCFF-CONCENTRATION/INSTR /
			3,682.00	0120000910 5610	AN/LCFF-CONCENTRATION/INSTR /
			750.00	0120000910 5620	AN/LCFF-CONCENTRATION/INSTR /
M64R1075	HOUGHTON MIFFLIN HARCOURT	845.96	845.96	0121261012 4310	SE RES SP(RSP)/SE RES SP/NSEV / INSTRUCTIONAL
M64R1076	BARNES AND NOBLE	57.49	57.49	0117400521 4210	ED/ONE-TIME (17-18)/SUPV INSTR / BOOKS AND
M64R1077	FLINN SCIENTIFIC INC	155.23	155.23	0120000910 4310	AN/LCFF-CONCENTRATION/INSTR /
M64R1078	HIGH INTEREST PUBLISHING INC.	117.70	117.70	0132252011 4210	OR/MILD MODERATE/SE SEP CL/NSE / BOOKS AND

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M64R1079	TEXTBOOK WAREHOUSE	941.74	941.74	0138102210 4210	BA/INNOVATION GRANT/INSTR / BOOKS AND
M64R1080	NCS PEARSON INC.	129.06	129.06	0119256011 4310	ORTHO/SE SEP CL/SEV / INSTRUCTIONAL MATL &
M64R1081	OFFICE DEPOT	220.51	220.51	0140140027 4320	SOUTH/SCH ADM/SCH ADM / OTHER OFFICE/MISC
M64R1082	OFFICE DEPOT	107.73	107.73	0138140027 4320	BALL/SCH ADM/SCH ADM / OTHER OFFICE/MISC
M64R1083	LAGUNA PLAYHOUSE	5,000.00	5,000.00	0153386010 5805	TITLE IV - SAAE (VAPA) / INSTRUCTIONAL PROF
M64R1084	D. HAUPTMAN CO.	2,457.01	595.76	0138025040 4410	BALL/ASB/ANCIL / EQUIPMENT -
			1,861.25	0138027010 4410	BALL/PHYS ED/INSTR / EQUIPMENT -
M64R1085	GREAT SCOTT TREE SERVICE INC	2,250.00	2,250.00	0121220081 5610	OPERATIONS - GENERAL / REPAIRS/MAINT - O/S
M64R1086	PENNER PARTITIONS INC	3,750.00	3,750.00	0122102381 5610	MA/SITE BEAUTIFICATION/ M & O /
M64R1087	NEW HORIZONS CONTRACTING	2,485.00	2,485.00	0150230081 5610	ADMIN/GENERAL/MO / REPAIRS/MAINT - O/S
M64R1088	B AND M LAWN AND GARDEN INC	1,465.29	1,465.29	0111220081 4410	OPERATIONS - GENERAL / EQUIPMENT -
M64R1089	CALIFORNIA PLUMBING PARTS	4,625.66	4,625.66	0110239081 4410	MAINTENANCE/PLUMB/MO / EQUIPMENT -
M64R1090	AC POWER 1 INC	13,701.50	13,701.50	0128231081 5610	CY/ELECTRIC/MO / REPAIRS/MAINT - O/S SERVICES
M64R1092	CYPRESS COLLEGE	3,195.00	3,195.00	0117402510 5880	IS/COLLEGE READINESS/INSTR / OTHER
M64R1093	HEINEMANN PUBLISHING	1,174.72	1,174.72	0117400521 4210	ED/ONE-TIME (17-18)/SUPV INSTR / BOOKS AND
M64R1094	CENTRALIA SCHOOL DIST	80,897.58	80,897.58	0119283039 5810	SYS/OTHER PUPIL / NON-INSTRUCTIONAL PROF
M64R1095	MUSIC AND ARTS CENTERS	3,124.75	3,124.75	0138385010 4410	BA/TITLE IV/INSTR / EQUIPMENT -
M64R1096	NASCO	155.25	155.25	0138261012 4310	SE RES SP(RSP)/SE RES SP/NSEV / INSTRUCTIONAL
M64R1097	SCREENFLEX PORTABLE PARTITIONS	10,991.58	10,991.58	0153386010 4410	TITLE IV - SAAE (VAPA) / EQUIPMENT -
M64R1098	HOUGHTON MIFFLIN HARCOURT	422.98	422.98	0138261012 4310	SE RES SP(RSP)/SE RES SP/NSEV / INSTRUCTIONAL
M64R1099	BUDDY'S ALL STARS INC	438.91	438.91	0121028010 4310	WESTERN/ATHLET/INSTR / INSTRUCTIONAL MATL
M64R1100	US GAMES	364.40	364.40	0132054040 4310	OR/AFTSCHL/ANCIL / INSTRUCTIONAL MATL &
M64R1101	AMERICAN CASUAL	851.22	851.22	0132595027 4320	OR/SHORT STAY VISIT PROG FEE / OTHER
M64R1102	SPORT SUPPLY GROUP INC	3,017.00	3,017.00	0140027010 4310	SOUTH/PHYS ED/INSTR / INSTRUCTIONAL MATL &

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M64R1103	VOCAL MOTION ASSOCIATION	180.00	180.00	0121000910 5880	WE/LCFF-CONCENTRATION/INSTR / OTHER
M64R1104	NASCO	208.00	208.00	0125393010 4310	KA/VEA-2B/INSTR / INSTRUCTIONAL MATL &
M64R1106	SKILLSUSA CALIFORNIA	285.00	285.00	0122393110 5880	VEA PERKINS STUDENT ORG MAGNOL / OTHER
M64R1107	UC REGENTS	900.00	900.00	0122381010 5210	MA/ECIA1/INSTR / TRAVEL AND CONFERENCE
M64R1108	STAPLES ADVANTAGE	548.16	548.16	0140140027 4320	SOUTH/SCH ADM/SCH ADM / OTHER OFFICE/MISC
M64R1109	MACKIN LIBRARY MEDIA	5,919.96	5,919.96	0140000910 4210	SO/LCFF-CONCENTRATION/INSTR / BOOKS AND
M64R1110	RELIABLE ICE EQUIPMENT INC	2,624.91	2,624.91	0122400010 4319	MA/MANDATED 1-TIME FUNDS/INSTR /
M64R1111	ADVANCED MFG TECHNIQUES INC	3,377.96	3,377.96	0128393010 4410	CY/VEA-2B/INSTR / EQUIPMENT -
M64R1112	JUNIOR LIBRARY GUILD	2,155.77	2,155.77	0140000910 4210	SO/LCFF-CONCENTRATION/INSTR / BOOKS AND
M64R1113	ORANGE COUNTY TRANSIT AUTHORIT	22,021.00	22,021.00	0172000931 5880	SS/LCFF/GUID / OTHER OPERATING EXPENSES
M64R1114	US GAMES	1,168.87	1,168.87	0144027010 4310	LEX/PHYS ED/INSTR / INSTRUCTIONAL MATL &
M64R1116	COURTYARD BY MARRIOTT CYPRESS	851.82	851.82	0127141072 5210	WACS / TRAVEL AND CONFERENCE
M64R1117	OCCIDENTAL COLLEGE	3,180.00	3,180.00	0163000921 5210	EL/LCFF-CONCENTRATION/SUPV / TRAVEL AND
M64R1119	WAXIE SANITARY SUPPLY	1,237.57	296.72	0147000910 4310	HOPE/LCFF-CONCENTRATION/INSTR /
			940.85	0147000910 4410	HOPE/LCFF-CONCENTRATION/INSTR / EQUIPMENT
M64R1120	BSN SPORTS	466.88	466.88	0122489810 4310	MA/TUPE COHORT M (2018-20) / INSTRUCTIONAL
M64R1121	BSN SPORTS LLC	11,228.33	11,228.33	0120028081 5630	ANAHEIM/ATHLETIC/FIELDMN SUPP /
M64R1122	ADA SPORTS BADMINTON AND TENNI	450.94	450.94	0125027010 4310	KA/PHYS ED/INSTR / INSTRUCTIONAL MATL &
M64R1123	MUSIC AND ARTS CENTERS	202.12	202.12	0132901010 4310	OR/LOCAL GRANT/INSTR / INSTRUCTIONAL MATL
M64R1124	SOUTH COAST AIR QUALITY	365.78	365.78	0110230081 5880	MAINTENANCE/MO / OTHER OPERATING
M64R1125	BARKSHIRE LASER LEVELLING INC	3,600.00	3,600.00	0134220081 5610	OPERATIONS - GENERAL / REPAIRS/MAINT - O/S
M64R1126	CBDA	195.00	195.00	0124000910 5210	LO/LCFF-CONCENTRATION/INSTR / TRAVEL AND
M64R1127	CALIF. DEPT. OF TAX AND FEE AD	230.00	230.00	0110230081 5880	MAINTENANCE/MO / OTHER OPERATING
M64R1128	MONTGOMERY HARDWARE CO.	1,200.00	1,200.00	0123236081 5610	SA/LOCKS/MO / REPAIRS/MAINT - O/S SERVICES

**ANAHEIM UHSD**

**PURCHASE ORDER DETAIL REPORT**

BOARD OF TRUSTEES MEETING 03/05/2019

FROM 01/29/2019 TO 02/21/2019

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
M64R1129	WALTERS WHOLESALE	1,783.07	1,783.07	0142230081 4410	OXFORD/GENERAL/MO / EQUIPMENT -
M64R1131	OCDE	350.00	350.00	0172172083 5210	SAFE SCHOOLS / TRAVEL AND CONFERENCE
M64R1132	KATELLA HIGH SCHOOL	171.21	171.21	0125918510 4310	KA/INFLEXION (RRP)/INSTR / INSTRUCTIONAL
M64R1133	MAMA COZZA'S ITALIAN INN	1,000.00	1,000.00	0147918510 4390	HOPE/INFLEXION (RRP)/INSTR / MEETING EXPENSE
M64R1134	CENTER FOR DRUG FREE COMMUNITI	5,200.00	5,200.00	0172489810 5880	SS/TUPE COHORT M (2018-20) / OTHER OPERATING
M64R1135	KNOTT'S BERRY FARM	1,632.00	1,632.00	0120000910 5880	AN/LCFF-CONCENTRATION/INSTR / OTHER
M64R1137	SOCALGRAD	72.73	72.73	0128002010 4310	CY/BUS ED/INSTR / INSTRUCTIONAL MATL &
M64S0113	SHAMROCK SUPPLY CO.	427.85	427.85	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0114	GLASBY MAINTENANCE SUPPLY CO.	56.03	56.03	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0115	KILMER WAGNER AND WISE PAPER	601.50	601.50	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0116	AIRSUPPLY TOOLS INC.	588.83	588.83	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0117	TECHDOCENT LLC	15,255.95	15,255.95	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0118	ORANGE COUNTY WINDUSTRIAL	517.20	517.20	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0119	CALIFORNIA PLUMBING PARTS	1,248.18	1,248.18	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64S0120	SPOT LIGHTING SUPPLIES	4,579.38	4,579.38	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64T0268	UNIFIED POWER	3,658.00	3,658.00	0108108077 5880	INFO SYSTEM/DP / OTHER OPERATING EXPENSES
M64T0302	SEHI COMPUTER PRODUCTS INC	169.65	169.65	0118118072 4320	GRAPHICS/GENL ADM / OTHER OFFICE/MISC
M64T0303	TEACHFX INC	39,000.00	39,000.00	0153000910 5880	SP PR/LCFF-SUPPLEMENTAL / OTHER OPERATING
M64T0304	ABC CLIO INTERACTIVE	2,760.00	2,760.00	0142000910 5880	OX/LCFF-CONCENTRATION/INSTR / OTHER
M64T0305	AUDIO RESOURCE GROUP INC	2,445.93	2,445.93	0122381110 4410	ECIA TITLE I - PARENTING / EQUIPMENT -
M64T0306	AERIAL MEDIA PROS LLC	2,881.24	2,881.24	0120405010 4310	TRANSP GRANT/INSTR / INSTRUCTIONAL MATL &
M64T0307	LRP PUBLICATIONS	15,725.00	15,725.00	0119283039 5880	SYS/OTHER PUPIL / OTHER OPERATING EXPENSES
M64T0308	MYPHONE HERO	1,375.00	1,375.00	0147000910 4310	HOPE/LCFF-CONCENTRATION/INSTR /
M64T0309	NEARPOD INC	1,000.00	1,000.00	0140000910 5880	SO/LCFF-CONCENTRATION/INSTR / OTHER



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M64T0310	KARMATECH INC	6,034.00	6,034.00	0111131081 4320	OPERATIONS/CUST/MO / OTHER OFFICE/MISC
M64T0311	TROXELL COMMUNICATIONS INC	2,213.37	2,213.37	0123000910 4410	SA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0312	APPLE INC	1,858.70	1,858.70	0123000910 4410	SA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0313	ZONES	2,880.48	2,880.48	0104104072 4410	CERT HR/GENL.ADM / EQUIPMENT -
M64T0314	APPLE INC	24,486.34	24,486.34	0128393010 4410	CY/VEA-2B/INSTR / EQUIPMENT -
M64T0315	PC AND MACEXCHANGE	4,037.39	4,037.39	0134000910 4410	WA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0316	SEHI COMPUTER PRODUCTS INC	10,571.75	4,228.70	0144000910 4410	LEX/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
			6,343.05	0144023010 4410	LEX/JOURNAL/INSTR / EQUIPMENT -
M64T0317	B AND H PHOTO VIDEO INC	313.96	313.96	0123000910 4310	SA/LCFF-CONCENTRATION/INSTR /
M64T0318	SEHI COMPUTER PRODUCTS INC	6,468.95	5,357.90	0123000910 4310	SA/LCFF-CONCENTRATION/INSTR /
			1,111.05	0123000910 4410	SA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0319	HP DIRECT	2,155.00	2,155.00	0123000910 4410	SA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0320	SEHI COMPUTER PRODUCTS INC	3,511.58	3,511.58	0120000910 4310	AN/LCFF-CONCENTRATION/INSTR /
M64T0321	NEWSOLA	500.00	500.00	0140000910 5880	SO/LCFF-CONCENTRATION/INSTR / OTHER
M64T0322	B AND H PHOTO VIDEO INC	225.14	225.14	0117432010 4310	CTE INCENTIVE GRANT/INST / INSTRUCTIONAL
M64T0323	SEHI COMPUTER PRODUCTS INC	135.91	135.91	0121381010 4310	WE/ECIA TITLE I/INSTRUCTI / INSTRUCTIONAL
M64T0324	NCS PEARSON INC.	3,500.00	3,500.00	0128393010 5880	CY/VEA-2B/INSTR / OTHER OPERATING EXPENSES
M64T0325	PC AND MACEXCHANGE	2,691.60	2,691.60	0135000910 4410	DA/LCFF-CONCENTRATION/INSTR / EQUIPMENT -
M64T0326	PATHWAY COMMUNICATIONS LTD	5,624.55	5,624.55	2642731185 4410	OX/BOND SERIES 2018 - MEAS H / EQUIPMENT -
M64T0327	SEHI COMPUTER PRODUCTS INC	155.16	155.16	0121000910 4310	WE/LCFF-CONCENTRATION/INSTR /
M64T0328	SEHI COMPUTER PRODUCTS INC	2,101.13	2,101.13	0108108077 4410	INFO SYSTEM/DP / EQUIPMENT -
M64T0329	SEHI COMPUTER PRODUCTS INC	2,139.81	2,139.81	0108108077 4410	INFO SYSTEM/DP / EQUIPMENT -
M64T0330	CLEVER PROTOTYPES LLC	215.98	215.98	0138381010 5880	BALL/ECIA1/INSTR / OTHER OPERATING EXPENSES
M64T0331	B AND H PHOTO VIDEO INC	1,013.34	1,013.34	0140017010 4310	SO/INDUS TECH/INSTR / INSTRUCTIONAL MATL &

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M64T0332	APPLE INC	40.95	40.95	0140017010 4310	SO/INDUS TECH/INSTR / INSTRUCTIONAL MATL &
M64T0333	PC AND MAC EXCHANGE	1,345.80	1,345.80	0140381010 4410	SOUTH/ECIA1/INSTR / EQUIPMENT -
M64T0334	SEHI COMPUTER PRODUCTS INC	7,023.15	7,023.15	0140381010 4310	SOUTH/ECIA1/INSTR / INSTRUCTIONAL MATL &
M64T0335	EXPLORE LEARNING	3,930.00	3,930.00	0131000910 5880	BR/LCFFF-CONCENTRATION/INSTR / OTHER
M64T0336	SEHI COMPUTER PRODUCTS INC	4,213.89	4,213.89	0140000910 4310	SO/LCFFF-CONCENTRATION/INSTR /
M64T0337	ZONES	5,138.99	5,138.99	0142140027 4410	OXFORD/SCH ADM/SCH ADM / EQUIPMENT -
M64T0338	SO CAL OFFICE TECHNOLOGIES	808.13	808.13	0118118072 4410	GRAPHICS/GENL ADM / EQUIPMENT -
M64T0339	B AND H PHOTO VIDEO INC	1,750.84	1,621.58	0122381010 4310	MA/ECIA1/INSTR / INSTRUCTIONAL MATL &
			129.26	0122381010 4410	MA/ECIA1/INSTR / EQUIPMENT -
M64T0340	SEHI COMPUTER PRODUCTS INC	92.82	92.82	0168000010 4310	GI SOUTH/INSTR / INSTRUCTIONAL MATL &
M64T0341	B AND H PHOTO VIDEO INC	3,057.40	447.57	0128393010 4310	CY/VEA-2B/INSTR / INSTRUCTIONAL MATL &
			2,609.83	0128393010 4410	CY/VEA-2B/INSTR / EQUIPMENT -
M64T0342	SEHI COMPUTER PRODUCTS INC	1,169.24	1,169.24	0112112072 4410	PURCHASING/GENL ADM / EQUIPMENT -
M64T0343	APPLE INC	812.35	812.35	0138000910 4310	BA/LCFFF-CONCENTRATION/INSTR /
M64T0344	RENAISSANCE LEARNING INC	2,055.00	2,055.00	0140381010 5880	SOUTH/ECIA1/INSTR / OTHER OPERATING
M64T0345	BEST BUY FOR BUSINESS	675.53	675.53	0132385010 4310	OR/TITLE IV/INSTR / INSTRUCTIONAL MATL &
M64T0346	NORTHSTAR AV LLC	1,329.36	1,329.36	0140000910 4310	SO/LCFFF-CONCENTRATION/INSTR /
M64T0347	SEHI COMPUTER PRODUCTS INC	606.78	606.78	0113113036 4320	TRANS/REG-ED/TRANSPORTATION / OTHER
M64X0427	NEWEGG BUSINESS INC	2,000.00	2,000.00	0108108077 4320	INFO SYSTEM/DP / OTHER OFFICE/MISC SUPPLIES
M64X0428	DRESSING UP	2,500.00	2,500.00	0124008010 5610	LOARA/VOC MUSIC/INSTR / REPAIRS/MAINT - O/S
M64X0429	OXFORD ACADEMY	10,500.00	10,500.00	0142028040 5810	OX/ATHLET/ANCILLARY / NON-INSTRUCTIONAL
M64X0430	OXFORD ACADEMY	3,300.00	3,300.00	0142054040 5810	OXFORD/AFTSCHL/ANCILLARY /
M64X0431	U S BANK	2,500.00	2,500.00	0137025040 4410	SY/ASB/ANCIL / EQUIPMENT - NON-CAPITALIZED
M64X0432	SOCALGRAD	5,000.00	2,500.00	0104104072 4320	CERT HR/GENL ADM / OTHER OFFICE/MISC
			2,500.00	0105105072 4320	CLASS HR/GENL ADM / OTHER OFFICE/MISC

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<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
Fund 01 Total:		3,287,562.31			
Fund 26 Total:		18,405.84			
Fund 69 Total:		100,000.00			
Total Amount of Purchase Orders:		3,405,968.15			

**ANAHEIM UHSD**

**PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS BY VENDOR NAME**

BOARD OF TRUSTEES MEETING 03/05/2019

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PO NUMBER	VENDOR	PO TOTAL	CHANGE AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L64R0908	A 1 FENCE COMPANY	15,399.50	+1,206.50	0124232081 5610	LOARA/FENCE/MO / REPAIRS/MAINT - O/S SERVICES
M64X0368	AARDVARK CLAY AND SUPPLIES INC	2,263.00	+500.00	0121000910 4310	WE/LCFF-CONCENTRATION/INSTR /
L64T0568	ADAFRUIT INDUSTRIES LLC	1,938.53	+1,938.53	0117393010 4310	INSTR SVC/VEA-2B/INSTR / INSTRUCTIONAL MATL
M64R1000	ALONTI CAFE AND CATERING	3,674.28	-1,939.50	0117393010 4320	INSTR SVC/VEA-2B/INSTR / OTHER OFFICE/MISC
M64X0001	AMERICAN LOGISTICS COMPANY LLC	86,270.00	+1,177.11	0125918510 4390	KA/INFLEXION (RRP)/INSTR / MEETING EXPENSE -
M64X0319	ART SUPPLY WAREHOUSE	3,500.00	+16,270.00	0113113036 5620	TRANS/REG-ED/TRANSPORTATION /
K64A0075	ATVANTAGE ATHLETIC TRAINING	48,375.00	+500.00	0127005010 4310	KE/ART/INSTR / INSTRUCTIONAL MATL & SUPPLIES
M64R0979	BLICK ART MATERIALS LLC	859.77	+4,000.00	0115115010 5805	EDUCATION/INSTR / INSTRUCTIONAL PROF
M64X0002	CERTIFIED TRANSPORTATION SVCS	55,867.94	+31.90	0131381010 4310	BR/ECIA1/INSTR / INSTRUCTIONAL MATL &
L64A0066	CSM CONSULTING INC.	39,500.00	+25,967.94	0113113036 5620	TRANS/REG-ED/TRANSPORTATION /
M64A0058	DIVISION OF THE STATE ARCHITECT	190,000.00	+6,900.00	0108108077 5810	INFO SYSTEM/DP / NON-INSTRUCTIONAL PROF
M64A0111	FEDERAL TECHNOLOGY SOLUTIONS I	37,602.88	+100,000.00	2456731185 6210	BOND SERIES 2015 - MEASH / PLANNING - DSA
M64S0100	GLASBY MAINTENANCE SUPPLY CO.	2,059.41	+6,075.48	0108108077 6490	INFO SYSTEM/DP / EQUIPMENT - OTHER
M64X0153	KELLY PAPER	5,193.75	-366.18	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64X0297	LAGUNA CLAY CO.	2,700.00	+2,693.75	0118118072 4320	GRAPHICS/GENL ADM / OTHER OFFICE/MISC
M64X0334	MAGNOLIA HIGH SCHOOL	14,000.00	+900.00	0123005010 4310	SA/ART/INSTR / INSTRUCTIONAL MATL & SUPPLIES
M64R0159	MIKE ELAM CONSTRUCTION	24,510.00	+7,000.00	0122028040 5810	MA/ATHLET/ANCILL / NON-INSTRUCTIONAL PROF
M64X0044	O'REILLY AUTO PARTS	26,000.00	+5,510.00	0110236081 5610	MAINTENANCE/LOCKS/MO / REPAIRS/MAINT - O/S
M64X0259	OFFICE DEPOT	6,000.00	+10,000.00	0179113036 4376	GARAGE/TRANS-REG ED/TRANSPORT / TRANS
L64A0049	PARKER AND COVERT LLP	338,270.50	+3,500.00	0113113036 4320	TRANS/REG-ED/TRANSPORTATION / OTHER
L64A0338	PARKER AND COVERT LLP	21,729.50	-6,419.50	0104104072 5821	CERT HR/GENL ADM / LEGAL FEES
M64M0023	POOL SUPPLY OF ORANGE COUNTY	23,344.39	+6,419.50	0106106072 5810	BUSINESS/GENL ADM / NON-INSTRUCTIONAL PROF
M64X0179	POOL SUPPLY OF ORANGE COUNTY	30,000.00	+321.86	0123240081 5610	SA/POOL/MO / REPAIRS/MAINT - O/S SERVICES
			+5,000.00	0110230081 4355	MAINTENANCE/MO / MAINTENANCE SUPPLIES



**ANAHEIM UHSD**

**PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS BY VENDOR NAME**

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<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>CHANGE AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
M64A0226	STAFFREHAB	79,525.00	+65,000.00	0119283039 5810	SYS/OTHER PUPIL / NON-INSTRUCTIONAL PROF
M64X0338	U S BANK	13,000.00	+5,000.00	0128013010 4310	CY/HECT/INSTR / INSTRUCTIONAL MATL &
M64S0103	VERITIV OPERATING COMPANY	908.72	+578.75	0100000000 9320	GEN FUND/INC & BALANCE SHEET / STORES
M64X0066	WINZER	25,000.00	+15,000.00	0179113036 4376	GARAGE/TRANS-REG ED/TRANSPORT / TRANS

Fund 01 Total: 182,766.14

Fund 24 Total: 100,000.00

Total Amount of Change Orders: 282,766.14

**VENDOR CHECK REGISTER**  
**JANUARY 29, 2019 THROUGH FEBRUARY 21, 2019**

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
A ALVARADO PAINTING	V6406348	5610	2,900.00	00153569
A CABRAL ROOFING GROUP	V6412864	5610	39,462.72	00153741
A U H S D FOOD SERVICE DEPT	V6400023	4390	390.58	00153669
			149.60	00153701
			536.07	00153779
A Z BUS SALES INC.	V6400025	4365	240.78	00153388
		4376	449.63	00153855
		4385	33.73	00153388
			587.72	00153855
AAA ELECTRIC MOTOR SALES	V6400033	4345	258.10	00153780
		4355	15.10	00153389
			475.65	00153570
			88.29	00153742
AARDVARK CLAY AND SUPPLIES INC	V6400035	4310	1,692.75	00153571
ABC CLIO INTERACTIVE	V6400046	5880	2,760.00	00153856
ABC SCHOOL EQUIPMENT INC	V6400047	4410	5,921.94	00153390
ABU KHALAF, ZINEH	V6412791	5220	102.08	00153743
AC POWER 1 INC	V6413051	5610	13,701.50	00153744
ACOUSTICAL MATERIAL SERVICES	V6400070	4355	419.96	00153500
			430.67	00153819
			350.79	00153857
ACS BILLING SERVICE	V6400072	5530	128.94	00153820
		5580	3,942.56	00153858
ADI	V6400095	4355	2,036.70	00153391
			140.06	00153781
ADVANTAGE WEST INVESTMENT ENTERPRISES INC.	V6412537	4347	1,838.02	00153392
			1,837.61	00153618
		9320	5,818.71	00153392
			2,410.08	00153670
AERIES SOFTWARE INC	V6409157	5210	798.00	00153671
AG DESIGN INC	V6412748	5610	1,840.00	00153393
		5810	2,350.00	00153393
AGRI TURF DISTRIBUTING LLC	V6412836	4355	567.81	00153782
AICHELE, STEVEN G.	V6407891	4384	150.00	00153394
AIRWOLF 3D	V6411803	4310	570.36	00153395
ALBRIGHT LIGHTING PLASTICS	V6410869	4355	332.19	00153745
ALONTI CAFE AND CATERING	V6413206	4390	7,764.44	00153619
ALT REV CASH FUND	V6405194	4310	3,318.66	00153672
		4320	56.55	00153672
		4347	117.71	00153672
		4390	527.60	00153672
		5610	50.00	00153672
		5880	40.50	00153672
		5910	10.00	00153672
	V6405196	4310	4,977.59	00153384
		4320	980.87	00153384
		4347	182.37	00153384
		4390	1,307.39	00153384
		5880	680.00	00153384
		5910	22.54	00153384
ALVAREZ, JUAN	V6412677	5210	51.35	00153673
AMAZON WEB SERVICES INC.	V6412894	5880	7.39	00153572

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
AMERICAN TECHNOLOGIES INC.	V6410314	5610	19,856.91	00153746
AMERICAN TIME	V6410391	4355	237.86	00153501
ANAHEIM ELEMENTARY SCHOOL DISTRICT	V6400254	5100	31,942.18	00153573
ANAHEIM FAMILY YMCA	V6409401	5100	453,140.76	00153562
ANAHEIM HIGH SCHOOL	V6400260	5810	6,747.00	00153574
ANAHEIM UNION HIGH SCHOOL DIST	V6400267	5454	15,265.80	00153859
APEXSQL LLC	V6410946	5610	500.00	00153575
APPLE INC	V6400319	4310	40.95	00153860
		4410	24,486.34	00153860
APPLE TEXTBOOKS	V6409340	4150	4,235.00	00153861
ART SUPPLY WAREHOUSE	V6400350	4310	423.31	00153576
ASSOCIATED BUSINESS PRODUCTS	V6400369	5610	148.16	00153620
AT AND T	V6400374	5918	24,241.50	00153396
			76.42	00153783
			9,460.83	00153862
ATKINSON ANDELSON LOYA RUUD	V6400383	5821	3,831.20	00153747
ATVANTAGE ATHLETIC TRAINING	V6411449	5805	2,827.50	00153821
B AND H PHOTO VIDEO INC	V6400422	4310	123.16	00153674
B AND K ELECTRIC WHOLESALE	V6400623	4355	165.79	00153675
B AND M LAWN AND GARDEN INC	V6400423	4347	67.55	00153397
			6,232.90	00153676
			616.78	00153822
			435.70	00153863
		4355	311.81	00153676
		4410	1,269.30	00153863
BARNEY'S BLENDS INC.	V6411700	4347	4,275.62	00153864
BAVCO	V6407678	4355	570.54	00153677
BEACON DAY SCHOOL	V6409269	5860	8,754.71	00153702
BELL PIPE AND SUPPLY CO	V6400476	4355	49.07	00153398
			290.24	00153865
BELSKI, BRIAN	V6407692	5210	1,329.14	00153399
BIG D SUPPLIES	V6400508	4355	215.05	00153400
BIG TOP RENTALS	V6409077	5620	143.00	00153621
			1,093.69	00153823
BLACK AND DECKER U S INC	V6400533	4355	300.01	00153866
BLACK SHEEP ENTERPRISES	V6411381	4410	1,268.20	00153703
BLICK ART MATERIALS LLC	V6401357	4310	462.63	00153577
			1,280.90	00153748
BRAINPOP LLC	V6407109	5880	1,795.00	00153502
BREWER, AMANDA	V6412654	5210	336.38	00153704
		5220	69.31	00153578
BRYANT, RENAE	V6412971	5210	1,503.66	00153579
BSN SPORTS	V6400615	4310	2,632.31	00153401
BSN SPORTS LLC	V6412536	4310	5,142.73	00153402
		4355	92.52	00153503
		5610	4,223.80	00153749
BUSWEST LLC	V6407892	4375	285.28	00153867
		4376	1,271.19	00153403
			279.28	00153580
			293.35	00153678
		4385	57.27	00153403
			171.34	00153580
			252.04	00153678
			365.99	00153867
C.A.S.H.	V6400650	5210	1,101.00	00153705
CABE	V6400656	5210	3,850.00	00153868

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
CADA CENTRAL	V6400658	5210	470.00	00153504
			400.00	00153581
CAL LIFT INC	V6400664	5610	89.25	00153404
			1,038.93	00153622
CALIF. DEPT. OF TAX AND FEE ADMINISTRATION	V6404444	4310	3.43	00153869
CALIFORNIA PLUMBING PARTS	V6412567	4355	3,748.21	00153405
			2,926.24	00153582
			315.34	00153706
			349.45	00153750
			2,110.17	00153784
			2,252.36	00153870
		4410	4,625.66	00153870
CALIFORNIA RETROFIT INC	V6406910	4355	342.65	00153406
			204.73	00153707
CARE YOUTH CORPORATION	V6412565	5860	13,042.00	00153708
			20,850.00	00153824
CARMAN, CANDICE	V6412031	5220	46.40	00153709
CAROLINA BIOLOGICAL SUPPLY CO.	V6400778	4310	856.87	00153583
CARRILLO, LILIANA	V6412887	5210	17.55	00153751
CART MAN INC, THE	V6404668	5610	593.40	00153407
			982.60	00153623
			932.96	00153871
CASILLAS, ROBYN	V6412036	5220	149.54	00153584
CASTANEDA, KAREN	V6413256	5220	18.86	00153585
CBDA	V6412569	5210	195.00	00153505
CENGAGE LEARNING	V6404723	4210	10,546.03	00153624
CENTRALIA SCHOOL DIST	V6400844	5810	80,897.58	00153825
CERTIFIED TRANSPORTATION SVCS	V6400852	5620	16,007.20	00153826
			7,033.65	00153872
CHILD SHUTTLE	V6406415	5870	1,328.00	00153586
CITY OF ANAHEIM	V6400957	5520	167,407.36	00153625
			31,109.96	00153785
			53,696.74	00153873
		5530	16,966.32	00153625
			1,846.27	00153785
			4,906.70	00153873
		5580	27,940.89	00153625
			4,671.43	00153785
			7,540.46	00153873
		5810	3,010.00	00153506
CITY OF BUENA PARK	V6400958	5530	1,938.00	00153874
		5580	193.80	00153874
CLAIM RETENTION SERVICES INC.	V6408940	5810	24,000.00	00153710
CLARK SECURITY PRODUCTS	V6400966	4355	43.73	00153587
			165.06	00153875
COCO PRINTING AND GRAPHICS	V6410045	5810	2,651.73	00153876
COLON, MELIDA DIAZ	V6409180	5210	33.46	00153679
COLON, TAMARA ELIZABETH	V6412357	5810	525.00	00153877
COMPLETE OFFICE OF CA	V6411539	9320	1,402.91	00153680
COOKE, MARYJO	V6407036	5220	156.69	00153588
CORVUS INDUSTRIES LTD	V6413085	4355	797.35	00153589
COSCO FIRE PROTECTION INC	V6412879	5610	3,600.00	00153590
CREATIVE BUS SALES	V6409840	4385	1,055.31	00153408
CRUZ, LISA	V6402779	5210	60.00	00153626
CSM CONSULTING INC.	V6409922	5810	6,900.00	00153711
CSPCA	V6409770	5210	790.00	00153507



<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
CUE INC.	V6409411	5210	341.05	00153878
CULVER NEWLIN	V6411589	4310	3,450.37	00153591
		4320	2,262.91	00153591
			273.15	00153627
			414.26	00153752
		4410	1,746.90	00153591
CUMMINS PACIFIC LLC	V6401190	5610	702.53	00153786
CVT RECYCLING	V6407455	5580	269.01	00153753
CYPRESS COLLEGE	V6407842	5880	3,195.00	00153827
D. HAUPTMAN CO. INC.	V6405405	9320	5,010.38	00153592
DAIGNAULT, KARIN	V6402510	5220	11.72	00153681
DAKTRONICS	V6408432	5610	600.00	00153508
DARTCO TRANSMISSION SALES SVC	V6401258	4376	2,623.22	00153409
DBQ PROJECT, THE	V6406985	4210	1,125.00	00153509
DEL SOL SCHOOL	V6411308	5860	12,332.00	00153410
			4,363.00	00153828
DEMCO INC	V6401318	9320	2,049.17	00153754
DHAWAN, SONITA	V6410951	5220	46.75	00153682
DISNEYLAND RESORT	V6411011	5880	2,200.00	00153510
DUNHAM, ANITA	V6405697	5210	55.50	00153411
			140.00	00153712
DUNN EDWARDS PAINTS	V6401448	4355	2,263.89	00153511
			175.32	00153755
			384.68	00153879
DURKIN, MARY JO	V6411672	5210	1,329.14	00153412
DURREGO, CORINA	V6401099	5220	19.60	00153628
EBERHARD EQUIPMENT	V6405532	4347	2,295.42	00153593
		5620	479.49	00153413
ECONOMY RENTALS INC	V6401478	5620	750.00	00153414
			290.00	00153756
			1,036.46	00153880
EL GOVERNADOR	V6413245	4390	2,400.00	00153512
ELITE SHEET METAL INC	V6412835	5610	4,998.00	00153415
ENCINAS, IVY	V6409001	5210	33.46	00153757
EVOQUA WATER TECHNOLOGIES LLC.	V6408457	5610	923.42	00153416
			487.08	00153594
EWING IRRIGATION PRODUCTS	V6401634	4355	1,304.83	00153595
EXPO PROPANE	V6412144	5810	172.41	00153881
FACILITY SOLUTIONS GROUP INC.	V6412428	4355	62,926.00	00153387
FARMAN, JUANA	V6406999	5220	92.41	00153882
FEDERAL TECHNOLOGY SOLUTIONS INC	V6411145	6490	31,191.91	00153513
			37,602.88	00153629
FELIX, STEPHANIE	V6412478	5210	1,184.93	00153514
		5220	69.89	00153883
FERGUSON ENTERPRISES INC	V6409823	4355	5,220.71	00153417
			246.51	00153884
FERNANDEZ, CLAUDIA	V6413252	5210	1,119.43	00153563
FERRELLGAS LP	V6411875	5810	14,243.02	00153515
			3,570.92	00153630
			3,012.82	00153713
			2,406.45	00153787
			826.52	00153788
			3,353.06	00153829
			4,488.06	00153885
FIX 4 LESS GOLF CARS	V6413062	5610	815.60	00153886

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
FLEET SERVICES INC	V6405625	4370	59.59	00153516
		4376	571.04	00153516
			925.81	00153714
		4385	53.23	00153516
			496.43	00153714
			460.05	00153887
FLINN SCIENTIFIC INC	V6401708	4310	1,355.14	00153418
FLORES, STEPHANIE	V6412292	5220	109.62	00153830
FOLLETT SCHOOL SOLUTIONS INC.	V6411526	4210	466.09	00153419
FREESTYLE PHOTOGRAPHIC SUPPLIES	V6401761	4310	584.18	00153420
FROG ENVIRONMENTAL INC.	V6407428	5610	650.00	00153517
FUJIMOTO, DIANA	V6401342	5210	33.46	00153789
		5220	33.64	00153831
FULLER TRUCK ACCESSORIES	V6401773	4355	67.88	00153888
		4410	2,066.23	00153888
FUMELLE, ANNE	V6411606	5880	99.00	00153790
GALLAGHER, KELLY	V6402556	4310	779.49	00153421
GANAHL LUMBER CO	V6401804	4310	1,957.50	00153422
		4347	70.02	00153631
		4355	3,240.66	00153422
			163.19	00153631
			1,204.23	00153889
GANGNATH, ERIKA	V6401597	5210	33.46	00153715
GARY'S RADIATOR SERVICE	V6401818	4376	375.00	00153890
GAS COMPANY, THE	V6404372	5510	1,887.60	00153683
			40,099.12	00153832
GATEWAY MEDICAL CENTER	V6401819	5810	20.00	00153891
GENERAL INDUSTRIAL TOOL AND SUPPLY	V6401833	9320	414.83	00153518
GIAKOUMIS, SABINA	V6409517	5210	280.16	00153632
GLASBY MAINTENANCE SUPPLY CO.	V6401863	4347	77.15	00153423
			214.56	00153892
		4410	3,942.14	00153633
		9320	1,429.07	00153423
			630.34	00153633
GONZALEZ, LAURA	V6410576	5220	139.11	00153716
GOPHER SPORTS EQUIPMENT	V6401902	4310	1,632.81	00153564
GOV CONNECTION INC	V6406748	5610	223.33	00153424
GOVERNMENT FINANCIAL STRATEGIES	V6401906	5880	1,250.00	00153519
GRAINGER	V6404982	4355	2,687.48	00153425
			303.90	00153520
			189.43	00153634
			181.15	00153893
		4375	105.04	00153520
			108.08	00153893
		4387	10.16	00153717
			9.61	00153893
		4410	1,266.31	00153425
		9320	143.26	00153634
GRAYBAR ELECTRIC COMPANY	V6401918	4320	421.84	00153426
		4355	577.73	00153426
			547.39	00153521
GREATER ANAHEIM SELPA	V6401927	5805	16,848.78	00153684
		8311	167,412.49	00153791
GREENS DISCOUNT GLASS AND SCREEN	V6409591	4355	1,369.51	00153427
			710.08	00153635
GROVE, KELLY A.	V6409563	5220	71.22	00153833

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>		
GUYER, KATHLEEN	V6411049	5210	40.00	00153565		
H AND H AUTO PARTS WHOLESAL	V6401967	4376	846.52	00153894		
		4385	1,373.85	00153522		
			852.92	00153894		
HANSEN, TROY	V6406746	5210	822.19	00153428		
HATCHER, PATTY	V6408994	5220	24.13	00153636		
HAULAWAY STORAGE CONTAINERS INC.	V6410468	5620	250.00	00153523		
			145.60	00153566		
HAZ PARTY RENTAL	V6402005	5620	786.90	00153834		
HD INDUSTRIES	V6401983	4376	45.51	00153524		
HOME DEPOT CREDIT SERVICES	V6405234	4347	452.98	00153637		
			81.35	00153792		
			548.16	00153835		
		4355	892.71	00153429		
			781.81	00153525		
			2,135.25	00153637		
			960.87	00153835		
			862.65	00153895		
			26.98	00153525		
			400.83	00153430		
HORIZON	V6408259	4347	400.83	00153638		
HOWARD INDUSTRIES	V6402088	4355	606.31	00153431		
HUTTNER, HEATHER	V6412032	5220	30.16	00153718		
ICS SERVICE CO.	V6406452	5610	782.00	00153432		
IMAGE APPAREL FOR BUSINESS	V6402628	4345	389.16	00153433		
			20.98	00153639		
			167.12	00153896		
IMAGE SOURCE	V6412458	4320	1,745.55	00153897		
INKHEAD	V6413226	4310	4,585.76	00153898		
INTELESYSONE INC.	V6412444	4320	224.42	00153434		
J.W. PEPPER AND SON INC.	V6402214	4310	179.46	00153526		
			82.42	00153719		
			888.31	00153899		
			299.98	00153527		
JACKSONS A S BREA F M P	V6406346	4347	106.11	00153900		
		4370	66.87	00153527		
			966.11	00153900		
		4375	997.14	00153527		
			63.57	00153640		
			100.96	00153900		
		4376	34.47	00153527		
			136.95	00153640		
			26.14	00153900		
		4385	1,938.48	00153527		
			99.82	00153900		
		JEYCO PRODUCTS INC	V6402332	4375	1,544.75	00153641
				9320	705.43	00153901
			1,526.77	00153793		
			868.90	00153901		
JFK TRANSPORTATION CO INC	V6413170	5620	942.75	00153642		
			4,473.25	00153836		
			1,365.75	00153902		
JHM SUPPLY INC.	V6411647	4355	132.32	00153435		
			510.87	00153528		
			1,910.68	00153643		
JOE RHODES MAINTENANCE SERVICE	V6402367	5610	341.40	00153903		

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
JOHNSON CONTROLS	V6406981	4355	507.82	00153904
JOHNSTONE SUPPLY	V6402415	4355	19.80	00153436
			283.87	00153529
			101.93	00153644
			50.43	00153905
KELLY PAPER	V6402557	4320	1,371.33	00153906
KYOCERA DOCUMENT SOLUTIONS AMERICA INC.	V6412795	4310	45,534.59	00153437
		4320	6,040.30	00153437
LABELL EXCHANGE	V6412680	5918	600.00	00153837
LAKESHORE CURRICULUM MATERIALS	V6402648	4310	455.69	00153530
LAM, JANE	V6412453	5220	3.48	00153685
LANGUAGE NETWORK INC	V6409301	5810	1,013.75	00153907
LARSEN, DIANA M.	V6413247	5810	170.00	00153794
LE, CAITLIN	V6411725	5220	65.59	00153720
LEGO EDUCATION	V6407799	4310	1,775.50	00153438
LESCRINIER, FRANK	V6412305	5210	308.24	00153686
LETTER PERFECT SIGNS	V6402726	4355	447.16	00153908
LOARA ASB	V6402803	5810	2,046.00	00153567
LONE STAR PERCUSSION	V6408001	4410	155.16	00153645
LOS ANGELES FREIGHTLINER INC	V6402833	4376	181.86	00153531
			357.51	00153646
		4385	74.22	00153531
LRP PUBLICATIONS	V6402849	5880	15,725.00	00153647
LUCYS LAUNDRY ANAHEIM	V6412017	5560	106.64	00153838
LUNDQUIST, KATHY	V6402536	5220	26.10	00153721
LUX BUS AMERICA COMPANY	V6412135	5620	4,250.00	00153839
			1,230.00	00153909
MACKIN LIBRARY MEDIA	V6402903	4210	799.29	00153439
			646.82	00153795
MAINTEX INC.	V6411331	9320	253.43	00153648
MARKERBOARD PEOPLE, THE	V6404677	4310	210.00	00153532
MC FADDEN DALE HARDWARE CO	V6403056	4347	151.71	00153910
		4355	132.96	00153440
			290.54	00153649
			401.34	00153840
			646.00	00153910
MC GRAW HILL EDUCATION INC.	V6411310	4210	4,142.32	00153441
MC QUERREY, CHRIS	V6408101	5210	130.80	00153722
MEDCO SPORTS MEDICINE	V6405872	4320	468.49	00153650
METAL SUPERMARKETS ANAHEIM	V6413179	4310	568.65	00153533
MIKE ELAM CONSTRUCTION	V6412866	5610	5,510.00	00153841
MILWAUKEE ELECTRIC TOOL CORP.	V6403148	4355	535.63	00153911
MISSION LINEN SUPPLY	V6411115	4388	197.24	00153534
			98.62	00153651
			88.27	00153723
			98.62	00153912
MOBILE INDUSTRIAL SUPPLY	V6407890	4375	56.00	00153535
			56.84	00153913
MONTGOMERY HARDWARE CO.	V6405624	4355	83.79	00153442
			4,499.22	00153652
MORSCO SUPPLY LLC	V6412910	4355	40.49	00153536
			416.90	00153653
MRS. NELSON'S BOOK COMPANY LLC	V6409076	4210	148.42	00153443
MUSIC AND ARTS CENTERS	V6411397	4310	11.85	00153724
		5610	237.48	00153537
MYPHONE HERO	V6413250	4310	1,375.00	00153842

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
MYRIAD SENSORS INC.	V6412474	4310	109.60	00153914
NASCO	V6403253	4310	1,825.63	00153444
			104.69	00153725
			670.33	00153915
NAVARRO, MONICA	V6412545	5220	71.34	00153843
NEARPOD INC	V6413059	5880	1,000.00	00153844
NEVCO INC	V6406113	6490	11,555.62	00153596
NGUYEN HUYNH, MONIQUE	V6413191	5220	14.50	00153916
NGUYEN, AMY	V6412777	5220	49.88	00153726
NORTH ORANGE COUNTY REGIONAL	V6403384	7283	636,976.94	00153538
NORTH ORANGE COUNTY ROP	V6409740	5805	231.34	00153654
NTH GENERATION COMPUTING INC	V6411156	5610	10,650.00	00153445
O.C. ROPES COURSE	V6412881	5880	1,200.00	00153539
OCDE	V6403452	5210	200.00	00153845
			200.00	00153918
		5870	55,197.47	00153568
		5880	260.00	00153918
		7141	521,107.29	00153568
OFFICE DEPOT	V6403421	4320	927.23	00153447
			297.35	00153540
			595.74	00153688
			240.25	00153759
			423.39	00153796
			232.48	00153846
			15.22	00153919
		4390	148.07	00153447
O'HANLON, KAREN	V6413241	5810	200.00	00153758
OLIVE CREST ACADEMY	V6410765	5860	11,752.77	00153847
ORANGE COUNTY FIRE PROTECTION	V6403457	4355	377.46	00153797
		4375	248.40	00153597
		5610	395.23	00153448
ORANGE COUNTY HEALTH CARE AGENCY	V6407003	5810	91,214.00	00153449
			121,809.99	00153727
ORANGE COUNTY PUBLIC SAFETY	V6411157	5810	13,700.00	00153385
			5,068.00	00153798
ORANGE COUNTY REGISTER	V6403461	4320	7,230.60	00153450
			1,068.36	00153655
			1,168.24	00153920
		5880	1,062.36	00153450
O'REILLY AUTO PARTS	V6411401	4370	505.24	00153446
			188.35	00153687
			24.89	00153917
		4375	325.38	00153446
		4376	834.41	00153446
			810.26	00153917
		4385	356.41	00153446
			14.24	00153687
			112.23	00153917
		4387	243.54	00153446
			81.84	00153687
			210.64	00153917
ORVAC ELECTRONICS	V6403479	4355	352.05	00153451
			100.46	00153656
			37.67	00153799
P. LO BROWN INDUSTRIES	V6412950	4310	323.25	00153689
PACIFIC AUDIOLOGICS	V6406874	5810	28,005.00	00153728

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
PACIFIC COACHWAYS CHARTER SERVICES INC.	V6407365	5620	582.00	00153800
PACIFIC TURF EQUIPMENT	V6403502	4347	1,178.11	00153452
			2,016.30	00153801
PARADIGM HEALTHCARE SERVICES	V6403536	5810	782.40	00153729
PARIKH, SNEHA	V6408305	5220	58.81	00153453
PARK PLACE TECHNOLOGIES LLC	V6410464	5610	1,449.36	00153454
PARK, ESTHER	V6411350	5220	123.83	00153760
PARKER AND COVERT LLP	V6403544	5810	3,475.50	00153455
PARKHOUSE TIRE INC.	V6403547	4386	5,038.82	00153456
			759.91	00153921
PATINO, REUBEN	V6403910	5220	87.46	00153657
PAVASARS, JOHN	V6408437	5220	200.16	00153598
PBS SOCAL	V6411330	5880	450.00	00153541
PC AND MACEXCHANGE	V6410706	4410	8,074.79	00153658
PEARSON EDUCATION	V6403609	4210	1,675.73	00153730
PENNER PARTITIONS INC	V6403625	4355	116.37	00153457
			81.35	00153761
PHAM, DEBBIE	V6412543	5210	39.01	00153848
PHAM, RICK	V6406082	5220	44.28	00153762
			68.12	00153922
PHANTOM PROJECTS	V6406776	5880	255.00	00153923
PITNEY BOWES INC	V6403678	5610	1,947.69	00153458
POOL SUPPLY OF ORANGE COUNTY	V6403700	4355	1,259.60	00153459
			482.07	00153763
PORTVIEW PREPARATORY	V6411850	5860	7,040.00	00153764
PRECIADO, ELVIA	V6412623	5210	20.00	00153659
PRESENTATION FOLDER INC	V6403738	5810	565.69	00153542
			350.19	00153731
			377.13	00153924
PRINGLES DRAPERIES AND BLINDS	V6405953	4355	512.58	00153802
PROTECTION ONE ALARM MONITORING INC.	V6412084	5620	3,229.83	00153765
RAMIREZ, ALEJANDRO	V6410719	5210	105.52	00153660
RAMIREZ, MARIA T.	V6412066	5220	60.32	00153766
REAL, JEANNETTE	V6411176	5220	124.00	00153690
REEL LUMBER SERVICE	V6403871	4310	767.86	00153661
		4355	242.99	00153661
REFRIGERATION SUPPLIES DIST.	V6403873	4355	513.81	00153460
			117.13	00153543
			729.56	00153662
			279.27	00153803
RELIABLE SHEET METAL WORKS	V6403891	4355	2,036.48	00153461
			350.24	00153663
REPUBLIC SERVICES OF SO. CALIFORNIA	V6410174	5580	272.14	00153462
			5,645.39	00153767
REVOLVING CASH FUND	V6405190	1101	9,722.16	00153804
		1905	1,160.00	00153804
		4310	1,082.59	00153804
		4390	1,921.92	00153804
		5210	195.00	00153804
		5310	430.00	00153804
		5620	5,705.00	00153804
		5880	370.00	00153804
		8699	4,415.96	00153804
RIDDELL ALL AMERICAN	V6403939	5630	6,694.02	00153463
RIDDLE APPLIANCE AND TV	V6406711	5610	89.00	00153732
ROBOLINK	V6413203	4310	1,901.90	00153464

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
RODRIGUEZ, VIRIDIANA	V6412875	5210	1,181.41	00153664
		5220	40.38	00153768
RONAN, BRIDGET	V6411836	5210	290.00	00153465
ROSEBURROUGH TOOL CO. INC	V6404014	4355	145.30	00153691
ROSEN, STEPHANIE	V6412886	5220	17.99	00153769
			12.92	00153925
RUELAS, RYAN	V6407755	5210	1,329.14	00153466
SAFETY KLEEN	V6404072	5610	239.94	00153467
SANDBOX MARKETING INC	V6413154	4310	13,688.57	00153733
		5610	3,682.00	00153733
		5620	750.00	00153733
SC FUELS	V6404378	4384	1,145.66	00153599
SCHOLASTIC INC.	V6404150	4210	642.84	00153468
SCHOOL BUS PARTS	V6404157	4375	828.50	00153469
			748.24	00153600
SCHOOL SERVICES OF CALIFORNIA INC.	V6404171	5210	900.00	00153805
SCHOOL SPECIALTY INC	V6404173	4310	1,269.77	00153692
		9320	3,587.37	00153692
			241.20	00153770
SCHORR METALS INC	V6404179	4355	111.31	00153470
SEHI COMPUTER PRODUCTS INC	V6404221	4310	10,715.80	00153471
			2,373.74	00153806
		4320	266.10	00153601
			355.25	00153806
		4410	40,119.52	00153471
			70,029.99	00153601
			10,571.75	00153806
		5610	2,850.00	00153471
		5880	17.47	00153471
SERRANO, GUADALUPE	V6412793	5210	372.58	00153472
SHELTON, MIKE	V6403136	3701	1,809.00	00153473
SHERWIN WILLIAMS CO., THE	V6410919	4355	34.05	00153474
			33.79	00153544
			150.85	00153693
SHI INTERNATIONAL CORP	V6411373	5880	11,173.40	00153665
SHRED IT USA LLC	V6411124	5610	74.05	00153475
SIGLER INC., RUSSELL	V6410420	4355	374.19	00153476
			804.64	00153694
			1,411.44	00153807
SIGN MART PLASTICS PLUS	V6412529	4320	317.73	00153545
		5810	3,272.91	00153602
SNO SITES	V6413113	5880	650.00	00153603
SOBEL GROUP INC., THE	V6412820	5810	12,500.00	00153386
SOLED ENERGY INC	V6413100	5610	3,062.50	00153546
SOLUTION TREE	V6403277	5880	1,349.25	00153734
SONRISE ELECTRIC INC	V6412124	6490	2,380.00	00153695
			2,380.00	00153808
SOSA, KANDYCE	V6413144	5220	125.98	00153926
SOUTHERN CALIFORNIA EDISON CO.	V6404370	5520	6,155.20	00153604
SOUTHERN CALIFORNIA WATER CO	V6404375	5510	4,292.06	00153849
SOUTHLAND INSTRUMENTS INC	V6404379	5610	433.49	00153477
SOUTHWEST SCHOOL AND OFFICE SUPPLY	V6404383	9320	3,830.02	00153478
SPICERS PAPER INC	V6404405	4320	1,292.19	00153547
			636.63	00153927
		5712	1,924.37	00153605
SPRINT SOLUTIONS INC	V6411072	5918	320.72	00153479

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
STAFFREHAB	V6411260	5810	21,725.00	00153480
			1,097.48	00153548
			2,880.00	00153606
			3,600.00	00153850
STEINBRICK, GAIL	V6408751	5220	149.47	00153607
SWITZER CENTER	V6413048	5860	2,939.00	00153851
SWRCB	V6407133	5880	1,400.00	00153481
T MOBILE	V6410424	5810	426.71	00153550
		5918	3,410.74	00153549
TECHNICAL SAFETY SERVICES LLC	V6413185	5610	2,000.00	00153482
THOMSON REUTERS WEST	V6407958	4320	161.00	00153809
THOUSAND PINES	V6406664	5880	1,300.50	00153551
TIME AND ALARM SYSTEM	V6404729	4355	972.06	00153483
		5610	593.00	00153552
		6490	43,820.00	00153552
TIME WARNER CABLE	V6411698	5930	67,105.17	00153666
TORO AIRE INC	V6408584	4355	19.40	00153553
			24.78	00153810
TOWNSEND PUBLIC AFFAIRS INC.	V6413003	5810	5,000.00	00153484
			10,000.00	00153771
TRAN, YVONNE	V6412882	5610	400.00	00153608
TRANE COMPANY, THE	V6407007	4355	35.79	00153485
TROXELL COMMUNICATIONS INC	V6404796	4410	2,213.37	00153928
TRUCK PRO PTO SALES CORPORATION	V6403784	4370	281.95	00153486
		4376	699.30	00153486
		4385	314.43	00153486
TUPARAN, LUIS	V6410822	5220	119.03	00153554
			124.59	00153696
			64.09	00153929
TURF STAR INC	V6404805	4347	354.85	00153811
			156.27	00153852
U S BANK	V6406511	4310	6,212.24	00153930
		4320	271.82	00153930
		4347	221.39	00153930
		4370	174.34	00153930
		4390	1,206.00	00153930
		5880	100.00	00153930
ULINE	V6406546	4310	316.94	00153697
		4320	1,477.76	00153609
UNIFIED POWER	V6411777	5880	3,658.00	00153610
UNITED REFRIGERATION INC.	V6404853	4355	198.46	00153698
UNITED RENTALS	V6404854	5620	681.94	00153487
US AIR CONDITIONING DISTRIBUTORS	V6404317	4355	36.03	00153611
VALLEY VISTA SERVICES INC	V6411966	5580	5,594.97	00153735
VAZQUEZ, LIZBETH SEGURA	V6412067	5220	41.47	00153772
VERSATILE SYSTEMS INC	V6412724	5610	1,225.00	00153488
VILDOSOLA, PATRICIA	V6413267	5220	31.73	00153853
VISION COMMUNICATIONS CO.	V6404955	5610	566.88	00153489
WALKERS DELI	V6407901	4390	38.08	00153612
WALTERS WHOLESAL	V6409053	4355	328.20	00153613
WESTERN ALUMNI ASSOCIATION	V6413046	8699	154.00	00153773
WESTRUX INTERNATIONAL INC	V6405053	4370	105.78	00153490
		4385	295.77	00153490
WESTSIDE BUILDING MATERIALS	V6405054	4355	418.45	00153491
WINSOR LEARNING INC.	V6413065	4210	2,358.65	00153555



<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
WINZER	V6412060	4375	526.73	00153492
			477.84	00153774
			616.81	00153931
		4385	39.77	00153492
			1,603.72	00153774
WRAGG, BARBARA	V6400447	5880	225.00	00153932
WRIPAC	V6409514	5210	175.00	00153736
XEROX CORPORATION	V6405129	5620	4,022.22	00153737
			2,979.26	00153775
XEROX FINANCIAL SERVICES LLC	V6412617	5620	266.42	00153738
YAMAHA GOLF CARTS OF CALIFORNIA	V6405131	5610	403.11	00153933
YELLOW CAB OF GREATER ORANGE COUNTY	V6405135	5870	330.00	00153493
ZISKO, AMBER	V6406552	5220	54.75	00153739
ZONES	V6405158	4310	1,593.84	00153494
			80.84	00153614
		4410	1,050.48	00153494
			2,880.48	00153812
ZURBANO, REGINA	V6412815	5210	279.12	00153495
<b>GENERAL FUND (0101)</b>			<b>4,010,244.01</b>	
BALFOUR BEATTY CONSTRUCTION LLC	V6412996	6165	836,351.05	00153556
CULVER NEWLIN	V6411589	4310	5,253.73	00153615
ORANGE COUNTY REGISTER	V6403461	6252	2,784.48	00153667
<b>GO BOND FUND (2124)</b>			<b>844,389.26</b>	
ECONOMY RENTALS INC	V6401478	5620	5,600.00	00153740
PATHWAY COMMUNICATIONS LTD	V6410645	4410	5,624.55	00153813
REVOLVING CASH FUND	V6405190	6222	695.00	00153814
<b>GO BOND FUND SERIES 2018 (2126)</b>			<b>11,919.55</b>	
ERICKSON HALL CONSTRUCTION CO	V6413032	6270	466,915.00	00153616
REVOLVING CASH FUND	V6405190	6210	1,612.50	00153815
<b>CAPITAL FACILITIES FUND (2525)</b>			<b>468,527.50</b>	
AMERICAN FENCE COMPANY INC	V6407611	6274	234.60	00153496
<b>CAPITAL FACILITIES RDA FUND (2545)</b>			<b>234.60</b>	
BALFOUR BEATTY CONSTRUCTION LLC	V6412996	6165	407,014.25	00153557
<b>SPECIAL RESERVE FUND (4041)</b>			<b>407,014.25</b>	
AUHSD	V6400400	5890	35,623.00	00153776
<b>WORKER'S COMPENSATION FUND (6768)</b>			<b>35,623.00</b>	
AMERICAN FIDELITY ASSURANCE COMPANY	V6408036	5450	8,496.52	00153558
AUHSD	V6400400	5891	2,191,480.26	00153617
			794,401.85	00153934
BENEFIT AND RISK MANAGEMENT SERVICES	V6412889	5812	410,360.50	00153497
			415,374.32	00153935
BENISTAR HARTFORD	V6410980	5466	89,877.67	00153854

<u>VENDOR NAME</u>	<u>VENDOR ID</u>	<u>OBJECT</u>	<u>AMOUNT</u>	<u>CK#</u>
CALIFORNIA SCHOOLS DENTAL COALITION	V6405368	5892	250,791.00	00153777
DELTA DENTAL INSURANCE COMPANY	V6411391	5465	14,685.20	00153668
EXPRESS SCRIPTS INC.	V6410974	5895	172,096.81	00153559
			158,669.53	00153699
			255,290.48	00153816
GALLAGHER BENEFIT SERVICES INC.	V6408675	5812	12,733.88	00153498
			12,733.88	00153817
HOLMAN PROFESSIONAL COUNSELING CENTERS	V6411743	5463	148,483.59	00153700
METLIFE	V6408692	5462	22,609.20	00153560
REVOLVING CASH FUND	V6405190	5499	2,121.60	00153818
VISION SERVICE PLAN	V6404956	5464	52,594.50	00153778
<b>HEALTH &amp; WELFARE INS FUND (6769)</b>			<b>5,012,800.79</b>	
GREATER ANAHEIM SELPA	V6401927	9620	2,206,181.00	00153499
			13,750.00	00153561
<b>PASS THRU FUND (7676)</b>			<b>2,219,931.00</b>	
<b>GRAND TOTAL ALL FUNDS</b>			<b>13,010,683.96</b>	

**ANAHEIM UNION HIGH SCHOOL DISTRICT  
ASB SUMMARY OF CASH BALANCES  
JANUARY 2019**

School Name	Prior Month Total	Current Month			Total
		Checking	Petty Cash / Change Fund	Savings	
Anaheim	403,403.28	365,203.74	1,000.00	53,035.92	419,239.66
Western	335,527.45	219,991.10	1,275.00	124,095.16	345,361.26
Magnolia	111,220.47	119,389.55	700.00		120,089.55
Savanna	109,724.44	91,932.93	500.00	251.09	92,684.02
Loara	197,361.94	127,900.86	800.00	68,089.90	196,790.76
Katella	222,524.96	232,095.05	2,100.00		234,195.05
Kennedy	491,867.64	418,970.66	1,300.00		420,270.66
Cypress	657,318.02	579,473.87	1,700.00	48,456.99	629,630.86
Brookhurst	32,981.01	38,868.15			38,868.15
Orangeview	37,044.64	34,247.81	100.00		34,347.81
Walker	111,681.34	113,704.12			113,704.12
Dale	49,894.91	49,614.52			49,614.52
Sycamore	31,198.15	32,681.75			32,681.75
Ball	20,694.66	20,281.23			20,281.23
South	54,717.69	60,863.75			60,863.75
Oxford	368,657.05	410,525.05	350.00		410,875.05
Lexington	68,744.88	68,897.47			68,897.47
Hope	80,965.22	81,314.58			81,314.58
Gilbert	35,520.36	35,430.68			35,430.68
<b>Total</b>	<b>3,421,048.11</b>	<b>3,101,386.87</b>	<b>9,825.00</b>	<b>293,929.06</b>	<b>3,405,140.93</b>

**Anaheim Union High School District  
Cafeteria Fund  
Financial Statements  
December 2018**

**Balance Sheet**  
**Anaheim Union High School District**  
12/31/2018

Account Number	Description	
Asset	Assets	
CASH		
9120	Cash-Checking	\$4,537,963.30
9122	Change Fund	\$12,740.00
Total CASH		\$4,550,703.30
RECEIVABLE		
9210	A/R - Current	\$75,266.02
9280	A/R - State	\$395,750.32
9290	A/R - Federal	\$5,132,747.99
Total RECEIVABLE		\$5,604,764.33
INVENTORIES		
9321	Warehouse Food	\$91,543.54
9322	Warehouse Commodity	\$1,662.42
9323	Warehouse Supplies	\$54,366.91
9326	School Food	\$157,861.36
9327	School Commodity	\$44.25
9328	School Supplies	\$33,173.34
Total INVENTORIES		\$338,651.82
<b>Total Asset</b>		<b>\$10,494,119.45</b>
Liability	Liabilities and Fund Balance	
LIABILITIES		
9510	A/P - Current	\$1,931,499.26
9530	A/P - Accrued Vacation	\$61,695.00
9580	Sales Tax Liability	\$3,048.89
9599	Purchases Clearing	\$0.00
9650	Deferred Revenue	\$85,147.47
Total LIABILITIES		\$2,081,390.62
<b>Total Liability</b>		<b>\$2,081,390.62</b>
Fund Balance	Liabilities and Fund Balance	
FUND BALANCE		
9780	Spending Plan/Central Kitchen	\$3,871,410.12
9798	Fund Balance	\$4,959,102.38
Total FUND BALANCE		\$8,830,512.50
<b>Total Fund Balance</b>		<b>\$8,830,512.50</b>
Current Year Profit (Loss)		(\$417,783.69)
<b>Total Liabilities and Fund Balance</b>		<b>\$10,494,119.43</b>
Show all data		

## Statement of Revenue and Expense Anaheim Union High School District

	Period 6 Ending in 12/31/2018				Period 6 Ending in 12/31/2017			
	Monthly	%	YTD	%	Monthly	%	YTD	%
<b>Revenue</b>								
<b>Local Revenue</b>								
8621	\$24,918.00	1.62 %	\$197,862.00	1.83 %	\$25,530.00	1.49 %	\$184,278.00	1.69 %
Elementary - Lunch								
8632	\$6,074.25	0.40 %	\$37,604.00	0.35 %	\$6,028.75	0.35 %	\$32,698.75	0.30 %
High School - Breakfast								
8633	\$59,322.00	3.86 %	\$406,788.00	3.77 %	\$61,866.00	3.61 %	\$396,943.00	3.64 %
High School - Lunch								
8634	\$0.00	0.00 %	\$0.00	0.00 %	\$0.00	0.00 %	\$291.00	0.00 %
Meal Sales								
8635	\$68,006.46	4.43 %	\$533,380.85	4.94 %	\$82,075.17	4.80 %	\$568,157.07	5.21 %
A La Carte Sales								
8636	\$30.59	0.00 %	\$253.09	0.00 %	\$27.81	0.00 %	\$419.35	0.00 %
Adult Rev. - Breakfast								
8637	\$1,756.43	0.11 %	\$10,686.79	0.10 %	\$2,924.36	0.17 %	\$17,996.20	0.17 %
Adult Rev. - Lunch								
Local Revenue	\$160,107.73	10.42 %	\$1,186,574.73	10.98 %	\$178,452.09	10.43 %	\$1,200,783.37	11.02 %
<b>Federal Reimbursements</b>								
8200	\$262,618.93	17.09 %	\$1,765,009.14	16.34 %	\$288,233.46	16.84 %	\$1,764,553.55	16.19 %
Fed. Meal Rev.-Breakfast								
8220	\$980,693.87	63.83 %	\$6,752,916.97	62.51 %	\$1,080,024.72	63.10 %	\$6,838,181.49	62.76 %
Fed. Meal Rev.-Lunch								
8290	\$32,792.76	2.13 %	\$248,711.19	2.30 %	\$32,406.00	1.89 %	\$225,741.12	2.07 %
Misc Fed Rev.-Snack								
Federal Reimbursements	\$1,276,105.56	83.05 %	\$8,766,637.30	81.15 %	\$1,400,664.18	81.83 %	\$8,828,476.16	81.03 %
<b>State Reimbursements</b>								
8500	\$29,442.05	1.92 %	\$197,551.86	1.83 %	\$32,222.68	1.88 %	\$203,004.03	1.86 %
St. Meal Rev.-Breakfast								
8520	\$69,160.51	4.50 %	\$476,148.38	4.41 %	\$76,001.59	4.44 %	\$494,656.48	4.54 %
St. Meal Rev.-Lunch								
State Reimbursements	\$98,602.56	6.42 %	\$673,700.24	6.24 %	\$108,224.27	6.32 %	\$697,660.51	6.40 %
<b>Other Revenue</b>								
8638	(\$1,156.39)	-0.08 %	(\$7,450.84)	-0.07 %	(\$440.08)	-0.03 %	(\$5,119.38)	-0.05 %
Cash Over & Short								
8699	\$2,860.06	0.19 %	\$183,512.52	1.70 %	\$24,689.25	1.44 %	\$173,979.63	1.60 %
Spec Activity/Cater								
Other Revenue	\$1,703.67	0.11 %	\$176,061.68	1.63 %	\$24,249.17	1.42 %	\$168,860.25	1.55 %
<b>Total Revenue</b>	<b>\$1,536,519.52</b>	<b>100.00 %</b>	<b>\$10,802,973.95</b>	<b>100.00 %</b>	<b>\$1,711,589.71</b>	<b>100.00 %</b>	<b>\$10,895,780.29</b>	<b>100.00 %</b>
<b>Expense</b>								
<b>Food Purchases &amp; Govnmt</b>								
4700	\$462,547.34	30.10 %	\$3,778,670.27	34.98 %	\$554,516.33	32.40 %	\$3,856,677.43	35.40 %
Food Purchases								
Food Purchases & Govnmt	\$462,547.34	30.10 %	\$3,778,670.27	34.98 %	\$554,516.33	32.40 %	\$3,856,677.43	35.40 %
<b>Supplies</b>								
4300	\$5,876.11	0.38 %	\$107,149.87	0.99 %	\$9,080.60	0.53 %	\$406,854.61	3.73 %
Materials & Supplies								
4400	\$17,403.38	1.13 %	\$101,794.26	0.94 %	\$15,286.79	0.89 %	\$73,167.42	0.67 %
Noncapitalized Equipment-Under \$5000								
4790	\$33,912.27	2.21 %	\$396,084.55	3.67 %	\$39,084.63	2.28 %	\$45,776.05	0.42 %
Supplies (Food)								

**Statement of Revenue and Expense**  
**Anaheim Union High School District**

	Period 6 Ending In 12/31/2018				Period 6 Ending In 12/31/2017			
	Monthly	%	YTD	%	Monthly	%	YTD	%
Supplies	\$57,191.76	3.72 %	\$605,028.68	5.60 %	\$63,452.02	3.71 %	\$525,798.08	4.83 %
Salaries								
2200	\$802,683.90	52.24 %	\$3,647,353.34	33.76 %	\$718,086.52	41.95 %	\$3,509,627.70	32.21 %
Classified Salaries								
2300	\$44,480.32	2.89 %	\$271,965.70	2.52 %	\$41,154.54	2.40 %	\$246,927.24	2.27 %
Class.Sup/Admin Salaries								
2400	\$43,384.88	2.82 %	\$245,511.03	2.27 %	\$39,278.04	2.29 %	\$202,906.45	1.86 %
Clerical/Office Salaries								
2550	\$12,339.00	0.80 %	\$61,695.00	0.57 %	\$12,429.00	0.73 %	\$62,145.00	0.57 %
Food Service Vacation Pay								
Salaries	\$902,888.10	58.76 %	\$4,226,525.07	39.12 %	\$810,948.10	47.38 %	\$4,021,606.39	36.91 %
Benefits								
3202	\$122,596.13	7.98 %	\$593,433.65	5.49 %	\$93,725.49	5.48 %	\$482,585.07	4.43 %
PERS, Classified Position								
3302	\$67,205.83	4.37 %	\$314,150.57	2.91 %	\$60,304.20	3.52 %	\$300,522.74	2.76 %
OASD/MED/Classified Position								
3402	\$198,996.66	12.95 %	\$1,215,921.41	11.26 %	\$197,456.43	11.54 %	\$1,149,630.36	10.55 %
Hlth/Welfare, Classified								
3502	\$444.90	0.03 %	\$2,081.23	0.02 %	\$400.62	0.02 %	\$1,987.50	0.02 %
SUI, Classified Position								
3602	\$21,695.64	1.41 %	\$101,529.76	0.94 %	\$18,453.00	1.08 %	\$91,562.71	0.84 %
Workers Comp, Classified								
Benefits	\$410,939.16	26.74 %	\$2,227,116.62	20.62 %	\$370,339.74	21.64 %	\$2,026,288.38	18.60 %
Other Expenses								
5200	\$1,017.18	0.07 %	\$6,717.85	0.06 %	\$1,218.39	0.07 %	\$8,981.21	0.08 %
Travel & Conference								
5500	\$72,359.34	4.71 %	\$162,840.27	1.51 %	\$74,069.16	4.33 %	\$133,222.21	1.22 %
Operation & Housekeeping								
5600	\$7,261.51	0.47 %	\$76,306.52	0.71 %	\$3,510.09	0.21 %	\$29,600.18	0.27 %
Rental/Lease/Repair								
5800	\$0.00	0.00 %	\$9,948.23	0.09 %	\$0.00	0.00 %	\$1,589.94	0.01 %
Prof. Consult Service								
5900	\$2,568.84	0.17 %	\$23,032.28	0.21 %	\$1,135.34	0.07 %	\$20,297.49	0.19 %
Fax, Pager, Postage								
Other Expenses	\$83,206.87	5.42 %	\$278,845.15	2.58 %	\$79,932.98	4.67 %	\$193,691.03	1.78 %
Capital Outlay								
6500	\$8,327.50	0.54 %	\$104,571.85	0.97 %	\$8,525.22	0.50 %	\$45,799.73	0.42 %
Equipment- Over \$5000								
Capital Outlay	\$8,327.50	0.54 %	\$104,571.85	0.97 %	\$8,525.22	0.50 %	\$45,799.73	0.42 %
<b>Total Expense</b>	<b>\$1,925,100.73</b>	<b>125.29 %</b>	<b>\$11,220,757.64</b>	<b>103.87 %</b>	<b>\$1,887,714.39</b>	<b>110.29 %</b>	<b>\$10,669,861.04</b>	<b>97.93 %</b>
<b>Net Profit (Loss)</b>	<b>(\$388,581.21)</b>	<b>-25.29 %</b>	<b>(\$417,783.69)</b>	<b>-3.87 %</b>	<b>(\$176,124.68)</b>	<b>-10.29 %</b>	<b>\$225,919.25</b>	<b>2.07 %</b>

Show all data

ANAHEIM UNION HIGH SCHOOL DISTRICT  
Business Division  
2018/19 MONTHLY ENROLLMENT REPORT

EXHIBIT UU

Month 7  
01/28/19 to 02/22/19

SCHOOL	REGULAR DAY						Subtotal	Hosp/Hm	SP ED	TOTAL STUDENTS
	9th	10th	11th	12th						
Anaheim	754	721	742	533	2,750		-	143	2,893	
Cypress	705	758	638	654	2,755		-	87	2,842	
Katella	645	654	586	586	2,471		5	162	2,638	
Kennedy	579	567	505	593	2,244		1	87	2,332	
Loara	465	477	445	433	1,820		2	127	1,949	
Magnolia	422	414	309	368	1,513		1	141	1,655	
Oxford	206	197	184	200	787		-	-	787	
Savanna	420	462	428	428	1,738		2	83	1,823	
Western	423	443	447	364	1,677		1	104	1,782	
<b>Total Comprehensive</b>	<b>4,619</b>	<b>4,693</b>	<b>4,284</b>	<b>4,159</b>	<b>17,755</b>		<b>12</b>	<b>934</b>	<b>18,701</b>	
Independent Learning Centers	2	6	30	238	276		-	-	276	
Gilbert High School	-	1	220	291	512		5	130	647	
Katella Satellite Independent Study	6	20	21	28	75		-	-	75	
Kennedy Satellite Independent Study	6	20	23	31	80		-	-	80	
Polaris High School	13	25	47	44	129		-	-	129	
Special Education Transition Program	-	-	-	-	-		-	155	155	
<b>Total Alternative Ed</b>	<b>27</b>	<b>72</b>	<b>341</b>	<b>632</b>	<b>1,072</b>		<b>5</b>	<b>285</b>	<b>1,362</b>	
Hope	-	-	-	-	-		-	232	232	
<b>Total Senior High Schools</b>	<b>4,646</b>	<b>4,765</b>	<b>4,625</b>	<b>4,791</b>	<b>18,827</b>		<b>17</b>	<b>1,451</b>	<b>20,295</b>	

SCHOOL	REGULAR DAY			Hosp/Hm	SP ED	TOTAL STUDENTS
	7th	8th	Subtotal			
Ball	479	431	910	-	49	959
Brookhurst	531	497	1,028	-	53	1,081
Dale	523	448	971	1	69	1,041
Lexington	674	780	1,454	-	26	1,480
Orangeview	407	391	798	3	57	858
Oxford	246	209	455	-	-	455
South	753	724	1,477	1	72	1,550
Sycamore	649	648	1,297	2	55	1,354
Walker	510	477	987	-	30	1,017
<b>Total Comprehensive</b>	<b>4,772</b>	<b>4,605</b>	<b>9,377</b>	<b>7</b>	<b>411</b>	<b>9,795</b>
Polaris High School	9	18	27	-	3	30
<b>Total Alternative Ed</b>	<b>9</b>	<b>18</b>	<b>27</b>	<b>-</b>	<b>-</b>	<b>30</b>
<b>Total Junior High Schools</b>	<b>4,781</b>	<b>4,623</b>	<b>9,404</b>	<b>7</b>	<b>411</b>	<b>9,825</b>

DISTRICT TOTAL 30,120



**ANAHEIM UNION HIGH SCHOOL DISTRICT**

Business Division

2018/19 MONTHLY ENROLLMENT REPORT

**GROWTH vs. DECLINE - MONTH to MONTH COMPARISON**

**Month 7**

<b>HIGH SCHOOL</b>	<b>Month 6</b>	<b>Month 7</b>	<b>Growth v. (Decline)</b>
Anaheim	2,920	2,893	(27)
Cypress	2,850	2,842	(8)
Katella	2,627	2,638	11
Kennedy	2,334	2,332	(2)
Loara	1,959	1,949	(10)
Magnolia	1,660	1,655	(5)
Oxford	788	787	(1)
Savanna	1,826	1,823	(3)
Western	1,786	1,782	(4)
<b>Total Senior High</b>	<b>18,750</b>	<b>18,701</b>	<b>(49)</b>

<b>JUNIOR HIGH SCHOOL</b>	<b>Month 6</b>	<b>Month 7</b>	<b>Growth v. (Decline)</b>
Ball	958	959	1
Brookhurst	1,084	1,081	(3)
Dale	1,045	1,041	(4)
Lexington	1,479	1,480	1
Orangeview	861	858	(3)
Oxford	455	455	-
South	1,539	1,550	11
Sycamore	1,348	1,354	6
Walker	1,020	1,017	(3)
<b>Total Junior High</b>	<b>9,789</b>	<b>9,795</b>	<b>6</b>

<b>Total Comprehensive Schools</b>	<b>28,539</b>	<b>28,496</b>	<b>(43)</b>
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<b>Alternative Education</b>	<b>Month 6</b>	<b>Month 7</b>	<b>Growth v. (Decline)</b>
Independent Learning Centers	266	276	10
Gilbert High School	652	647	(5)
Hope School	229	232	3
Katella Satellite Independent Study	71	75	4
Kennedy Satellite Independent Study	73	80	7
Polaris High School	139	159	20
Special Education Transition Program	155	155	-
<b>Total Alternative Ed.</b>	<b>1,585</b>	<b>1,624</b>	<b>39</b>

<b>District Total</b>	<b>30,124</b>	<b>30,120</b>	<b>(4)</b>
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## North Orange County Regional Consortium Member

### MEMORANDUM OF UNDERSTANDING

This agreement of understanding made and entered into on **September 10, 2018** through **June 30<sup>th</sup>, 2019** between the **Anaheim Union High School District** and known henceforth in this document as “the Facility” and **North Orange Continuing Education (NOCE)** as part of the **North Orange County Community College District**, as fiscal agent for the North Orange County Regional Consortium for Adult Education (NOCRC), **hereinafter called “The District.”**

This Memorandum of Understanding shall stand as evidence that the **Facility** and the **District** intend to work together toward the mutual goal of executing the strategies of the NOCRC for the Adult Education Program (AEP) to improve the delivery of adult education in the region. To this end, both entities agree to coordinate services accordingly.

NOCRC AEP, English Second Language (ESL) Workgroup Approved Strategy: **Off-Site Babysitting**

#### RESPONSIBILITIES:

- A. **The Facility** is a Member of the consortium which entails ongoing communication and collaboration with the consortium throughout the duration of this MOU.
- B. The **Facility** will provide staff and facilities for babysitting in conjunction with existing and future adult education classes. Facility agrees that all babysitters have undergone the background and fingerprinting process and can provide evidence of clearance to **the Facility** and **District** before working with children.
- C. **The Facility** agrees to comply with all state regulations and standards.
- D. **The District** as a Member of the consortium will provide instructional resources for ESL
- E. **The District** as fiscal agent for the NOCRC AEP will reimburse the **Facility** as denoted in Responsibility F.

- F. Initial cost for babysitting will be covered by the **Facility**. Reimbursement will be based on the actual cost of the Responsibility as identified in Appendix 1: Babysitting Summary Form. Monthly invoices broken down by site with accompanying back-up are to be provided to the **District** and will be paid using the NOCRC AEP allocation. Reimbursement may not exceed the approved amount of **\$18,040.18**.
- G. The **Facility** will also provide babysitting attendance sheets broken down by class/workshop and babysitting provider(s) with the monthly invoice submittal and/or when requested by the **District** and/or State AEP Office. Failure to comply will result in payment delay.
- H. The **Facility** acknowledges that continued funding of the NOCE ESL courses is contingent upon strong enrollment in said courses as determined by NOCE.

#### **HOLD HARMLESS/INSURANCE:**

**Hold Harmless:** The **Facility** and the **District** each agree to hold harmless, defend, and indemnify the other, and the officers, employees, boards, volunteers, and agents of each from and against any and all losses, claims or expenses (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to, and to the extent that such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligence or intentional acts or omissions of the indemnifying party, its officers, employees, boards, volunteers, or agents.

**Insurance:** The **Facility** and the **District** each agrees to procure insurance for its activities in connection to this Agreement and keep in force and maintain the following policies of insurance:

1. Commercial General Liability insurance with limits of no less than \$1,000,000 per occurrence/\$3,000,000 aggregate and covering bodily injury liability, property damage liability, personal and advertising injury liability, and contractual liability (including the indemnification requirement as set forth in Hold Harmless clause above) of each party in connection to the performance of services under this Agreement.

2. Business Auto Liability insurance with limits of no less than \$1,000,000 per occurrence/\$3,000,000 aggregate and covering the use of "owned, non-owned and hired" autos by or on behalf of each party in the performance of services under this Agreement.
3. Workers Compensation insurance to statutory limits and Employer's Liability insurance with limits of no less than \$1,000,000 per accident for bodily injury or disease.
4. Sexual Abuse or Molestation Liability insurance with limits of no less than \$2,000,000 per occurrence/\$3,000,000 aggregate.

It is further agreed and understood that the insurance carried by each party is primary and non-contributory to insurance carried by the other party, and that each agrees to waive any right of subrogation it may have, or its insurer may have, as it relates to payments issued in connection to workers compensation losses. Each party shall provide the other party a certificate of insurance prior to the commencement of services under this Agreement. Each party, at its sole option, may satisfy all or any portion of this insurance requirement through a program of self-insurance, commercial insurance, or any combination thereof.

**Attorney Fees/Costs:** Should litigation be necessary to enforce any terms or provisions of this AGREEMENT, then each party shall bear its own litigation and collection expenses, witness fees, court costs, and attorneys' fees.

This agreement shall be effective for the period beginning **September 10th, 2018**, to **June 30th, 2019**. Either party hereto may at any time terminate the agreement with or without cause upon thirty (30) days written notice to the other party of such termination. At the end of said thirty (30) day notice period, this agreement shall be forthwith terminated for all purposes.



**MEMBER DISTRICT**

ANAHEIM UNION HIGH SCHOOL DISTRICT  
501 N. CRESCENT WAY  
ANAHEIM, CA 92801

**NORTH ORANGE COUNTY COMMUNITY COLLEGE  
DISTRICT  
1830 W. ROMNEYA DRIVE  
ANAHEIM, CA 92801**

\_\_\_\_\_  
**BY:**

\_\_\_\_\_  
**BY: DR. W. CHERRY LI BUGG**

\_\_\_\_\_  
**DR. JARON FRIED  
POSITION: ASST. SUPERINTENDENT**

\_\_\_\_\_  
**VICE CHANCELLOR, EDUCATIONAL SERVICES &  
TECHNOLOGY**

\_\_\_\_\_  
**DATE:**

\_\_\_\_\_  
**DATE:**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE  
DISTRICT  
1830 W. ROMNEYA DRIVE  
ANAHEIM, CA 92801**

**NORTH ORANGE COUNTY REGIONAL  
CONSORTIUM FOR ADULT EDUCATION  
1830 W. ROMNEYA DRIVE  
ANAHEIM, CA 92801**

\_\_\_\_\_  
**BY: JENNEY HO**

\_\_\_\_\_  
**BY: VALENTINA PURTELL**

**DISTRICT DIRECTOR, PURCHASING**

**NOCCCD BOARD APPROVED DESIGNEE FOR  
NOCRC/NORTH ORANGE CONTINUING  
EDUCATION PROVOST**

\_\_\_\_\_  
**DATE:**

\_\_\_\_\_  
**DATE:**

# Member Program Agreement

## School Pantry Program

Second Harvest Food Bank of Orange County  
FY 2020



EXHIBIT W W



### Introduction:

The mission of the School Pantry Program is to help alleviate child hunger in America through the provision of food to children and their families at school. School Pantries are located on the grounds of a school intended to provide a more readily accessible source of food assistance to low-income students and their families. Second Harvest has been running similar mobile-based school distributions since 2012, but the program was officially launched for the 2014-2015 school year with 8 schools participating in this “farmer’s market”-style produce distribution model. Every year we look forward to the partnerships that we will form with each school, knowing that they will provide ample opportunity for growth and help further our mission to end hunger in Orange County. We guarantee to provide great support to the schools that we work with, and in turn hold our partners to high expectations in terms of communication, and a willingness to work with us to meet the needs of each specific school community.

### Responsibilities of the School:

1. Identify a “School Pantry Coordinator” to orchestrate each School Pantry distribution; greet SHFBOC driver at time of the delivery and assist driver as needed with pallet and crate pick-up, ensure proper distribution set-up, assign parent volunteers to specific tasks and provide volunteer support, and handle any on-site issues. The “School Pantry Coordinator” must undergo training at their first 2-3 distributions by a SHFBOC staff member to ensure the responsibilities and integrity of the program are being carried out. This individual will also serve as SHFBOC’s primary contact at each school and will be responsible for communicating any issues to SHFBOC staff.
2. Each “School Pantry Coordinator” and one additional staff person or volunteer, must undergo Safe Food Handling training that carries an estimated \$15 fee per certificate. The training will provide a three-year food handling certificate, and must be sent to SHFBOC prior to your first distribution of the school year.
3. Store folding tables, produce baskets and other program supplies on site in a secure location.
4. Promote the food distribution to enrolled student’s families via calling systems, posting on the marquee, and distribute flyers.
5. Work in collaboration with nearby schools to expand outreach to the community by connecting with community liasons, etc.
6. Work to help ensure the distribution of all food (except waste/spoiled food). Allow for disposal of any waste in trash receptacles.
7. Complete client intake and reporting requirements, as detailed and trained on by SHFBOC. Client intake entails collecting family household size (number of adults, children, seniors) before the distribution. Client intake form and online database reporting must be submitted to SHFBOC staff within three business days after each distribution.
8. Allow for and approve of additional free resources to be provided during food distributions.
9. Conduct National Background Checks on staff and volunteers with direct, repetitive contact with children (if applicable).
10. Provide an agreed upon space for distribution and be willing to reasonably accommodate SHFBOC staff requests for a change in location as needed.
11. Have custodial staff who will assist in the clean up as needed.
12. Have assistance from custodial staff and/or volunteers to store pallets and crates for pick-up by SHFBOC staff, during the next month’s distribution.
13. Pallets and crates need to be prepared for pick-up and placed near the food distribution area prior to the driver’s arrival, for expedited pick-up.
14. District or Principal will advise SHFBOC staff of any administrative changes for the school year.
15. Sign this written agreement with Second Harvest Food Bank of Orange County.

# Member Program Agreement

## School Pantry Program

Second Harvest Food Bank of Orange County  
FY 2020



### Responsibilities of Second Harvest Food Bank of Orange County:

1. Provide a selection of produce in quantities that will allow for approximately 150 households.
2. Provide additional food as available and at the discretion of SHFBOC staff, although the program aims to provide solely fresh produce.
3. Provide a written agreement to be signed by a School District Representative.
4. Provide program staff management and on-going support for the program.

### Use of Food Provided by Second Harvest Food Bank of Orange County:

1. Food will be distributed free of charge.
2. Food will not be redistributed to any group or organization. Any leftover food must be kept onsite and distributed to additional families within 24 hours.
3. Food will not be transferred for money, property, or services.
4. Ensure safe and proper handling of the Product, which conforms to all local, state and Federal regulations.

### Conditions and Stipulations:

1. Both parties enter into this agreement voluntarily.
2. Either party may terminate the agreement by simply notifying the other party.
3. Any attachments are a part of this agreement.
4. Each site must be willing to abide by the policies, procedures, and record keeping requirements of SHFBOC.
5. Staff or volunteers of the program will not engage in discrimination, in the provision of service, against any person because of race, color, citizenship, religion, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge from the military or status as a protected veteran.
6. The partnering organization will allow SHFBOC to monitor the food distribution operations site regularly.
7. Participant shall indemnify, defend and hold harmless Feeding America, its parents, members, managers, partners, officers, employees, subsidiaries, affiliates and agents (collectively, the "Indemnified Parties") from and against any and all losses, claims, costs, demands, liabilities or damages ("Loss") arising out of: (i) any personal injury or property damage occurring at Participant's Program site arising from any act, omission or negligence of Participant, its employees, agents, volunteers, participants or invitees, except that Participant shall not be required to indemnify the Indemnified Parties, or any of them, for a Loss that is finally determined by a court of competent jurisdiction to be caused by the active negligence of the Indemnified Parties, or any of them; and (ii) any breach, violation or nonperformance of any covenant, condition or agreement set forth in this Agreement to be fulfilled, kept, observed and performed by Participant. The foregoing indemnity shall survive the termination of this Agreement and shall remain binding on Participant until such time as an action against the Indemnified Parties, or any of them, on account of such Loss is absolutely barred by any applicable statute of limitations.
8. Second Harvest Food Bank of Orange County reserves the right to terminate the agreement without notice if the program is found to be out of compliance.
9. Second Harvest Food Bank of Orange County reserves the right to limit the types and quantity of food given to the site.

# Member Program Agreement

## School Pantry Program

Second Harvest Food Bank of Orange County  
FY 2020



Either party can terminate this agreement immediately with or without cause upon notification of other party. This agreement is binding from the date of signature until termination by either party. Failure to maintain terms of this agreement may result in partnership status being placed on hold or in some cases terminated. I accept and agree to abide by all the above terms and conditions.

Anaheim Union High School District

\_\_\_\_\_  
Print name of School District (or School Name if no District)

\_\_\_\_\_  
Signature of District/Board Representative

\_\_\_\_\_  
Date

Dr. Jaron Fried

Assistant Superintendent

\_\_\_\_\_  
Print name of District/Board Representative

\_\_\_\_\_  
Title

*Ellie Nedry, Ellie Nedry, Community Programs Manager*  
\_\_\_\_\_  
Second Harvest Food Bank of Orange County Representative

*1/8/19*  
\_\_\_\_\_  
Date

**To be signed by School Principal once school has been selected to participate in the program.**

By signing, I acknowledge that I have read the terms listed above.

\_\_\_\_\_  
Print name of School Principal

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Signature of School Principal

\_\_\_\_\_  
Date



**INDEMNIFICATION AGREEMENT FOR INTERN**

This Indemnification Agreement for Intern ("Agreement") is made between Anaheim Union High School District ("AUHSD") and Rolls-Royce High Temperature Composite Inc. ("Rolls-Royce").

WHEREAS, AUHSD sponsors or may sponsor from time to time high school students ("Interns") to receive classroom and work experience (jointly "Internship Program") at facilities under the control of Rolls-Royce in pursuit of AUHSD's 2019 AIME Summer Internship Program;

NOW THEREFORE, as required by Rolls-Royce as a condition for and consideration for providing the Internship Program and reliance hereon by Rolls-Royce, AUHSD hereby agrees:

1. Status of Intern. AUHSD represents and warrants to Rolls-Royce that the Intern shall at all times be solely the employee of the AUHSD.
2. Incidental Work Product. AUHSD acknowledges there is no intent that Rolls-Royce will benefit from the relationship, although some incidental work product may result from the Internship Program.
3. Travel and Other Expenses. The AUHSD acknowledges that Rolls-Royce may direct the travel and location of the Intern but all travel expenses and all other expenses are to be paid by Intern or provided for by AUHSD.
4. Assumption of Risk, Indemnification and Waiver. AUHSD assumes the entire responsibility and liability for any and all injury of any kind of nature whatsoever (including death) to an Intern and injury to persons and damage to property caused by, resulting from, related to the action or inaction of an Intern arising from or relating to the Internship Program. Except to the extent, if any, expressly prohibited by statute, should any legal or equitable claims, liabilities, expenses, or causes of action for such damage or injury (including death) be made or asserted, by an Intern or a third party based upon the action or inaction of an Intern, AUHSD and (and its owners, principals agents predecessors, heirs, successors, executors, assigns and legal representatives) further agrees to hold Rolls-Royce (and its affiliated companies or entities, predecessors, successors, officers, directors, shareholders, employees, agents, legal representatives, attorneys, and insurers) harmless against any and all claims, demands, causes of action and judgements of every kind and character, including court costs and attorney's fees, arising, occurring, growing out of, incident to, or resulting directly or indirectly from claims made against Rolls-Royce by Interns or third-party persons performing services for Rolls-Royce as part of the Internship Program and which related in any way to employee misclassification, including, but not limited to, claims for unpaid wages, employee benefits, unpaid overtime, workers compensation, and unemployment

insurance compensation, whether arising under federal, state or local law, or common law of any jurisdiction, including any and all claims under the Fair Labor Standards Act, where brought as class claims or individual claims, or brought by a state or federal administrative agency. AUHSD's indemnity and hold harmless obligations shall apply to the fullest extent permitted by law, including but not limited to the negligence, either directly or indirectly, of Rolls-Royce, but in no event shall they apply to liability caused by the gross negligence or willful misconduct of Rolls-Royce to be indemnified or held harmless. All liability, payment, costs, judgments, and legal fees paid as the result of any workers compensation claim made by the Intern, shall be paid by AUHSD and its workers compensation carrier. AUHSD waives the exclusive remedy provisions of any workers compensation statute or other statute or rule of law or equity.

5. Insurance. AUHSD shall maintain in full force and effect at all times insurance policies covering workers compensation, in not less than \$5,000,000 or statutory required amounts. All policies shall be issued by companies, and in a form, acceptable to Rolls-Royce. The workers compensation policy shall include an Alternative Employer Endorsement naming Rolls-Royce as Alternative Employer. The insurance policies shall provide that they shall be deemed primary insurance to any similar insurance Rolls-Royce may obtain for its own benefit, which shall be excess or secondary but not contributing insurance. AUHSD's workers compensation shall waive the insurer's right of subrogation against the Rolls-Royce.

6. Integration and Release. This Agreement is the final and complete agreement of the parties with regard to the issues described. All prior written and oral negotiations, representations, agreements and warranties related to or pertaining to them are superseded by and merged into this Agreement.

7. Severability. If any court of competent jurisdiction or other tribunal with jurisdiction over the matter and the parties shall determine that part or all of this Agreement is unenforceable or invalid, the challenged provisions shall be revised and enforceable by the court or tribunal to the extent permitted by law and shall not affect other provisions.

8. Waivers. No waiver of any obligation, condition, representation or warranty shall be effective unless in a writing signed by the Party against whom the waiver is sought to be enforced.

Date: FEBRUARY 1, 2019

“AUHSD”  
Anaheim Union High School District

“ROLLS-ROYCE”  
Rolls-Royce High Temperature Composite Inc.



By: Dr. Jaron Fried  
Its: Assistant Superintendent

By: DEEPAK RAMAKRISHNAN  
Its: QUALITY MANAGER

Memorandum of Understanding Between  
Anaheim Union High School District  
And  
Los Alamitos Unified School District  
2018 - 2019

It is hereby agreed by and between the Anaheim Union High School District (hereinafter referred to as the "Provider District") and the Los Alamitos Unified School District (hereafter referred to as the "Sending District,") and collectively referred to herein as the "Parties," mutually agree as follows:

1. Basis of Agreement

Pursuant to the authority established in Education Code Sections 56195, 56195.1, 56195.3 and 56195.5, Provider District may provide for the education of individual pupils in special education programs who reside in other districts or counties. The Provider District operates the Regional and Specialized Programs to provide special education programs and services to individuals with exceptional needs requiring intensive educational services, including a regional deaf and hard of hearing program.

2. Term of Agreement

This Agreement is effective for the period beginning August 8, 2018, and ending June 30, 2019.

3. Acknowledgment of Special Education Funding Formula

It is acknowledged that, in accordance with Part 30 of the Education Code, Chapter 7.2, Section 56836 et seq., the California State funding formula for special education programs, services and administration generates an entitlement based on the average daily attendance of pupils in the local education agencies that comprise a Special Education Local Plan Area (SELPA).

4. Scope of Program and Referral Process to GASELPA

The Provider District shall conduct special education programs and services for those eligible pupils of the Sending District referred by their Individualized Education Program (IEP) Teams when it is jointly determined by the Sending District and the Provider District that the pupil's educational needs as specified in the pupil's IEP can be appropriately met by the programs and services operated by the Provider District. Prior to offering placement in any Provider District Program, the Sending District shall contact the appropriate Provider District Program Specialist and/or Provider District Director to discuss a possible referral and the appropriateness of the Provider District Program placement. If the referral seems appropriate, the Sending District shall obtain from the parent authorization to release information to the Provider District staff and submit a Provider District referral

packet to the appropriate Provider District Director as well as schedule a visitation with the parent. Provider District referral packets can be obtained by contacting the Provider District Director and/or Program Specialists of the Provider District where the Program is located.

Upon review of the referral packet and site visit by parent, the Provider District Program Specialist and/or representative will coordinate an IEP team meeting for purposes of discussing possible placement in a Provider District Program. Provider District shall maintain and provide special education programs for Sending District pupils during the 2018-2019 school year. Class size ranges and student-adult ratios shall be maintained in a manner which allows Provider District to meet the programmatic, health and safety needs of the pupils.

#### 5. Responsibility of School District of Residence

The Sending District and Provider District acknowledge that the Sending District, as the pupil's district of residence, maintains primary responsibility as the local education agency (LEA) to ensure the pupil receives a free appropriate public education. In the event a pupil participating in a Provider District Program moves out of the Sending District, the Sending District shall immediately provide the Provider District written notice of the pupil's change in residence, including the new school district of residence, if known. Similarly, the Provider District shall immediately notify Sending District in the event a parent reports a change in residence, including the new school district of residence, if known.

#### 6. Annual and Triennial Reviews

The Provider District shall be notified of annual reviews scheduled for its pupils participating in a Provider District Program and may provide a representative who will participate in the development of the annual IEP. For initial placement, triennial review, recommendation for home instruction, or a change in eligibility or services specified on the current IEP, a Sending District representative who is authorized to approve or disapprove the allocation of specified Sending District resources necessary for the implementation of the pupil's IEP shall attend the IEP team meeting. For all other pupils enrolled in a Provider District Program, the Sending District agrees to provide a general education teacher at IEP team meetings unless otherwise waived in writing by pupil's parent in accordance with the IDEA and State law. Subject to approval by the pupil's parents, the general education teacher and/or other IEP team participants may use alternative means of meeting participation, such as video conferences and conference calls.

Progress reports relating to goals and objectives in a pupil's IEP shall be sent by the Provider District to parents per the pupil's IEP schedule for progress reporting and to the Director of Special Education of the Sending District upon request. When requested by Sending District or parent, an updated report shall be provided if there is no current progress report whenever a pupil is scheduled for an IEP review or when pupil's enrollment in Provider District Program is terminated.

#### 7. Assessments/Independent Educational Evaluations

In the event a request is made for an Independent Educational Evaluation (IEE), Provider District and/or District Provider school site shall immediately forward such request to the Sending District, in collaboration with the Provider District, shall determine how to respond to the request for an IEE. If the Sending District receives a request for assessment or IEE for a

student referred to or enrolled in a Provider District Program, the Sending District shall immediately notify Provider District of the request and collaborate with Provider District as to how to respond. Provider and/or Sending District may also schedule an IEP team meeting to further discuss the requested IEE or assessment.

The Sending District is responsible for all matters related to the IEE including but not limited to the ultimate decision whether or not to grant the IEE, whether or not to file for a Due Process Hearing or other legal proceeding, and all costs related obtaining and conducting the IEE. The Provider District and Provider District school site are not responsible for any costs or legal proceeding such as a Due Process hearing and/or Attorney Fees related to the IEE.

## 8. Pupil Count

A count shall be taken of the number of pupils enrolled in GASELPA's Special Schools Program as of the first day of each calendar month, August through June. A pupil shall be counted as "enrolled" in a Provider District Program on the first day of attendance in the program or fourteen (14) days after the IEP team has met and an approved IEP has been executed for the pupil's educational placement in a Provider District Program, whichever occurs sooner. Pupils continuing in a Provider District Program from the previous school year shall be counted as "enrolled" on the first school day in September unless written notification of withdrawal is received from either the parent or Sending District. If a continuing pupil has not attended school by the eleventh (11th) day of the first school month, Provider District shall notify the Sending District and a determination shall be made regarding continuing enrollment. In the event either Provider District or Sending District are informed that a pupil has been withdrawn by the parent from a Provider District Program, each agency shall immediately notify the other of such withdrawal. Any pupil withdrawn by the parent from a Provider District Program is no longer counted as "enrolled" or considered a continuing pupil for the following school year.

## 9. Definitions

a. "Provider District Programs" are the special education classes and support services operated by Provider District for severely disabled and medically fragile pupils, pupils with low incidence disabilities, pupils with autism spectrum disorders, pupils with emotional disturbances and other eligible pupils.

b. "Special Education Program Income" shall be defined as the sum of all State and Federal funds generated by or on behalf of pupils transferred to regional programs operated by Provider District Programs under this Agreement.

c. "Special Education Program Expenditures" shall include Direct Costs, Direct Support Costs and Indirect Cost of Provider District Programs.

d. "Average Cost Per Pupil" shall refer to the Special Education Program Expenditures attributable to the program less Special Education Program Income divided by the average number of pupils enrolled during the year.

e. "Average Number of Pupils" shall refer to the total of the number of pupils counted on the first school day of each calendar month divided by the number of calendar months in the period specified.

## 10. Funding

In consideration of the enrollment of pupils in special education programs conducted by Provider District, the Sending District and/or Sending District SELPA transferring pupils to the regional programs operated by Provider District agree to pay the Provider District the costs of services based on the schedule attached hereto as Exhibit A.

a. Special Circumstance Assistant (SCA). The Sending District, as specified in its SELPA's Local Plan, shall be responsible for the full cost of additional personnel required for the benefit of and specified in the IEP for individual pupils who are residents of the Sending District.

#### 11. Home Instruction

When a pupil is absent from school for more than ten (10) consecutive school days as a result of a medical condition and is expected to have an extended health related absence, the pupil's IEP team shall review the IEP and determine appropriate educational services. A Sending District representative who is authorized by the Sending District's Director of Special Education to approve or disapprove the allocation of specified Sending District resources necessary for the implementation of the pupil's IEP shall participate in the IEP team meeting when considering a placement for home or hospital instruction. When recommending placement for home or hospital instruction, the IEP team shall consider documentation from the pupil's treating physician indicating the pupil's condition, verifying that the condition prevents the pupil from attending school and providing a projected date for the pupil's return to school. Any in-home instruction, including other related services, shall be provided by the Sending District or as otherwise agreed to by Provider District and the Sending District. In the event the pupil is hospitalized in a facility located outside of the Sending District, it is the Sending District's responsibility to inform the parent that instruction will be provided in accordance with Education Code section 48207 and 48208. In either circumstance, it may be necessary to exit the pupil from Provider District Program in order for the Sending District to provide the necessary in-home instruction or for the pupil to receive hospital instruction. In the event the Provider District and the Sending District agree that the Provider District will provide in-home or hospital instruction to the pupil, the Provider District shall separately bill the Sending District for such services.

#### 12. Transportation

Sending Districts transporting pupils to a Provider District Program shall ensure that buses arrive at the school site with sufficient time to unload students prior to the beginning of the instructional day and to load them at the end of the instructional day. Delays requiring either overtime supervision or causing portions of the instructional program to be missed and subsequently made up may result in charges to the Sending District for additional costs incurred by the Provider District related to such delays.

#### 13. Due Process and Complaints

Provider District and Sending District agree to collaborate and fully cooperate in any due process proceeding involving a pupil currently attending or formerly enrolled in a Provider District

Program, including resolution sessions, mediations and hearings, as well as coordinating witness availability and producing documents regarding the pupil.

In the event Provider District is named as the sole LEA in a due process complaint, Provider District and Sending District agree that Sending District, as the pupil's school district of residence, is a necessary party to the due process proceedings.

a. Provider District and Sending District shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office for Civil Rights, or any other State and/or federal governmental body or agency.

14. Quarterly Billing

The Provider District shall bill the Sending District quarterly invoices based on the estimated costs on Exhibit A.

15. Final Accounting

The final invoice will include the appropriate documentation supporting the Provider District expenditures and revenues for the Provider District Program. Final invoice will be sent to the Sending District by October 15<sup>th</sup> of the following fiscal year.

16. Projected Enrollment/Facilities and Staffing Needs

In order to assist the Provider District in planning for both facilities and staffing needs for its programs, each Sending District shall submit to, in writing, on or before February 15 of each year, the projected number of pupils expected to be transferred to the Provider District programs for special education and support services in the following school year. Absent a projection, the number of Sending District pupils reported in the current year December 1 Federal Pupil Count shall be used for facilities, staffing and budget planning by the Provider District for the following school year.

17. Notices

All notices to be given pursuant to this Agreement, by either party to the other, shall be in writing and (a) delivered in person; (b) deposited in the United States Mail duly certified or registered, return receipt requested with postage prepaid; or (c) sent by Federal Express or other similar overnight delivery service. Notice is deemed to have been duly given and received upon (a) personal delivery; (b) as of the third business day after deposit in the United States Mail; or (c) the immediately succeeding business day after deposit with an overnight delivery service. Notices hereunder shall be provided to the following addresses, and such addresses may be changed by providing written notice in accordance with this Section:

**Provider District:**

School District: Anaheim Union High School District  
Address: 501 N. Crescent Way  
City: Anaheim, CA 92801



Attn: Celeste Krueger  
Title: Director, Special Youth Services  
Telephone: 714-999-3528  
Fax: 714-999-0622

**Sending District**

School District: Los Alamitos Unified School District  
Address: 10293 Bloomfield St.  
City: Los Alamitos, CA 90720  
Attn: Heidi Olshan, Ed.D.  
Title: Director, Special Education  
Telephone: (562) 799-4700 ext. 80420  
Fax: (562) 799-4738

**18. No Waiver**

The failure of the Provider District in any one or more instances to insist upon strict performance of any of the terms of this Agreement or to exercise any option herein conferred shall not be construed as a waiver or relinquishment to any extent of the right to assert or rely upon such terms or option on any future occasion.

**19. Hold Harmless**

To the extent permitted by law, and except for the acts or omissions of employees, agents and officers of the Sending District, Provider District agrees to hold harmless, indemnify and defend the Sending District and its governing board, officers, agents and employees from all claims, demands, liabilities, losses, damages, or expenses of any nature whatsoever arising from or connected with the Provider District's performance of services during the term of this Agreement. To the extent permitted by law, and except for the acts or omissions of employees, agents and officers of the Provider District, the Sending District agrees to hold harmless, indemnify and defend Provider District and its governing board, officers, agents and employees from all claims, demands, liabilities, losses, damages, or expenses of any nature whatsoever arising from or connected with the Provider District's performance of services during the term of this Agreement.

**20. Complete Agreement**

This Agreement is the complete Agreement of the Parties. Any amendments hereto shall be in writing and shall be dated and executed by both Parties.

**21. Applicable Law**

This Agreement is governed by California state and federal law, and shall be interpreted as if jointly drafted by the Parties to this Agreement.

22. Counterparts

This Agreement may be signed in counterparts. A copy or original of this document with all signature pages appended together shall be deemed a fully executed Agreement. Facsimile signatures shall be deemed as binding as original signatures.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed.

APPROVED BY:

Anaheim Union High School District  
Provider District

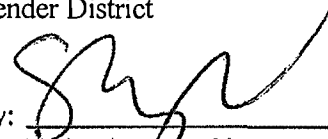
By: \_\_\_\_\_  
Authorized Agent Signature

Jaron Fried, Assistant Superintendent  
Name/Title

\_\_\_\_\_  
Date

Date Approved by Provider  
Sender  
District Board: \_\_\_\_\_

Los Alamitos Unified School District  
Sender District

By:   
Authorized Agent Signature

Sherry Kropp, Superintendent  
Name/Title

12/12/18  
Date

Date Approved by  
District Board: 12/11/18

cc: SELPA

**SCHEDULE A**

**STUDENT IN NONPUBLIC SCHOOL UNDER EC 56030**  
**Regular School Year 2018-2019**

STUDENT	DOB	GRADE	BOARD APPROVAL DATE	NONPUBLIC SCHOOL	TOTAL CONTRACT COST*
1819 – 204	01/03/2002	11	03/05/2019	Rossier Park	\$50,000.00
1819 – 205	03/19/2004	09	03/05/2019	Olive Crest Academy	\$35,000.00

**SCHEDULE A**

**STUDENT IN NONPUBLIC SCHOOL UNDER EC 56030**  
**Residential School Year 2018-2019**

STUDENT	DOB	GRADE	BOARD APPROVAL DATE	RESIDENTIAL SCHOOL	TOTAL CONTRACT COST*
1819 – 206	6/13/2003	10	3/05/2019	CARE Youth Corporation	\$80,000.00

**Instructional Materials Submitted for Display**  
**Tuesday, March 5, 2019**  
**March 6, 2019-April 11, 2019**

<b>Curriculum</b>	<b>Basic/ Suppl.</b>	<b>Course Name (Number)</b>	<b>Grade</b>	<b>Title</b>	<b>Publisher</b>
Dual Enrollment	Basic	CIS 102C: Advanced MS Word Business Applications (#TBD)	TBD	<i>Advanced Word Processing-Microsoft Word 2016</i>	Cengage Learning
Dual Enrollment	Supp.	CIS 102C: Advanced MS Word Business Applications (#TBD)	TBD	<i>MOS 2016 Guide for Microsoft Word</i>	Cengage Learning

**Field Trip Report**

Board of Trustees

March 5, 2019

1. AMENDMENT: Cypress High School: HOSA (23 students-7 male, 16 female)  
 Adviser/Lead Chaperone: Taylor Swaney (female)  
 Chaperones: Wendy Wilson (female) and Ryan LeBaron (male)

To: Sacramento, CA  
 Dates: March 27, 2019 to March 31, 2019  
 Purpose: HOSA State Leadership Conference  
 Expenses: Parent/Student-registration, meals, transportation, accommodations

Number of school days missed for this trip:	2	3
Number of school days missed previously:	0	
Total number of days missed by this group:	2	3

2. Cypress High School: FBLA (16 students-8 male, 8 female)  
 Adviser/Lead Chaperone: Don Jay King (male)  
 Chaperone: Sharon King (female)

To: Sacramento Convention Center, Sacramento, CA  
 Dates: April 25, 2019 to April 28, 2019  
 Purpose: FBLA State Leadership Conference  
 Expenses: ASB/Club Fundraisers-registration, meals, transportation, accommodations  
 Perkins- 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

3. Kennedy High School: FBLA (4 students-2 male, 2 female)  
 Adviser/Lead Chaperone: Michael B. Gasinski (male)  
 Chaperone: Catherine Fong (female)

To: Sacramento Convention Center, Sacramento, CA  
 Dates: April 25, 2019 to April 28, 2019  
 Purpose: FBLA State Leadership Conference  
 Expenses: ASB/Club Fundraisers-registration, transportation, accommodations  
 Parent/Student-meals, transportation  
 Perkins- 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

March 5, 2019

4. Oxford Academy: FBLA (40 students-20 male, 20 female)  
Adviser/Lead Chaperone: Michael Rylaarsdam (male)  
Chaperones: Michael B. Gasinski (male), David Rylaarsdam (male), Debbie Hale (female), Cathy Fong (female), and April Rylaarsdam (female)

To: Sacramento Convention Center, Sacramento, CA  
Dates: April 25, 2019 to April 28, 2019  
Purpose: FBLA State Leadership Conference  
Expenses: ASB/Club Fundraisers-registration, transportation, accommodations  
Parent/Student-meals, transportation  
Perkins-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

5. Oxford Academy: Solar Cup (20 students-14 male, 6 female)  
Adviser/Lead Chaperone: Clay Elliott (male)  
Chaperones: Mingxin Li (male), Shirley Tran (female), and Kelli Elliott (female)

To: Lake Skinner Park, Winchester, CA  
Dates: May 16, 2019 to May 19, 2019  
Purpose: Solar Cup Boat Race  
Expenses: ASB/Club Fundraisers-accommodations, substitutes  
Parent/Student-transportation

Outside Source-meals

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

### Amendment No.1 to Clinical Affiliation Agreement

This Amendment to Agreement No. C17-0071 and dated April 4, 2017 is made and entered into as of the execution of the Amendment by both parties by and between California State University, Fullerton (CSUF) and Anaheim Union High School District.

The Original Agreement is hereby amended as follows:

- The following will be added in the Athletic Training courses in Kinesiology: 585,587,589,566,591, and 593.

ALL OTHER PROVISIONS of the Original Agreement not otherwise affected or changed by reason of the foregoing shall remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have executed this Amendment and warrant that they are officially authorized to so execute for their respective parties.

CALIFORNIA STATE UNIVERSITY,  
FULLERTON

ANAHEIM UNION HIGH SCHOOL DISTRICT

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

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

Name: Nancy Clausen

Name: Brad Jackson

Title: Buyer III

Title: Assistant Superintendent, HR

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

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



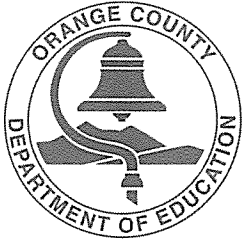


EXHIBIT 000

**ORANGE COUNTY  
DEPARTMENT  
OF EDUCATION**  
200 KALMUS DRIVE  
P.O. BOX 9050  
COSTA MESA, CA  
92628-9050  
(714) 966-4000  
FAX (714) 432-1916  
www.ocde.us

**AL MIJARES, Ph.D.**  
County Superintendent  
of Schools

**ORANGE COUNTY  
BOARD OF EDUCATION**

MARI BARKE

JOHN W. BEDELL, PH.D.

REBECCA "BECKIE" GOMEZ

LISA SPARKS, PH.D.

KEN L. WILLIAMS, D.O.

**DATE:** January 25, 2018  
**TO:** Michael B. Matsuda, Superintendent, Anaheim Union High School District  
**FROM:** Nicole Savio Newfield, Administrator, Student Achievement and Wellness *NSN*  
**SUBJECT:** Williams Settlement Legislation 2<sup>nd</sup> Quarter Report

I am pleased to provide the second quarter Williams Settlement Legislation report for the 2018-19 fiscal year. This report represents activity conducted by the Orange County Department of Education (OCDE) during October, November, and December 2018. California Education Code section 1240(2)(H) requires this report to be provided to your Board at a regularly scheduled meeting held in accordance with public notification requirements.

#### **SECOND QUARTER REPORT**

##### **Uniform Complaint Procedures (UCP)**

- OCDE requested data regarding uniform complaints related to textbooks and instructional materials, facility conditions, and teacher vacancies or misassignments received during the first quarter.
- No complaints were filed in your district during the period of July through September 2018.

##### **Upcoming Quarter**

- Teacher assignment monitoring
- School Accountability Report Card (SARC) review
- Uniform Complaint Procedure reporting

If you have any questions regarding this report, please contact me at (714) 966-4385 or nsavio@ocde.us.

On behalf of Dr. Al Mijares, County Superintendent of Schools, thank you for your diligent efforts to address the Williams Settlement Legislation requirements.

NSN:ag

c: Al Mijares, Ph.D., County Superintendent of Schools  
Jackie Counts, Coordinator, Professional Learning

4385120418

**Human Resources Division, Certificated Personnel**

Board of Trustees  
March 5, 2019

**1. Resignations/Retirements, effective as noted:**

Hawk, Lisa	Retirement	5/24/19
Judeh, Fatinah	Resignation	2/15/19
Kim, Joan	Resignation	12/21/18
Thabet, Marwa	Resignation	5/24/19

**2. Employment:**

A. Teacher(s)/Probationary:

		<u>Column</u>	<u>Step</u>
Aguayo, Patricia	3/4/19	1	1
Havey, John	3/5/19	3	1

B. Teacher(s)/Temporary:

		<u>Column</u>	<u>Step</u>
Azevedo, Cody	2/26/19	3	1
Gaumer, Rami	3/5/19	1	3
Lockshaw, Nicole	2/12/19	1	1

C. Day-to-Day Substitute Teacher(s) with authorization to teach in subject areas where they have adequate preparation, effective as noted:

Clendenning, Jeffery	2/15/19
Lopez, Dominic	2/8/19
Paton, Tracy	2/25/19
Rosales, Alexander	2/21/19
Wahlsteen, Katelynn	2/21/19

D. Day-to-Day Substitute Teacher(s), holding a 30-day substitute variable term waiver to fulfill Education Code 44252(b), effective date and subject as noted:

Paton, Tracy	French	2/25/19
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E. Speech Language Pathologist(s)/Probationary:

		<u>Column</u>	<u>Step</u>
Giles, Julie Anne	2/4/19	3	1

F. Administrator Salary Placements, effective as noted:

		<u>Range</u>	<u>Step</u>
Ruthenbeck, Lynn	2/12/19	22	1
Interim Assistant Principal, Senior High School			

G. Temporary Contract Junior ROTC Teachers, granted one-year contract for 2018-19 with pay per military contract, holding a Preliminary Designated Subjects Credential for ROTC and a Certificate of Completion of Staff Development Waiver to fulfill California Education Code 44253.1, effective as noted:

McCall, Eric	2/4/19	\$8,618.79	Katella High School
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**Human Resources Division, Certificated Personnel**

Board of Trustees  
March 5, 2019

Page 2 of 7

H. Counselor(s)/Temporary:

		<u>Column</u>	<u>Step</u>
Mata, Martha	2/5/19	2	2

**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 2018-19, effective as noted: (General Funds)

Binder, Jonathan	1/7/19	Savanna High School
Hoos, Shannon	1/7/19	Ball Junior High School
Kobayashi, Erika	1/7/19	Savanna High School
Sass, Rudy	1/7/19	Orangeview Junior High School

B. Additional Salary, for an extra period of coverage to be paid tenthly and based on the individual's salary for 2019-20, effective August 5, 2019: (General Funds)

Arellano, Jaime	Anaheim High School
Cruchley, Lara	Western High School
Esperanza, Cori	Anaheim High School
Garcia, Liliana	Anaheim High School
Hughes, Scott	Western High School
Nguyen, Pete	Western High School
Ramirez, Oscar	Anaheim High School

C. Bilingual Authorization Stipend, to be paid to the following individual(s) for an earned Bilingual Cross-cultural Language and Academic Development (BCLAD) or equivalent certification, effective as noted:

Ruvalcaba, Ruben	8/6/18
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D. American Speech-Language-Hearing Association (ASHA) Certificate of Competence Stipend, to be paid to the following individual(s), in the amount of \$1,146, for an earned ASHA Certificate of Competence, effective as noted:

Giles, Julie	2/4/19
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E. California Speech-Language Pathology License Stipend, to be paid to the following individual(s), in the amount of \$1,146, for an earned CA Speech-Language Pathology License, effective as noted:

Giles, Julie	2/4/19
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F. Independent Learning Center Stipend and Additional Work Days, for the 2019-20 school year, for the following ILC Leads, with a \$3,370 stipend, plus 15 additional days, at their per diem rate of pay, effective July 1, 2019: (Independent Learning Center Funds)

Nguyen, Pete	Outreach Teacher/Specialist	Western HS
Ramirez, Oscar	Outreach Teacher/Specialist	Anaheim HS

**Human Resources Division, Certificated Personnel**

Board of Trustees  
March 5, 2019

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- G. Independent Learning Center Additional Work Days, for the 2019-20 school year, for the following ILC Outreach Counselors, 15 additional days, at their per diem rate of pay, effective July 1, 2019: (Independent Learning Center Funds)

Casas, Joe	Outreach Counselor	Anaheim HS
Murillo, Elizabeth	Outreach Counselor	Western HS

- H. Independent Learning Center (ILC) Summer Program, the ILC provides credit recovery for students during the summer of 2019. Hours of operation will be limited to six hours a day, four days a week. Individuals will be paid at the hourly rate of pay, not to exceed \$5,369 per person. (General Funds)

Arellano, Jaime	Anaheim HS
Casas, Joe	Anaheim HS
Cruchley, Lara	Western HS
Esperanza, Cori	Anaheim HS
Felix, Stephanie	Anaheim HS
Garcia, Liliana	Anaheim HS
Hughes, Scott	Western HS
Murillo, Elizabeth	Western HS
Nguyen, Pete	Western HS
Ramirez, Oscar	Anaheim HS

- I. Doctorate Stipend, to be paid to the following individual(s) for an earned doctorate stipend, effective as noted:

Schubert, Joseph	1/7/19
------------------	--------

- 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>
Jurado, Uriel	1 11	3 11	1/7/19
Lockshaw, Nicole	1 1	3 1	2/12/19
Look, Kathryn	2 1	3 7	1/22/19
Mata, Martha	2 2	4 2	2/6/19
Shin, Ye Eun	2 1	3 1	1/7/19

- 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	\$7,341.39	12/1/18
Golden, Marixa	\$6,996.20	12/1/18
Granville, Clevester	\$6,570.39	12/1/18
McMahan, Kevin	\$8,014.59	12/1/18
Miles, Noel	\$7,108.29	12/1/18
Napoles, Victor	\$6,328.19	12/1/18
Pearce, Jerry	\$8,946.59	12/1/18
Rittenhouse, Wiley	\$8,725.59	12/1/18
Rundblade, Rodney	\$6,593.89	12/1/18

**Human Resources Division, Certificated Personnel**

Board of Trustees  
March 5, 2019

Page 4 of 7

**6. Volunteer Employee Aides, with coverage by Workers' Compensation Insurance, effective as noted:**

Almanza, Isabel	2/12/19
Alvarez, Marlen	2/6/19
Avila, Alejandra	1/29/19
Birkes, Bryan	2/15/19
Castro, Ana	2/6/19
Cazares, Karen	1/30/19
Cross, John	2/12/19
Cruz, Kimberly	2/4/19
Duckworth, Donald	1/29/19
Kakkireni, Saritha	2/5/19
Le, To Lan	12/19/18
Magana, Andrea	2/1/19
Messenger, Diane	1/29/19
Morales, Ivan	1/30/19
Nguyen, Timothy	2/5/19
Ortega, Marco	1/30/19
Ortiz, Yuliana	1/31/19
Quintanilla, Mitchell	2/14/19
Rocha, Irene	2/7/19
RuizDeStory, Ma Angelina	2/4/19
Sirna, Taylor	1/30/19
Trostler, Cindy	1/31/19
Valenzuela, Jonathan	1/29/19
Wilkins, Robert	2/13/19

**7. Extra Service Assignments, employment effective as noted:**

**Classified:**

	<u>Salary</u>	<u>Term</u>	<u>Effective</u>
<u>Anaheim</u>			
Duran, Sevastian Baseball, Assistant	\$1,691.50	Season	1/28/19
<u>Cypress</u>			
Belanger, Zachary Baseball, Asst./Lower Level	\$3,383	Season	1/7/19
Falt, Daniel Track, Asst./Lower Level	\$3,053	Season	1/7/19
Hartong, Brett Volleyball, Asst./Lower Level	\$3,053	Season	1/31/19
Lee, Young Tennis, Asst./Lower Level	\$3,053	Season	1/7/19
Manliguis, Corey Volleyball, Asst./Lower Level	\$3,053	Season	1/31/19

**Human Resources Division, Certificated Personnel**

Board of Trustees  
March 5, 2019

Page 5 of 7

Montgomery, Brooke Track, Asst./Lower Level	\$3,053	Season	1/25/19
Morrison, Michael Baseball, Asst./Lower Level	\$3,383	Season	1/28/19
Nault, Dylan Baseball, Asst./Lower Level	\$3,383	Season	1/7/19
Sandvig, Darren Swimming	\$3,383	Season	1/7/19
Takacs, Kristy Journalism	\$1,423	2 <sup>nd</sup> Semester	1/7/19
Weber, John Baseball	\$4,239	Season	1/7/19
Ybarra, Jason Wrestling, Asst./Lower Level	\$3,383	Season	8/28/18
<u>Katella</u> Deason, Geoconda Volleyball, Asst./Lower Level	\$3,053	Season	2/4/19
Goossens, Paul Track, Asst./Lower Level	\$3,053	Season	2/4/19
Hernandez, Osvaldo Tennis, Asst./Lower Level	\$3,053	Season	1/28/19
Morrill, John Track, Asst./Lower Level	\$3,053	Season	2/4/19
Sandoval, Ariana Softball, Asst./Lower Level	\$1,681.50	Season	1/28/19
Solis, Antonio Track, Asst./Lower Level	\$1,526.50	Season	2/4/19
Torres, Jocelyn Swimming, Assistant	\$3,053	Season	2/4/19
Vargas, Giajaida Volleyball, Asst./Lower Level	\$3,053	Season	2/4/19
Vasquez, Gonzalo Tennis	\$3,383	Season	1/28/19
Vazquez Jr., Orlando Swimming, Assistant	\$3,053	Season	2/4/19

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Wilson, Rachel Track, Asst./Lower Level	\$3,053	Season	2/4/19
<u>Kennedy</u> Aguilar, Nancy Band	\$2,748.50	2 <sup>nd</sup> Semester	1/7/19
Herrera III, Rudolfo Softball, Asst./Lower Level	\$3,383	Season	1/29/19
Lehr, Michelle Softball, Asst./Lower Level	\$3,383	Season	1/31/19
Ramon Jr., Adrian Softball, Asst./Lower Level	\$3,383	Season	2/8/19
Sanchez, Daniel Track	\$4,239	Season	1/28/19
<u>Magnolia</u> Lopez, Anthony Baseball, Assistant	\$3,350	Season	1/28/19
Smith, Brent Volleyball, Assistant	\$3,053	Season	12/3/18
Thoreson, Phillip Band, Assistant Director	\$1,605	2 <sup>nd</sup> Semester	1/7/19
Woods, Nikolas Drill Team	\$2,748.50	2 <sup>nd</sup> Semester	1/7/19
<u>Oxford</u> Clark, Steven Soccer	\$2,511	3 <sup>rd</sup> Quarter	1/7/19
Sardo, Lucas Baseball, Assistant	\$3,383	Season	1/28/19
<u>Savanna</u> Baughman, John Baseball	\$4,239	Season	1/28/19
Carlton, Ashley Volleyball, Asst./Lower Level	\$3,053	Season	2/4/19
Lomeli, Greg Baseball	\$3,383	Season	1/28/19
Lu, Felix Tennis	\$3,752	Season	1/28/19

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Parker III, Alonzo Softball, Asst./Lower Level	\$3,383	Season	1/28/19
Rafferty, Melvin Track, Asst./Lower Level	\$3,053	Season	2/4/19
Sosa, Kristin Volleyball	\$3,752	Season	2/4/19
<u>Western</u> Awoyele, Anthony Track, Assistant	\$3,053	Season	2/4/19
Browder, Laura Volleyball, Asst./Lower Level	\$3,053	Season	2/4/19
Kahssay, Munir Track, Asst./Lower Level	\$3,053	Season	2/4/19
Miniscalco, Kimberly Softball	\$4,239	Season	2/12/19
Millhouse, Steven Volleyball	\$3,383	Season	2/6/19
Phillips, Scott Volleyball, Asst./Lower Level	\$3,053	Season	2/4/19
St. Lawrence, Marcus Swimming, Asst./Lower Level	\$3,053	Season	2/4/19
Wright, Sean Tennis, Asst./Lower Level	\$3,053	Season	1/28/19



**1. Retirements/Resignations/Terminations, effective as noted:**

	<b><u>Location:</u></b>	<b><u>Effective</u></b>
Alvarado, Agustin Plant Manager II	Kennedy High School	02/22/2019
Cortez, Trisha Instructional Assistant – Behavioral Support	Cypress High School	03/08/2019
Hardeman, Brandon Instructional Assistant – Behavioral Support	Magnolia High School	01/30/2019
Harris, Brandon Instructional Assistant – Specialized Academic Instruction	Gilbert South High School	01/18/2019
Middleton, Emily Instructional Assistant – Behavioral Support	Savanna High School	02/19/2019
Ortega, Analiese Instructional Assistant – Behavioral Support	South Jr. High School	02/01/2019
Pham, Trung Systems Administration	Education & Information Technology Department	03/29/2019
Torres, Ana Instructional Assistant – Behavioral Support	Hope School	02/22/2019

**2. Leaves of Absence**

Sandoval, Vanessa, for education, without pay and without health benefits from 1/7/19 through the end of the working day on 5/3/19.

**3. Employment, effective as noted:**

	<b><u>Range/Step:</u></b>	<b><u>Effective:</u></b>
<b>Permanent Employees:</b>		
Acosta, Mark Instructional Assistant – Behavioral Support	51/01	03/04/2019
Amador, Elvia Secretary – School Support	51/01	02/19/2019
Berber-Suarez, Haydee Language Testing Assistant	51/01	02/12/2019
Hocutt, Alison Speech-Language Pathology Assistant	57/04	02/25/2019

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Long, Theresa 51/01 01/22/2019  
Instructional Assistant – Behavioral Support

Osorio, Oscar 55/03 01/22/2019  
Bus Driver

Thornhill, Terri 51/03 02/25/2019  
Instructional Assistant – Adult Transition

Vasquez, Jenny 51/01 02/14/2019  
Instructional Assistant – Visually Impaired

**Promotions:**

Frazier, Craig 51/10 01/14/2019  
Secretary - Attendance

**Substitute Employees:**

Becerra-Salmeron, Katherine 51/01 02/12/2019  
Substitute Instructional Assistant –  
Adult Transition

Becerra-Salmeron, Katherine 51/01 02/12/2019  
Substitute Instructional Assistant –  
Behavioral Support

Becerra-Salmeron, Katherine 51/01 02/12/2019  
Substitute Instructional Assistant –  
Special Abilities

Becerra-Salmeron, Katherine 43/01 02/12/2019  
Substitute Instructional Assistant –  
Specialized Academic Instruction

Bevins, Stephen 48/01 01/31/2019  
Substitute Custodian

Bonaparte, Cindy 51/01 02/19/2019  
Substitute Instructional Assistant –  
Adult Transition

Bonaparte, Cindy 51/01 02/19/2019  
Substitute Instructional Assistant –  
Behavioral Support

Bonaparte, Cindy 51/01 02/19/2019  
Substitute Instructional Assistant –  
Special Abilities

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Bonaparte, Cindy Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/19/2019
Bravo, Belinda Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	02/12/2019
Caples, Shani Substitute Instructional Assistant – Adult Transition	51/01	02/18/2019
Caples, Shani Substitute Instructional Assistant – Behavioral Support	51/01	02/18/2019
Caples, Shani Substitute Instructional Assistant – Special Abilities	51/01	02/18/2019
Caples, Shani Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/18/2019
Chittaphong, Debbie Substitute Bus Driver	55/01	02/12/2019
Clifton, Breanna Tutor – General	\$14.53/Hr.	02/19/2019
Cortez, Trisha Substitute Instructional Assistant – Adult Transition	51/01	03/18/2019
Cortez, Trisha Substitute Instructional Assistant – Behavioral Support	51/01	03/18/2019
Cortez, Trisha Substitute Instructional Assistant – Special Abilities	51/01	03/18/2019
Cortez, Trisha Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/18/2019
Gallagher, Aimee ASB Extra Duty Specialist	\$12.00/Hr.	02/07/2019
Georges, Eman Substitute Food Service Assistant I	41/01	02/12/2019

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Gonzalez, Jaclyn Substitute Instructional Assistant – Adult Transition	51/01	02/14/2019
Gonzalez, Jaclyn Substitute Instructional Assistant – Behavioral Support	51/01	02/14/2019
Gonzalez, Jaclyn Substitute Instructional Assistant – Special Abilities	51/01	02/14/2019
Gonzalez, Jaclyn Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/14/2019
Guzman, Jessica Substitute Licensed Vocational Nurse	55/01	02/08/2019
Hernandez, Lizbeth Substitute Instructional Assistant – Adult Transition	51/01	02/12/2019
Hernandez, Lizbeth Substitute Instructional Assistant – Behavioral Support	51/01	02/12/2019
Hernandez, Lizbeth Substitute Instructional Assistant – Special Abilities	51/01	02/12/2019
Hernandez, Lizbeth Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/12/2019
Hoang, Timothy AVID Tutor	\$14.53/Hr.	02/20/2019
Landry, Ida Substitute Food Service Assistant I	41/01	11/17/2018
Lara, Rebecca Substitute Instructional Assistant – Bilingual (Spanish)	47/01	02/13/2019
McManus, Mallory Substitute Instructional Assistant – Adult Transition	51/01	02/21/2019

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McManus, Mallory Substitute Instructional Assistant – Behavioral Support	51/01	02/21/2019
McManus, Mallory Substitute Instructional Assistant – Special Abilities	51/01	02/21/2019
McManus, Mallory Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/21/2019
Miramontes Lugo, Jennifer Substitute Instructional Assistant – Adult Transition	51/01	02/20/2019
Miramontes Lugo, Jennifer Substitute Instructional Assistant – Behavioral Support	51/01	02/20/2019
Miramontes Lugo, Jennifer Substitute Instructional Assistant – Special Abilities	51/01	02/20/2019
Miramontes Lugo, Jennifer Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/20/2019
Miranda, Noelia AVID Tutor	\$14.53/Hr.	02/07/2019
Montgomery, Priscilla Substitute Office Assistant	43/01	11/16/2018
Montgomery, Priscilla Substitute Secretary	51/01	11/16/2018
Moorcroft, Leona Substitute Instructional Assistant – Adult Transition	51/01	02/12/2019
Moorcroft, Leona Substitute Instructional Assistant – Behavioral Support	51/01	02/12/2019
Moorcroft, Leona Substitute Instructional Assistant – Special Abilities	51/01	02/12/2019
Moorcroft, Leona Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/12/2019

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Petlascalco-Castillo, Abril Tutor – General	\$14.53/Hr.	02/13/2019
Rahaman, Asma Substitute Food Service Assistant 1	41/10	02/15/2019
Rethwill, Melvin Substitute Instructional Assistant – Bilingual (Spanish)	47/01	03/01/2019
Reynoso, Martin Substitute Bus Driver	55/01	02/12/2019
Rodriguez, Eduardo Substitute Custodian	48/01	02/25/2019
Valente, Jose Substitute Bus Driver	55/01	02/13/2019

4. **Workability, current minimum wage or stipend of \$256 effective as noted:**  
(Workability Grant Funds)

**Effective**

Espana, Thomas	02/19/2019
Gonzalez, Ashley	01/24/2019
Hanson, Seth	02/19/2019
Jordan, Richard	02/19/2019
Lababidi, Salma	02/08/2019
Olsen, Joseph	11/05/2018
Pfifer, Frank	02/15/2019
Rojas, Jordan	02/04/2019
Smith, Andrew	02/15/2019

5. **Stipends**

**Stipend Amount**

**Effective**

Bilingual - Spanish

Valencia, Opalina Office Assistant	\$136/Month	01/14/2019
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Positive Discipline Parenting Workshop Stipend

Soto-Perez, Adriana Family and Community Engagement Specialist	\$1500	03/06/2019
Trujillo, Maria Family and Community Engagement Specialist	\$1500	03/06/2019

**Human Resources Division, Classified Personnel**

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6. **Pay adjustments for the following military instructors for the JROTC/NJROTC program unless otherwise noted by military contract, effective as noted:**

	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Pearce, Jerry	\$8,946.59	12/01/2018

**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, February 7, 2019**

**UNADOPTED**

**1. CALL TO ORDER—ROLL CALL**

Board President O’Neal called the regular meeting of the Anaheim Union High School District Board of Trustees to order at 2:31 p.m.

Present: Brian O’Neal, president; Annemarie Randle-Trejo, clerk; Katherine H. Smith, assistant clerk; Anna L. Piercy, member; Michael B. Matsuda, superintendent; Jaron Fried, Ed.D., Brad Jackson, and Jennifer Root, Ed.D., assistant superintendents; and Karl H. Widell, District counsel.

Absent: Al Jabbar, member

**2. ADOPTION OF AGENDA**

On the motion of Trustee Piercy, duly seconded and unanimously carried, following discussion, the Board of Trustees adopted the amended agenda.

Staff requested the following amendments to the agenda:

- Page 12 of the agenda, pull item 11.15.1 Legion of Men, Cypress High School
- Replace page 16 of the agenda to correct the amounts for Bid 2019-23.
- Replace page 21 of the agenda to correct the date of Thursday, March 5 to Tuesday, March 5.
- Replace Exhibit SS to reflect correct amount for students 1819-202 and 1819-203.
- Exhibit UU, pull item 6 of the field trip report.
- Exhibit YY, replace page 7 to reflect the correct spelling of Tiffany Weir.

**3. PUBLIC COMMENTS, CLOSED SESSION ITEMS**

There were no requests to speak.

**4. CLOSED SESSION**

The Board of Trustees entered closed session at 2:35 p.m.

Trustee Jabbar entered closed session at 2:46 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 6:03 p.m.



5.2 **Pledge of Allegiance and Moment of Silence**

Student Representative to the Board of Trustees Adai Flores led the Pledge of Allegiance to the Flag of the United States of America and provided a moment of silence.

5.3 **Closed Session Report**

Board Clerk Randle-Trejo 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 existing litigation.
- 5.3.4 No reportable action taken regarding anticipated litigation.
- 5.3.5 No reportable action taken regarding anticipated litigation.
- 5.3.6 No reportable action taken regarding negotiations.
- 5.3.7 No reportable action taken regarding personnel.
- 5.3.8 The Board of Trustees took formal action, with a 5-0 vote, to suspend, without pay for five days, employee HR-2018-19-05.
- 5.3.9 The Board of Trustees took formal action, with a 5-0 vote, to suspend, without pay for 15 days, employee HR-2018-19-06.

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 21<sup>st</sup> century.

In addition, Board of Trustees' President O'Neal introduced Grant Schuster, ASTA president; and Tina Karanick, Savanna Elementary School District Trustee.

7. **BOARD OF TRUSTEES' RECOGNITION**

7.1 This item was taken out of order and placed after item 8.4.

7.2 **Western High School Football Team, Division XI Southern Section CIF Boys' Football Champions**

The Board of Trustees recognized the Western High School Boys' Varsity Football Team for their outstanding performance in becoming the Division XI CIF Football Champions. The team secured their first CIF championship with a 49-21 win over Peninsula High School. The team is led by Head Coach Dan Davidson. This accomplishment has brought a lot of enthusiasm to the campus, community, parents, and alumni.

**PUBLIC COMMENT**

Petra Galarza, Western High School teacher, congratulated the football team and Coach Davidson. Additionally, she spoke in support of renovating facilities at Western High School.

7.3 **Cypress High School Spirit Squad, Division 3AA CIF Southern Section Champions**

The Board of Trustees recognized the Cypress High School Varsity Competition Cheer Team for their outstanding performance in becoming the 3AA Division CIF Competition Cheer Champions. This is the inaugural year for this type of CIF Competition. Cypress’ Varsity Competition Cheer Team not only took first place, but also had the highest score of the day. The team is led by Head Coach Eric Galvan and Assistant Coach Michael Cobos. This accomplishment has brought a lot of enthusiasm to the campus, boosters, community, parents, and alumni.

8. **REPORTS**

8.1 **Principals’ Report**

Dr. Jodie Wales, Cypress High School principal, and Amber Houston, Lexington Junior High School principal, presented how Unlimited You opportunities are being created at their school sites.

8.2 **Student Representative’s Report**

Adaí Flores, student representative to the Board of Trustees, reported on student activities throughout the District.

8.3 **Reports of Associations**

Grant Schuster, ASTA president, expressed that it was great to participate in the Servathon. Additionally, he reported that Dr. Fried attended the ASTA meeting and showcased the Unlimited You concept. He also reported on the bargaining process and is looking forward to coming to an agreement. Lastly, he spoke in support for bonds specifically for facilities.

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

Peggy Kruse, ASCPTA president, reported on various events throughout the District and thanked those who participated in the sock drive. Additionally, she invited the Board to the ASCPTA Founder’s Day celebration on February 13, 2019.

**BOARD OF TRUSTEES’ RECOGNITION**

7.1 **Donations**

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

Farmers & Merchants Bank	\$10,400	AIME Mentoring Program
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9. **PUBLIC COMMENTS, OPEN SESSION ITEMS**

- 9.1 Jan Gustafson Corea, California Association for Bilingual Education (CABE) CEO, expressed her gratitude for all that AUHSD staff does for English learner students, as well as thanked the District for supporting CABE.
- 9.2 Denia Martinez, Western High School parent, thanked the Board for recognizing the football team and requested that the Board look into upgrading the facilities, which include the announcement system, classrooms, athletic fields, and pool, at Western High School.
- 9.3 Carmen Montanez, Western High School parent, spoke in support of renovating facilities at Western High school so that students can reach their full potential. She also expressed that the current state of the school site does not accurately represent the students and staff.
- 9.4 Michael Barraza, vice president, East Anaheim Little League, spoke in support of keeping the storage garage and the batting cages at South Junior High School.
- 9.5 Gladys Moreno, East Anaheim Little League member, relayed the importance of the little league to her and the community.

10. **PRESENTATION**

**Mikva Challenge, Project Soapbox**

Background Information:

Project Soapbox is a public speaking competition facilitated by Mikva Challenge that calls young people to speak out on issues that affect them and their communities. These powerful speeches have lasting, transformative impacts on classrooms, schools, and communities. Out of seven middle school finalists, four were from Brookhurst Junior High School and one was from Orangeview Junior High School. When the awards were given out, Brookhurst Junior High School students finished first and third and the Orangeview Junior High School student took second place.

Current Consideration:

Orange County Middle School Soapbox speech winner, Jimmy Che, Brookhurst Junior High School student, presented his speech on the topic, "Implicit Bias." Hannah Karanick, Orangeview Junior High School student and second place winner, presented her speech titled, "Kill Them With Kindness."

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 received the information.

11. **ITEMS OF BUSINESS**

**RESOLUTIONS**

11.1 **Resolution No. 2018/19-B-17, Signature Authorization**

Background Information:

The Board of Trustees was requested to adopt Resolution No. 2018/19-B-17, Signature Authorization. In accordance with Education Code Section 42633, the governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person authorized to sign orders in its name.

Except for districts determined to be fiscally accountable pursuant to Section 42650, no order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

Current Consideration:

The Orange County Department of Education requires that all designated personnel authorized to sign various documents, and as listed on the attached resolution, be approved by the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Smith and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-B-17. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.2 **Resolution No. 2018/19-F-03, Approval of Notice of Exemption for the Lexington Junior High School Relocatable Buildings Project**

Background Information:

On July 10, 2014, the Board of Trustees approved the District's Facilities Master Plan (FMP), which provides a roadmap for the future improvement and development of the District's facilities over the next ten years. Capital improvements at Lexington Junior High School are identified in the approved FMP. The Lexington Junior High School Relocatable Buildings Project (Project) is consistent with the intent of the approved FMP.

The scope of work for the Project consists of the installation of five relocatable classrooms to accommodate increased enrollment.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to determine whether that project might have a significant effect on the environment. CEQA and the Guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for categorical exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a Notice of Exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically exempt from CEQA.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Jabbar and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-F-03, approving the NOE for the Project and directed that the NOE be filed with the Orange County Clerk-Recorder. The roll call votes follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.3 **Resolution No. 2018/19-E-12, Read Across America 2019**

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 was requested to adopt Resolution No. 2018/19-E-12 for Read Across America 2019. 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.

Action:

On the motion of Trustee Piercy and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-E-12. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.4 **Resolution No. 2018/19-E-13, Preserve Music in our Schools Month**

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 was requested to adopt Resolution No. 2018/19-E-13 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, and work cooperatively, are vital for success in the 21<sup>st</sup> century workplace.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Smith and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-E-13. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.5 **Resolution No. 2018/19-E-14, Women's History Month**

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 was requested to adopt Resolution No. 2018/19-E-14 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.

Action:

On the motion of Trustee Piercy and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-E-14. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.6 **Resolution No. 2018/19-E-15, Arts Education Month**

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 was requested to adopt Resolution No. 2018/19-E-15 for 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.

Action:

On the motion of Trustee Piercy and duly seconded, following discussion, the Board of Trustees adopted Resolution No. 2018/19-E-15. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.7 **Resolution No. 2018/19-E-16, National Athletic Training Month**

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, as well as 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 was requested to adopt Resolution No. 2018/19-E-16 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.

Action:

On the motion of Trustee Jabbar and duly seconded, the Board of Trustees adopted Resolution No. 2018/19-E-16. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

**BUSINESS SERVICES**

11.8 **Revised Board Policy, Multiple Policies, Second Reading**

Background Information:

The Office of Management and Budget's (OMB's) Uniform Grant Guidance (UGG) requires nonfederal entities to have written policies and procedures in place. The objectives these policies and procedures provide are: ease of administrative burden, strengthening of oversight, and strengthening of internal controls in the administrative process. The policies and procedures identified for inclusion and/or updating allow for administrative flexibility, reasonable assurance of grant compliance, reduction of level of risk, and protection of

allowable costs. Properly written policies and procedures have been identified as one of the best ways to improve an organization's internal controls, minimizing the likelihood of fraud, waste, and abuse.

Current Consideration:

Districts have been required through the annual audit process to review and update, as necessary, their policies and procedures related to the UGG process. A committee of administrators representing the Educational Services Division, Human Resources Division, and the Business Services Division convened to identify policies for addition, review, and revision as needed. The District had many of the necessary policies in place and the committee reviewed, and revised as needed, the policies using California School Board Association's Gamut Online System as the foundation.

The Business Services Division submitted the following policies for review and/or approval:

- 11.8.1 Board Policy 41006.02 (3314), Payment for Goods and Services
- 11.8.2 Board Policy 41008 (3312), Contracts
- 11.8.3 Board Policy 5703 (3580), Care of District Records
- 11.8.4 Board Policy 6206 (3350), Employee Participation in Conferences, Convention, and Seminars
- 11.8.5 Board Policy 9201 (1340), Access to District Records

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 reviewed and approved the revised policies listed above.

11.9 **New Board Policy, Multiple Policies, Second Reading**

Background Information:

The Office of Management and Budget's (OMB's) Uniform Grant Guidance (UGG) requires nonfederal entities to have written policies and procedures in place. The objectives these policies and procedures provide are: ease of administrative burden, strengthening of oversight, and strengthening of internal controls in the administrative process. The policies and procedures identified for inclusion and/or updating allow for administrative flexibility, reasonable assurance of grant compliance, reduction of level of risk, and protection of allowable costs. Properly written policies and procedures have been identified as one of the best ways to improve an organization's internal controls, minimizing the likelihood of fraud, waste, and abuse.

Current Consideration:

Districts have been required through the annual audit process to review and update, as necessary, their policies and procedures related to the UGG process. A committee of administrators representing the Educational Services Division, Human Resources Division, and the Business Services Division convened to identify policies for addition, review, and revision as needed. The District had many of the necessary policies in place and the committee reviewed, and revised as needed, the policies using California School Board Association's Gamut Online System as the foundation.

The Business Services Division submitted the following policies for review and/or approval:



- 11.9.1 Board Policy 4510 (3400), Management of District Assets/Accounts
- 11.9.2 Board Policy 4512 (3300), Expenditures and Purchases
- 11.9.3 Board Policy 4514 (3311), Bids
- 11.9.4 Board Policy 4516 (3440), Inventories
- 11.9.5 Board Policy 4518 (3460), Financial Reports and Accountability
- 11.9.6 Board Policy 4520 (3512), Equipment
- 11.9.7 Board Policy 4522 (3270), Sale and Disposal of Books, Equipment, and Supplies

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 reviewed and approved the new policies listed above.

11.10 **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 reviews of documents and presentations if needed to the Board of Trustees.

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 is to provide financial advisory for a potential 2020 bond measure.

Budget Implication:

The scope of work that is in relationship to the financial advisory for a potential 2020 bond measure provides a fixed hourly rate of \$225 (\$112.50 for travel time), plus out-of-pocket expenses. Estimated at \$45,000, the cost of service may be reimbursable from bond proceeds should the bond measure be successful. (General Funds)

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, following discussion, the Board of Trustees approved the agreement with GFS.

**EDUCATIONAL SERVICES**

11.11 **New Board Policy, Board Policy 3515, Campus Security-Surveillance Systems, Second Reading**

Background Information:

The District is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The District also recognizes the importance of protecting property, facilities, and equipment from vandalism and theft.

Current Consideration:

On December 13, 2018, at the regular meeting of the Board of Trustees, a resolution was passed to award a video surveillance solution Districtwide. As a result, the District needs to develop a campus security policy for surveillance systems, which is consistent with the goals and objectives of the District's comprehensive safety plan and site-level safety plans. This policy was developed utilizing the California School Boards Association (CSBA) GAMUT online service, which is consistent with federal, state, and local codes.

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 reviewed and approved Board Policy 3515, Campus Security-Surveillance Systems.

11.12 **New Board Policies, Board Policy 71103 (6190), Evaluation of Instructional Program and Board Policy 1800 (0500), Accountability, Second Reading**

Background Information:

The Office of Management and Budget's (OMB's) Uniform Grant Guidance (UGG) requires nonfederal entities to have written policies and procedures in place. The objectives of these policies and procedures provided are: ease of administrative burden, strengthening of oversight, and strengthening of internal controls in the administrative process. The policies and procedures identified for inclusion and/or updating allow for administrative flexibility, reasonable assurance of grant compliance, reduction of level of risk, and protection of allowable costs. Properly written policies and procedures have been identified as one of the best ways to improve an organization's internal controls, minimizing the likelihood of fraud, waste, and abuse.

Current Consideration:

Districts have been required through the annual audit process to review and update as necessary their policies and procedures related to the UGG process. A committee of administrators representing the Educational Services Division, Human Resources Division, and the Business Services Division convened to identify Board policies for addition, review, and revision, as needed. The District had many of the necessary policies in place. The committee used the California School Board Association's Gamut Policies as a guide for any changes.

The Educational Services Division submitted the following policies for review and/or approval:

11.12.1 Board Policy 71103 (6190), Evaluation of Instructional Program

11.12.2 Board Policy 1800 (0500), Accountability

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Jabbar, duly seconded and unanimously carried, the Board of Trustees reviewed and approved the policies listed above.

11.13 **Request for Research, The Connected Learning Lab (CLL), Advancing Informal STEM Learning (AISL)**

Background Information:

The Connected Learning Lab (CLL), a research unit at the University of California, Irvine, is conducting a research project funded by a National Science Foundation initiative titled Advancing Informal STEM Learning (AISL).

Current Consideration:

CLL is requesting permission to conduct a research study entitled, All Together Now: The Role of Mentorship in Persistence in Informal Science, Technology, Engineering, and Mathematics (STEM) Programs. The purpose of this project is to investigate how informal programs like Mathematics Engineering Science Achievement (MESA) can broaden participation by building social capital in STEM for youth from underrepresented groups. The research design will include observational field visits of each of the MESA programs and interviews with about 40 MESA students, as well as three to five MESA teachers once a year through Spring 2020. All participants will be de-identified and no student academic record or teacher record will be requested. Research will be conducted February 8, 2019, through June 30, 2020.

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 approved the research request.

11.14 **Low-Performing Students Block Grant (LPSBG)**

Background Information:

Former Governor Brown signed Assembly Bill 1808 (AB 1808) into law on June 27, 2018. AB 1808 authorizes the allocation of a \$300 million dollar Low-Performing Students Block Grant (LPSBG) in the 2018-19 year to provide California's low-performing students with additional supports to increase their academic achievement as defined in California Education Code 41570(d).

The LPSBG funding is available to school districts that had students identified as low-performing on the California Assessment of Student Performance and Progress during the 2016-17 year and who are not otherwise identified for supplemental grant funding under the local control funding formula or eligible for special education services.

The District had 696 students who met the criteria in the 2016-17 year resulting in an allocation of \$1,375,313.

Current Consideration:

In order to receive funds, the District must develop a plan describing how the funds will increase or improve evidence-based services for the students identified, how the effectiveness of services will be measured, and how the services align with and are described in the school district's Local Control and Accountability Plan (LCAP). An additional requirement is that the plan needs to be discussed and adopted at a regularly scheduled meeting by the governing board of the school district.

Budget Implication:

The state allocation to the District is \$1,375,313. (LPSBG Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees discussed and adopted the LPSBG plan.

11.15 **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:

11.15.1 This item was pulled prior to the adoption of the agenda.

11.15.2 Offensive Security Society, Western High School

11.15.3 Colorguard, Walker Junior High School

11.15.4 Walker Nerdy Library Book Club, Walker Junior High School

Budget Implication:

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

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees approved the school-sponsored organization applications, as amended prior to the adoption of the agenda.

**HUMAN RESOURCES**

11.16 **Board Policy, Multiple Policies, Second Reading**

Background Information:

The Office of Management and Budget's (OMB's) Uniform Grant Guidance (UGG) requires nonfederal entities to have written policies and procedures in place. The objectives of these policies and procedures provide are: ease of administrative burden, strengthening of oversight, and strengthening of internal controls in the administrative process. The policies and procedures identified for inclusion and/or updating allow for administrative flexibility, reasonable assurance of grant compliance, reduction of level of risk, and protection of allowable costs. Properly written policies and procedures have been identified as one of the best ways to improve an organization's internal controls, minimizing the likelihood of fraud, waste, and abuse.

Current Consideration:

Districts have been required through the annual audit process to review and update as necessary their policies and procedures related to the UGG process. A committee of administrators representing the Educational Services Division, Human Resources Division, and the Business Services Division convened to identify policies for addition, review, and revision as needed. The District had many of the necessary policies in place and the committee reviewed, and revised as needed, the policy using California School Board Association's Gamut Policies as the foundation.

The Human Resources Division submitted the following policies for review and/or approval:

- 11.16.1 Board Policy 6312.02 (4131), Staff Development-Certificated
- 11.16.2 Board Policy 6312.03 (4231), Staff Development-Classified
- 11.16.3 Board Policy 6612.04 (4331), Staff Development-Administrators

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 reviewed and approved Board Policy 6312.02 (4131), Board Policy 6312.03 (4231), and Board Policy 6312.04 (4331).

12. **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 12.9 pulled by Trustee O'Neal.

**BUSINESS SERVICES**

12.1 **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 May 15, 2015, through May 15, 2020.

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, as well as other work associated with the Maintenance and Operations and Facilities departments. This firm has prior knowledge of the District's facilities, projects, and standard procedures. The amended agreement will be signed following Board approval.

Budget Implication:

This amendment will increase the current agreement by an additional \$1,500,000, for a not to exceed amount of \$2,500,000. (Measure H Funds, Deferred Maintenance Funds, Routine Restricted Maintenance Funds, Facilities Funds, and/or other funds as appropriate)

Action:

The Board of Trustees approved the agreement amendment.

12.2 **Agreement, Transportation**

Background Information:

The Board of Trustees has in past years approved the agreements to provide transportation services to the City of Cypress (Parks and Recreation), Cornelia Connelly School, GOALS Academy, Greater Anaheim SELPA, Knott Avenue Christian Church, North Orange County Regional Occupation Program (ROP), Servite High School, Tiger Woods Learning Center, and

Zion Lutheran Church. The District was approached by Calgary Roman Catholic Separate School from Bishop Grandin in Alberta, Canada, to provide transportation services while visiting Anaheim.

Current Consideration:

It is in the best interest of the District to provide transportation services to this school. The agreement will be in effect March 1, 2019, through July 31, 2019. The contract will be signed following Board of Trustees' approval.

Budget Implication:

The transportation agreement will provide a net income to the District, which assists in offsetting the transportation contribution from the General Fund.

Action:

The Board of Trustees approved the agreement.

12.3 **Purchase of Maintenance Vehicles**

Background Information:

At the August 16, 2018, Board of Trustees' meeting, the Board approved to award Bid No. 2018-25 Maintenance Vehicles to Mc Coy & Mills Ford for the purchase of vehicles for Maintenance and Operations. The bid was established as a means to purchase vehicles on an as-needed basis for up to three years at the prices and discounts listed in the bid. Although the bid was awarded in August, this bid was to fulfill the needs of the Maintenance and Operations Department for the 2017-18 fiscal year.

Current Consideration:

The District currently has a need to replace three specialized maintenance vehicles that have long outlived their usefulness and would be too costly to repair. The initial award was for \$205,000 to replace the five vehicles identified for the 2017-18 fiscal year. The funds were set aside in 2017-18 and carried over to 2018-19 for this purchase. In addition to the five vehicles purchased earlier this year, the Maintenance and Operations Department has planned for the replacement of three more vehicles in the 2018-19 budget utilizing this bid.

Budget Implication:

The anticipated expenditure for the three additional vehicles is not to exceed \$200,000. (General Funds)

Action:

The Board of Trustees increased the annual expenditure for fiscal year 2018-19, utilizing Bid 2018-25 Maintenance Vehicles, in an amount not to exceed \$200,000 for the purchase of maintenance vehicles from Mc Coy & Mills Ford.

12.4 **Award of Bids, E-Rate 22**

Background Information:

The Schools and Libraries Program of the Universal Service Fund, commonly known as E-Rate, is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC), and provides discounts to assist most schools and libraries in the United States to obtain affordable digital services, equipment, software, and internet access.

At the August 16, 2018, Board meeting, the process to utilize competitive request for proposals (RFP) was approved by the Board of Trustees and staff proceeded with the bidding process.

Current Consideration:

As a result of the bidding process, there are three RFPs that would be awarded to the lowest responsible and responsive bidders per Resolution No. 2018/19-B-05 pursuant to Public Contract Code (PCC) 20118.2, and two public works bids pursuant to PCC 20111 as follows.

Award of Bids

<u>Bid#</u>	<u>Service</u>	<u>Service Provider</u>	<u>Amount</u>
2019-18	Structured Cabling for Various Schools on the West Side of the District	Federal Technology Solutions, Inc.	\$204,082
2019-19	Firewall	Mark Enterprises, Inc.	\$279,165
2019-20	Structured Cabling for Various Schools on the East Side of the District	Federal Technology Solutions, Inc.	\$436,197
2019-22	Web Caching Maintenance	ApplianSys LLC	\$39,146*
2019-23	Network Equipment	Sehi Computer Products, Inc	\$311, 841

Cost may increase due to future tariffs that may be imposed on certain goods and components imported from China.

Budget Implication:

Under the Federal E-Rate program, USAC will directly subsidize the cost of the material, equipment, and services being awarded. As a result, the District will pay a considerable amount less and will qualify for 80 percent of eligible services based on the Free-and-Reduced numbers.

2019-18	E-Rate: \$163,266	General Funds: \$40,816
2019-19	E-Rate: \$169,680	General Funds: \$109,485
2019-20	E-Rate: \$348,958	General Funds: \$87,239
2019-22	E-Rate: \$31,317	General Funds: \$7,829
2019-23	E-Rate: \$247,642	General Funds: \$64,199

Action:

The Board of Trustees awarded Bid No. 2019-19, 2019-22, and 2019-23, as amended prior to the adoption of the agenda, pursuant to PCC 20118.2, as well as Bid No. 2019-18 and 2019-20 pursuant to PCC 20111 all as listed.

12.5 **Award of Bid**

The Board of Trustees was requested to award the following bid.

<u>Bid#</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
2019-27	Lexington Junior High School Relocatable Buildings Project (Developer Fee Funds)	JM & J Contractors	\$499,785

Action:

The Board of Trustees awarded the bid as listed.

12.6 **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.

12.7 **Donations**

Action:

The Board of Trustees accepted the donations as submitted.

On the motion of Trustee Jabbar and duly seconded, following discussion, the Board of Trustees ratified items 12.9 with the following roll call vote.

Ayes: Trustees Jabbar, Piercy, Smith, and Randle-Trejo  
Abstain: Trustee O'Neal

12.8 **Purchase Order Detail Report and Change Orders**

Action:

The Board of Trustees ratified the reports January 8, 2019, through January 28, 2019.

12.9 **Check Register/Warrants Report**

Action:

The Board of Trustees ratified the report January 8, 2019, through January 28, 2019.

12.10 **SUPPLEMENTAL INFORMATION**

12.10.1 ASB Fund, December 2018

12.10.2 Cafeteria Fund, November 2018

12.10.3 Enrollment, Month 6



## EDUCATIONAL SERVICES

### 12.11 **Agreement, Education Programs for Careers in Healthcare, Kaiser Foundation Health Plan, Inc.**

#### Background Information:

Kaiser Foundation Health Plan, Inc. and Kaiser Foundation Hospitals (Kaiser) is a partner with the Anaheim Innovation Mentoring Experience (AIME) program. Kaiser is a licensed health care facility, which provides various health care services to its patients. Kaiser has a long history of community outreach programs for the development of non-clinical professionals to best understand the array of healthcare careers available.

#### Current Consideration:

Kaiser is currently one of the District's AIME partners for the summer paid internship opportunity. Selected students will be assigned to shadow a Kaiser professional for the six-week summer program. This agreement details the roles of the District and Kaiser to ensure students are prepared to work in this highly confidential work environment. Services will be provided June 3, 2019, through July 12, 2019.

#### Budget Implication:

There is no impact to the budget.

#### Action:

The Board of Trustees approved the agreement.

### 12.12 **Memorandum of Understanding (MOU), North Orange County Community College District (NOCCCD), Reimbursement for Babysitting**

#### Background Information:

Since 2013-14, the District has been a member of the North Orange County Regional Consortium (NOCRC). The purpose of the consortium was to evaluate existing adult education programs, identify needs, and develop plans to address those needs. Within the consortium, five work groups were created to develop strategies for implementation to improve educational outcomes for adult learners. One of the approved strategies, submitted by the English as a Second Language (ESL) work group, is to reimburse participating school districts for the cost of babysitting for adult ESL classes.

#### Current Consideration:

Currently, adult ESL classes and childcare are offered at Ball Junior High School. Other schools are eligible to apply for reimbursement of babysitting costs if ESL classes are formed and funds are available. The MOU is needed to facilitate the reimbursement of babysitting services. Services are being provided September 1, 2018, through June 30, 2019. The agreement will be signed following Board approval.

#### Budget Implication:

There is no impact to the budget.

#### Action:

The Board of Trustees ratified the MOU.

12.13 **Individual Service Contracts**

Action:

The Board of Trustees approved/ratified the individual service contracts, as amended prior to the adoption of the agenda. (Special Education Funds)

12.14 **Instructional Materials Submitted for Adoption**

The Instructional Materials Review Committee recommended the selected books for English and social science courses. The books have been made available for public view.

Action:

The Board of Trustees adopted the selected materials.

12.15 **Field Trip Report**

Action:

The Board of Trustees approved/ratified the report, as amended prior to the adoption of the agenda.

**HUMAN RESOURCES**

12.16 **Renewal, 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 21<sup>st</sup> century success for all students by implementing initiatives and services targeted to teachers, administrators, parents, and others. The MOU was initially approved at the January 18, 2018, Board of Trustees' meeting.

Current Consideration:

This renewal 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:

The Board of Trustees approved the MOU renewal.

12.17 **2018-19 Classified Employee Salary Schedules, American Federation of State, County and Municipal Employees (AFSCME)**

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 updates and corrections on the schedules.

Current Consideration:

Adopt modifications to the AFSCME classified salary schedule.

The proposed modifications include updated or corrected salary and longevity stipend amounts based on the recently approved collective bargaining agreement between AFSCME and AUHSD.

Budget Implication:

The approval for the salary schedule itself is not approval to fund specific assignments, but rather approval for the types of positions and compensation that may be approved later with subsequent Board action for specific individuals.

Action:

The Board of Trustees adopted the salary schedule for AFSCME as submitted.

12.18 **Agreement, StaffRehab**

Background Information:

When a nurse 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 nursing contract services effective January 16, 2019, through April 16, 2019.

Budget Implication:

The total cost is \$48 per hour. (General Funds)

Action:

The Board of Trustees ratified the agreement.

12.19 **Certificated Personnel Report**

Action:

The Board of Trustees approved/ratified the report as submitted, as amended prior to the adoption of the agenda.

12.20 **Classified Personnel Report**

Action:

The Board of Trustees approved/ratified the report as submitted.

**SUPERINTENDENT’S OFFICE**

12.21 **Board of Trustees’ Meeting Minutes**

12.21.1 December 13, 2018, Regular Meeting

12.21.2 January 17, 2019, Regular Meeting

Action:

The Board of Trustees approved the minutes as submitted.

13. **SUPERINTENDENT AND STAFF REPORT**

Karl Widell wished everyone a Happy Valentine’s Day.

14. **BOARD OF TRUSTEES’ REPORT**

Trustee Jabbar indicated he attended the Special NOCROP Board meeting, the Servathon, Sycamore Junior High School Awards Ceremony, and Western High School Awards Banquet.

Trustee Piercy said she attended the Cypress State of the City Luncheon, CSEA Installation Ceremony, Sister City meeting, OCDE Threat Assessment Training, Student Discipline Taskforce meeting, Insurance Committee meeting, AUHSD/Buena Park Liaison meeting, Buena Park State of the City Luncheon, and met with a student from Lexington Junior High School.

Trustee Smith shared she attended the OCDE Threat Assessment Training, Insurance committee meeting, AUHSD/Buena Park Liaison meeting, Mental Health Workshop, and Dale Junior High School’s Visioning Day.

Trustee Randle-Trejo reported she attended Visioning Day at Katella High School, LCAP meeting, Mental Health Workshop, Katella High School and South Junior High School Choir preview, ASCPTA Reflections Gallery, Special NOCROP Board meeting, meeting with South Junior High School Principal Enrique Romero, CSEA Installation Ceremony, TeachFX Training, GASELPA Board meeting, Servathon, and Assemblywoman Sharon Quirk Silva’s Interfaith Roundtable.

Trustee O’Neal stated he attended the AUHSD Honor Choir performance, the Servathon, OCSBA presentation, Budget Committee meeting, Robotics Symposium, CSEA Installation Ceremony, Sister City meeting, Western High School’s Open House, and a Kiwanis meeting.

15. **ADVANCE PLANNING**

15.1 **Future Meeting Dates**

The next regular meeting of the Board of Trustees will be held on Tuesday, March 5, 2019, at 6:00 p.m.

Thursday, April 11  
Tuesday, May 7  
Thursday, June 13  
Thursday, June 20  
Thursday, July 11

Thursday, August 15  
Thursday, September 12  
Thursday, October 10  
Thursday, November 7  
Thursday, December 12

15.2 **Suggested Agenda Items**

There were no suggested agenda items.

16. **ADJOURNMENT**

On the motion of Trustee Jabbar, duly seconded and unanimously carried, the Board of Trustees adjourned the meeting at 8:35 p.m.

Approved \_\_\_\_\_  
Clerk, Board of Trustees