

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING

Wednesday, October 8, 2014

South Monterey County Joint Union High School District Board Room
800 Broadway
King City, CA 93930

BOARD OF EDUCATION

Mike Foster – President
Raul Rodriguez - Clerk
Paulette Bumbalough - Member
Bob White – Member
Mike LeBarre – Member

STATE ADMINISTRATOR

Daniel Moirao, Ed.D.

STUDENT BOARD MEMBER

Aaron Arellano - KCHS ASB President

OPEN SESSION: 5:15 PM

A. CALL TO ORDER

B. PUBLIC COMMENT

The public may address the Board concerning items that are scheduled for discussion during closed session by completing the Request to be Heard Form provided on the table at the entrance to the meeting room and submitting the card to the Executive Assistant prior to the Board adjourning to closed session.

El publico puede dirigirse a la Mesa Directiva de Educación con respecto a asuntos que están enlistados para dialogar durante la sesión a puertas cerrada completando asi la forma que se le da a la comunidad para poder hablar durante la sesión, esta forma se encuentra en la entrada de la junta donde se lleva acabo la sesión y entregando esta tarjeta a la Secretaria de el Superintendente antes de que la Mesa Directiva de Educación de por terminada la junta.

INFORMATION

A. Strategic Planning (*Kathleen Ohm, Consultant*)

CLOSED SESSION: 5:30 PM

- A. Public Employment
- B. Employee Discipline/Dismissal/Release/Complaint
- C. Negotiations with Employee Organizations
- D. Threatened/Potential Litigation

OPEN SESSION: 6:30 PM

A. CALL TO ORDER

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS

D. STUDENT BOARD MEMBER REPORT

E. BOARD MEMBER COMMENT

PUBLIC COMMENT: The public may address the Board regarding general school district topics or a specific agenda item. The person wishing to speak is asked to complete a Request to be Heard Form prior to the meeting, indicating whether they wish to address a non-agenda item or a specific item and present it to the Executive Assistant. This is an opportunity to address the Board when that item is acted upon. Unless otherwise determined by the Board/State Administrator, each person is limited to 3 (three) minutes. If a large number wish to speak on a specific item, there is a limit of 20 minutes total input on an item. For matters that are not listed on the agenda, the Board may refer the matter to the Superintendent or designee, or take it under advisement, but shall not take action at that time except as allowed by law. El público puede dirigirse a la Mesa Directiva de Educación con respecto a asuntos generales o a asuntos especificados en la agenda. La persona que quiera hablar debe de

pedir la forma que se le da a la comunidad pidiendo permiso antes de la junta, indicando si se desea hacer algún comentario sobre un tema de la agenda o algún otro asunto y presentarlo a la Secretaría de el Superintendente. Esta es una oportunidad de dirigirse a la Mesa Directiva de Educación cuando un asunto se esté llevando acabo. A menos que se determine de otra manera por el Administrador de el Estado, cada persona tiene un máximo de 3 minutos para hablar. Se hay muchas personas que quieran hablar sobre un asunto específico entonces habrá un limite de 20 minutos en total para cada asunto. Para asuntos que no estén enlistados en la agenda, La Mesa Directiva podrá referir ese asunto al Superintendente o su designado o poner ese asunto en sobre aviso, pero no se tomara ninguna acción en ese momento excepto cuando la ley lo permita.

F. REPORT FROM STATE ADMINISTRATOR

G. APPROVAL OF AGENDA

H. EMPLOYEE ORGANIZATIONS

I. CONSENT AGENDA

1. Approval of Minutes: September 10, 2014 and September 24, 2014 (Pages 1-7)
2. Approval of Personnel Report Dated October 8, 2014 (*Claudia Arellano, Sr. Director Human Resources*)
3. Approval to Accept the Donation from the Gene Haas Foundation (*Duane Wolgamott, Chief Business Official*) (Pages 8-10)
4. Approval of Accounts Payable Warrants (*Duane Wolgamott, Chief Business Official*) (Pages 11-17)
5. Approval of Purchase Order (*Duane Wolgamott, Chief Business Official*) (Pages 18-21)
6. Approval to Surplus Textbooks at King City High School (*Janet Sanchez-Matos, Principal*) (Pages 22-23)
7. Approval of Williams Quarterly Report (*Claudia Arellano, Senior Director Human Resources*) (Pages 24-25)

J. CONSENT ITEMS REMOVED FOR COMMENT/QUESTIONS

K. INFORMATION ITEMS

1. Revenue and Expenditure Report (*Duane Wolgamott, Chief Business Official*) (Pages 26-32)
2. Monthly Cash Flow Report (*Duane Wolgamott, Chief Business Official*) (Pages 33-61)
3. Common Core Update (*Diana Jimenez, Director of Educational Services*)
4. School Enrollment, Attendance, and Referrals Statistics (*Duane Wolgamott, Chief Business Official*) (Pages 62-76)
5. 2013-2014 API/AYP Report (*Diana Jimenez, Director of Educational Services*) (Pages 77-84)
6. CAHSEE Report (*Diana Jimenez, Director of Educational Services*) (Pages 85-89)

L. ACTION ITEMS

1. Approval of Unaudited Actuals Fund 13 (Cafeteria Fund) for the 2013-2014 Fiscal Year (*Duane Wolgamott, Chief Business Official*) (Pages 90-99)
2. Approval of MOU Between the Monterey Peninsula Unified School District and the SMCJUHSD (*Daniel Moirao, Ed.D., State Administrator*) (Pages 100-109)
3. Approval to "Sunshine" Proposal for Negotiations from CSEA Local #529 to the SMCJUHSD (*Daniel Moirao, Ed.D., State Administrator*) (Pages 110-111)
4. Approval to "Sunshine" Proposal for Negotiations from the SMCJUHSD to CSEA Local #529 (*Daniel Moirao, Ed.D., State Administrator*) (Pages 112-114)
5. Approval to "Sunshine" Proposal for Negotiations from KCJUHSDTA to the SMCJUHSD (*Daniel Moirao, Ed.D., State Administrator*) (Pages 115-116)
6. Approval to "Sunshine" Proposal for Negotiations from the SMCJUHSD to the KCJUHSDTA (*Daniel Moirao, State Administrator*) (Pages 117-118)
7. Approval of Amended Consultant Contract with Ernie Zermeno (*Daniel Moirao, Ed.D., State Administrator*) (Pages 119-122)
8. Approval of Amended Consultant Contract with Linda Benway (*Daniel Moirao, Ed.D., State Administrator*) (Pages 123-126)
9. Approval of MOU Between Social Vocational Services. Inc. and the SMCJUHSD (*Duane Wolgamott, Chief Business Official*) (Pages 127-130)

10. Approval of Strategic Planning Contract with Kathleen Ohm (*Daniel Moirao, Ed.D., State Administrator*) (Pages 131-134)
11. Approval of Consultant Contract with Kevin Crye/Progress Advisor (*Daniel Moirao, Ed.D., State Administrator*) (Pages 135-138)
12. Approval of Agreement for Regional Operation of Special Education Programs and the SMCJUHSD (*Daniel Moirao, Ed.D., State Administrator*) (Pages 139-148)
13. Approval of MOU Between Interquest Detection Canines of Central Coast and the SMCJUHSD (*Duane Wolgamott, Chief Business Official*) (Pages 149-150)
14. Approval of Contract Agreement with MCOE for Internet Access Service (*Duane Wolgamott, Chief Business Official*) (Pages 151-179)
15. Approval of Contract Agreement with MCOE for Wide Area Network Services (*Duane Wolgamott, Chief Business Official*) (Pages 180-186)
16. Approval of English Language Development Liaison Job Description (*Claudia Arellano, Senior Director Human Resources*) (Pages 187-189)
17. Approval of In-School Suspension/Campus Monitor Job Description (*Claudia Arellano, Senior Director Human Resources*) (Pages 190-192)
18. Approval of Parent Involvement Coordinator Job Description (*Claudia Arellano, Senior Director Human Resources*) (Pages 193-195)
19. Approval of PLC Leads Job Description (*Claudia Arellano, Senior Director Human Resources*) (Pages 196-198)
20. Board Policies (First Reading) (*Daniel Moirao, Ed.D., State Administrator*) (Pages 199-205)
BB 9270 – Conflict of Interest

M. FUTURE AGENDA ITEMS/MEETING DATES

October 15, 2014 – Board Study Session at King City (Homework)
November 12, 2014 – Regular Board Meeting (Greenfield High School)
November 19, 2014 – Board Study Session at King City (Athletics/Student Government)
December 9, 2014 – Regular Board Meeting (Greenfield High School)

N. SIGNING OF PAPERS

O. ADJOURNMENT (TO CLOSED SESSION) (if required)

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING

Wednesday, September 10, 2014

Minutes

BOARD OF EDUCATION

Mike Foster – President - Present
Raul Rodriguez – Excused Absence
Paulette Bumbalough – Member - Present
Bob White – Member - Present
Mike LeBarre – Member - Present

STATE ADMINISTRATOR

Daniel Moirao, Ed.D.

STUDENT BOARD MEMBER

Fernanda Sanchez - GHS ASB President

OPEN SESSION:

Call to Order

Mike Foster called the meeting to order at 5:25 PM.

Public Comment

There were not any comments from the public. The meeting was recessed to closed session.

CLOSED SESSION:

- A. Public Employment
- B. Employee Discipline/Dismissal/Release/Complaint
- C. Negotiations with Employee Organizations
- D. Threatened/Potential Litigation

OPEN SESSION:

Call to Order

Mike Foster called the meeting to order at 6:30 PM

Flag Salute

Mike Foster led in the flag salute.

Report of Closed Session Action

Mike Foster reported the acceptance of the Personnel Report from closed session.

Student Board Member Report

The ASB President was not present to give a report.

Board Member Comment

Mike LeBarre said he did a walkthrough of classrooms at Greenfield High School. Mr. Zermeno also gave the history of the high school since he was the first principal at the site when it opened. He found the information to be very informative, Mr. LeBarre appreciated Mr. Zermeno's enthusiasm and for agreeing to fill the position as the interim principal. It was great seeing the students engaged in their classrooms.

Paulette Bumbalough commented it was good to hear the FFA students, who were in attendance and participate in the flag salute at the beginning of the board meeting. She announced Girl's Inc. will be returning to King City. They have been at Greenfield High School for several years.

Bob White visited King City High School on September 19. He was pleased to see all of the new teachers and appreciated their enthusiasm. He invited other Board member to visit the Career Center at King City High School; it is very inviting to students. He also announced he received an application from Mustang Bench.

Mike Foster said, Mr. Graham the music teacher at King City High School, has started the Guitars not Guns Program, it is a great program. The students meet every Wednesday at 3:00 PM after school.

Public Comment

Brandi Teneyuque read a letter as well as distributed a copy to each Board member. She indicated she has substituted for the district in numerous positions since 2010, but has not been hired for any position she has applied for. She suggested the Board investigate the district Human Resources process.

Report from State Administrator

Dr. Moirao reported Greenfield High School Back-to-School Night is scheduled for Wednesday, September 17. The new principal will be announced at that time. Dr. Moirao said he and Mr. Zermeno had a meeting with parents on September 4. Some parents at GHS will be taking an active part in a phone tree encouraging parents to attend Back to School on September 17. They are going to try to establish a PTA and determine ways in which parents can volunteer to support the students and school.

Dr. Moirao said when the Greenfield campus first opened there was an area off of the parking lot which had been landscaped. Through the years the landscaping has died and staff has been using that area for parking. Today the area was leveled and it is now a safe parking area for staff.

Dr. Moirao said due to the wind in Greenfield, debris has been blow against the fence. Mr. Zermeno had staff clean up the area along the fence. Shade structures have now been ordered to replace the original covers which were destroyed due to age. Soon there will be cover for students who eat their lunch outside. Shade structures are also being considered at King City High School. The cost is being determined.

Recently the district received a complaint of some King City High School student's behavior at a sporting event. An investigation is taking place, there seems to be mixed stories. There is a video of the event; we are requesting a copy for review. The administration at KCHS is working to resolve the issue. If we are in the wrong we will make it right.

Dr. Moirao said he has contacted the Cambrian Group regarding their strategic planning process. He will be sending information to the Board. He said he would like to have 2 Board members on the Strategic Planning committee. The committee will be composed of staff and community members as well.

Approval of Agenda

Dr. Moirao approved the agenda.

PRESENTATION

Presentation from the GHS FFA Students

All of the officers introduced themselves and informed the Board of the schedule of events, including overnight events for the year.

They thanked the Board for their continued support of their program and requested approval of their scheduled events including the overnight events, which is listed later in the agenda.

Presentation from the KCHS FFA Students

All of the officers introduced themselves and informed the Board of the schedule of events including overnight events for the year as well as the FFA Scholarship they are proposing. Newsletters are issued; copies will be distributed to the Board members. Included in the calendar of events is a trip to Kentucky where 8 members will be attending the National Convention. The students asked for approval to attend this event.

They presented a picture to the Board of Education of the FFA officers. The picture will be displayed at the district office.

The students thanked the Board of Education and administration for all of the support they received for the program.

Mike Foster said he was impressed with both of the presentations and the confidence displayed when the students spoke. He added, with these types of presentations it makes him proud to serve as a member on the Board of Education.

Employee Organizations

There were not any comments from the employee organizations.

Consent Agenda

1. Approval of Minutes: August 14, 2014
2. Approval of Personnel Report Dated September 10, 2014
3. Approval of Accounts Payable Warrants
4. Approval of Purchase Order
5. Approval of GHS and KCHS Agricultural Career Technical Education Incentive Grant

Dr. Moirao approved the consent items

Consent Items Removed for Comment/Questions

There were not any items pulled for further discussion.

PUBLIC HEARING

Sufficiency of Instructional Materials for Use Starting with School Year 2014-2015

Mike Foster opened the public hearing at 7:00 P.M. Dr. Moirao said this is a requirement of the Williams Act. We need to publicly declare the status of our textbooks. There were not any comments from the public. Mike Foster closed the hearing at 7:01 P.M.

INFORMATION ITEMS

Revenue and Expenditure Report

Mike Foster said he noticed the Scheid Scholarship information which was sponsored through Greenfield Villages. He was under the impression scholarships were handled through a third party. Dr. Moirao said this scholarship, as well as all of the Greenfield High School scholarships, are handled by the district.

Monthly Cash Flow Report

There were not any questions on the cash flow report.

Common Core Update

Diana Jimenez said Professional Development has focused on math this month. In January the KCHS math teachers will be visiting Greenfield High School to observe their techniques and in February the Greenfield High School math staff will be visiting King City.

The next generation science standards will be the next focus. Meetings are taking place with the science teachers to set standards. September and October will be very busy months. Ms. Jimenez said it has been great working with the staff; they have accomplished a lot of work. Dr. Moirao added, we have come a long way this year already with Ms. Jimenez guidance.

School Enrollment, Attendance, and Referrals Statistics

Bob White said he has noticed the enrollment at Greenfield High School has increased. Dr. Moirao said the sophomore class has shown the increase, students are not leaving. The increase is 43 students. Dr. Moirao added, we have recaptured some of the students who live at Hunter Liggett, they are now attending King City High School.

Report on State Required Audit Findings

Dr. Moirao said the reason this item is on the agenda it shows that the district has satisfied the auditors and their findings.

Paulette Bumbalough said basically the letter indicates the district had the back-up, but it was missed. Dr. Moirao said that was correct.

ACTION ITEMS

Approval of Resolution #02:14/15 Sufficiency of Instructional Materials for the 2014-2015

School Year

Diana Jimenez said the Board now has a listing of all of the Common Core textbooks. She said the electives will be added. Having a listing of all of textbooks will allow us to put together an order in February to insure there are adequate numbers of textbooks for students next year.

Bob White said there are still some books which the students do not have. Ms. Jimenez said the AP Economics and Geography had been ordered. Ms. Jimenez said some of the books arrived last week, except for two. The publication had changed and all districts were ordering the new version. Because of the demand the district was still waiting for their supply to be fulfilled.

Mr. White felt the books should be ordered in the spring for the following school year. Dr. Moirao said we can place the order but cannot process the purchase order or request the books be sent until the new fiscal year, we cannot receive them until the fiscal year they are intended to be use.

Mr. White said GHS was short a French book. Ms. Jimenez said the students have a classroom set but not a copy to take home. The teacher is using supplemental material which has been ordered, but the students have a classroom textbook. She added, GHS did a physical inventory of all of their textbooks.

Mr. White felt the resolution should not be approved.

Dr. Moirao said we have fulfilled the Williams requirements and the law. To not approve the resolution would suggest we have not fulfilled the law, when in fact we have.

Dr. Moirao approved Resolution #02:14/15.

Approval of Resolution #03:14/15 GANN Limit

Dr. Moirao said this is annual resolution. There were not any questions.

Dr. Moirao approved the resolution.

Approval of Unaudited Actuals for Fiscal year 2013-2014

Dr. Moirao said the unaudited actuals are closing of the books for 2013-2014.

Bob White said, on page 100, there is a 3% reserve for economic uncertainties. He thought there was a bill which the state passed indicating the reserve amount increased to 6%. Dr. Moirao said the bill was not signed. We will probably see it return after the November elections.

Mike LeBarre inquired if the bill is signed, would the change go into effect this year. Dr. Moirao said once the legislature approves, they will determine when it must be executed.

Dr. Moirao approved the unaudited actuals.

Approval of Consultant Contract with Ernie Zermeno

Dr. Moirao said this is the contract for Ernie Zermeno, interim principal at GHS.

Dr. Moirao approved the MOU.

Approval of Consultant Contract with Linda Benway

Dr. Moirao said this is much like the previous MOU. Ms. Benway has provided the needed discipline and security services during the transition of the hiring of the new vice principal and the part time principal coverage.

Dr. Moirao approved the contract with Linda Benway.

Approval of 2014-15 GHS FFA Calendar of Events

Mike LeBarre said he reviewed the schedule of events for the students and was glad he did not have this kind of scheduled.

Mike LeBarre said he would like to know how many students are enrolled in FFA at Greenfield High School. Dr. Moirao said he will find out and report to the board.

Dr. Moirao approved the GHS calendar of events.

Approval of KCHS State FFA Travel for Overnight Trips and Budget Including Scholarships
There were not any questions.

Dr. Moirao approved the KCHS events and scholarships.

Approval of MOU Between MCOE and the SMCJUHSD for 1 Re-locatable Building at GHS

Dr. Moirao said the re-locatable has been on the GHS campus for some time and vacant for several years, we now need it for Special Education. He added we have also talking about purchasing the building from the county.

Paulette Bumbalough inquired if it required remodeling. Dr. Moirao said it only needed cleaning, Mike Onderko, Allison Stinemann and other staff cleaned it up. Ms. Bumbalough inquired if we will be incurring any additional costs. Dr. Moirao said we will be reinstating the program for adults up to 22 year of age; therefore the building will be utilized. By using this building we will be off setting some of the costs we are currently incurring for these services provided by the county.

Dr. Moirao approved the MOU.

Program Improvement Year 3 LEA Plan Evidence of Progress

Diana Jimenez said since we are in Program Improvement the state requires the district report the evidence of effectiveness, goals, and accomplishments.

Mike Foster said the report was very thorough.

Dr. Moirao approved the Year 3 LEA Plan evidence of progress.

Approval of the Donation from Wells Fargo Community Partner Grant to GHS in the amount of \$2,500

Dr. Moirao said this grant was received for GHS. The new administration will determine how the money will be spent. Mike Foster asked if this is the first time the grant had been received by GHS. Dr. Moirao responded yes.

Dr. Moirao approved the Wells Fargo Community Partners Grant donation.

Approval to Change Title of Director of Technology to Senior Director of Technology

Dr. Moirao said this is a change in title from the Director of Technology. After review of other districts, we were the lowest paying district in the county for this position. The supervision and responsibilities have increased, therefore the recommendation is being made to change the title and increase the salary to reflect those extra duties.

Dr. Moirao approved the title change.

Approval of Partnership Services Agreement UCSC Educational Partnership Center (GEAR UP) and the SMCJUHSD

Dr. Moirao said we have been in partnership with GEAR-UP for several years. This is the annual agreement for the partnership.

Dr. Moirao approved the agreement.

Approval of MOU Between MCOE and the SMCJUHSD for ELD Training

Dr. Moirao said the Board has already heard of the services the district is receiving from MCOE. This is the agreement for the training which has already started.

Dr. Moirao approved the MOU.

Board Policies (Second Reading)

BP 5144 Discipline (revised)

AR 5144 Discipline (revised)

BP 5144.1 Student Suspension and Expulsion Due Process (revised)

AR 5144.1 Student Suspension and Expulsion Due Process (revised)
BP 6162.5 Student Assessment (revised)
BP 6162.54 Test Integrity, Test Preparation (new)
BP 6163.1 Library Media Centers (revised)
BP 6184 Continuation Education (new)
AR 6184 Continuation Education (new)

Dr. Moirao said he checked the CSBA board policy listing on Tuesday; we are current on all of the CSBA updates. He said there will be a couple of policies he wants to update internally.

Dr. Moirao approved the board policies.

Future Agenda Items/Meeting Dates

September 24, 2014 – Board Study Session at King City (Communication Plan)
October 8, 2014 – Regular Board Meeting (King City)
October 15, 2014 – Board Study Session at King City (Homework)
November 12, 2014 – Regular Board Meeting (Greenfield High School)
November 19, 2014 – Board Study Session at King City (Athletics/Student Government)
December 9, 2014 – Regular Board Meeting (Greenfield High School)

Dr. Moirao said on September 24 the Board study session will cover the communication plan, strategic planning, and talk about Board advisory votes.

Signing of Papers

Dr. Moirao signed appropriate papers.

Adjournment

The meeting was adjourned at 7:24 P.M.

Daniel R. Moirao Ed.D., State Administrator

Date

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL BOARD MEETING

Wednesday, September 24, 2014

Minutes

BOARD OF EDUCATION

Mike Foster – President – Excused Absence
Raul Rodriguez – Clerk - Present
Mike LeBarre – Member - Present
Paulette Bumbalough – Member - Present
Bob White – Member - Present

STATE ADMINISTRATOR

Daniel Moirao, Ed.D.

OPEN SESSION:

Call to Order

Raul Rodriguez called the meeting to order at 6:07 P.M.

Flag Salute

Raul Rodriguez led in the flag salute.

Approval of Agenda

Dr. Moirao approved the agenda.

Public Comment

There were not any comments from the public.

INFORMATION ITEM

Board Study Session – Communication Plan and Board Protocol-Evaluation

Dr. Moirao and the Board of Education reviewed the communication plan, Board protocol-evaluation.

Future Agenda Items/Meeting Dates

October 8, 2014 – Regular Board Meeting (King City)

October 15, 2014 – Board Study Session King City (Homework)

November 12, 2014 – Regular Board Meeting (Greenfield High School)

November 19, 2014 – Board Study Session King City (Athletics/Student Government)

December 9, 2014 – Regular Board Meeting (Greenfield High School)

Adjournment

Raul Rodriguez adjourned the meeting at 7:57 P.M.

Daniel R. Moirao, Ed.D., State Administrator

Date

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval to Accept the Donation from Gene Haas Foundation

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

Board Goals:

Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures

☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety

Develop/Sustain Fiscal Crisis Long-Term Solution

Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings

Ensure that Facilities are Safe for Staff and Students

Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The King City High School agricultural department applied for a grant from the Gene Haas Foundation. They just received a check for \$1,500 to be used in the agricultural department for ag mechanic related expenses and equipment.

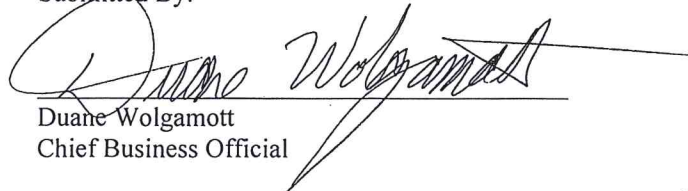
Recommendation:

The District is requesting that the State Administrator accept the donation from the Gene Haas Foundation in the amount of \$1,500 for use by the KCHS ag mechanics program.


Fiscal Impact:

+\$1,500 revenue to be spent by the KCHS Ag Mechanics Program.

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator



Gene Haas Foundation
2800 Sturgis Road
Oxnard, CA 93030-8901

PNC BANK, NATIONAL ASSOCIATION
Philadelphia, PA
3-5/310

1799

09/04/2014

© 2011 INTUIT INC. # 414 1-800-433-8910

PAY TO THE ORDER OF King City High School

\$**1,500.00

One thousand five hundred and 00/100*****

DOLLARS

King City High School
720 Broadway
King City, CA 93920

MEMO

[Signature]

⑈001799⑈ ⑆031000053⑆ 7032699248⑈

Gene Haas Foundation
09/04/2014

King City High School

1799

Date
09/04/2014

Type
Bill

Reference
901

Original Amount
1,500.00

Balance Due
1,500.00

Payment
1,500.00
1,500.00

Check Amount

deposit acct 004080

Schwab

1,500.00

The Gene Haas Foundation

GRANT TERMS AND CONDITIONS

Grant Award Date: 9-4-2014

Grant Amount: \$1500.00

Your Tax-Exempt Status: You are exempt under Internal Revenue Code Section 501(c)(3) and currently are classified as a public charity pursuant to Internal Revenue Code Section 509(a)(1), (2) or (3) (an "Exempt Public Charity"). To be a school to which the Foundation can make grants without exercising expenditure responsibility, the school must be "an educational organization which normally maintains a regular faculty and curriculum and normally has a regularly enrolled student body of pupils or students in attendance at the place where its educational activities are regularly carried on." (I.R.C. § 170(b)(1)(A)(ii)). A school is a "public charity" for this purpose. (Treas. Reg. § 1.509(a)-2(a).) This is a type of organization to which a private foundation can make grants without incurring a penalty tax or being required to exercise expenditure responsibility for those grants. (I.R.C. § 4945(d)(4)(A); Treas. Reg. § 53.4945-5(a)(1), (4)(i); see also M.I. Sanders and C. Roady, Private Foundations – Taxable Expenditures (Sec. 4945), (bna) Tax Mgmt. Port. No. 474 at VIII.A.1.a.) Consequently, on the assumptions stated above, the Foundation can make grants to public schools that meet the requirements set forth above. What public schools do not have is a determination letter from the IRS attesting to their status as a 501(c)(3) organization. However, to receive grant money from a private foundation like the Foundation (and to receive deductible contributions from individual taxpayers), the school does not need to be a Section 501(c)(3) organization. It only needs to meet the definition of a school quoted above. It can be an instrumentality of a state (such as a school district). It does not need to be a nonprofit corporation or a trust. However, if the school is not an instrumentality of a state, it generally must be a 501(c)(3) organization. (I.R.C. § 170(c).

Grant Purpose and Expenditure of Funds: You will utilize the grant proceeds to fund programs as long as it is consistent with the tax-exempt status described above and with the mission of your organization. You will not use any of the grant, or the interest or income thereon, to influence any legislation or the outcome of any election, to conduct a voter registration drive or to satisfy a charitable pledge or obligation of any person or organization.

- (a) **Return of Grant Funds:** You will return any funds not expended within 2 years for the charitable purposes outlined above under "Grant Purpose". You also will return the enclosed donation if your organization is no longer recognized by the Internal Revenue Service as an Exempt Public Charity or would lose its status as a public charity (as per Internal Revenue Code Section 170(b)(1)(A)(vi)) as a result of this donation. Returned funds will be sent to the Foundation at 2800 Sturgis Road, Oxnard, CA 93030.
- (b) **Other Terms:** These Grant Terms and Conditions control over and supersede any conflicting terms of any document that you may have received concerning the conditions under which this grant is made and are in addition to all other terms and conditions the Foundation may have provided. This grant is subject to these Terms and Conditions and by cashing the grant check, you are indicating that you agree to its terms.

As used herein the term "you" and the like means the recipient of the Grant. The term "Foundation" means the foundation making the Grant.

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Accounts Payable Warrants

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

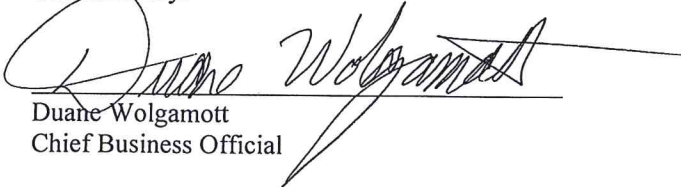
Attached is the listing of the Accounts Payable warrants for the month of September 2014.

Recommendation:


The recommendation is being made for the State Administrator to approve the warrants.

Fiscal Impact:

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12102608	09/04/2014	A T & T CALNET 2	01-5910	CALNET		1,811.94
12102609	09/04/2014	Accountemps	01-5800	Bus Office Tech open position		952.00
12102610	09/04/2014	BARRACUDA NETWORKS, INC	01-5300	Backup Renewal		1,647.00
12102611	09/04/2014	CA DEPT OF EDUCATION	01-4300	Trainer's Kit		347.80
12102612	09/04/2014	California's Valued Trust	01-9514	September 2014 CVT		63,309.26
12102613	09/04/2014	CASEY PRINTING, INC	01-4300	Copy Paper		3,289.50
12102614	09/04/2014	CDW-G	01-4300	OPEN PO FOR SUPPLIES	8,653.76	
				Projector Mount Supplies	298.81	
12102615	09/04/2014	Cengage Learning	01-4400	Networking Equipment	5,504.30	14,456.87
			01-4100	AG Textbooks	701.52	
				Textbooks	5,537.64	
			01-4200	Textbooks	4,450.94	
				Supplemental Teaching Materials for EL	1,291.29	11,981.39
12102616	09/04/2014	Cyberguys / E-Filliate Inc		Classess		
12102617	09/04/2014	DELL MARKETING LP	01-4300	Supplies		639.26
			01-4400	COMPUTER REPLACEMENTS	187,076.76	
12102618	09/04/2014	DICK BLICK COMPANY		Technology Equipment	3,791.11	190,867.87
12102619	09/04/2014	EL Achieve	01-4300	Supplies for Art Department		186.35
12102620	09/04/2014	Follett School Solutions, Inc	01-4200	English Textbooks		1,650.77
			01-4100	Ag Textbooks	2,245.34	
				English Textbooks	12,729.50	
			01-4200	English Textbooks	2,194.15	
				French Textbooks	1,265.58	18,434.57
12102621	09/04/2014	Foster Farms Dairy	13-4700	Dairy / Cafeteria		2,298.15
12102622	09/04/2014	KING CITY TRUE VALUE HARDWARE	01-4300	OPEN PO FOR SUPPLIES	10.30	
				supplies	8.05	18.35
12102623	09/04/2014	Ledford, Judy	01-4300	Med Supplies/ Equipment	189.98	
			01-5800	Med Services	448.00	637.98
12102624	09/04/2014	OFFICE DEPOT BUSINESS SERVICES	01-4300	Open PO for instructional supplies		15.46
12102625	09/04/2014	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE	132.38	
			01-5520	PGE	804.26	936.64
12102626	09/04/2014	PARTS & SERVICE CENTER-NAPA	01-4300	Parts		159.67
12102627	09/04/2014	Riddell All American	01-4300	Football Material		1,543.76
12102628	09/04/2014	Sysco San Francisco	13-4300	Cafeteria	1,646.27	
			13-4700	Cafeteria	13,548.89	15,195.16
12102629	09/04/2014	TEACHERS DISCOVERY	01-4200	Supplemental Teaching Materials for		331.09
				French Classes		
12102630	09/04/2014	USA TESTPREP INC	01-5850	USA TestPrep		8,406.26

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12102631	09/04/2014	I. D. Patrut	01-4100	Textbooks, reimbursement		13.90
12102632	09/04/2014	Maria Argueta	01-5200	Mileage Reimbursement		67.20
12102633	09/04/2014	Stacey Callarman	01-5200	Mileage Reimbursement		126.63
12102634	09/04/2014	Stacey Callarman	01-5200	Mileage Reimbursement		149.83
12103223	09/09/2014	Claudia H. Arellano	01-5200	Reimbursement		540.00
12103224	09/09/2014	Daniel R. Moirao	01-5200	Reimbursement		864.28
12103225	09/09/2014	AMERICAN SUPPLY COMPANY	01-4300	Custodial Supplies	3,498.32	
			13-4300	Cleaning Supplies/Cafeteria	38.84	3,537.16
12103226	09/09/2014	APPLE COMPUTER	01-4300	Technology Supplies		200.00
12103227	09/09/2014	CA DEPT OF EDUCATION	13-4700	Food Distribution Program		153.40
12103228	09/09/2014	CA Water Service Company	01-5530	Water Fees		29.85
12103229	09/09/2014	CARMEL MARINA CORPORATION	01-5550	KCHS Water & Garbage		2,625.68
12103230	09/09/2014	CDW-G	01-4300	OPEN PO FOR SUPPLIES	124.83	
				TECHNOLOGY SUPPLIES	637.85	762.68
12103231	09/09/2014	CITY OF GREENFIELD	01-5530	Water, Garbage, Sewer	177.81	
			01-5540	Water, Garbage, Sewer	785.01	
			01-5550	Water, Garbage, Sewer	2,950.38	3,913.20
12103232	09/09/2014	Coastal Enterprises-PE Clothes	01-4300	PE Clothes		1,691.84
12103233	09/09/2014	EDUCATIONAL DATA SYSTEMS,INC	01-5800	Educational Data System		421.47
12103234	09/09/2014	Envision Mechanical Inc	01-5620	energy management system		1,100.00
12103235	09/09/2014	Foster Farms Dairy	13-4700	Dairy / Cafeteria		609.73
12103236	09/09/2014	Global Knowledge Training	01-5200	Cisco Training		6,790.00
12103237	09/09/2014	Globe Ticket and Label Co	01-4300	Large Carry Cash Ticket Case		231.28
12103238	09/09/2014	GRAINGER INC,W W	01-4300	OPEN PO FOR SUPPLIES		48.94
12103239	09/09/2014	GREENFIELD TRUE VALUE	01-4300	Supplies		28.38
12103240	09/09/2014	HOME DEPOT CREDIT SERVICES Dept. 32-2501271344	01-4300	Maintenance Supplies		235.40
12103241	09/09/2014	KING CITY GLASS	01-5620	Repairs		351.26
12103242	09/09/2014	KING CITY TRUE VALUE HARDWARE	01-4300	OPEN PO FOR SUPPLIES		22.55
12103243	09/09/2014	Linda Benway	01-5800	Contract for Administrator services		8,000.00
12103244	09/09/2014	LinkCrew Boomerang Project	01-5800	Link Crew Summer Presentation & Training @ KCHS	3,300.00	
				Linkcrew Training	3,300.00	6,600.00
12103245	09/09/2014	Maria S. Monroy	01-5800	Parent Driver		1,478.40
12103246	09/09/2014	MASSEY HEATING & AIR INC	01-5620	HVAC Repairs		2,731.69
12103247	09/09/2014	O'Reilly Automotive Stores,Inc	01-4300	Parts		114.20
12103248	09/09/2014	OFFICE DEPOT BUSINESS SERVICES	01-4300	OPEN PO FOR SUPPLIES	669.03	
			01-5800	Math Modules	101.78	770.81

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Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12103249	09/09/2014	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE	2,261.08	
			01-5520	PGE	13,736.62	15,997.70
12103250	09/09/2014	PARTS & SERVICE CENTER-NAPA	01-4300	Parts		191.10
12103251	09/09/2014	SCHOLASTIC INC	01-4200	Summer school materials T1	1,683.81	
			01-5850	System 44	28,081.92	29,765.73
12103252	09/09/2014	SMCJUHSD REV FUND #0424-240257	01-4300	CHANGE FUND - GHS ATHLETICS	500.00	
				CHANGE FUND - KCHS ATHLETICS	1,100.00	
				ELD MTG SUPPLIES	82.70	
			01-8699	Private Scholarship - Willingham - transfer to foundation	857.38	
				Scheid 2011-12 writing contest Capiz	350.00	2,890.08
12103253	09/09/2014	Southern Computer Warehouse	01-4300	TECHNOLOGY SUPPLIES		1,884.08
12103254	09/09/2014	Sysco San Francisco	13-4300	Cafeteria	497.28	
			13-4700	Cafeteria	4,092.65	4,589.93
12103255	09/09/2014	WARD'S NATURAL SCIENCE	01-4300	Ag Materials		2,160.42
12103256	09/09/2014	Kevin Capiz	01-8699	Scheid Scholarship 12th grade 3rd place		500.00
12103257	09/09/2014	Kevin Capiz	01-8699	Scheid Scholarship 12th grade 3rd place		250.00
12104566	09/16/2014	A T & T	01-5910	AT&T		2,635.90
12104567	09/16/2014	Alibris	01-4200	Admin Books		58.40
12104568	09/16/2014	AUS-Hayward-San Jose Lockbox	01-5800	Open PO for shop supplies	88.35	
			13-5800	Services	450.30	538.65
12104569	09/16/2014	BATTERY SYSTEMS, INC	01-4300	Supplies		995.62
12104570	09/16/2014	BSN Sports / US Communities	01-4300	15 New Footballs		525.73
12104571	09/16/2014	CDW-G	01-4300	TECHNOLOGY SUPPLIES		750.84
12104572	09/16/2014	Cengage Learning	01-4100	replacement books	771.89	
			01-4200	Supplemental Teaching Materials for EL Classess	1,597.75	
			01-4300	Keyboarding Books	2,004.88	4,374.52
12104573	09/16/2014	CENTRAL DRUG SYSTEM INC	01-5800	Drug testing		792.00
12104574	09/16/2014	Dannis Woliver Kelley / DWK	01-5810	professional service (legal)		195.00
12104575	09/16/2014	EL Achieve	01-4200	CM Instruction		5,249.12
12104576	09/16/2014	El Camino Electric, dba	01-5620	Lighting Repairs		255.00
12104577	09/16/2014	ESCHOOL SOLUTIONS, INC	01-5800	ESCHOOL Subscription 2014-2015		1,744.00
12104578	09/16/2014	Fastenal Company	01-4300	Maintenance Supplies		1,625.60
12104579	09/16/2014	Foster Farms Dairy	13-4700	Dairy / Cafeteria		1,084.44
12104580	09/16/2014	GRAINGER INC,W W	01-4300	Maintenance supplies		194.77
12104581	09/16/2014	Hands on Technology Transfer	01-5200	Training		5,190.00
12104582	09/16/2014	Houghton Mifflin Harcourt Publishing Co.	01-4100	Textbooks		1,527.00

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Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12104583	09/16/2014	International Reading Assoc	01-4200	Admin Book		26.76
12104584	09/16/2014	KING CITY TRUE VALUE HARDWARE	01-4300	supplies		15.87
12104585	09/16/2014	Mail Finance	01-5630	Postage Machine		158.06
12104586	09/16/2014	MEDCO Supply-Sports Medicine	01-4300	Med/First Aid Supp. for Sports Program for 2014-15		215.58
12104587	09/16/2014	National Geographic School Pub	01-4200	English Textbooks		6,228.23
12104588	09/16/2014	North Monterey High School	01-5800	Cross Country Invitational		225.00
12104589	09/16/2014	O'Reilly Automotive Stores, Inc	01-4300	Parts		46.01
12104590	09/16/2014	OFFICE DEPOT BUSINESS SERVICES	01-4300	Materials and Supplies	556.16	
				office supplies	430.79	
				Open PO for instructional supplies	383.45	
				Technology Supplies	412.49	
			13-4300	Food Service office supplies	49.73	1,832.62
12104591	09/16/2014	PACIFIC GAS AND ELECTRIC CO	01-5520	PGE		19,675.11
12104592	09/16/2014	PARTS & SERVICE CENTER-NAPA	01-4300	equipment	328.95	
				Parts	350.83	
			01-5620	repairs	28.46	708.24
12104593	09/16/2014	SAFEWAY INC	01-4300	Groceries and Supplies		22.84
12104594	09/16/2014	SCHOLASTIC INC	01-4200	Upfront N.Y. Times Magazine		437.80
12104595	09/16/2014	Sysco San Francisco	13-4300	Cafeteria	683.54	
			13-4700	Cafeteria	2,984.86	3,668.40
12104596	09/16/2014	TORO PETROLEUM CORP	01-4310	Fuel		16,771.78
12104597	09/16/2014	UNITED PARCEL SERVICE	01-5930	UPS Services		83.54
12104598	09/16/2014	Uretsky Security	01-5800	Security Contract		2,782.50
12104599	09/16/2014	VERIZON WIRELESS SVCS LLC	01-5940	District Communication		945.38
12104600	09/16/2014	Herman Arroyo	01-5800	DMV Physical		80.00
12104601	09/16/2014	Jose Fuentes	01-5800	First aid training		60.00
12104602	09/16/2014	Monica Serrato	01-5200	Mileage Reimbursement		50.12
12105887	09/23/2014	Accountemps	01-5800	Bus Office Tech open position		1,137.94
12105888	09/23/2014	CA Water Service Company	01-5530	Water Fees		1,345.22
12105889	09/23/2014	CAROLINA BIOLOGICAL SUPPLY CO	01-4300	Teaching Supplies for Biology Classes		1,637.69
12105890	09/23/2014	CDW-G	01-4300	Printer		326.32
12105891	09/23/2014	Christy White Associates	01-5800	External Audit		750.00
12105892	09/23/2014	COASTAL TRACTOR	01-5620	Parts		101.70
12105893	09/23/2014	DICK BLICK COMPANY	01-4300	Art Journals	2,556.48	
				Supplies for Art Department	4,065.71	6,622.19
12105894	09/23/2014	EDUCATIONAL DATA SYSTEMS, INC	01-5800	Educational Data System		139.40
12105895	09/23/2014	ELECTRICAL DISTRIBUTORS, dba	01-4300	supplies		62.06

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Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12105896	09/23/2014	FLINN SCIENTIFIC INC	01-4300	Science Supplies		685.63
12105897	09/23/2014	Foster Farms Dairy	13-4700	Dairy / Cafeteria		381.24
12105898	09/23/2014	GREENFIELD TRUE VALUE	01-4300	Supplies		21.12
12105899	09/23/2014	Houghton Mifflin Harcourt Publishing Co.	01-4200	French Text Books		2,917.61
12105900	09/23/2014	KING CITY GLASS	01-5620	Repairs		336.14
12105901	09/23/2014	KING CITY TRUE VALUE HARDWARE	01-4300	OPEN PO FOR SUPPLIES	39.73	
				supplies	7.28	47.01
12105902	09/23/2014	NASCO	01-4300	Art Supplies	2,382.57	
				Leadership Classroom Materials	800.28	
				Open PO	332.75	3,515.60
12105903	09/23/2014	NEFF MOTIVATION INC	01-4300	Block and Emblem Order		3,605.34
12105904	09/23/2014	OFFICE DEPOT BUSINESS SERVICES	01-4300	Materials and Supplies	37.64	
				Open PO for instructional supplies	1,042.83	
				Supplies	22.81	1,103.28
12105905	09/23/2014	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE		260.85
12105906	09/23/2014	Pearson Learning Group	01-4100	AP Textbooks	10,566.76	
				Spanish Textbooks	10,755.55	
				Textbooks & Supplemental Material	9,661.70	
12105907	09/23/2014	School Savers Corp	01-4200	AP Textbooks	205.98	31,189.99
12105908	09/23/2014	Shred-It San Francisco	01-4300	TI-84 Calculators for Math Department		14,191.15
12105909	09/23/2014	Subway Catering	01-5800	Shredding Fees		125.33
12105910	09/23/2014	Sysco San Francisco	01-4300	Link Crew - Title 1		967.50
			13-4300	Cafeteria	648.95	
			13-4700	Cafeteria	5,038.15	5,687.10
12105911	09/23/2014	TORO PETROLEUM CORP	01-4310	Vehicle oils		862.04
12105912	09/23/2014	TUCCI LEARNING SOLUTIONS, INC	01-5100	SPED Services		13,157.50
12105913	09/23/2014	WARD'S NATURAL SCIENCE	01-4300	fiber identification kit		164.58
12105914	09/23/2014	Worth Publishers	01-4100	AP Econ Textbooks		1,046.81
12107901	09/30/2014	Accountemps	01-5800	Bus Office Tech open position		2,376.28
12107902	09/30/2014	Alibris	01-4300	Common Core books		168.51
12107903	09/30/2014	AMERICAN SUPPLY COMPANY	13-4300	Cleaning Supplies/Cafeteria		535.72
12107904	09/30/2014	Arbitersports	01-5300	ArbiterGame Annual Fee Discount		162.50
12107905	09/30/2014	AUS-Hayward-San Jose Lockbox	13-5800	Services		204.15
12107906	09/30/2014	CAL POLY	01-4300	AG Registration	125.00	
			01-5800	New Professionals Institute Registration	125.00	250.00
12107907	09/30/2014	CCS Athletic Directors' Assn.	01-5300	Central Coast Section Athletic Directors Workshop		35.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 09/01/2014 through 09/30/2014

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12107908	09/30/2014	Cengage Learning	01-4300	Supplement Teaching Materials for EL Classes		180.00
12107909	09/30/2014	Follett School Solutions, Inc	01-4100	Ag Textbooks		545.07
12107910	09/30/2014	GRAINGER INC,W W	01-4300	Supplies		140.31
12107911	09/30/2014	Mail Finance	01-5630	Postage Machine		158.06
12107912	09/30/2014	NASCO	01-4300	Art Supplies	105.95	
				Open PO	37.70	143.65
12107913	09/30/2014	North Salinas High School	01-5300	North Salinas JV Volleyball Tournament		275.00
12107914	09/30/2014	OFFICE DEPOT BUSINESS SERVICES	01-4300	Common Core Supplies	598.40	
				Materials and Supplies	274.56	
				Office Supplies	1,057.80	
				Open PO for Office Depot	295.32	
				Supplies	171.76	2,397.84
12107915	09/30/2014	ORGANIZED SPORTSWEAR LLC	01-4300	Physical Ed Uniforms		610.31
12107916	09/30/2014	Palma High School	01-5300	Chieftain-Spirit Cross Country Meet Fees		200.00
12107917	09/30/2014	PENINSULA SPORTS, INC/PSI	01-5300	Fees for Game Officials		4,957.09
12107918	09/30/2014	Rae Crowther Company	01-4300	Updating safety gear and purchase new equipment	1,792.68	
			01-4400	Updating safety gear and purchase new equipment	3,402.38	5,195.06
12107919	09/30/2014	School Datebooks	01-4300	Student Planners		3,420.20
12107920	09/30/2014	Sysco San Francisco	13-4300	Cafeteria	2,576.63	
			13-4700	Cafeteria	7,461.03	10,037.66
12107921	09/30/2014	Watsonville High School	01-5300	Watsonville Varsity Volleyball Tournament		250.00
Total Number of Checks					148	647,957.08

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	136	602,973.13
13	Cafeteria Fund	15	44,983.95
Total Number of Checks		148	647,957.08
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			647,957.08

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Purchase Orders – September 2014

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

Board Goals:

- ☐ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached is the listing of the Purchase Orders issued for September 2014.

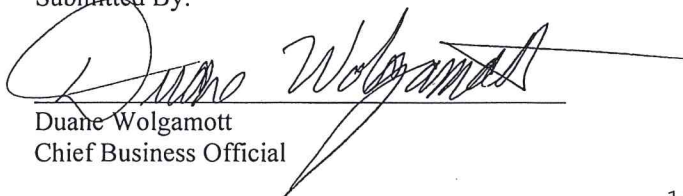
Recommendation:

The recommendation is being made for the State Administrator to approve the Purchase Orders.

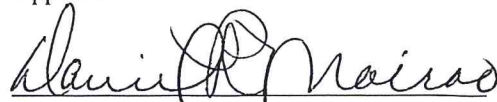
Fiscal Impact:

Per the 2014-15 fiscal budget.

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Description

Includes Purchase Orders dated 09/01/2014 - 09/30/2014

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
B15-00021	KING CITY GLASS	Repairs	800	01	UNRESTRICTED R	500.00
B15-00028	COASTAL TRACTOR	Parts	10	01	Ongoing & Major	1,000.00
B15-00063	Sysco San Francisco	Cafeteria	011	13	Child Nutrition	55,000.00
B15-00103	WILCO SUPPLY	Parts	10	01	Ongoing & Major	1,550.00
B15-00105	PACIFIC TRUCK PARTS	bus parts	800	01	UNRESTRICTED R	1,000.00
B15-00106	TORO PETROLEUM CORP	Fuel	800	01	UNRESTRICTED R	12,000.00
B15-00107	PARTS & SERVICE CEN	repairs	10	01	UNRESTRICTED R	500.00
B15-00108	COASTAL TRACTOR	Repairs	10	01	Ongoing & Major	2,000.00
B15-00109	OFFICE DEPOT BUSINE	Math Modules	009	01	UNRESTRICTED R	24,000.00
B15-00110	Tiger Direct	SUPPLIES	029	01	UNRESTRICTED R	1,500.00
B15-00111	RG Fabrication, Inc	Repairs	009	01	Ongoing & Major	300.00
B15-00112	Hatch, Lincoln	Auditorium	021	01	UNRESTRICTED R	3,500.00
B15-00113	Ernie Zermeno	Contract for Administrator services	029	01	UNRESTRICTED R	13,000.00
B15-00114	Susan Brooks	Contract for Food Service Consulting	029	13	Child Nutrition	2,500.00
B15-00115	TORO PETROLEUM CORP	Fuel	10	01	UNRESTRICTED R	50,000.00
B15-00116	NASCO	Open PO for show supplies, livestock SAE's, fairs	023	01	ROC/P	3,500.00
B15-00117	RADIOSHACK CORPORAT	OPEN PO FOR SUPPLIES	029	01	UNRESTRICTED R	250.00
B15-00118	GE Capital	Copy machine Leases	029	01	State Lottery	18,375.00
B15-00119	TORO PETROLEUM CORP	Vehicle oils	10	01	UNRESTRICTED R	2,000.00
B15-00120	Social Vocational S	Contract for services from Juan Galvan through SVS	009	01	Special Educati	21,250.00
B15-00121	NEOPOST USA (posta	Postage	029	01	UNRESTRICTED R	5,000.00
B15-00122	GRAINGER INC,W W	Supplies	029	01	UNRESTRICTED R	500.00
B15-00123	Kelly Moore Paint C	Materials and Supplies	10	01	UNRESTRICTED R	2,000.00
B15-00124	Monterey Bay System	Copier Maint (usage)	029	01	State Lottery	8,000.00
B15-00125	CA ASSOCIATION FFA	FFa leadership	021	01	Agricultural Vo	7,000.00
B15-00126	STAPLES, Inc	Technology Supplies	029	01	UNRESTRICTED R	500.00
B15-00127	All-Temp Refrigerat	Ice Machine Repair	10	01	Ongoing & Major	500.00
B15-00128	PENINSULA SPORTS, I	Fees for Game Officials	021	01	UNRESTRICTED R	20,000.00
PO15-00156	Follett School Solu	Ag Textbooks	011	01	Lottery: Instr	2,245.34
PO15-00157	Kai Athletics, LLC	Athletic Wear	011	01	UNRESTRICTED R	2,426.80
PO15-00158	Houghton Mifflin Ha	French Text Books	009	01	IASA-Title I Ba	2,917.61
PO15-00159	ARAMARK UNIFORM SER	Open PO for shop supplies	009	01	UNRESTRICTED R	2,000.00
PO15-00160	WARD'S NATURAL SCIE	Science Supplies	021	01	Other Local	4,099.00
PO15-00161	Vernier Software &	Science Supplies	021	01	Other Local	824.80
PO15-00162	FLINN SCIENTIFIC IN	Science Supplies	021	01	Other Local	3,834.40
PO15-00163	North Monterey High	Cross Country Invitational	023	01	UNRESTRICTED R	225.00
PO15-00164	PARTS & SERVICE CEN	equipment	009	01	Ongoing & Major	328.95
PO15-00165	USA Shade & Fabric	GHS replacement shade fabric and installation	023	01	Ongoing & Major	7,570.00
PO15-00166	HOME DEPOT/GECF	Misc Supplies for AG	021	01	ROC/P	5,000.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE

ONLINE

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Description

Includes Purchase Orders dated 09/01/2014 - 09/30/2014

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO15-00167	OFFICE DEPOT BUSINE	Office Depot Open PO	021	01	ROC/P	2,000.00
PO15-00168	NASCO	Animal Sci Class Supplies	021	01	ROC/P	2,000.00
PO15-00169	PRAXAIR DISTRIBUTIO	Open PO for Gases	021	01	ROC/P	2,000.00
PO15-00170	MATRANGA WHOLESAL	Flowers and Supplies	021	01	ROC/P	10,000.00
PO15-00171	B&B STEEL	Open PO for Misc Metal	021	01	ROC/P	5,000.00
PO15-00172	Linda Benway	Contract for Administrator services	029	01	UNRESTRICTED R	8,000.00
PO15-00173	ELECTRICAL DISTRIBU	supplies	009	01	Ongoing & Major	62.06
PO15-00174	CDW-G	Educational Supplies for Computer App Classes.	023	01	State Lottery	865.89
PO15-00175	OFFICE DEPOT BUSINE	Instructional Supplies for Computer Classes	023	01	State Lottery	1,300.75
PO15-00176	OFFICE DEPOT BUSINE	Open PO for Office Depot	021	01	Agricultural Vo	2,000.00
PO15-00177	TORO PETROLEUM CORP	Open PO for Gas Supplies	021	01	Agricultural Vo	1,000.00
PO15-00178	NASCO	Open PO For Ag Science Supplies	021	01	Agricultural Vo	1,000.00
PO15-00179	WARD'S NATURAL SCIE	Open PO for Ag Science Supplies	021	01	Agricultural Vo	1,000.00
PO15-00180	CA Rare Fruit Grwrs	Apple Grafting Fruit Trees	021	01	Agricultural Vo	250.00
PO15-00181	CAL POLY	AG Registration	011	01	Vocational Prog	125.00
PO15-00182	VERIZON WIRELESS SV	Technology Equipment	029	01	UNRESTRICTED R	81.68
PO15-00183	NOVELL Tech Subscri	Novell Support	029	01	UNRESTRICTED R	2,600.00
PO15-00184	PENINSULA SPORTS, I	Games Fees for Officials	023	01	UNRESTRICTED R	3,788.81
PO15-00185	CDW-G	Technology supplies	029	01	State Lottery	3,594.10
PO15-00186	Follett School Solu	Biology Books	023	01	Lottery: Instr	4,228.25
PO15-00187	Vernier Software &	Science Department Chemistry & Physics Classes	023	01	State Lottery	1,441.58
PO15-00188	CA Assoc School Bus	CASBO Symposium	029	01	UNRESTRICTED R	525.00
PO15-00189	Sol Education Partn	Leading for Learning Workshop	011	01	Tit 1 Cor Act.	1,200.00
PO15-00190	EL Achieve	Book Supplies	021	01	IASA-Title I Ba	1,640.30
PO15-00191	OFFICE DEPOT BUSINE	Common Core Supplies	011	01	Common Core	598.40
PO15-00192	MONTEREY COUNTY OFF	Common Core conference	009	01	Common Core	1,800.00
PO15-00193	J. W. Pepper	Band folders	021	01	Other Local	96.58
PO15-00194	J. W. Pepper	Supplies for Music Classes - Elect Dept Budget	023	01	State Lottery	130.20
PO15-00195	Woodwind & Brasswin	Band Supplies	021	01	Other Local	486.59
PO15-00196	Solution Tree	PLC institute registration	009	01	Tit 1 Cor Act.	649.00
PO15-00197	Leadership and Lear	Lead to Inspire summit	011	01	NCLB Title II,	428.93
PO15-00198	CCS Athletic Direct	Central Coast Section Athletic Directors Workshop	021	01	UNRESTRICTED R	35.00
PO15-00199	Alibris	Common Core books	009	01	Common Core	168.51
PO15-00200	Hartnell College	Enrollment Fee	021	01	Other Local	395.00
PO15-00201	School Datebooks	Student Planners	021	01	IASA-Title I Ba	3,420.20
PO15-00202	PRESTWICK HOUSE INC	Books	021	01	IASA-Title I Ba	12,688.56
PO15-00203	Pearson Assessment	Protocol for Special Ed	022	01	Special Educati	2,182.95

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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Description

Includes Purchase Orders dated 09/01/2014 - 09/30/2014

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
PO15-00204	SOUTH COAST REGION	Registration for SoCoast Region CATA Fees	023	01	Vocational Prog	280.00
PO15-00205	HOLT RINEHART WINST	Text books	023	01	Lottery: Instr	4,057.08
PO15-00206	NEOPOST USA (produ	Postage machine ink	011	01	State Lottery	348.30
PO15-00207	CARMEL MARINA CORPO	Recycling	10	01	UNRESTRICTED R	600.00
PO15-00208	SCHOOL SERVICES OF	LCFF budgeting workshop SSCAL	029	01	UNRESTRICTED R	195.00
PO15-00209	Association for Sup	books for th Superentendent (member # 182430)	029	01	UNRESTRICTED R	205.27
PO15-00210	SCHOOL SERVICES OF	collective bargaining workshop	029	01	UNRESTRICTED R	390.00
PO15-00211	Advantage Press Inc	Discipline & Motivation Packets for students	023	01	State Lottery	747.13
PO15-00212	SCHOOL SERVICES OF	SSCAL LCFF workshop	029	01	UNRESTRICTED R	195.00
PO15-00213	MCOE	1099 Workshop	029	01	UNRESTRICTED R	125.00
PO15-00214	OFFICE DEPOT BUSINE	Flash Drives-USB	021	01	IASA-Title I Ba	279.50
PO15-00215	North Monterey High	Condor Earlybird Invitational Cross Country Meet	021	01	UNRESTRICTED R	225.00
PO15-00216	Watsonville High Sc	Watsonville Varsity Volleyball Tournament	021	01	UNRESTRICTED R	250.00
PO15-00217	North Salinas High	North Salinas JV Volleyball Tournament	021	01	UNRESTRICTED R	275.00
PO15-00218	OFFICE DEPOT BUSINE	Library-Ladder	021	01	State Lottery	85.99
PO15-00219	Palma High School	Chieftain-Spirit Cross Country Meet Fees	021	01	UNRESTRICTED R	200.00
PO15-00220	Arbitersports	ArbiterGame Annual Fee Discount	021	01	UNRESTRICTED R	162.50
PO15-00221	Monterey Bay System	New Copy Machine funded by AIG	023	01	Agricultural Vo	4,838.88
PO15-00222	SOUTH COAST REGION	CATA Inservice Meetings Fees	021	01	Vocational Prog	485.00
PO15-00223	Collaboration Solut	SmartBoards	021	01	Tit 1 Cor Act.	7,345.70
PO15-00224	CDW-G	Document Cameras	029	01	Tit 1 Cor Act.	2,911.18
PO15-00225	Lakeshore Learning	RSP \$	023	01	Special Educati	637.68
Total						392,319.45

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval to Surplus Textbooks at King City High School

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached is a listing of outdated textbooks which can no longer be used. King City High School is requesting approval to surplus them. They are looking to donate the books, but if they are not successful the books will be destroyed.

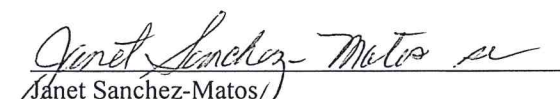
Recommendation:

The recommendation is being made for the State Administrator to approve the surplus of the attached listing of books.

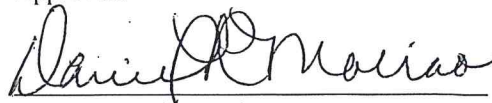
Fiscal Impact:

There is no fiscal impact.

Submitted By:


Janet Sanchez-Matos
Principal

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Textbooks/Novels to be Surplused-KCHS

Title	Edition	Publisher	Copyright	# of copies	Reason
California Algebra 1 All-In-One Student Workbook	Version B	Pearson	2008	290	No longer in use
Magruder's American Government	Student	Prentice Hall	1995	60	No longer in use
Magruder's American Government	Student	Prentice Hall	1996	40	No longer in use
Perspectives on Health	Student	D.C. Health	1996	150	No longer in use
Nosotros y Nuestro Mundo	Student	Glencoe	1997	1	Damaged
Modern World History	Student	McDougal Littell	2006	1	Damaged

Title	Author	Publisher	ISBN	Copies	Reason
To Kill a Mockingbird	Harper Lee	Warner Books	446310786	19	Damaged
Night	Elie Wiesel	Bantam Books	553272535	58	Damaged
Oliver Twist	Charles Dickens	Bantam Books	7678300250	4	Damaged
Of Mice and Men	John Steinbeck	Penguin Books	140177396	4	Damaged

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Approval of Williams Quarterly Report

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through STAR Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

By law, the South Monterey County Joint Union High School District must report quarterly during every academic year to the Board its compliance with the Williams-Venezuela lawsuit. Attached is the second report for this school year.


Recommendation:

The recommendation is being made for the State Administrator to approve the Williams quarterly report as required by Education Code.

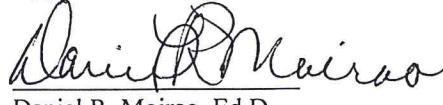
Fiscal Impact:

No cost to the district.

Submitted By:


Claudia Arellano
Senior Director Human Resources

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Revenue and Expenditures Report for 2014-15

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☒ INFORMATION

☐ ACTION/CONSENT

Board Goals:

- ☐ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Included is the 2014/15 Fiscal Year to date Revenues and Expenditures Report for each fund.

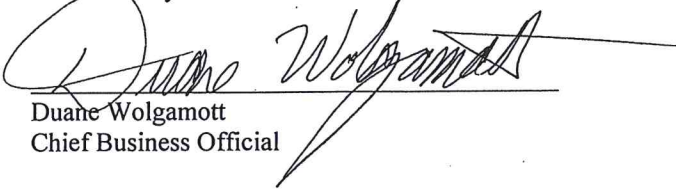
Recommendation:

This is an information item only.

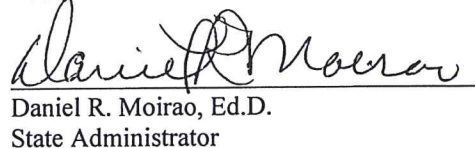
Fiscal Impact:

Per the 2014-15 approved budget.

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Fund 01 - General Fund		Fiscal Year 2015 through 09/30/2014				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Revenue Limit	(8010-8099)	16,001,300.00	4,846,292.41		11,155,007.59	70%
Federal Revenue	(8100-8299)	794,354.00	298,201.61		496,152.39	62%
Other State Revenue	(8300-8599)	977,327.00	5,425.46		971,901.54	99%
Other Local Revenue	(8600-8799)	731,500.00	66,915.38		664,584.62	91%
Total Revenue		18,504,481.00	5,216,834.86		13,287,646.14	72%
EXPENSES						
Certified Salaries	(1000-1999)	7,628,723.00	1,293,632.35	5,339,724.85	995,365.80	13%
Classified Salaries	(2000-2999)	2,426,479.00	485,105.66	1,455,530.14	485,843.20	20%
Employee Benefits	(3000-3999)	3,194,721.00	567,610.02	2,170,020.23	457,090.75	14%
Supplies and Services	(4000-4999)	1,003,537.83	537,998.72	484,295.46	(18,756.35)	(2)%
Services & Operating Expenses	(5000-5999)	2,579,933.17	602,047.36	727,803.58	1,250,082.23	48%
Capital Outlays	(6000-6999)	100,000.00	3,500.00	56,761.61	39,738.39	40%
Other Outgo	(7100-7299, 7400-7499)	1,517,057.00	48,792.00	.00	1,468,265.00	97%
Total Expenses		18,450,451.00	3,538,686.11	10,234,135.87	4,677,629.02	25%
Operating Surplus/(Deficit)		54,030.00	1,678,148.75	(8,555,987.12)		
Net Surplus/(Deficit)		54,030.00	1,678,148.75	(8,555,987.12)		
Beginning Fund Balance		3,637,056.87	3,637,056.87	3,637,056.87		
Net Ending Fund Balance		\$3,691,086.87	\$5,315,205.62	(\$4,918,930.25)		
*** calculated ***						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		3,691,086.87	.00			
Ending Fund Balance		3,691,086.87	.00			

Fund 13 - Cafeteria Fund		Fiscal Year 2015 through 09/30/2014				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Federal Revenue	(8100-8299)	400,000.00	.00		400,000.00	100%
Other State Revenue	(8300-8599)	35,000.00	.00		35,000.00	100%
Other Local Revenue	(8600-8799)	80,000.00	464.52		79,535.48	99%
Total Revenue		515,000.00	464.52		514,535.48	100%
EXPENSES						
Classified Salaries	(2000-2999)	94,238.00	19,359.87	73,075.41	1,802.72	2%
Employee Benefits	(3000-3999)	52,553.00	10,579.96	41,534.98	438.06	1%
Supplies and Services	(4000-4999)	361,855.00	73,530.01	18,485.79	269,839.20	75%
Services & Operating Expenses	(5000-5999)	9,447.00	823.13	8,476.87	147.00	2%
Total Expenses		518,093.00	104,292.97	141,573.05	272,226.98	53%
Operating Surplus/(Deficit)		(3,093.00)	(103,828.45)	(245,401.50)		
Net Surplus/(Deficit)		(3,093.00)	(103,828.45)	(245,401.50)		
Beginning Fund Balance		31,220.32	31,220.32	31,220.32		
Net Ending Fund Balance		\$28,127.32	(\$72,608.13)	(\$214,181.18)		
*** calculated ***						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		28,127.32	.00			
Ending Fund Balance		28,127.32	.00			

Fund 17 - Special Reserve Fund for Other		Fiscal Year 2015 through 09/30/2014			
		Budget	Actual	Encumbrance	Balance Avail
REVENUE					
Other Local Revenue	(8600-8799)	14,800.00	525.29		14,274.71 96%
Total Revenue		14,800.00	525.29		14,274.71 96%
Operating Surplus/(Deficit)		14,800.00	525.29	525.29	
Net Surplus/(Deficit)		14,800.00	525.29	525.29	
Beginning Fund Balance		2,986,817.70	2,986,817.70	2,986,817.70	
Net Ending Fund Balance		\$3,001,617.70	\$2,987,342.99	\$2,987,342.99	
*** calculated ***					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790		3,001,617.70	.00		
Ending Fund Balance		3,001,617.70	.00		

Fund 25 - Capital Facilities Fund		Fiscal Year 2015 through 09/30/2014				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Other Local Revenue	(8600-8799)	50,000.00	69.94		49,930.06	100%
Total Revenue		50,000.00	69.94		49,930.06	100%
EXPENSES						
Other Outgo	(7100-7299, 7400-7499)	104,674.00	.00	.00	104,674.00	100%
Total Expenses		104,674.00	.00	.00	104,674.00	100%
Operating Surplus/(Deficit)		(54,674.00)	69.94	69.94		
Net Surplus/(Deficit)		(54,674.00)	69.94	69.94		
Beginning Fund Balance		384,001.76	384,001.76	384,001.76		
Net Ending Fund Balance		\$329,327.76	\$384,071.70	\$384,071.70		
*** calculated ***						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		329,327.76	.00			
Ending Fund Balance		329,327.76	.00			

Fund 35 - School Facility Program (Regul		Fiscal Year 2015 through 09/30/2014			
		Budget	Actual	Encumbrance	Balance Avail
REVENUE					
Other Local Revenue	(8600-8799)	3,300.00	(45.54)		3,345.54 101%
Total Revenue		3,300.00	(45.54)		3,345.54 101%
Operating Surplus/(Deficit)		3,300.00	(45.54)	(45.54)	
Net Surplus/(Deficit)		3,300.00	(45.54)	(45.54)	
Beginning Fund Balance		258,848.29	258,848.29	258,848.29	
Net Ending Fund Balance		\$262,148.29	\$258,802.75	\$258,802.75	
*** calculated ***					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790		262,148.29	.00		
Ending Fund Balance		262,148.29	.00		

Fund 56 - Debt Service Fund		Fiscal Year 2015 through 09/30/2014			
	Budget	Actual	Encumbrance	Balance	Avail
Beginning Fund Balance	1,248,727.02	1,248,727.02	1,248,727.02		
Net Ending Fund Balance	\$1,248,727.02	\$1,248,727.02	\$1,248,727.02		
*** calculated ***					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790	1,248,727.02	.00			
Ending Fund Balance	1,248,727.02	.00			

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Cash Flow Report for 2014-15

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☒ INFORMATION

☐ ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Cash flow Projection Report - 2014/15 Fiscal Year

Fund 01 – General Fund
Fund 09 – Charter School Fund
Fund 13 – Cafeteria Fund
Fund 14 – Deferred Maintenance
Fund 17 – Special Reserve Fund
Fund 25 – Capital Facilities Program
Fund 35 – School Facility Program
Fund 56 – Debt Service

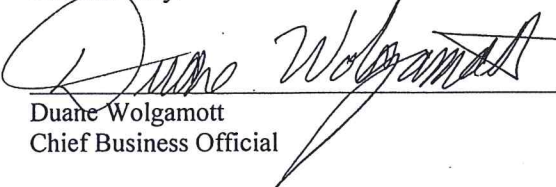
Recommendation:

This is an information item only.


Fiscal Impact:

None

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Fund 01 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		2,684,984.67	3,773,017.44	3,664,176.60	4,005,466.43	4,005,466.43	4,005,466.43	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019		1,379,129.00	1,421,971.00	2,037,097.00				
Property Taxes	8020-8079			10,130.73-	18,226.14				
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299				298,201.61				
Other State Revenues	8300-8599				5,425.46				
Other Local Revenues	8600-8799			5,550.00-	72,465.38				
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	1,379,129.00	1,406,290.27	2,431,415.59	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999		105,614.54	586,447.00	601,570.81				
Classified Salaries	2000-2999		97,455.69	180,399.08	207,250.89				
Employee Benefits	3000-3999		72,804.77	246,449.11	248,356.14				
Books and Supplies	4000-4999		47,882.63	107,666.77	382,449.32				
Services	5000-5999		253,470.64	190,396.69	158,180.03				
Capital Outlays	6000-6599			3,500.00					
Other Outgo	7000-7499		9,383.08	19,704.46	19,704.46				
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	586,611.35	1,334,563.11	1,617,511.65	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199	1,073,471.13-	183,782.25-	311,485.94-	311,485.94-				
Accounts Receivable	9200-9299	5,775,496.92-	6,195,925.42	229,150.87	18,065.65				
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		6,848,968.05-	6,012,143.17	82,335.07-	293,420.29-	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 01 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599	5,690,077.78	5,716,628.05-	98,005.43-	27,624.86				
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650	206,818.07			206,818.07-				
Undefined Objects									
SUBTOTAL LIABILITIES		5,896,895.85	5,716,628.05-	98,232.93-	179,193.82-	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910			227.50-	.61-				
TOTAL BALANCE SHEET TRANSACTIONS		952,072.20-	295,515.12	180,568.00-	472,614.11-	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			1,088,032.77	108,840.84-	341,289.83	.00	.00	.00	
F. ENDING CASH (A + E)			3,773,017.44	3,664,176.60	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 01 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019							4,838,197.00	11,304,001.00
Property Taxes	8020-8079							8,095.41	4,802,118.00
Miscellaneous Funds	8080-8099								104,819.00-
Federal Revenues	8100-8299							298,201.61	794,354.00
Other State Revenues	8300-8599							5,425.46	977,327.00
Other Local Revenues	8600-8799							66,915.38	731,500.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	5,216,834.86	18,504,481.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999							1,293,632.35	7,628,723.00
Classified Salaries	2000-2999							485,105.66	2,426,479.00
Employee Benefits	3000-3999							567,610.02	3,194,721.00
Supplies and Supplies	4000-4999							537,998.72	1,003,537.83
Services	5000-5999							602,047.36	2,579,933.17
Capital Outlays	6000-6599							3,500.00	100,000.00
Other Outgo	7000-7499							48,792.00	1,517,057.00
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	3,538,686.11	18,450,451.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199							806,754.13-	
Accounts Receivable	9200-9299							6,443,141.94	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	5,636,387.81	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 01 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599							5,787,008.62-	
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650							206,818.07-	
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	5,994,054.80-	
Nonoperating									
Suspense Clearing	9910							228.11-	
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	357,666.99-	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	1,320,481.76	54,030.00
F. ENDING CASH (A + E)		4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43	4,005,466.43		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 09 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		.00	.00	.00	.00	.00	.00	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Books and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299								
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 09 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			.00	.00	.00	.00	.00	.00	
F. ENDING CASH (A + E)			.00	.00	.00	.00	.00	.00	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 09 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	.00	.00	.00	.00	.00	.00		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Books and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299								
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 09 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	.00	.00
F. ENDING CASH (A + E)		.00	.00	.00	.00	.00	.00		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 13 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		65,409.58-	31,723.70	12,163.81-	72,659.62-	72,659.62-	72,659.62-	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799				464.52				
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	464.52	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999			9,360.36	9,999.51				
Employee Benefits	3000-3999			5,242.30	5,337.66				
Books and Supplies	4000-4999			29,200.51	44,329.50				
Services	5000-5999		84.34	84.34	654.45				
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	84.34	43,887.51	60,321.12	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199	97,383.18-	97,331.69						
Accounts Receivable	9200-9299	639.21			639.21-				
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		96,743.97-	97,331.69	.00	639.21-	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 13 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599	114.07	114.07-						
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		114.07	114.07-	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		96,629.90-	97,217.62	.00	639.21-	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			97,133.28	43,887.51-	60,495.81-	.00	.00	.00	
F. ENDING CASH (A + E)			31,723.70	12,163.81-	72,659.62-	72,659.62-	72,659.62-	72,659.62-	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 13 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	72,659.62-	72,659.62-	72,659.62-	72,659.62-	72,659.62-	72,659.62-		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								400,000.00
Other State Revenues	8300-8599								35,000.00
Other Local Revenues	8600-8799							464.52	80,000.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	464.52	515,000.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999							19,359.87	94,238.00
Employee Benefits	3000-3999							10,579.96	52,553.00
Materials and Supplies	4000-4999							73,530.01	361,855.00
Utilities	5000-5999							823.13	9,447.00
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	104,292.97	518,093.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199							97,331.69	
Accounts Receivable	9200-9299							639.21-	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	96,692.48	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 13 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599							114.07-	
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	114.07-	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	96,578.41	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	7,250.04-	3,093.00-
F. ENDING CASH (A + E)		72,659.62-	72,659.62-	72,659.62-	72,659.62-	72,659.62-	72,659.62-		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 17 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		2,983,822.86	2,983,822.86	2,983,822.86	2,987,342.99	2,987,342.99	2,987,342.99	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799				525.29				
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	525.29	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Books and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299	2,994.84			2,994.84				
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		2,994.84	.00	.00	2,994.84	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 17 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		2,994.84	.00	.00	2,994.84	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			.00	.00	3,520.13	.00	.00	.00	
F. ENDING CASH (A + E)			2,983,822.86	2,983,822.86	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 17 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799							525.29	14,800.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	525.29	14,800.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Supplies and Supplies	4000-4999								
Contracts	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299							2,994.84	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	2,994.84	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 17 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	2,994.84	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	3,520.13	14,800.00
F. ENDING CASH (A + E)		2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99	2,987,342.99		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 25 - Actuals through June		Fiscal Year 2014/15							
	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		383,608.61	383,608.61	383,608.61	384,071.70	384,071.70	384,071.70	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799				69.94				
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	69.94	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Grants and Supplies	4000-4999								
Commodities	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299	393.15			393.15				
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		393.15	.00	.00	393.15	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

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Fund 25 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		393.15	.00	.00	393.15	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			.00	.00	463.09	.00	.00	.00	
F. ENDING CASH (A + E)			383,608.61	383,608.61	384,071.70	384,071.70	384,071.70	384,071.70	
G. Ending Cash, Plus Cash Accruals and Adjustments									

Fund 25 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	384,071.70	384,071.70	384,071.70	384,071.70	384,071.70	384,071.70		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799							69.94	50,000.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	69.94	50,000.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Salaries and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								104,674.00
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	104,674.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299							393.15	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	393.15	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 25 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	393.15	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	463.09	54,674.00-
F. ENDING CASH (A + E)		384,071.70	384,071.70	384,071.70	384,071.70	384,071.70	384,071.70		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 35 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		266,987.82	266,987.82	266,987.82	267,302.75	267,302.75	267,302.75	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799				45.54-				
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	45.54-	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Grants and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299	360.47-			360.47				
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		360.47-	.00	.00	360.47	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 35 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599	8,500.00							
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		8,500.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		8,139.53	.00	.00	360.47	.00	.00	.00	
E. NET INCREASE/DECREASE B - C + D			.00	.00	314.93	.00	.00	.00	
F. ENDING CASH (A + E)			266,987.82	266,987.82	267,302.75	267,302.75	267,302.75	267,302.75	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 35 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
1. BEGINNING CASH	9110	267,302.75	267,302.75	267,302.75	267,302.75	267,302.75	267,302.75		
3. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799							45.54-	3,300.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	45.54-	3,300.00
2. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Grants and Supplies	4000-4999								
Offices	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
2. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299							360.47	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	360.47	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 35 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	360.47	
E. NET INCREASE/DECREASE B - C + D		.00	.00	.00	.00	.00	.00	314.93	3,300.00
F. ENDING CASH (A + E)		267,302.75	267,302.75	267,302.75	267,302.75	267,302.75	267,302.75		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 56 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
A. BEGINNING CASH	9110		.00	.00	.00	.00	.00	.00	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Contracts and Supplies	4000-4999								
Commodities	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199	1,248,727.02-							
Accounts Receivable	9200-9299								
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		1,248,727.02-	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 56 - Actuals through June

Fiscal Year 2014/15

	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		1,248,727.02-	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE									
B - C + D			.00	.00	.00	.00	.00	.00	
F. ENDING CASH (A + E)			.00	.00	.00	.00	.00	.00	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 56 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	.00	.00	.00	.00	.00	.00		
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Books and Supplies	4000-4999								
Services	5000-5999								
Capital Outlays	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299								
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 12, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

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Fund 56 - Actuals through June

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE									
B - C + D		.00	.00	.00	.00	.00	.00	.00	.00
F. ENDING CASH (A + E)		.00	.00	.00	.00	.00	.00		
G. Ending Cash, Plus Cash Accruals and Adjustments									

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**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Site Enrollment, Attendance and Referral Statistics

MEETING: October 8, 2014

AGENDA SECTION:

☐ **ACTION**

☒ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached are reports for each site indicating enrollment, attendance and discipline.

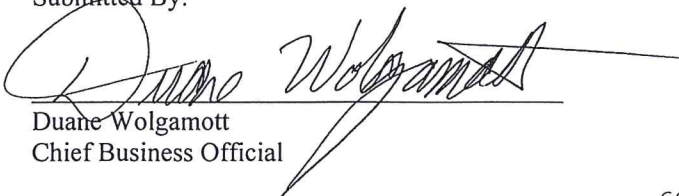
Recommendation:

This is an information item only.

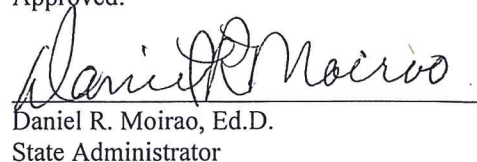
Fiscal Impact:

None

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Greenfield High School

09/30/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 1

Month 2 - From 09/08/2014 Through 10/03/2014

Regular Program

Grade Level	Tchr No.	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	N Total Apport Attend	O Days Taught	P Total ADA (N/O)
		YEAR TO DATE															
9	TOTAL	20	266	2	268	3	265	64	170	5360	5126	256.30	96.79%	0	10005	39	256.54
10	TOTAL	20	259	1	260	1	259	30	209	5200	4961	248.05	95.96%	0	9725	39	249.36
11	TOTAL	20	228	3	231	5	226	101	250	4620	4269	213.45	94.47%	0	8357	39	214.28
12	TOTAL	20	191	5	196	3	193	68	125	3920	3727	186.35	96.75%	0	7281	39	186.69
TOTAL 9-12		20	944	11	955	12	943	263	754	19100	18083	904.15	96.00%	0	35368	39	906.87
PROGRAM		20	944	11	955	12	943	263	754	19100	18083	904.15	96.00%	0	35368	39	906.87

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To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

Greenfield High School

09/30/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 2 - From 09/08/2014 Through 10/03/2014

Program H Home-Hospital

		A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	N	O	P	
															YEAR TO DATE			
															Total Apport Attend	Days Taught	Total ADA (N/O)	
Grade	Tchr																	
Level	No.																	
9	TOTAL	20	0	1	1	0	1	0	20	20	0	0.00	0.00%	0	0	39	0.00	
	TOTAL 9-12	20	0	1	1	0	1	0	20	20	0	0.00	0.00%	0	0	39	0.00	
	PROGRAM	20	0	1	1	0	1	0	20	20	0	0.00	0.00%	0	0	39	0.00	

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Principal Signature _____ To the best of my knowledge, the information contained on this document is accurate and complete.
Date _____

Greenfield High School

09/30/2014

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MONTHLY ATTENDANCE SUMMARY

Page 3

Month 2 - From 09/08/2014 Through 10/03/2014

Program I Independent Study

Grade Tchr Level No.	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attend	O Days Taught	P Total ADA (N/O)
9 TOTAL	20	1	1	2	0	2	7	33	40	0	0.00	0.00%	0	0	39	0.00
10 TOTAL	20	3	1	4	1	3	12	60	80	8	0.40	11.76%	0	8	39	0.21
11 TOTAL	20	5	2	7	0	7	2	138	140	0	0.00	0.00%	0	0	39	0.00
12 TOTAL	20	7	1	8	0	8	7	153	160	0	0.00	0.00%	0	0	39	0.00
TOTAL 9-12	20	16	5	21	1	20	28	384	420	8	0.40	2.04%	0	8	39	0.21
PROGRAM	20	16	5	21	1	20	28	384	420	8	0.40	2.04%	0	8	39	0.21

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Principal Signature _____ To the best of my knowledge, the information contained on this document is accurate and complete.
Date _____

Greenfield High School

09/30/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 2 - From 09/08/2014 Through 10/03/2014

Program S SPED

Grade Level	Tchr No.	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
															N Total Apport Attend	O Days Taught	P Total ADA (N/O)
9	TOTAL	20	2	0	2	0	2	0	0	40	40	2.00	100.00%	0	78	39	2.00
10	TOTAL	20	1	0	1	0	1	0	0	20	20	1.00	100.00%	0	37	39	0.95
11	TOTAL	20	2	0	2	0	2	0	0	40	40	2.00	100.00%	0	75	39	1.92
12	TOTAL	20	5	0	5	0	5	0	12	100	88	4.40	88.00%	0	181	39	4.64
TOTAL 9-12		20	10	0	10	0	10	0	12	200	188	9.40	94.00%	0	371	39	9.51
PROGRAM		20	10	0	10	0	10	0	12	200	188	9.40	94.00%	0	371	39	9.51

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To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

Greenfield High School

09/30/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 5

Month 2 - From 09/08/2014 Through 10/03/2014

Program T SDC Transitional Program

Grade	Tchr Level No.	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
															N Total Apport Attend	O Days Taught	P Total ADA (N/O)
10	TOTAL	20	3	0	3	0	3	0	3	60	57	2.85	95.00%	0	111	39	2.85
11	TOTAL	20	6	0	6	0	6	0	7	120	113	5.65	94.17%	0	211	39	5.41
12	TOTAL	20	4	1	5	0	5	6	16	100	78	3.90	82.98%	0	137	39	3.51
TOTAL 9-12		20	13	1	14	0	14	6	26	280	248	12.40	90.51%	0	459	39	11.77
PROGRAM		20	13	1	14	0	14	6	26	280	248	12.40	90.51%	0	459	39	11.77

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Principal Signature _____ To the best of my knowledge, the information contained on this document is accurate and complete.
Date _____

Greenfield High School

9/30/2014

2014-2015

Discipline Distribution Report from 9/1/2014 to 9/30/2014

Page 1

Code # and Name		Total	Grade				Sex		Hispanic/Latino?	Race (Not Hispanic)					
			9	10	11	12	F	M	Y	100	200	300	400	600	700
07	*Drugs, Paraphernalia (E)	1	-	-	1	-	-	1	-	-	-	-	-	1	-
10	*Drugs, Use of (E) 48900 (3	2	-	-	1	-	3	3	-	-	-	-	-	-
15	*Knife, Brandishing (E)489	1	-	-	1	-	-	1	-	-	-	-	-	1	-
16	*Loitering/Trespassing	1	-	-	1	-	-	1	1	-	-	-	-	-	-
25	*Weapon, Possession of (1	-	-	-	1	1	-	1	-	-	-	-	-	-
36	Behavior, Defiance (E) 489	4	2	-	2	-	-	4	4	-	-	-	-	-	-
37	Behavior, Disobedience (E)	4	2	1	1	-	2	2	4	-	-	-	-	-	-
38	Behavior, Disruptive (E) 48	4	1	2	1	-	3	1	4	-	-	-	-	-	-
39	Behavior, Inappropriate (E)	1	-	-	1	-	-	1	1	-	-	-	-	-	-
52	Fighting (E) 48900 (a)(1)	5	-	4	1	-	2	3	5	-	-	-	-	-	-
68	Language, Profanity (E) 48	3	1	1	1	-	2	1	3	-	-	-	-	-	-
Totals:		28	8	8	10	2	10	18	26	-	-	-	-	2	-

King City High School

10/01/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 1

Month 2 - From 09/08/2014 Through 10/03/2014

Regular Program

Grade Level	Tchr No.	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	N Total Apport Attend	O Days Taught	P Total ADA (N/O)
		YEAR TO DATE															
9	TOTAL	20	266	5	271	1	270	53	156	5420	5211	260.55	97.09%	0	10091	39	258.74
10	TOTAL	20	240	4	244	4	240	66	141	4880	4673	233.65	97.07%	0	9113	39	233.67
11	TOTAL	20	214	2	216	3	213	63	154	4320	4103	205.15	96.38%	0	8052	39	206.46
12	TOTAL	20	172	2	174	2	172	49	95	3480	3336	166.80	97.23%	0	6553	39	168.03
TOTAL 9-12		20	892	13	905	10	895	231	546	18100	17323	866.15	96.94%	0	33809	39	866.90
PROGRAM		20	892	13	905	10	895	231	546	18100	17323	866.15	96.94%	0	33809	39	866.90

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To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

King City High School

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 2 - From 09/08/2014 Through 10/03/2014

Program I Independent Study

Grade	Tchr Level No.	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
		Tchg Days	Enroll- ment Carried Fwd	Gains	Total Enroll- ment (B+C)	Losses	Ending Enroll- ment (D-E)	Days Not Enroll	Days Non- Apport Attend	Actual Days (A*D)	Total Apport Attend (A*D)-G-H	Total A.D.A. (J/A)	Percent Attend J/(A*D)-G	Loss at End of Last School Day	YEAR TO DATE		
															Total Apport Attend	Days Taught	Total ADA (N/O)
9	TOTAL	20	1	1	2	0	2	11	29	40	0	0.00	0.00%	0	0	39	0.00
10	TOTAL	20	5	3	8	0	8	15	145	160	0	0.00	0.00%	0	0	39	0.00
11	TOTAL	20	15	1	16	0	16	1	319	320	0	0.00	0.00%	0	27	39	0.69
12	TOTAL	20	6	0	6	0	6	0	120	120	0	0.00	0.00%	0	3	39	0.08
TOTAL 9-12		20	27	5	32	0	32	27	613	640	0	0.00	0.00%	0	30	39	0.77
PROGRAM		20	27	5	32	0	32	27	613	640	0	0.00	0.00%	0	30	39	0.77

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To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

King City High School

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 3

Month 2 - From 09/08/2014 Through 10/03/2014

Program S SPED

		A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D-E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	N		O	P
															YEAR TO DATE			
															Total Apport Attend	Days Taught	Total ADA (N/O)	
Grade	Tchr Level No.																	
9	TOTAL	20	6	0	6	0	6	0	4	120	116	5.80	96.67%	0	228	39	5.85	
10	TOTAL	20	1	0	1	0	1	0	0	20	20	1.00	100.00%	0	32	39	0.82	
11	TOTAL	20	8	0	8	0	8	0	5	160	155	7.75	96.88%	0	291	39	7.46	
12	TOTAL	20	4	0	4	0	4	0	0	80	80	4.00	100.00%	0	156	39	4.00	
TOTAL 9-12		20	19	0	19	0	19	0	9	380	371	18.55	97.63%	0	707	39	18.13	
PROGRAM		20	19	0	19	0	19	0	9	380	371	18.55	97.63%	0	707	39	18.13	

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To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

King City High School

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 2 - From 09/08/2014 Through 10/03/2014

Program X Fifth year senior

Grade Level	Tchr No.	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
		Tchg Days	Enroll- ment Carried Fwd	Gains	Total Enroll- ment (B+C)	Losses	Ending Enroll- ment (D-E)	Days Not Enroll	Days Non- Apport Attend	Actual Days (A*D)	Total Apport Attend (A*D)-G-H	Total A.D.A. (J/A)	Percent Attend J/(A*D)-G	Loss at End of Last School Day	YEAR TO DATE		
															Total Apport Attend	Days Taught	Total ADA (N/O)
12	TOTAL	20	1	0	1	0	1	0	1	20	19	0.95	95.00%	0	37	39	0.95
	TOTAL 9-12	20	1	0	1	0	1	0	1	20	19	0.95	95.00%	0	37	39	0.95
	PROGRAM	20	1	0	1	0	1	0	1	20	19	0.95	95.00%	0	37	39	0.95

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Principal Signature _____ To the best of my knowledge, the information contained on this document is accurate and complete.
Date _____

King City High School

9/30/2014

2014-2015

Discipline Distribution Report from 9/1/2014 to 9/30/2014

Page 1

Code # and Name		Total	Grade				Sex		Hispanic/Latino?	Race (Not Hispanic)					
			9	10	11	12	F	M	Y	100	200	300	400	600	700
04	*Assault (E) 48900 (a)(2)	1	-	1	-	-	-	1	1	-	-	-	-	-	-
07	*Drugs, Paraphernalia (E)	1	1	-	-	-	-	1	1	-	-	-	-	-	-
08	*Drugs, Possession of (E)	1	-	1	-	-	-	1	1	-	-	-	-	-	-
38	Behavior, Disruptive (E) 48	1	-	-	1	-	-	1	1	-	-	-	-	-	-
40	Campus, Closed	1	-	-	-	1	-	1	-	-	-	-	-	-	1
52	Fighting (E) 48900 (a)(1)	6	3	2	1	-	2	4	5	-	-	-	-	-	1
Totals:		11	4	4	2	1	2	9	9	-	-	-	-	-	2

Portola-Butler Contin. High School

9/30/2014

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2014-2015

MONTHLY ATTENDANCE SUMMARY/CONTINUATION

Page 1

Month 2 - From 09/08/2014 Through 10/03/2014

Regular Program												
	A	B	C	D	E	F	G	H	I	J	K	L
Grade Level	Days Taught	Enrollment Carried Forward	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours (I+J)	TOTAL ADA (K / 3 / A)
11 TOTAL	20	21	0	21	0	21	0	1260.00	1036.00	25.00	1061.00	17.68
12 TOTAL	20	57	3	60	2	58	37	3489.00	2585.00	22.00	2607.00	43.45
PROGRAM TOTAL	20	78	3	81	2	79	37	4749.00	3621.00	47.00	3668.00	61.13

82.22 %
74.09 %
76.25 %

Program I Independent Study												
	A	B	C	D	E	F	G	H	I	J	K	L
Grade Level	Days Taught	Enrollment Carried Forward	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours (I+J)	TOTAL ADA (K / 3 / A)
12 TOTAL	20	1	0	1	0	1	0	60.00	0.00	0.00	0.00	0.00
PROGRAM TOTAL	20	1	0	1	0	1	0	60.00	0.00	0.00	0.00	0.00

0 %

Program X Fifth year senior												
	A	B	C	D	E	F	G	H	I	J	K	L
Grade Level	Days Taught	Enrollment Carried Forward	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours (I+J)	TOTAL ADA (K / 3 / A)
12 TOTAL	20	13	0	13	0	13	0	780.00	571.00	5.00	576.00	9.60
PROGRAM TOTAL	20	13	0	13	0	13	0	780.00	571.00	5.00	576.00	9.60

73.21 %

Portola-Butler Contin. High School

9/30/2014

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014-2015

MONTHLY ATTENDANCE SUMMARY/CONTINUATION

Page 2

Month 2 - From 09/08/2014 Through 10/03/2014

Program X Fifth year senior - Independent Study(I)												
	A	B	C	D	E	F	G	H	I	J	K	L
Grade Level	Days Taught	Enrollment Carried Forward	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours (I+J)	TOTAL ADA (K / 3 / A)
12 TOTAL	20	3	0	3	0	3	0	180.00	0.00	0.00	0.00	0.00
PROGRAM TOTAL	20	3	0	3	0	3	0	180.00	0.00	0.00	0.00	0.00

reparer's Signature

Date

Principal's Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

Portola-Butler Contin. High School

9/30/2014

2014-2015

Discipline Distribution Report from 9/1/2014 to 9/30/2014

Page 1

Code # and Name		Grade				Sex		Hispanic/Latino?	Race (Not Hispanic)						
		Total	9	10	11	12	F	M	Y	100	200	300	400	600	700
25	*Weapon, Possession of (1	-	-	-	1	1	-	1	-	-	-	-	-	-
Totals:		1	-	-	-	1	1	-	1	-	-	-	-	-	-

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: 2013-14 Accountability Progress Reporting, Title III Accountability Reports **MEETING:** October 8, 2014

AGENDA SECTION:

☐ ACTION

☒ INFORMATION

☐ ACTION/CONSENT

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

AYP and API

On March 13, 2014, the State Board of Education (SBE) approved not to calculate the 2014 Growth and Base Academic Performance Indexes (APIs) and 2015 Growth APIs for elementary, middle, and high schools, and local educational agencies (LEAs). Since the first Smarter Balanced assessment results will be available after the spring 2015 administration of the assessments, Base to Growth comparisons will be reported in 2015-16. Specifically, the 2016 Smarter Balanced assessment results will be used to calculate the 2016 Growth API for comparison to the 2015 Base API.

The CDE, however, will continue to make AYP determinations for any high schools serving only grades nine through twelve and high school districts based on achievement results from the grade ten CAHSEE and CAPA. The AYP will be used to identify PI status for these high schools and high school districts.

Title III

A statewide accountability system, as required by Title III of the Elementary and Secondary Act, which reports on English proficiency achievement objectives for English learners.

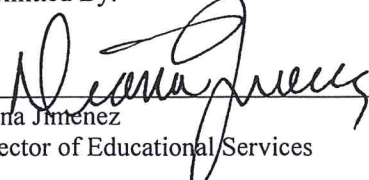
Recommendation:

None

Fiscal Impact:


None

Submitted By:



Diana Jimenez
Director of Educational Services

Approved:



Daniel R. Moirao, Ed.D.
State Administrator



California Department of Education
Assessment and Accountability Division

[Home](#) » [DataQuest](#) » [Title III Accountability Reports](#) » 2013-14 Title III Accountability Reports

2013-14 Title III Accountability Reports

Local Educational Agency (LEA) Level Data

Release Date: September 19, 2014
LEA: South Monterey County Joint Union High
County: Monterey
CDS Code: 27-66068-0000000

[School-level Data](#)

[DataQuest Help](#)

The Title III Accountability Report indicates the status of each Title III-funded local educational agency (LEA) or consortium in meeting the three annual measurable achievement objectives (AMAOs).

AMAO 1 - Percentage of ELs Making Annual Progress in Learning English

Number of 2013-14 Annual CELDT Takers	504
Number with Required Prior CELDT Scores	504
Percentage with Required Prior CELDT Scores	100%
Number in Cohort Meeting Annual Growth Target	215
Percentage Meeting AMAO 1 in LEA	42.7%
2013-14 Target	59.0%
Met Target for AMAO 1	No

AMAO 2 - Percentage of ELs Attaining the English Proficient Level on the CELDT

Less than 5 Years Cohort

Number of 2013-14 English Learners in Cohort	90
Number in Cohort Attaining the English Proficient Level	6
Percentage in Cohort Attaining the English Proficient Level	6.7%
2013-14 Target	22.8%
Cohort Met Target	No

5 Years or More Cohort

Number of 2013-14 English Learners in Cohort	466
Number in Cohort Attaining the English Proficient Level	128
Percentage in Cohort Attaining the English Proficient Level	27.5%
2013-14 Target	49.0%
Cohort Met Target	No

Met Targets for AMAO 2

No

AMAO 3 - Adequate Yearly Progress for EL Student Group at the LEA Level

English-Language Arts

Met Participation Rate for English Learner student group	Yes
Met Percent Proficient or Above for English Learner student group	No
Mathematics	
Met Participation Rate for English Learner student group	Yes
Met Percent Proficient or Above for English Learner student group	Yes
Met Graduation Rate for English Learner student group	Yes
Met Targets for AMAO 3	No
Special Conditions	
AYP Year	14
Met All AMAO Criteria	
Met all AMAOs	No
Number of Consecutive Years Not Meeting AMAOs	
Number of Years	11

Note: If less than 65 percent of the 2013 Annual CELDT takers have prior year scores, no values will be printed for AMAO 1 and the LEA or consortium will not meet the AMAO 1 target.

Yes* – Met the AMAO target through the application of confidence intervals (the LEA/consortium had fewer than 30 valid scores in the AMAO cohort).

Special Conditions:

CY - The entity was Title III funded for 2013–14 year (current year) but did not receive Title III funds for 2012–13 (prior year), did not receive a 2014 AYP determination, met the current year targets for AMAO 1 and AMAO 2, and failed to meet the prior year targets for AMAO 3 determinations made based on 2013 AYP. Because the entity was not Title III funded for 2012–13, the prior year AMAO 3 results are not considered in determining the entity's status and placement under Title III for 2013–14 and the entity is given a placement year of '0' because it met the current year targets for AMAO 1 and AMAO 2.

DW - The entity was granted a one year determination waiver due to the 2013–14 Smarter Balanced Assessment Consortia field test. This waiver allows LEAs that are Title III funded during the 2013–14 year but not identified as a high school LEA or consortia for 2014 AYP determinations, to maintain their 2012–13 Title III Accountability Year Status when AMAO 1 and AMAO 2 are met, but AMAO 3 is missed.

AYP Year:

The year of AYP data used to make the AMAO 3 determination. Possible values are:

13 = 2013 AYP

14 = 2014 AYP

Blank = neither 2013 nor 2014 AYP data were available.

For more information on Title III accountability, refer to the CDE [Title III Accountability](#) Web page.

Questions: AMAO Team | AMAO@cde.ca.gov | 916-323-3071

Web Policy



California Department of Education
Analysis, Measurement, and Accountability Reporting Division
Academic Accountability Unit

2013 -14 Accountability Progress Reporting (APR)

Local Educational Agency (LEA) Report

2014 AYP and PI Links:

LEA: South Monterey County Joint Un
County: Monterey
CDS Code: 27-66068-0000000

Type: High School District (9-12)

Date: 9/19/2014

LEA Chart
Cohort Graduation Rates
LEA PI Status
LEA List of schools
County List of Schools

(An LEA is a school district, county office of education, or statewide benefit charter.)

2013-14 APR			2014 Federal AYP and PI		
FAQ	Glossary	API	AYP	PI	Guide

PI Status: In PI

Made AYP: No
Met 13 of 17 AYP Criteria

California Alternate Performance Assessment (CAPA)

	Percent Proficient and Above	Above 1.0	Exception Approved
English-Language Arts	0.8	No	N/A
Mathematics	1.0	Yes	Yes

Participation Rate

	Target	Criteria met
English-Language Arts Target	95%	Yes
Mathematics Target	95%	Yes

Groups	ELA Enrollment First Day of Testing	ELA Number of Students Tested	ELA Rate	ELA Met 2014 Criteria	ELA Alternative Method	Math Enrollment First Day of Testing	Math Number of Students Tested	Math Rate	Math Met 2014 AYP Criteria	Math Alternative Method
LEA-wide	498	481	97	Yes	--	498	488	98	Yes	--
Black or African American	1	1	100	--	--	1	1	100	--	--
American Indian or Alaska Native	0	0	--	--	--	0	0	--	--	--
Asian	2	2	100	--	--	2	2	100	--	--
Filipino	1	1	100	--	--	1	1	100	--	--
Hispanic or Latino	458	442	97	Yes	--	458	449	98	Yes	--

Native Hawaiian or Pacific Islander	0	0	--	--	--	0	0	--	--	--
White	12	11	92	--	--	12	11	92	--	--
Two or More Races	24	24	100	--	--	24	24	100	--	--
Socioeconomically Disadvantaged	418	404	97	Yes	--	418	410	98	Yes	--
English Learners	334	322	96	Yes	--	334	327	98	Yes	--
Students with Disabilities	53	39	74	--	--	53	51	97	--	--

Percent Proficient - Annual Measurable Objectives (AMOs)

	Target	Criteria met
English-Language Arts Target	100.0	No
Mathematics Target	100.0	Yes

Groups	ELA Valid Scores	ELA Number At or Above Proficient	ELA Percent At or Above Proficient	ELA Met 2014 Criteria	ELA Alternative Method	Math Valid Scores	Math Number At or Above Proficient	Math Percent At or Above Proficient	Math Met 2014 AYP Criteria	Math Alternati Method
LEA-wide	454	180	39.6	No	--	463	199	43.0	Yes	SH
Black or African American	1	--	--	--	--	1	--	--	--	--
American Indian or Alaska Native	0	--	--	--	--	0	--	--	--	--
Asian	2	--	--	--	--	2	--	--	--	--
Filipino	1	--	--	--	--	1	--	--	--	--
Hispanic or Latino	415	153	36.9	No	--	424	176	41.5	Yes	SH
Native Hawaiian or Pacific Islander	0	--	--	--	--	0	--	--	--	--
White	11	8	72.7	--	--	11	5	45.5	--	--
Two or More Races	24	18	75.0	--	--	24	16	66.7	--	--
Socioeconomically Disadvantaged	385	137	35.6	No	--	392	161	41.1	Yes	SH
English Learners	304	75	24.7	No	--	311	107	34.4	Yes	SH
Students with Disabilities	39	5	12.8	--	--	51	8	15.7	--	--

Graduation Rate Goal: 90 Percent

Met Schoolwide Graduation	Met Student Group Graduation Rates	Met Overall Graduation Rate Criteria
Yes	Yes	Yes

Current Year: Graduation Rate Results

Groups	2013 Cohort Graduation Rate (class of 2011-12)	2014 Cohort Graduation Rate (class of 2012-13)	2014 Target Graduation Rate	2014 Graduation Rate Criteria Met	2015 Target Graduation Rate Class of 2013-14)	Exclusion/ Alternative Method
LEA-wide	79.79	82.57	78.51	Yes	80.81	--
Black or African American	--	--	N/A	N/A	N/A	U50
American Indian or Alaska Native	--	--	N/A	N/A	N/A	U50
Asian	--	--	N/A	N/A	N/A	U50
Filipino	--	--	N/A	N/A	N/A	U50
Hispanic or Latino	78.89	81.78	78.43	Yes	80.74	--

Native Hawaiian or Pacific Islander	--	--	N/A	N/A	N/A	<u>U50</u>
White	--	--	N/A	N/A	N/A	<u>U50</u>
Two or More Races	--	--	N/A	N/A	N/A	<u>U50</u>
Socioeconomically Disadvantaged	79.29	82.57	78.14	Yes	80.51	--
English Learners	67.05	65.64	69.86	Yes	70.52	<u>5Y</u>
Students with Disabilities	69.23	75.41	72.69	Yes	76.84	--

Graduation Rate Criteria: (1) met or exceeded the goal of 90%, or (2) met the fixed target graduation rate, or (3) met the variable target graduation rate. Fixed and variable target graduation rates are calculated for local educational agencies and schools that have not reached the 90% goal.

Web Policy

2013-14 Title III Accountability Data

School-level Data

Release Date: June 18, 2014

LEA: South Monterey County Joint Union High

County: Monterey

CDS Code: 27-66068-0000000

This report contains preliminary information on school-level performance on the Title III annual measurable achievement objectives (AMAOs) 1 and 2. These school-level data are reported for informational purposes. Under Title III, funding and accountability are at the local educational agency or consortium level.

CDS Code	Type	LEA/School Name	AMAO 1 - Annual Growth					AMAO 2 - Attaining English Proficiency					
			Number of Annual CELDT Takers	Number in Cohort	Percent with Prior CELDT Scores	Number Met AMAO 1	Percent Met AMAO 1	Less than 5 years			5 Years or More		
								Number in Cohort	Number Attain Eng Prof. Level	Percent Attain Eng Prof. Level	Number in Cohort	Number Attain Eng Prof. Level	Percent Attain Eng Prof. Level
27-66068-0000000	Total	South Monterey County Joint Union High	504	504	100%	215	42.7%	90	6	6.7%	466	128	27.5%
27-66068-2730174	High	Greenfield High	274	274	100%	99	36.1%	47	2	4.3%	256	50	19.5%
27-66068-2732170	High	King City High	205	205	100%	106	51.7%	43	4	9.3%	184	71	38.6%
27-66068-2730083	High	Portola-Butler Continuation High	25	25	100%	--	--	0	--	--	26	--	--

No data are reported if there are less than 30 in the cohort. No values will be printed for AMAO 1 if less than 65 percent of the 2013 Annual CELDT takers have the required prior CELDT scores.

For more information on Title III accountability, refer to the CDE [Title III Accountability](#) Web page.

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: 2013-14 CAHSEE Results

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☒ INFORMATION

☐ ACTION/CONSENT

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

CAHSEE Scores

March, 2014, scores reflect the administration of CAHSEE to all 10th graders. The July, 2014, scores reflect the administration of CAHSEE to 12th graders and adults.

In order to improve CAHSEE scores the schools are actively doing explicit CAHSEE instruction and test preparation in math and English classrooms. We will also be offering CAHSEE bootcamp in the Spring for the sophomores taking the test in March, 2015. In addition, we will be having meetings with parents to stress the importance of the test, test-practice options, tutoring opportunities, and what they can do to help prepare their students for the exam. Lastly, we intend to leverage the work of GEAR-UP counselors with the sophomore cohort so that they too will stress the importance of the CAHSEE in their meetings with students and college tutors.

Recommendation:

None

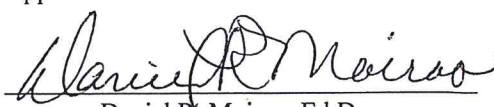
Fiscal Impact:

None

Submitted By:


Diana Jimenez
Director of Educational Services

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

California High School Exit Examination District Report - English-Language Arts

ROSTER FOR ALL SCHOOLS IN DISTRICT

DISTRICT: 66068-South Monterey County Joint Un COUNTY: 27-Monterey County TEST DATE: 03/18/2014 NUMBER OF STUDENTS TESTED: 513	SCHOOL CDS CODE	NUMBER TESTED	NUMBER PASSED	PERCENT PASSED	MEAN SCALE SCORE	READING Average Percent Correct			WRITING Average Percent Correct		WRITING APPLICATIONS* Average Score
						WORD ANALYSIS	READING COMPREHENSION	LITERARY RESPONSE & ANALYSIS	WRITING STRATEGIES	WRITING CONVENTIONS	ESSAY
Mean of Valid Scores (a)		513	330	64%	362	70%	69%	69%	63%	69%	2.2
ROSTER											
Greenfield High	2730174	233	145	62%	359	67%	68%	68%	60%	67%	2.2
King City High	2732170	254	183	72%	370	76%	73%	72%	68%	73%	2.3
Portola-Butler Continuation H	2730083	26	2	8%	319	42%	47%	46%	33%	46%	2.0
* Each Student essay receives two scores that range from 1 (lowest) to 4 (highest) or non-scorable (NS). The average of these two scores is listed above. The Writing Applications score counts as 20% of the total English-Language Arts score. (a) These data include only students who received "PASSED" or "NOT PASSED" status. (b) All students who tested from this School used a modification and are not counted, for statistical purposes, in the number tested.											

California High School Exit Examination District Report - Mathematics

ROSTER FOR ALL SCHOOLS IN DISTRICT

DISTRICT: 66068-South Monterey County Joint Un COUNTY: 27-Monterey County TEST DATE: 03/19/2014 NUMBER OF STUDENTS TESTED: 535	SCHOOL CDS CODE	NUMBER TESTED	NUMBER PASSED	PERCENT PASSED	MEAN SCALE SCORE	STRANDS FOR MATHEMATICS Average Percent Correct				
						PROBABILITY & STATISTICS	NUMBER SENSE	ALGEBRA & FUNCTIONS	MEASUREMENT & GEOMETRY	ALGEBRA 1
Mean of Valid Scores (a)		535	360	67%	369	66%	67%	66%	59%	56%
ROSTER										
Greenfield High	2730174	241	161	67%	365	63%	65%	64%	57%	55%
King City High	2732170	252	197	78%	379	72%	72%	71%	65%	62%
Portola-Butler Continuation H	2730083	42	2	5%	329	44%	48%	40%	33%	28%
(a) These data include only students who received "PASSED" or "NOT PASSED" status. (b) All students who tested from this School used a modification and are not counted, for statistical purposes, in the number tested.										

California High School Exit Examination District Report - English-Language Arts

ROSTER FOR ALL SCHOOLS IN DISTRICT

DISTRICT: 66068-South Monterey County Joint Un COUNTY: 27-Monterey County TEST DATE: 07/22/2014 NUMBER OF STUDENTS TESTED: 10	SCHOOL CDS CODE	NUMBER TESTED	NUMBER PASSED	PERCENT PASSED	MEAN SCALE SCORE	READING Average Percent Correct			WRITING Average Percent Correct		WRITING APPLICATIONS* Average Score
						WORD ANALYSIS	READING COMPREHENSION	LITERARY RESPONSE & ANALYSIS	WRITING STRATEGIES	WRITING CONVENTIONS	ESSAY
Mean of Valid Scores (a)		10	1	10%	315	46%	41%	39%	28%	49%	1.7
ROSTER											
Greenfield High	2730174	7	1	14%	309	35%	40%	34%	29%	44%	1.6
King City High	2732170	2	0	0%	331	79%	47%	50%	33%	53%	2.0
Portola-Butler Continuation H	2730083	1	0	0%	327	57%	39%	45%	17%	80%	2.0
<p>* Each Student essay receives two scores that range from 1 (lowest) to 4 (highest) or non-scorable (NS). The average of these two scores is listed above. The Writing Applications score counts as 20% of the total English-Language Arts score.</p> <p>(a) These data include only students who received "PASSED" or "NOT PASSED" status.</p> <p>(b) All students who tested from this School used a modification and are not counted, for statistical purposes, in the number tested.</p>											

California High School Exit Examination District Report - Mathematics

ROSTER FOR ALL SCHOOLS IN DISTRICT

DISTRICT: 66068-South Monterey County Joint Un COUNTY: 27-Monterey County TEST DATE: 07/23/2014 NUMBER OF STUDENTS TESTED: 4	SCHOOL CDS CODE	NUMBER TESTED	NUMBER PASSED	PERCENT PASSED	MEAN SCALE SCORE	STRANDS FOR MATHEMATICS Average Percent Correct				
						PROBABILITY & STATISTICS	NUMBER SENSE	ALGEBRA & FUNCTIONS	MEASUREMENT & GEOMETRY	ALGEBRA 1
Mean of Valid Scores (a) ROSTER		4	0	0%	334	50%	50%	41%	52%	23%
Greenfield High	2730174	2	0	0%	340	66%	53%	43%	53%	25%
King City High	2732170	1	0	0%	311	15%	29%	30%	33%	33%
Portola-Butler Continuation H	2730083	1	0	0%	345	54%	65%	50%	67%	8%
(a) These data include only students who received "PASSED" or "NOT PASSED" status. (b) All students who tested from this School used a modification and are not counted, for statistical purposes, in the number tested.										

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Unaudited Actuals Fund 13 (Cafeteria Fund) for the 2013-2014 Fiscal Year

MEETING: September 24, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☐ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

It has been discovered that Fund 13 (Cafeteria Fund) did not make it into the Board Packet for the September 10, 2014 approval of the unaudited actuals. Fund 13 Unaudited Actuals are now being presented for approval.

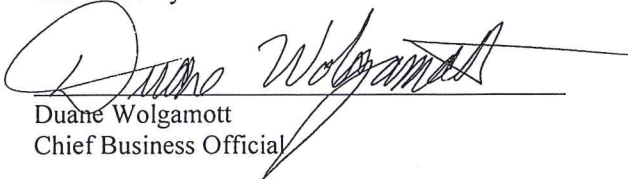
Recommendation:

The District is requesting that the State Administrator approve Fund 13 (Cafeteria Fund) unaudited actuals for 2013-14 fiscal year.


Fiscal Impact:

None

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	432,924.62	400,000.00	-7.6%
3) Other State Revenue		8300-8599	33,060.69	35,000.00	5.9%
4) Other Local Revenue		8600-8799	104,270.72	80,000.00	-23.3%
5) TOTAL, REVENUES			570,256.03	515,000.00	-9.7%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	84,926.12	94,238.00	11.0%
3) Employee Benefits		3000-3999	46,300.99	49,460.00	6.8%
4) Books and Supplies		4000-4999	388,572.39	361,855.00	-6.9%
5) Services and Other Operating Expenditures		5000-5999	21,919.60	9,447.00	-56.9%
6) Capital Outlay		6000-6999	10,831.70	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			552,550.80	515,000.00	-6.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			17,705.23	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	13,515.09	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			13,515.09	0.00	-100.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			31,220.32	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	31,220.32	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	31,220.32	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	31,220.32	New
2) Ending Balance, June 30 (E + F1e)			31,220.32	31,220.32	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	31,220.32	31,220.32	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	(65,409.58)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	51.49		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	97,331.69		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(639.21)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			31,334.39		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	114.07		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			114.07		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			31,220.32		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	432,924.62	400,000.00	-7.6%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			432,924.62	400,000.00	-7.6%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	33,060.69	35,000.00	5.9%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			33,060.69	35,000.00	5.9%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	105,549.14	80,000.00	-24.2%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	(1,278.42)	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			104,270.72	80,000.00	-23.3%
TOTAL, REVENUES			570,256.03	515,000.00	-9.7%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	84,926.12	94,238.00	11.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			84,926.12	94,238.00	11.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	8,533.42	10,506.00	23.1%
OASDI/Medicare/Alternative		3301-3302	6,496.85	7,211.00	11.0%
Health and Welfare Benefits		3401-3402	28,383.89	29,637.00	4.4%
Unemployment Insurance		3501-3502	42.43	48.00	13.1%
Workers' Compensation		3601-3602	2,844.40	2,058.00	-27.6%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			46,300.99	49,460.00	6.8%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	18,436.14	5,601.00	-69.6%
Noncapitalized Equipment		4400	1,830.97	0.00	-100.0%
Food		4700	368,305.28	356,254.00	-3.3%
TOTAL, BOOKS AND SUPPLIES			388,572.39	361,855.00	-6.9%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	1,035.14	2,447.00	136.4%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	5,649.30	2,000.00	-64.6%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	70.00	0.00	-100.0%
Professional/Consulting Services and Operating Expenditures		5800	15,165.16	5,000.00	-67.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			21,919.60	9,447.00	-56.9%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	10,831.70	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			10,831.70	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			552,550.80	515,000.00	-6.8%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	13,515.09	0.00	-100.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			13,515.09	0.00	-100.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			13,515.09	0.00	-100.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	432,924.62	400,000.00	-7.6%
3) Other State Revenue		8300-8599	33,060.69	35,000.00	5.9%
4) Other Local Revenue		8600-8799	104,270.72	80,000.00	-23.3%
5) TOTAL, REVENUES			570,256.03	515,000.00	-9.7%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		552,550.80	515,000.00	-6.8%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			552,550.80	515,000.00	-6.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			17,705.23	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	13,515.09	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			13,515.09	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			31,220.32	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	31,220.32	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	31,220.32	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	31,220.32	New
2) Ending Balance, June 30 (E + F1e)			31,220.32	31,220.32	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	31,220.32	31,220.32	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of MOU Between the Monterey Peninsula Unified School District and the SMCJUHSD

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Monterey Peninsula Unified School District has been providing serve for a severe needs student beginning with the student's freshman year. The student is a senior this year; it would be disadvantageous to the student to be removed from this familiar structure and setting, therefore, in the best interest of the student the recommendation is being made for the student's education continue with MPUSD.

Recommendation:

The recommendation is being made for the State Administrator to approve the contract.

Fiscal Impact:

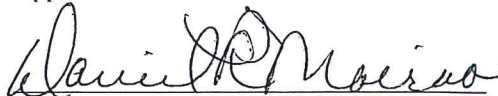
This expense will be paid from Special Education Funds. Last year the amount was \$50,000, it is anticipated this amount will not increase.

Submitted By:

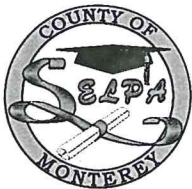


Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

Agreement for Regional Operation of Special Education Programs

THIS AGREEMENT is entered into pursuant to the provisions of Part 30 of the Education Code of the State of California (commencing with Section 56000 et seq.) concerning the statewide operation of the Master Plan for Special Education, and in accordance with the provisions of the Individuals with Disabilities Education Act and Section 504 of Public Law 93-112, as amended, and state and federal regulations relating thereto. This Agreement is made by and between the Monterey Peninsula Unified School District, hereinafter referred to as LEA of operation, and the South Monterey County Unified School District, hereinafter referred to as the LEA/s of residence, participants in the Monterey County Special Education Local Plan Area, hereinafter referred to as SELPA.

The governing board of each participating LEA has approved this Agreement, and has authorized the execution of this Agreement by an authorized agent.

WHEREAS, each participating LEA's governing board has approved the *Monterey County Special Education Local Plan* and WHEREAS, this Agreement is written in furtherance of, and in accordance with said plan.

NOW THEREFORE, the aforesaid parties do hereby agree as follows:

1. Period Of Agreement

This Agreement is effective for the period beginning July 1, 2014 and ending June 30 2015. This Agreement may be renewed at the end of that period. This agreement may be amended by mutual consent of the parties.

2. Purpose Of Agreement

This Agreement governs the maintenance of a system for delivery of specified services to individuals with exceptional needs whose primary disability is Autism, Intellectual Disability, Emotional Disturbance, Traumatic Brain Injury, Orthopedic Impairment, Visual Impairment, Hard of Hearing, Speech and Language Impairment, Specific Learning Disability, Deaf/Blin, Deafness, Multiple Disabilities and Other Health Impairment and who reside within the SELPA, and in accordance with the requirements of Education Code Section 56300 et seq.

This Agreement establishes the vehicle for the education of individuals with the above exceptional needs who reside within the SELPA in programs and classes conducted by the LEA of operation without any additional attendance agreements.

This Agreement defines the duties and responsibilities of each district for all program activities as specified in Education Code Section 56200 et seq.



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

3. Definitions

For the purposes of this Agreement the following definitions shall apply:

- a. LEA of operation – the LEA within the SELPA conducting special education programs and classes for individuals with exceptional needs on behalf of all LEAs within the SELPA or on behalf of several LEAs within a geographical region within the SELPA.
- b. LEA of residence – the LEA where the pupils attending classes conducted by the LEA of operation reside.

4. Compliance Assurances

Each of the SELPA's participating LEAs, by signature to the SELPA local plan has already certified that the LEA will comply with the provisions of state and federal laws and regulations related to special education, participation in state program reviews, and participation in state-wide assessments. The provisions of any new laws that may become effective during the period of this Agreement which relate to special education program delivery shall be incorporated herein. In addition, the LEA of residence agrees to utilize the appropriate resources of regular education in accordance with California Education Code 56303 and California Code of Regulations, Title 5, Section 3021 et seq., prior to referral for special education services as specified herein.

5. Individual Services Agreement

In addition to this agreement, the LEA of operation and the LEA of residence shall enter into an Individual Services Agreement (ISA) for each student served by the LEA of operation for the LEA of Residence. A separate ISA shall be required for the Extended School Year (ESY). The purpose of the ISA is to outline the specific services that shall be provided to the student and the projected cost for those services.

6. Responsibilities of the LEA of Operation

The Monterey Peninsula Unified School District, as the LEA of operation, shall be responsible for the following:

- a. Implementation of the procedures for referrals, placements, IEP reviews, and reevaluations as specified in Part II, Chapter 8 of the *Monterey County SELPA Procedural Handbook*;
- b. Administrative support for the purposes of developing and implementing the regional program;
- c. Preparation of all required federal, state and local reports, and related accounting services;



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

- d. Provision of classrooms and other facilities as required to appropriately house the programs and classes;
- e. Identifying which students intend to participate in ESY no later than April 30 and notifying the LEA of residence prior to May 10 regarding student intent to participate in ESY;
- f. Initiating an ISA for each student to be served for both the regular school year and the extended school year and presenting the proposed ISA(s) to the district of residence for approval;
- g. Providing for the coordination of investigation and response to compliance and due process complaints; and
- h. Provision of food services to pupils attending regional programs conducted hereunder consistent with food services provided to all students within the LEA of operation.

7. Responsibilities Of The LEA Of Residence

The LEA of residence is responsible for the following:

- a. Implementation of the procedures for referrals, placements, IEP reviews, and reevaluations as specified in chapter 8 of the *Monterey County SELPA Procedural Handbook, Administrative Procedures*;
- b. Arranging and providing for special transportation for those pupils with exceptional needs who are enrolled in classes conducted hereunder;
- c. Signing and returning all ISAs for both the regular school year and ESY to the district of operation by the due date specified by the LEA of operation;
- d. Cooperation and collaboration with the LEA of operation in investigating and responding to compliance and due process complaints; and
- e. Retaining ultimate authority and responsibility for the provision of educational programs and services to its pupils regardless of who provides the programs and services.

8. Suspensions And Expulsions

When a student is being considered for disciplinary action that may result in a change of placement (suspension in excess of 10 days or expulsion), the LEA of operation shall notify the LEA of residence immediately. The LEA of operation will complete the manifestation determination, review or revise a behavior plan, if appropriate, and schedule an IEP team meeting to review the manifestation determination and behavior



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

plan. Beginning on the 11th day of suspension, the LEA of residence will offer an alternative interim placement pending the outcome of any expulsion hearing. The LEA of residence will hold the expulsion hearing within 30 days. If the student is expelled, the LEA of residence must provide for the student's educational needs during the period of expulsion.

In the case of an expulsion, the LEA of residence shall notify the LEA of operation when the student has served the terms of his or her expulsion. The two LEAs will collaboratively schedule a re-entry IEP team meeting prior to the student returning to school. A representative from the LEA of residence will be required to attend the re-entry IEP meeting.

9. Payment For Services

Regional Programs Operated by Monterey County Office of Education

Each participating LEA of residence shall be responsible for its portion of the excess cost of operating the regional program. Determination of excess cost and method of payment for students being placed in a Monterey County Office of Education special education program shall be determined as outlined in the *Memorandum of Agreement Regarding MCOE Provided Special Education Programs and Transportation*.

Regional Programs Operated by a District

Payment for placement of students enrolled in a regional program operated by a district within the SELPA shall be based upon the following:

Special Class

Excess cost shall be based upon the revenue specific to the class (including AB 602 allocation, Federal Local Assistance Entitlement allocation, ADA, other state or federal grants, and any one-time funds) minus the total expenses for operation of the class (including salaries; benefits; specialized materials and equipment; personnel development; travel and conference; mileage; and an indirect cost equal to that charged to LEAs by the Monterey County Office of Education for regional services, unless otherwise agreed to by both parties). A per pupil amount will then be determined by dividing the excess cost by the total average enrollment of special education students in the regional program for the year. Each district with students served in the regional program will be responsible for the per pupil rate multiplied by the number of its students placed in the class.

Related Services

The operating expense for each related service provider assigned to the regional class shall be calculated (including salaries, benefits, specialized materials and equipment,



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

personnel development, travel and conference, mileage).

An average hourly rate shall be established for each type of related service based upon the prior year's actual expenditures. Each district with students enrolled in the class and provided with a related service, will be responsible for the hourly rate for each related service multiplied by the number of hours of service provided.

Individual Services

Each LEA of residence will be responsible for the full cost of services to an individual student, as outlined in the IEP. The decision to add a one-to-one instructional assistant to a student's IEP will only be made following the SELPA-approved process for determining need and with participation of a special education administrator/designee from the student's LEA of residence.

Using the three methods identified above, the LEA of operation will invoice each LEA of residence on a ☐ monthly, ☒ quarterly, or ☐ semi-annual basis. The LEA of operations shall provide the LEA of residence with the projected excess cost billback in the Individual Service Agreement for each student. Two times per year, the amount per student will be adjusted to reflect student exits and entries, changes in services required by the IEP, and actual expenditures for special classes and individual services. Adjustments to the billback charge for any of these reasons shall be pro-rated based on a daily per student rate. Final adjustments required following the last regular invoice of the school year must be submitted prior to September 30 of the subsequent year. Backup for adjusted costs will include relevant IEP pages or entry and exit dates. The LEA of residence shall remit payment to the LEA of operation within 30 days.

10. Hold Harmless and Indemnification

In compliance with the provisions of Section 895.4 of the Government Code of the State of California, each party hereto agrees to indemnify and hold the other party harmless from any and all liability, claims, loss, damages, judgments, penalties, costs, or expenses (including, without limitations, attorney's fees and court costs which are imposed upon or incurred by, or asserted against the Operating District) to persons or property arising out of, or resulting from, negligence acts or omissions of the indemnifying party.

11. Insurance

The LEA of operation shall maintain a program of liability, property damage, worker's compensation and auto insurance in amounts adequate to protect the LEAs of residence as their interests may appear.

12. Dispute Resolution



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

For disputes between the parties related to this Agreement, said dispute shall be resolved by using the following dispute resolution process, also provided in the *Monterey County SELPA Procedural Handbook*:

If an LEA disagrees with a decision or practice of another LEA or the SELPA Office, that LEA has a responsibility to discuss and attempt resolution of the disagreement with the party or parties directly involved. The parties involved will present the issues to their respective superintendents, or designees, who will attempt to resolve the matter. Either party may request the direct assistance of the SELPA Executive Director, or his/her designee. In the event the issue has not been resolved, either party may request review by the Superintendent's Executive Committee. If either party disagrees with the recommendation of the SELPA Executive Committee, either party may request that the issue be placed on the SELPA Governance Council agenda for a decision.

In the event the initiating or other affected agencies disagree with a decision of the Governing Council, the dispute will be resolved through the following alternative dispute resolution procedure.

1. The dissatisfied party shall issue a written request for formal dispute resolution as described herein. The written request shall include a description of the concerns to be addressed, with sufficient specificity as to permit the receiving party to clearly comprehend the disagreement and to formulate a response to the disagreement. The written request shall be submitted to the SELPA Executive Director.
2. Within 5 days of receipt of the request, the SELPA Executive Director will request that a mediator be appointed. Mediation shall be offered through a neutral individual or agency as determined appropriate by the Monterey County SELPA Executive Director and acceptable to all parties. The SELPA shall be considered a participating party. Costs for mediation shall be assessed equally between all participating parties.
3. If the parties are unable to resolve their disagreement through mediation, the parties will request binding arbitration. Request for appointment of an arbitrator shall be made within 15 days following conclusion of the mediation process.

Arbitration shall be provided through neutral staff from American Arbitration Association (AAA) or another neutral agency as determined appropriate by the SELPA Executive Director and acceptable to all parties. The SELPA shall be considered a participating party. The decision of the arbitrator shall be final and binding upon all parties. The arbitration costs shall be assessed equally between all participating parties.

13. Severability/Waiver



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

- a. If any provision of this Agreement is determined to be illegal, unenforceable, or invalid, such provision shall in no way affect the validity of any other provision in this Agreement.
- b. No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by an agent authorized by each party's governing board as set forth below.

Executed this 1 day of July, 2014

M.P.U.S.D.
LEA OF OPERATION

S. Mo. Co. Unified School District
LEA OF RESIDENCE

By:

By:

Dr. Daniel "PK" Diffenbaugh
Typed or Printed Name

Typed or Printed Name


Signature

Signature

Superintendent
Title

Title

Date

Date



August 8, 2014

Dear Superintendent:

The Monterey Peninsula Unified School District is providing school districts with updated costs for the Memorandum of Understanding for inter-district agreements for 2014-2015 school year in the following specialized programs: Autism Special Day Class (SDC), Emotional Disturbance (SDC), Moderate/Severe SDC, and Extended School Year (ESY).

The cost per school year for SDC placements were re-calculated based on the actual costs of our specialized programs following the new guidelines put forth by the SELPA finance committee, approved August 2013, in its attempt to have all District programs be in alignment when projecting program costs. It is important to note that the Moderate/Severe Program is a Regional Program therefore the District will follow the SELPA finance committee's formula when calculating costs. The costs for the Regional Moderate/Severe program are as follows:

Program	2013-2014	2014-2015
Moderate/Severe *REGIONAL Program*	\$37,990.82	\$34,791.14
ESY (mod/Severe)	\$3,624.96	\$4,149.20
Behavioral Tech (1:1)	\$54,507.67	\$57,233.05
SPED II (1:1)	\$49,996.43	\$52,496.25

The Autism and Emotional Disturbance SDC programs remain District operated programs. Each program was recalculated based actual costs of programs. A \$7,782.00 credit/student was given for ADA. **This credit is deducted from overall cost. Based on your student(s) attendance, the District will bill at the end of the fiscal year if student did not have 100% attendance.**

The District did not include the costs for related services providers. Related services will be added to the Individual Service Agreements based on the student's IEP. The costs for the District operated programs follows:

Program	2013-2014	2014-2015
Autism	\$39,263.55 (elementary)	\$36,423.13 (elementary)
	\$38,927.58 (secondary)	\$36,017.80 (secondary)
Emotional Dist.	\$42,377.09 (elementary)	\$43,221.49 (elementary)
	\$46,167.26 (secondary)	\$47,308.97 (secondary)
ESY (ASD)	\$2,652.41 (elementary)	\$3,991.91 (elementary)
	\$2,708.45 (secondary)	\$4,076.25 (secondary)
ESY (ED)	\$2,476.74 (elementary)	\$4,839.03 (elementary)
	\$2,594.69 (secondary)	\$5,069.46 (secondary)
SLP	\$90.00/hr	\$90.00/hr
OT	\$90.00/hr	\$90.00/hr
PT	\$90.00/hr	\$90.00/hr
DHH	\$90.00/hr	\$90.00/hr

Counseling	\$90.00/hr	\$90.00/hr
Nurse	\$90.00/hr	\$90.00/hr
BCBA	\$125.00/hr	\$125.00/hr
APE	\$80.00/hr	\$80.00/hr
AT assessment	\$1,500.00	\$1,500.00
AT	\$100.00/hr	\$100.00/hr
Behavioral Tech	\$54,507.67	\$57,233.05
SPED II	\$49,996.43	\$52,496.25

If you have any questions, please contact Student Support Services Director Katie Rivera at (831) 645-1207. We look forward to working with you in 2014/2015.

Sincerely,



Dan Albert
Assoc. Superintendent of Fiscal Services



Dr. Daniel "PK" Dffenbaugh
Superintendent

Cc: Special Education Program Director

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: "Sunshine" Negotiations Proposal with the CSEA
Local #529 and the SMCJUHSD Successor
Agreement: CSEA proposal

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☒ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☒ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

To begin the negotiation process to modify and/or amend the current agreement with the CSEA Local #529 (Association) and the South Monterey County Joint Union High School District (District) "Sunshine" proposals must be received by both parties and presented per California Education Code and hold a public hearing.

The public hearing offers the community an opportunity to provide input on the proposals prior to the commencement of negotiations. Attached is the initial proposal for the successor agreement from CSEA Local 529.

Recommendation:

It is recommended that the State Administrator accept the "sunshine" proposal put forth by CSEA Local #529 so that the negotiation process may begin.

Fiscal Impact:

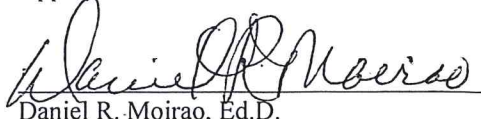
Unknown at this time. It is the intent of the State Administrator to negotiate an agreement that keeps the school district fiscally responsible and solvent.

Submitted By:



Daniel R. Moirao Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

September 22, 2014

Dr. Daniel Moirao
State Administrator
South Monterey County Joint Union High School District

Dear Dr. Moirao:

This letter is intended to satisfy the public notice requirement that the South Monterey County Joint Union High School District and the California School Employees Association, and its Chapter 529 intend to negotiate reopeners for 2014-15 with the South Monterey County Joint Union High School District. We look forward to resolving our mutual issues in a timely manner.

We intend to negotiate over the following:

1. Article 6: Pay and Allowances

We intend to negotiate salary enhancements commensurate with the District's increased revenue from the LCFF and its ability to pay.

2. Article 7: Health and Welfare

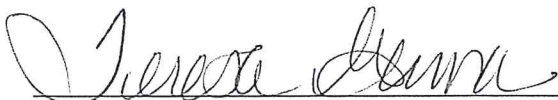
CSEA is also interested in pursuing an increase to the District's contribution toward health and welfare benefits.

3. Early Retirement

CSEA is interested in exploring incentive options so that veteran employees can retire.

If you have any questions, please feel free to contact CSEA Labor Relations Representative, Valarie Davis, at 831-262-8475.

Thank you,



Teresa Gama, CSEA Chapter President

Cc: Rebecca Hadley, CSEA Region 28 Representative
Charles Goetchius, CSEA Field Director

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: "Sunshine" Negotiations Proposal from the
SMCJUHS to CSEA Local #529 Successor
Agreement: District Proposal

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☒ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☒ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

To begin the negotiation process for a successor agreement with the CSEA Local #529 (Association) and the South Monterey County Joint Union High School District (District) "Sunshine" proposals must be received by both parties and presented per California Education Code and hold a public hearing. Attached is the district sunshine proposal to begin negotiations with CSEA.

Recommendation:

It is recommended that the State Administrator accept the "sunshine" proposal put forth by the District.

Fiscal Impact:

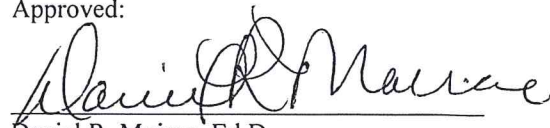
The fiscal impact is unknown at this time. It is the intent of the State Administrator to negotiate an agreement that keeps the school district fiscally responsible and solvent.

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

**South Monterey County Joint Union High School District
Contract Negotiations with CSEA Local #529 2014-2015
October 8, 2014**

Whereas the South Monterey County Joint Union High School District has a commitment to the fundamental values of:

- Obtaining increased academic achievement for all students at high levels of engagement, rigor, and accomplishment
- Close the Achievement Gap between all student groups
- Obtain long-term fiscal solvency and responsibility
- Serving students in facilities that are safe and healthy
- Governance that is focused on student achievement, accountable by all staff and inclusive of the entire community

Whereas: These values are linked to the goals of the school District

Whereas: the district negotiation team must be guided by a clear set of values and goals

Whereas: Article I of the Collective Bargaining Agreement (CBA) between the South Monterey County Joint Union High School District (District) and CSEA Local 529 (Association) indicates what and how many articles may be reopened during each bargaining session

Therefore: the school district submits the following proposals for negotiations for the 2014-2015:

Article 7 (Health and Welfare)

- It is the District's intent to modify language

Article 19 (Duration)

- It is the District's intent to modify language

New Article (Progressive Discipline)

- It is the District's intent to add this provision to the contract language

Appendix A (Salary Schedule)

- It is the District's intent to modify language to be affordable and with the multi-year plan for fiscal recovery

Appendix B (Classified Job Titles & Salary Ranges)

- It is the District's intent to modify Language

Memorandum of Understanding:

- It is the District's intent to incorporate various signed MOU's into the CBA as new articles or additions to current language

Therefore: with this sunshine proposal made by the District and the acceptance of the proposals brought forward by the Association negotiations may begin in good faith to achieve the values and goals previously stated.

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: "Sunshine" Negotiations Proposal with the
KCHJUHSDTA and the SMCJUHSD Successor
Agreement: KCHJUSDTA Proposal

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through STAR Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☒ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☒ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☒ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

To begin the negotiation process to modify and/or amend the current agreement with the King City Joint Union High School District Teachers Association (Association) and the South Monterey County Joint Union High School District (District) "Sunshine" proposals must be received by both parties and presented per California Education Code and hold a public hearing.

The public hearing offers the community an opportunity to provide input on the proposals prior to the commencement of negotiations. Attached is the initial proposal for the successor agreement from the Association.


Recommendation:

It is recommended that the State Administrator accept the "sunshine" proposal put forth by KCJUHSDTA so that the negotiation process may begin.


Fiscal Impact:

Unknown at this time. It is the intent of the State Administrator to negotiate an agreement that keeps the school district fiscally responsible and solvent.

Submitted By:


Daniel R. Moirao Ed.D.
State Administrator

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

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"Sunshine" Proposal will be available at the board meeting

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: "Sunshine" Negotiations Proposal from the
SMCJUHS with the KCJUHSOTA Successor
Agreement: District Proposal

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- | | |
|----------|---|
| <u>X</u> | Improve/Sustain Student Achievement through STAR Test and Other Assessment Measures |
| <u>X</u> | Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety |
| <u>X</u> | Develop/Sustain Fiscal Crisis Long-Term Solution |
| <u>X</u> | Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings |
| <u>X</u> | Ensure that Facilities are Safe for Staff and Students |
| <u>X</u> | Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations |

Summary:

To begin the negotiation process for a successor agreement with the King City Joint Union High School District Teacher's Association (Association) and the South Monterey County Joint Union High School District (District) "Sunshine" proposals must be received by both parties and presented per California Education Code and hold a public hearing. Attached is the district sunshine proposal to begin negotiations with the Association.

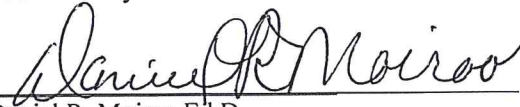
Recommendation:

It is recommended that the State Administrator accept the "sunshine" proposal put forth by the District.

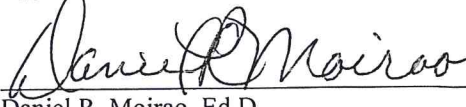
Fiscal Impact

The fiscal impact is unknown at this time. It is the intent of the State Administrator to negotiate an agreement that keeps the school district fiscally responsible and solvent.

Submitted By:


Daniel R. Moirao Ed.D.
State Administrator

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

**South Monterey County Joint Union High School District
Contract Negotiations with KCJUHSDTA 2014-2015
October 8, 2014**

Whereas the South Monterey County Joint Union High School District has a commitment to the fundamental values of:

- Obtaining increased academic achievement for all students at high levels of engagement, rigor, and accomplishment
- Close the Achievement Gap between all student groups
- Obtain long-term fiscal solvency and responsibility
- Serving students in facilities that are safe and healthy
- Governance that is focused on student achievement, accountable by all staff and inclusive of the entire community

Whereas: These values are linked to the goals of the school District

Whereas: the district negotiation team must be guided by a clear set of values and goals

Whereas: Article I of the Collective Bargaining Agreement (CBA) between the South Monterey County Joint Union High School District (District) and the King City Joint Union High School District Teachers' Association (Association) indicates what and how many articles may be reopened during each bargaining session

Therefore: the school district submits the following proposals for negotiations for the 2014-2015:

Article 1 (Agreement)

- It is the District's intent to modify language

Article 16 (Salary)

- It is the District's intent to modify language to be affordable and with the multi-year plan for fiscal recovery

Article 20 (Benefits)

- It is the Districts intent to modify language

New Article (Peer Assistance And Review)

- It is the District's intent to return this provision to the contract language

Appendix A (Certified Salary Addendum)

- It is the District's intent to modify language.

Memorandum of Understanding:

- It is the District's intent to incorporate various signed MOU's into the CBA as new articles or additions to current language

Therefore: with this sunshine proposal made by the District and the acceptance of the proposals brought forward by the Association negotiations may begin in good faith to achieve the values and goals previously stated.

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: Approval of Amended Consultant Contract with
Ernie Zermeno

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

_____	Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
<u> X </u>	Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
_____	Develop/Sustain Fiscal Crisis Long-Term Solution
_____	Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
_____	Ensure that Facilities are Safe for Staff and Students
_____	Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Mr. Zermeno's original consultant contracted was approved at the September 10, 2014 board meeting. When his original contract was signed it was anticipated the district would have made a selection for the principal at Greenfield High School within several week of the start of school. The district wanted to be assured the individual selected would be the best fit for the high school, as a result, there were several rounds of interviews before the selection was made. Mr. Zermeno's time was extended by 7 additional days to assure the high school had adequate coverage and for a couple of days for him to spend time with the principal for a smooth transition.

Recommendation:

The recommendation is being made for the State Administrator to approve the amended contract.

Fiscal Impact:

The General Fund would be used for his services.

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

AMENDEMENT TO CONTRACT DATED AUGUST 8, 2014
SOUTH MONTEREY COUNTY JOINT UNION
HIGH SCHOOL DISTRICT
800 BROADWAY
KING CITY, CA 93930

AGREEMENT TO FURNISH CONSULTANT SERVICES
EXTENSION OF TERM

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services of Ernie Zermeno, an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM:

The effective date of the agreement is August 8, 2014 and it terminates no later than September 30, 2014 unless sooner terminated as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated at the rate of \$400.00 per diem.
- Not to exceed a total of 20 days of service.
- Total payment(s) to Consultant, under this contract shall not exceed \$8,000.00

III. DISTRICT OBLIGATION:

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

The consultant shall provide service(s) as described in the Consultant Service Description.

V. CONSULTANT SERVICE DESCRIPTION

Assist with student supervision and discipline including, but not limited to expulsion recommendations and preparation.

VI. CONFIDENTIALITY

In the course of performing consulting services, the parties realize that the Consultant may come in contact with or become familiar with information which may be considered confidential.

Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than South Monterey County Joint Union High School District.

VII. ASSIGNMENT

This agreement is for personal services to be performed by Consultant and may not be assigned to, sub-let to or performed by any person or persons who are not parties hereto except by employees of Consultant whose names and qualifications have been approved by District.

VIII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

IX. DISTRICT'S RIGHT OF RETENTION

District shall become the owner of and entitled to exclusive possession of all records, documents, files, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District.

X. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

The term of the contract will be extended to not exceed 40 days of service.

Total payment to consultant shall not exceed \$16,000.00

XI. SIGNATURES

These signatures attest the parties' agreement hereto:

CONSULTANT / TITLE

Daniel R. Morales
CONTRACT OFFICER OF THE
South Monterey County Joint Union
High School District

Date

Sept. 17, 2014
Date

Social Security Number of Consultant *

* *Whenever organizational names are used, the Employer IRS Identification Number must be used instead of a Social Security Number.*

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Amended Consultant Contract with
Linda Benway

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures

☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety

Develop/Sustain Fiscal Crisis Long-Term Solution

Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings

Ensure that Facilities are Safe for Staff and Students

Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Ms. Benway's original consultant contracted was approved at the September 10, 2014 board meeting. When her original contract was signed it was anticipated the district would have made a selection for the principal at Greenfield High School within several week of the start of school. The selection was not made until the 5th week of school. The amended contract will be extended to a maximum of 40 more days to assist the new principal and the new vice principal in providing the needed discipline services.

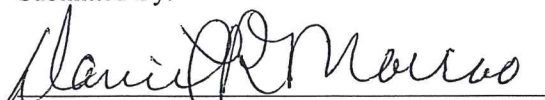
Recommendation:

The recommendation is being made for the State Administrator to approve the amended contract.

Fiscal Impact:

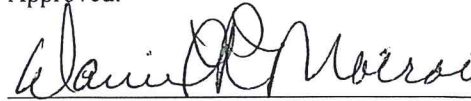
The General Fund would be used for her services.

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

AMENDMENT TO CONTRACT DATED AUGUST 8, 2014
SOUTH MONTEREY COUNTY JOINT UNION
HIGH SCHOOL DISTRICT
800 BROADWAY
KING CITY, CA 93930

AGREEMENT TO FURNISH CONSULTANT SERVICES
EXTENSION OF TERM

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services of Linda Benway, an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM:

The effective date of the agreement is August 8, 2014 and it terminates no later than September 30, 2014 unless sooner terminated as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated at the rate of \$400.00 per diem.
- Not to exceed a total of 20 days of service.
- Total payment(s) to Consultant, under this contract shall not exceed \$8,000.00

III. DISTRICT OBLIGATION:

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

The consultant shall provide service(s) as described in the Consultant Service Description.

V. CONSULTANT SERVICE DESCRIPTION

Assist with student supervision and discipline including, but not limited to expulsion recommendations and preparation.

VI. CONFIDENTIALITY

In the course of performing consulting services, the parties realize that the Consultant may come in contact with or become familiar with information which may be considered confidential.

Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than South Monterey County Joint Union High School District.

VII. ASSIGNMENT

This agreement is for personal services to be performed by Consultant and may not be assigned to, sub-let to or performed by any person or persons who are not parties hereto except by employees of Consultant whose names and qualifications have been approved by District.

VIII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

IX. DISTRICT'S RIGHT OF RETENTION

District shall become the owner of and entitled to exclusive possession of all records, documents, files, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District.

X. EXTENSION OF TERM


By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

The term of the contract will be extended to not exceed 60 total days of service and it terminates no later than December 31, 2014 unless terminated as provided herein.

Total payment to consultant shall not exceed \$24,000.00

XI. SIGNATURES

These signatures attest the parties' agreement hereto:


CONSULTANT / TITLE

CONTRACT OFFICER OF THE
South Monterey County Joint Union
High School District

Sept 30, 2014
Date

Date

Social Security Number of Consultant *

* *Whenever organizational names are used, the Employer IRS Identification Number must be used instead of a Social Security Number.*

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Approval of Agreement for Special Education
Services by Social Vocational Services, Inc.

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Agreement with Social Vocational Services, Inc. is necessary to provide one of our Special Education students who have exceptional needs with services that are beyond the scope of those services that can be provided by the school district itself.

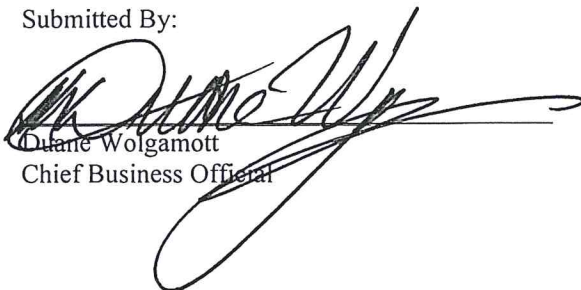
Recommendation:

It is recommended that the State Administrator approve the Agreement with Social Vocational Services, Inc.


Fiscal Impact:

The total cost for the year will not exceed \$21,250 which will come from Special Ed Funds.

Submitted By:


Duane Wolgamott
Chief Business Officer

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

South Monterey County Joint Union School District

2014/2015 INDEPENDENT CONTRACTOR AGREEMENT/CONTRACT FOR SERVICES PURCHASE ORDER NUMBER _____

THIS CONTRACT made and entered into this 9th day of September by and between, Social Vocational Services, Inc., hereinafter called the PROVIDER, and the South Monterey County Union School District, hereinafter called the DISTRICT.

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

1. The PROVIDER shall furnish the DISTRICT, Adult Development Program for a post-secondary student Juan Galvan (ID# 7020598204) for the 2014/2015 calendar year, with a start date of 9-15-14.
 - Base rate of \$70.00/day tuition
 - Transportation, \$15.00/day
 - \$80.41/day of attendance * 250 days = \$21,250.00

2. The term of this contract shall begin 9-15-14 and will terminate on or before 6-30-15.

Payment schedule – Payment for the work shall be made upon submission of monthly invoices and DISTRICT's written approval by Dwaine Wolgast who shall authorize approvals for payment (by signature) of the work (which approval shall not be unreasonable withheld). All invoices for services must be submitted by PROVIDER to the DISTRICT within thirty (30) calendar days after services are performed. The DISTRICT reserves the right to reject for payment invoices that do not meet this specified timeline.

3. The CONTRACT includes the general terms and conditions as printed and set forth on the following pages, and the PROVIDER, by executing this Contract, agrees to comply with all such general terms and conditions.
4. The PROVIDER shall guarantee that all professional services rendered in the performance of this Contract are in keeping with current generally accepted practices for an educational institution.
5. Insurance and Indemnification Requirements

- The PROVIDER and the South Monterey County Joint Union High School District agree to be individually responsible for providing their own insurance coverage for any and all claims or suits brought on account of bodily injury, property damage, errors and omissions or personal injury arising out of the performance of this Agreement.
- The PROVIDER and south Monterey County Joint Union High School District agree to waive any and all rights that they may have under *Government code Sections 895.4 and 895.6* for contribution or indemnification of any liability arising out of the performance of this Agreement.
- The PROVIDER and the South Monterey County Joint union High School District agree to protect and hold harmless each other for injury or death of any person, or damage to equipment of either entity caused solely by the action of either party, individually under this Agreement.
- The PROVIDER will assume all the liability for equipment and personnel used within the scope of this Agreement and the South Monterey County Joint Union High School District will assume all liability for the South Monterey County Joint Union High School District's equipment and personnel used within the scope of this Agreement.

NOTE: Federal Regulations (Code Sections 6041 and 6209) require non-corporate recipients of \$600.00 or more in payments to furnish their taxpayer identification number to the payer. The regulations also provide that a penalty may be imposed for failure to furnish the taxpayer identification number.

6. Both parties have the option to terminate this agreement with a 30 Day Written Notice.
7. PROVIDER shall comply with the requirements of Education Code Section 45125.1 including, but not limited to: obtaining California Department of Justice (CDOJ) clearance for PROVIDER's employees, prohibiting its employees from coming in contact with students until CDOJ clearance is ascertained.

TYPE OF BUSINESS ENTITY

____ Individual
____ Sole Proprietorship
X Corporation
____ Other

PROVIDER

Db: Social Vocational Services, Inc.

Signature of Executive Director

Print Name

Date Signed

ADDRESS: 757 Front Street
Soledad, CA 93960
Phone: (831) 678-9431
Contact: Jenny Davila
Program Director

TAX IDENTIFICATION

95-3285250
Business Tax Identification Number

DISTRICT

South Monterey County Joint Union High School

K. Duane Wolfgang
Signature, Title chief Business official

K. Duane Wolfgang
Print Name

9-9-14
Date Signed

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Approval of Strategic Planning Contract with
Kathleen Ohm

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- | | |
|----------|---|
| <u>X</u> | Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures |
| <u>X</u> | Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety |
| <u>X</u> | Develop/Sustain Fiscal Crisis Long-Term Solution |
| | Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings |
| <u>X</u> | Ensure that Facilities are Safe for Staff and Students |
| <u>X</u> | Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations |

Summary:

As the South Monterey County Joint Union High School District gets closer to regaining local control, it is imperative and mandated by the Superintendent of Public Instruction, that the school district has a clear vision, mission and set of goals for its initial years of local control. This consultant agreement is with Kathleen Ohm, Director, Planning Center for the Association of California School Administrators. This contract models the critical elements the Board had indicated were critical in the process it wanted to engage.

Recommendation:

It is recommended that the State Administrator approve the consultant contract with Kathleen Ohm, and the Association of California School Administrators (ACSA) to engage the School Board and community in the strategic planning process.

Fiscal Impact:

The consultant contract is \$16,200.00 with additional cost for travel and lodging, not to exceed \$5,000.00. This will be funded through the program improvement grant and Title 1 funds provided to the district.

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
800 BROADWAY
KING CITY, CA 93930**

AGREEMENT TO FURNISH CONSULTANT SERVICES

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services Kathleen Ohm, an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM:

The effective date of the agreement is October 1, 2014 and terminates February 1, 2015 unless sooner terminate as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated at the rate of \$16,200 plus travel expenses.
- Not to exceed a total of 20 days of service.
- Total payment(s) to Consultant, under this contract shall not exceed \$16,200 plus reasonable travel and lodging expenses not to exceed \$3,000.00.

III. DISTRICT OBLIGATION:

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

The consultant shall provide service(s) as described in the Consultant Service Description.

V. CONSULTANT SERVICE DESCRIPTION

The consultant will facilitate the strategic planning process to develop a coherent, visionary, written strategic plan that consists of the following elements: Beliefs, Mission, Strategic objectives for students, strategies, parameters and Specific Plans for action. There will be a focus on high purpose, with a mix of logical, intuitive and emotional intelligences and focus on commitment rather than compliance creating an awareness of new possibilities and openings of action and outcomes immediately and in succeeding years.

VI. CONFIDENTIALITY

In the course of performing consulting services, the parties realize that the Consultant may come in contact with or become familiar with information which may be considered confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than South Monterey County Joint Union High School District.

VII. ASSIGNMENT

This agreement is for personal services to be performed by Consultant and may not be assigned to, sub-let to or performed by any person or persons who are not parties hereto except by employees of Consultant whose names and qualifications have been approved by District.

VIII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

IX. DISTRICT'S RIGHT OF RETENTION

District shall become the owner of and entitled to exclusive possession of all records, documents, files, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District.

X. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

XI. SIGNATURES

These signatures attest the parties' agreement hereto:

CONSULTANT / TITLE

CONTRACT OFFICER OF THE
South Monterey County Joint Union High School District

Date

Date

Social Security Number of Consultant *

* *Whenever organizational names are used, the Employer IRS Identification Number must be used instead of a Social Security Number.*

Preferred contact information:

CONSULTANT / TITLE (Please Print)

Mailing Address (number, street name, city, state and zip code: Please Print)

Phone number

Cell Phone

Account code: _____

CBO signature _____ Date: _____

Routing:

1. Immediate supervisor
2. CBO, for coding and presentation to Board
3. After Board (State Administrator) approval, CBO for processing

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Approval of Consultant Contract: Kevin
Crye/Progress Advisor

MEETING: October 8, 2014

AGENDA SECTION:

☐ ACTION

☐ INFORMATION

☒ ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Improving student achievement is the main goal of the school district. Research and best practices have proven that constant and consistent monitoring of curriculum and instruction is essential to reach higher levels of student performance. Instructional coaches and district administrators will be collecting data on a daily basis to assess the quality of the instructional programs. To analyze that information, instructional coaches and administrators have been provided technology tablets to gather information to later determine patterns of instruction. This tool will assist in monitoring and holding all staff members accountable for high level, quality, and rigorous instruction.

Recommendation:

It is recommended that the State Administrator approve the contract with Kevin Crye and Progress Advisors to develop an application specific to the needs of the SMCJUHSD.

Fiscal Impact:


The contract is not to exceed \$5,000.00 from Title I funding.

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
800 BROADWAY
KING CITY, CA 93930**

AGREEMENT TO FURNISH CONSULTANT SERVICES

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services of Progress Adviser an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM:

The effective date of the agreement is October 5, 2014 and it terminates June 30, 2016 unless sooner terminate as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated at the rate of \$4000.00
- Not to exceed a total of 22 months of service.
- Total payment(s) to Consultant, under this contract shall not exceed \$5000.00 including training and travel.

III. DISTRICT OBLIGATION:

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

The consultant shall provide service(s) as described in the Consultant Service Description.

V. CONSULTANT SERVICE DESCRIPTION

The consultant will develop a walk-through and evaluation application based upon the district's specifications. The consultant will train appropriate staff on the utilization of the applications, create a train-the-trainer model for sustainability and train the staff on the Data Analysis of information collected from the application.

VI. CONFIDENTIALITY

In the course of performing consulting services, the parties realize that the Consultant may come in contact with or become familiar with information which may be considered confidential.

Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than South Monterey County Joint Union High School District.

VII. ASSIGNMENT

This agreement is for personal services to be performed by Consultant and may not be assigned to, sub-let to or performed by any person or persons who are not parties hereto except by employees of Consultant whose names and qualifications have been approved by District.

VIII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

IX. DISTRICT'S RIGHT OF RETENTION

District shall become the owner of and entitled to exclusive possession of all records, documents, files, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District.

X. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

XI. SIGNATURES

These signatures attest the parties' agreement hereto:

CONSULTANT / TITLE

CONTRACT OFFICER OF THE
South Monterey County Joint Union High School District

Date

Date

Social Security Number of Consultant *

* *Whenever organizational names are used, the Employer IRS Identification Number must be used instead of a Social Security Number.*

Preferred contact information:

CONSULTANT / TITLE (Please Print)

Mailing Address (number, street name, city, state and zip code: Please Print)

Phone number

Cell Phone

Account code: _____

CBO signature _____ Date: _____

Routing:

1. Immediate supervisor
2. CBO, for coding and presentation to Board
3. After Board (State Administrator) approval, CBO for processing

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Agreement for Regional Operation of Special
Education Programs

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☐ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Agreement for Regional Operation of Special Programs is necessary to provide individuals with exceptional needs that are beyond the scope of those services that can be provided by the school district itself. This agreement is entered in as an "as needed" agreement and will be implemented when an individual need cannot be met within the school district itself.

Recommendation:

It is recommended that the State Administrator approve the Agreement for Regional Operation of Special Programs for individuals as an "as needed" agreement.

Fiscal Impact:

The use of the agreement will depend on the services. These services are charged to the Special Education allocation.

Submitted By:

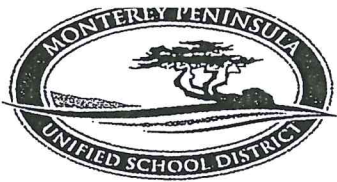


Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator



August 8, 2014

Dear Superintendent:

The Monterey Peninsula Unified School District is providing school districts with updated costs for the Memorandum of Understanding for inter-district agreements for 2014-2015 school year in the following specialized programs: Autism Special Day Class (SDC), Emotional Disturbance (SDC), Moderate/Severe SDC, and Extended School Year (ESY).

The cost per school year for SDC placements were re-calculated based on the actual costs of our specialized programs following the new guidelines put forth by the SELPA finance committee, approved August 2013, in its attempt to have all District programs be in alignment when projecting program costs. It is important to note that the Moderate/Severe Program is a Regional Program therefore the District will follow the SELPA finance committee's formula when calculating costs. The costs for the Regional Moderate/Severe program are as follows:

Program	2013-2014	2014-2015
Moderate/Severe *REGIONAL Program*	\$37,990.82	\$34,791.14
ESY (mod/Severe)	\$3,624.96	\$4,149.20
Behavioral Tech (1:1)	\$54,507.67	\$57,233.05
SPED II (1:1)	\$49,996.43	\$52,496.25

The Autism and Emotional Disturbance SDC programs remain District operated programs. Each program was recalculated based actual costs of programs. A \$7,782.00 credit/student was given for ADA. **This credit is deducted from overall cost. Based on your student(s) attendance, the District will bill at the end of the fiscal year if student did not have 100% attendance.**

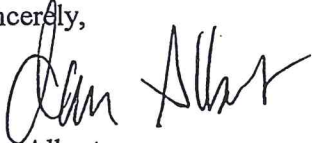
The District did not include the costs for related services providers. Related services will be added to the Individual Service Agreements based on the student's IEP. The costs for the District operated programs follows:

Program	2013-2014	2014-2015
Autism	\$39,263.55 (elementary)	\$36,423.13 (elementary)
	\$38,927.58 (secondary)	\$36,017.80 (secondary)
Emotional Dist.	\$42,377.09 (elementary)	\$43,221.49 (elementary)
	\$46,167.26 (secondary)	\$47,308.97 (secondary)
ESY (ASD)	\$2,652.41 (elementary)	\$3,991.91 (elementary)
	\$2,708.45 (secondary)	\$4,076.25 (secondary)
ESY (ED)	\$2,476.74 (elementary)	\$4,839.03 (elementary)
	\$2,594.69 (secondary)	\$5,069.46 (secondary)
SLP	\$90.00/hr	\$90.00/hr
OT	\$90.00/hr	\$90.00/hr
PT	\$90.00/hr	\$90.00/hr
DHH	\$90.00/hr	\$90.00/hr

Counseling	\$90.00/hr	\$90.00/hr
Nurse	\$90.00/hr	\$90.00/hr
BCBA	\$125.00/hr	\$125.00/hr
APE	\$80.00/hr	\$80.00/hr
AT assessment	\$1,500.00	\$1,500.00
AT	\$100.00/hr	\$100.00/hr
Behavioral Tech	\$54,507.67	\$57,233.05
SPED II	\$49,996.43	\$52,496.25

If you have any questions, please contact Student Support Services Director Katie Rivera at (831) 645-1207. We look forward to working with you in 2014/2015.

Sincerely,



Dan Albert
Assoc. Superintendent of Fiscal Services



Dr. Daniel "PK" Diffenbaugh
Superintendent

Cc: Special Education Program Director



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

Agreement for Regional Operation of Special Education Programs

THIS AGREEMENT is entered into pursuant to the provisions of Part 30 of the Education Code of the State of California (commencing with Section 56000 et seq.) concerning the statewide operation of the Master Plan for Special Education, and in accordance with the provisions of the Individuals with Disabilities Education Act and Section 504 of Public Law 93-112, as amended, and state and federal regulations relating thereto. This Agreement is made by and between the Monterey Peninsula Unified School District, hereinafter referred to as LEA of operation, and the South Monterey County Unified School District, hereinafter referred to as the LEA/s of residence, participants in the Monterey County Special Education Local Plan Area, hereinafter referred to as SELPA.

The governing board of each participating LEA has approved this Agreement, and has authorized the execution of this Agreement by an authorized agent.

WHEREAS, each participating LEA's governing board has approved the *Monterey County Special Education Local Plan* and WHEREAS, this Agreement is written in furtherance of, and in accordance with said plan.

NOW THEREFORE, the aforesaid parties do hereby agree as follows:

1. Period Of Agreement

This Agreement is effective for the period beginning July 1, 2014 and ending June 30 2015. This Agreement may be renewed at the end of that period. This agreement may be amended by mutual consent of the parties.

2. Purpose Of Agreement

This Agreement governs the maintenance of a system for delivery of specified services to individuals with exceptional needs whose primary disability is Autism, Intellectual Disability, Emotional Disturbance, Traumatic Brain Injury, Orthopedic Impairment, Visual Impairment, Hard of Hearing, Speech and Language Impairment, Specific Learning Disability, Deaf/Blin, Deafness, Multiple Disabilities and Other Health Impairment and who reside within the SELPA, and in accordance with the requirements of Education Code Section 56300 et seq.

This Agreement establishes the vehicle for the education of individuals with the above exceptional needs who reside within the SELPA in programs and classes conducted by the LEA of operation without any additional attendance agreements.

This Agreement defines the duties and responsibilities of each district for all program activities as specified in Education Code Section 56200 et seq.



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

3. Definitions

For the purposes of this Agreement the following definitions shall apply:

- a. LEA of operation – the LEA within the SELPA conducting special education programs and classes for individuals with exceptional needs on behalf of all LEAs within the SELPA or on behalf of several LEAs within a geographical region within the SELPA.
- b. LEA of residence – the LEA where the pupils attending classes conducted by the LEA of operation reside.

4. Compliance Assurances

Each of the SELPA's participating LEAs, by signature to the SELPA local plan has already certified that the LEA will comply with the provisions of state and federal laws and regulations related to special education, participation in state program reviews, and participation in state-wide assessments. The provisions of any new laws that may become effective during the period of this Agreement which relate to special education program delivery shall be incorporated herein. In addition, the LEA of residence agrees to utilize the appropriate resources of regular education in accordance with California Education Code 56303 and California Code of Regulations, Title 5, Section 3021 et seq., prior to referral for special education services as specified herein.

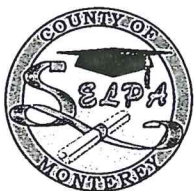
5. Individual Services Agreement

In addition to this agreement, the LEA of operation and the LEA of residence shall enter into an Individual Services Agreement (ISA) for each student served by the LEA of operation for the LEA of Residence. A separate ISA shall be required for the Extended School Year (ESY). The purpose of the ISA is to outline the specific services that shall be provided to the student and the projected cost for those services.

6. Responsibilities of the LEA of Operation

The Monterey Peninsula Unified School District, as the LEA of operation, shall be responsible for the following:

- a. Implementation of the procedures for referrals, placements, IEP reviews, and reevaluations as specified in Part II, Chapter 8 of the *Monterey County SELPA Procedural Handbook*;
- b. Administrative support for the purposes of developing and implementing the regional program;
- c. Preparation of all required federal, state and local reports, and related accounting services;



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

- d. Provision of classrooms and other facilities as required to appropriately house the programs and classes;
- e. Identifying which students intend to participate in ESY no later than April 30 and notifying the LEA of residence prior to May 10 regarding student intent to participate in ESY;
- f. Initiating an ISA for each student to be served for both the regular school year and the extended school year and presenting the proposed ISA(s) to the district of residence for approval;
- g. Providing for the coordination of investigation and response to compliance and due process complaints; and
- h. Provision of food services to pupils attending regional programs conducted hereunder consistent with food services provided to all students within the LEA of operation.

7. Responsibilities Of The LEA Of Residence

The LEA of residence is responsible for the following:

- a. Implementation of the procedures for referrals, placements, IEP reviews, and reevaluations as specified in chapter 8 of the *Monterey County SELPA Procedural Handbook, Administrative Procedures*;
- b. Arranging and providing for special transportation for those pupils with exceptional needs who are enrolled in classes conducted hereunder;
- c. Signing and returning all ISAs for both the regular school year and ESY to the district of operation by the due date specified by the LEA of operation;
- d. Cooperation and collaboration with the LEA of operation in investigating and responding to compliance and due process complaints; and
- e. Retaining ultimate authority and responsibility for the provision of educational programs and services to its pupils regardless of who provides the programs and services.

8. Suspensions And Expulsions

When a student is being considered for disciplinary action that may result in a change of placement (suspension in excess of 10 days or expulsion), the LEA of operation shall notify the LEA of residence immediately. The LEA of operation will complete the manifestation determination, review or revise a behavior plan, if appropriate, and schedule an IEP team meeting to review the manifestation determination and behavior



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

plan. Beginning on the 11th day of suspension, the LEA of residence will offer an alternative interim placement pending the outcome of any expulsion hearing. The LEA of residence will hold the expulsion hearing within 30 days. If the student is expelled, the LEA of residence must provide for the student's educational needs during the period of expulsion.

In the case of an expulsion, the LEA of residence shall notify the LEA of operation when the student has served the terms of his or her expulsion. The two LEAs will collaboratively schedule a re-entry IEP team meeting prior to the student returning to school. A representative from the LEA of residence will be required to attend the re-entry IEP meeting.

9. Payment For Services

Regional Programs Operated by Monterey County Office of Education

Each participating LEA of residence shall be responsible for its portion of the excess cost of operating the regional program. Determination of excess cost and method of payment for students being placed in a Monterey County Office of Education special education program shall be determined as outlined in the *Memorandum of Agreement Regarding MCOE Provided Special Education Programs and Transportation*.

Regional Programs Operated by a District

Payment for placement of students enrolled in a regional program operated by a district within the SELPA shall be based upon the following:

Special Class

Excess cost shall be based upon the revenue specific to the class (including AB 602 allocation, Federal Local Assistance Entitlement allocation, ADA, other state or federal grants, and any one-time funds) minus the total expenses for operation of the class (including salaries; benefits; specialized materials and equipment; personnel development; travel and conference; mileage; and an indirect cost equal to that charged to LEAs by the Monterey County Office of Education for regional services, unless otherwise agreed to by both parties). A per pupil amount will then be determined by dividing the excess cost by the total average enrollment of special education students in the regional program for the year. Each district with students served in the regional program will be responsible for the per pupil rate multiplied by the number of its students placed in the class.

Related Services

The operating expense for each related service provider assigned to the regional class shall be calculated (including salaries, benefits, specialized materials and equipment,



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

personnel development, travel and conference, mileage).

An average hourly rate shall be established for each type of related service based upon the prior year's actual expenditures. Each district with students enrolled in the class and provided with a related service, will be responsible for the hourly rate for each related service multiplied by the number of hours of service provided.

Individual Services

Each LEA of residence will be responsible for the full cost of services to an individual student, as outlined in the IEP. The decision to add a one-to-one instructional assistant to a student's IEP will only be made following the SELPA-approved process for determining need and with participation of a special education administrator/designee from the student's LEA of residence.

Using the three methods identified above, the LEA of operation will invoice each LEA of residence on a ☐ monthly, ☒ quarterly, or ☐ semi-annual basis. The LEA of operations shall provide the LEA of residence with the projected excess cost billback in the Individual Service Agreement for each student. Two times per year, the amount per student will be adjusted to reflect student exits and entries, changes in services required by the IEP, and actual expenditures for special classes and individual services. Adjustments to the billback charge for any of these reasons shall be pro-rated based on a daily per student rate. Final adjustments required following the last regular invoice of the school year must be submitted prior to September 30 of the subsequent year. Backup for adjusted costs will include relevant IEP pages or entry and exit dates. The LEA of residence shall remit payment to the LEA of operation within 30 days.

10. Hold Harmless and Indemnification

In compliance with the provisions of Section 895.4 of the Government Code of the State of California, each party hereto agrees to indemnify and hold the other party harmless from any and all liability, claims, loss, damages, judgments, penalties, costs, or expenses (including, without limitations, attorney's fees and court costs which are imposed upon or incurred by, or asserted against the Operating District) to persons or property arising out of, or resulting from, negligence acts or omissions of the indemnifying party.

11. Insurance

The LEA of operation shall maintain a program of liability, property damage, worker's compensation and auto insurance in amounts adequate to protect the LEAs of residence as their interests may appear.

12. Dispute Resolution



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

For disputes between the parties related to this Agreement, said dispute shall be resolved by using the following dispute resolution process, also provided in the *Monterey County SELPA Procedural Handbook*:

If an LEA disagrees with a decision or practice of another LEA or the SELPA Office, that LEA has a responsibility to discuss and attempt resolution of the disagreement with the party or parties directly involved. The parties involved will present the issues to their respective superintendents, or designees, who will attempt to resolve the matter. Either party may request the direct assistance of the SELPA Executive Director, or his/her designee. In the event the issue has not been resolved, either party may request review by the Superintendent's Executive Committee. If either party disagrees with the recommendation of the SELPA Executive Committee, either party may request that the issue be placed on the SELPA Governance Council agenda for a decision.

In the event the initiating or other affected agencies disagree with a decision of the Governing Council, the dispute will be resolved through the following alternative dispute resolution procedure.

1. The dissatisfied party shall issue a written request for formal dispute resolution as described herein. The written request shall include a description of the concerns to be addressed, with sufficient specificity as to permit the receiving party to clearly comprehend the disagreement and to formulate a response to the disagreement. The written request shall be submitted to the SELPA Executive Director.
2. Within 5 days of receipt of the request, the SELPA Executive Director will request that a mediator be appointed. Mediation shall be offered through a neutral individual or agency as determined appropriate by the Monterey County SELPA Executive Director and acceptable to all parties. The SELPA shall be considered a participating party. Costs for mediation shall be assessed equally between all participating parties.
3. If the parties are unable to resolve their disagreement through mediation, the parties will request binding arbitration. Request for appointment of an arbitrator shall be made within 15 days following conclusion of the mediation process.

Arbitration shall be provided through neutral staff from American Arbitration Association (AAA) or another neutral agency as determined appropriate by the SELPA Executive Director and acceptable to all parties. The SELPA shall be considered a participating party. The decision of the arbitrator shall be final and binding upon all parties. The arbitration costs shall be assessed equally between all participating parties.

13. Severability/Waiver



Monterey County Special Education Local Plan Area

Regional Collaboration for Student Success

- a. If any provision of this Agreement is determined to be illegal, unenforceable, or invalid, such provision shall in no way affect the validity of any other provision in this Agreement.
- b. No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by an agent authorized by each party's governing board as set forth below.

Executed this 1 day of July, 2014

M.P.U.S.D.
LEA OF OPERATION

S. Mo. Co. Unified School District
LEA OF RESIDENCE

By:

By:

Dr. Daniel "PK" Diffenbaugh
Typed or Printed Name

Typed or Printed Name

[Signature]
Signature

Signature

Superintendent
Title

Title

Date

Date

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: Approval of Contract Agreement with Interquest
Detection Canines of Central Valley

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- | | |
|--------------|---|
| _____ | Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures |
| <u> X </u> | Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety |
| _____ | Develop/Sustain Fiscal Crisis Long-Term Solution |
| _____ | Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings |
| <u> X </u> | Ensure that Facilities are Safe for Staff and Students |
| _____ | Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations |

Summary:

The District wishes to utilize the services of Interquest Detection Canines of Central Valley for substance awareness and detection services. This is a one year agreement and involves the King City Union School District who we will be billing for their portion of the services received (33%).

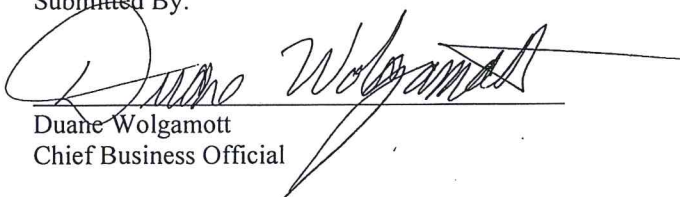
Recommendation:

The District is requesting that the State Administrator approve the contract with Interquest Detection Canines of Central Valley for the 2014-15 School Year.


Fiscal Impact:

The funding will be coming from School Safety and Violence Protection Fund, not to exceed \$4,000.

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Interquest Detection Canines®
Of Central Valley
King City Union School District
South Monterey County Joint Union HSD
(the Districts)

This shall serve as an agreement by and between Interquest Detection Canines® of Central Valley and the DISTRICTS for substance awareness and detection services for the period of September 2014 through June 2015.

It is understood that the DISTRICTS have established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT'S administration with INTERQUEST acting as an agent of the DISTRICTS while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICTS.

INTERQUEST policy precludes the use of detection canines to "sniff" individuals under any circumstances.

INTERQUEST agrees to provide 12 FULL day visits for the contract period. The DISTRICTS may increase the total number of visits by notifying INTERQUEST in writing. Each visit will be \$500.00/visit. Multiple canine teams will be charged on a per team basis. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICTS agree to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICTS as appropriate for visits. The DISTRICTS will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. Service will NOT be scheduled until the calendar is received.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and regional regulatory agencies as required. Detection canines are certified as reliable by the Drug Beat or equivalent independent agency. All employees are registered with the Department of Justice in accordance with California Education Code requirements.

The DISTRICTS agree to hold harmless INTERQUEST, its Director and employees from and against any and all claims, demands, actions and suits, including but not limited to, any liability for damages by reason of or arising from contraband remaining undetected.

INTERQUEST DETECTION CANINES®
Of Central Valley

Signatures for the Districts:

Debra DeShon
Owner

Date: _____

Please return one (1) copy of this Agreement and your District calendar to:
PO Box 238
Denair, CA 95316

Retain the other copy for school files.

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: Approval of Contract Agreement with MCOE for Internet Access Service **MEETING:** October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The District wishes to continue to obtain internet access from the Monterey County Office of Education (MCOE) for the 2014-15 school year. This is an annual contract we do with MCOE for this service.

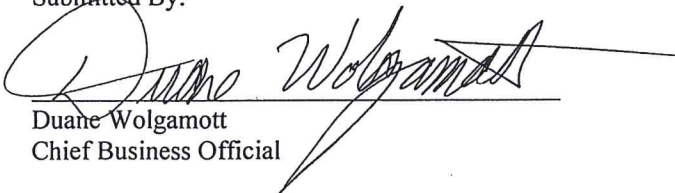
Recommendation:

The District is requesting that the State Administrator approve the contract with the Monterey County Office of Education for Internet Access Service.

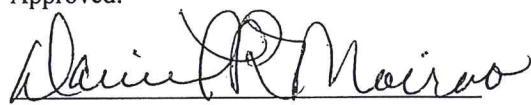
Fiscal Impact:

\$7,500 annually

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator



Monterey County Office of Education

Dr. Nancy Kotowski
County Superintendent of Schools

MEMORANDUM OF UNDERSTANDING

Between South Monterey County Joint Union High School District and the Monterey County Office of Education Regarding Internet Access Service

This Memorandum of Understanding establishes an AGREEMENT between the South Monterey County Joint Union High School District, hereafter referred to as AGENCY, and the Monterey County Office of Education (MCOE) to provide for services as defined in this agreement.

In order to meet the requirements of this agreement, the MCOE and AGENCY agree to the following:

1.0 PURPOSE

This Agreement between AGENCY and MCOE exists to provide AGENCY with Internet Access service including related ancillary bundled services.

2.0 EFFECTIVE DATE AND TERM

This agreement is effective from July 1, 2014 through June 30, 2015 at which time it will expire unless extended under mutual agreement. The AGREEMENT is also subject Section 7.0 Termination.

3.0 DEFINITIONS

Internet Access – is a serviced that provides basic conduit access to the Internet and Internet-based services.

4.0 SERVICES

The primary service provided under this AGREEMENT is Internet access. The following sections describe the complimentary services that are provided as part of this primary service and detail how additional services may be requested and added under this AGREEMENT.

4.1 Services Performed

MCOE agrees to provide AGENCY the following services in satisfaction of the purpose of this AGREEMENT as outlined in Section 1.0 Purpose.

4.1.1 Internet access at speeds of 100Mbps.

4.1.2 Outside Incident Coordination – MCOE shall assist clients with provider related outages. When an outage or connection degradation occurs on a provider circuit from Client to MCOE, the latter shall trace the cause,

notify provider and Client, and work with both parties to resolve the issue.

- 4.1.3** All bundled services are clearly delineated and subject to the provisions as described in the Internet Access Service Level Agreement. Bundled services include the following:

- 4.1.3.1** Traffic Shaping
- 4.1.3.2** Managed Monitoring
- 4.1.3.3** Traffic Analysis
- 4.1.3.4** Outside Incident Coordination
- 4.1.3.5** K12HSN Access
- 4.1.3.6** Circuit Coordination
- 4.1.3.7** Content Filtering
- 4.1.3.8** Spam Filtering
- 4.1.3.9** Intruder Protection System (IPS)
- 4.1.3.10** Firewall
- 4.1.3.11** Service Desk

- 4.1.4** Router maintenance is available as an additional service. For more information please refer to the *Internet Access SLA*.

4.2 Additional Services

In the event AGENCY requires services from MCOE in addition to those set forth in this Agreement, AGENCY shall compensate MCOE for costs incurred by those additional services. If AGENCY believes that additional services are necessary or desirable, they shall submit a written description of the additional services to MCOE, along with the reasons the additional services are required or reasonable. Such services shall be performed only after both Parties agree in writing to proceed with the additional services.

- 4.2.1** Fees for any miscellaneous services contracted beyond the scope of this agreement will be charged at the rate of \$90.00 per hour, paid by AGENCY within 30 days after receipt of an invoice. If not paid as agreed, any amounts due will be made via funds transfer, initiated by MCOE, from the AGENCY to MCOE.

5.0 RESPONSIBILITIES

5.1 Connectivity Between Agency and MCOE:

Use of the Internet services included in this agreement requires a digital transmission service between AGENCY and MCOE's Data Center. That connection and its associated costs are not included in this agreement. It can be provided by any service provider AGENCY wishes to use for that service.

If AGENCY participates in shared network services contracted on their behalf by MCOE, those services are covered under other agreements and will be treated separately and independently from the Internet service to be provided under this agreement, even if used to carry Internet traffic between AGENCY and MCOE's data center.

MCOE Internet Access Agreement

It is MCOE's intent to provide Internet service at the same service level and price, regardless of AGENCY's choice of service provider for digital transmission services.

5.2 All other responsibilities under this AGREEMENT are governed by the Internet Access Service Level Agreement.

6.0 ACCEPTABLE USE

6.1 MCOE shall abide by the following to ensure an acceptable network environment:

- 6.1.1 MCOE shall provide Network monitoring for the purpose of notification of connection failure and bandwidth utilization threshold. For more detailed information regarding monitoring services see the *Internet Access Service Level Agreement (SLA)*.
- 6.1.2 MCOE shall reserve the right to review and monitor AGENCY's Network connection in order to determine whether specific uses of the Network are inappropriate.
- 6.1.3 MCOE shall monitor activities of AGENCY's Network connection during the course of performing normal system and Network maintenance and/or while investigating alleged violations.

6.2 AGENCY shall adhere to the following provisions regarding acceptable use:

- 6.2.1 AGENCY shall ensure that all personnel and students understand the proper use of the Internet and applicable copyright laws.
- 6.2.2 AGENCY shall ensure that all personnel and students abide by the policies and regulations as outlined in AGENCY's Acceptable Use Policy (AUP). In the event AGENCY does not provide an AUP, AGENCY personnel and students shall abide by the AUP provided by MCOE.
- 6.2.3 AGENCY shall use the MCOE network at its own risk and develop and implement policies and procedures to prevent illegal, libelous, or inappropriate use of MCOE's network services.
- 6.2.4 AGENCY shall have the sole responsibility for the accuracy, quality, integrity, reliability, and appropriateness of its Network which includes internal operation to include technical support, router or core switch maintenance.
- 6.2.5 AGENCY shall be responsible for setting policies for filtering of inappropriate sites on its Network for its users.
- 6.2.6 AGENCY shall use reasonable efforts to prevent unauthorized access to, or use of, the Network.

7.0 TERMINATION

There shall be no termination of this AGREEMENT for any reason other than non-performance. In the event AGENCY seeks termination, MCOE may, at its discretion, impose penalties equal to the pro-rated remaining amount due per the AGREEMENT.

7.1 In the event that the MCOE fails to perform on a material term of this AGREEMENT, AGENCY has the right to terminate the AGREEMENT upon thirty (30) days written notice.

7.2 In the event that AGENCY fails to perform on a material term of this AGREEMENT, then the MCOE shall have the right to terminate the AGREEMENT upon thirty (30) days written notice.

8.0 PAYMENT

In consideration of the Services set forth in Section 4.0 of this AGREEMENT to be performed by MCOE, AGENCY agrees to pay an annual service fee. The annual cost for AGENCY is based upon a charge of \$7,500 for 100Mbps bandwidth which equates to a monthly cost of \$625.00. Payment shall be made via funds transfer, initiated by MCOE, from AGENCY to MCOE.

Please note that the annual service fee described in this section is NOT eligible for E-Rate discounts or CTF Funding for the 2014-2015 Funding Year on AGENCY applications.

9.0 INDEMNIFICATION

Both parties agree to indemnify, defend, and hold harmless, the officers, agents and employees of the other party against any claim, liability, loss, injury or damage imposed arising out of the performance of responsibilities for this Agreement, except for liability resulting from the negligent or willful misconduct of either party, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless either party under this Agreement, both parties shall reimburse the non-negligent party for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. Both parties shall seek the approval of any settlement that could adversely affect the other party, its officers, agents or employees.

10.0 ARBITRATION

10.1 The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed thirty (30) days. If the dispute remains, it shall be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.

10.1.1 The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.

10.1.2 The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.

10.1.3 The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections 9.1.1 and 9.1.2 of this paragraph.

11.0 NON-DISCRIMINATION

MCOE and AGENCY agree that they will not engage in unlawful discrimination of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons. All nondiscrimination rules and regulations required by law to be included in this AGREEMENT are incorporated by this reference.

12.0 GOVERNING LAW

The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California, with venue in Monterey County, California and no other place.

13.0 COMPLIANCE WITH LAWS

The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this AGREEMENT.

14.0 ASSIGNMENT

Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this AGREEMENT. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.

15.0 NOTICE

All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: i) Personal service, or ii) U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given

MCOE Internet Access Agreement

when received if personally served or, if mailed, on the third (3rd) day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. As of the date of this AGREEMENT the addresses of the parties are as follows:

South Monterey County JUHSD	MONTEREY COE
800 Braodway St	901 Blanco Circle
King City, CA 93930	Salinas, CA 93901
Attn: Cristina Jimenez	Attn: Adam Gavalla
Phone: (831) 385-0606	Phone: (831) 784-4164

16.0 SEVERABILITY

If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect and shall not be affected, impaired or invalidated in any way.

17.0 AMENDMENT

This AGREEMENT may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct or waiver.

18.0 WAIVER OF DEFAULT

No delay or failure to require performance of any provision of this AGREEMENT shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.

19.0 CONFLICT OF INTEREST

The AGENCY represents that it presently has no interest, which would conflict in any manner or degree with the performance of Services contemplated by this AGREEMENT.

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed.

SOUTH MONTEREY COUNTY JOINT
UNION HIGH SCHOOL DISTRICT

MONTEREY COUNTY OFFICE
OF EDUCATION

BY: _____
Authorized Signature

BY: _____
Authorized Signature

PRINT NAME: _____

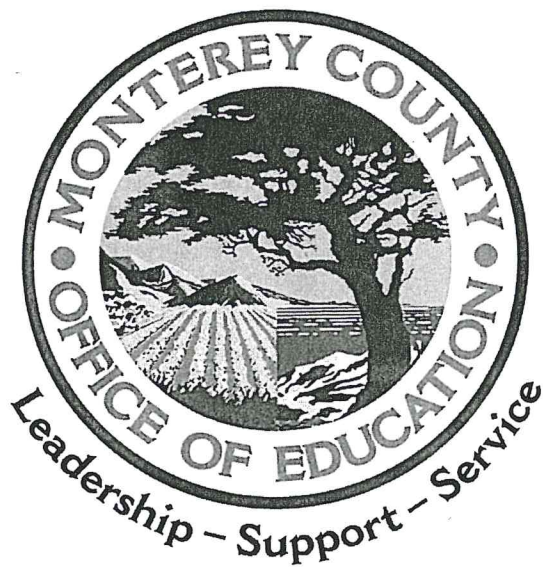
PRINT NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



*MCOE INTERNET ACCESS
SERVICE LEVEL AGREEMENT
(SLA)*

Version 1.0

ABSTRACT

This document contains the service level agreement for the Internet Access service offered by the MCOE-Technology and Information Services.



Monterey County Office of Education Technology and Information Services

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Monterey County Office of Education Technology and Information Services

Executive Summary

The Internet Access service provided by the Monterey County Office of Education's Technology and Information Services (MCOE-TIS) department is designed to ensure districts have high speed access to the Internet. To accomplish this, the following sub-services are offered to provide a complete solution:

- High-speed Internet Access at 100Mbps
- Access to K12HSN
- Content filtering
- Intruder Protection System (IPS) Service
- Circuit Coordination
- Firewall
- Service Desk

The Client is expected to facilitate the successful completion of this SLA by, among other things, responding to correspondence promptly, making themselves available to technicians when necessary, providing access to on-premises, provider-owned equipment, and ensuring users act responsibly and appropriately.

Performance of this agreement will be based upon three key performance indicators (KPI's). The specific indicators and their minimum performance levels (where applicable) are as follows:

- Internet Access Availability: 99% to 99.9%
- Mean time to resolve incidents (per priority)
- Client satisfaction: satisfied to very satisfied

Failure to perform at the minimum performance level for % of SLA achieved during any serviceable month shall result in a service credit that shall not exceed 15% of the total monthly fee. Service fees shall be incurred on a monthly basis but invoiced annually. The fees for 100Mbps service are as follows:

- Monthly service fee: \$625.00
- Annual total fee: \$7,500.00

The MCOE Service Desk will be responsible for service management which shall include incident management and service requests. Support hours are as follows:

- 7:30 AM to 5:00 PM, Monday-Friday
- Online Service Desk portal: 24/7, Seven days per week



Monterey County Office of Education Technology and Information Services

Service Level Agreement Between and Technology Information Services (MCOE)

1.0 Service Name

This Service Level Agreement (SLA) is meant to address the *Internet Access service* provided by MCOE.

2.0 SLA and Document Owners and Approvals

, hereafter referred to as the “Client,” and Monterey County Office of Education (MCOE) are considered the owners of this SLA. The individuals listed below are the primary stakeholders of this service level agreement and are thus responsible for the following:

- Ensuring that their teams perform an internal review prior to accepting the agreement;
- Providing final approval for the agreement as evidenced by their signature below; and,
- Participating in, and ultimately approving, any future changes to the agreement.

Organization	Representative	Approval Signature	Date
Client			
MCOE	Adam Gavalla		

3.0 Key Contacts

Organization	Role	Representative	Contact Information
Client	Administrative Contact		
Client	Technical Contact		
MCOE	Administrative Contact	Natalie Hatley	(831) 784-4247 nhatley@monterey.k12.ca.us
MCOE	Service Contact	Adam Gavalla	(831) 784-4264 agavalla@monterey.k12.ca.us

4.0 Description of Service

The Internet Access Service provides a set of related services designed to provide a safe, reliable, and extendable environment for high speed access to the Internet. The service includes Service Desk, high speed Internet and K12HSN access, circuit coordination,



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content filtering, Intruder Protection Service (IPS), traffic analysis, optional router maintenance, and perimeter security via firewall.

4.1 Included Services

Services included in this SLA are as follows:

4.1.1 High Speed Internet Access

MCOE offers high speed Internet access at speeds of 100Mbps on Client supplied circuits. Various sub-services are involved in the delivery of high speed Internet access by MCOE, including:

4.1.1.1 Traffic Shaping – available over the MCOE collector system to allow clients to allocate bandwidth to specified traffic types. This is provided over the private connection to MCOE and provides a very secure, highly customizable connection to the County Office. This is an optional service that requires consultation with Client for both initial setup and ongoing configuration updates.

4.1.1.2 Managed Monitoring – Internet services shall be monitored by MCOE to ensure the connection to the client site and the devices at MCOE operate appropriately. Circuit monitoring shall alert MCOE technical staff in the event of circuit over-utilization or failure and allow staff to respond to all issues in a timely and effective manner. MCOE utilizes SolarWinds Network Performance Monitor to provide monitoring.

4.1.1.3 Traffic Analysis – MCOE employs SolarWinds Netflow Traffic Analyzer for the purpose of analyzing traffic patterns for users, applications and protocols. This is an optional service that requires consultation with Client for both initial setup and ongoing configuration updates.

4.1.1.4 Outside Incident Coordination – MCOE shall assist clients with provider related outages. When an outage or connection degradation occurs on a provider circuit from Client to MCOE, the latter shall trace the cause, notify provider and Client, and work with both parties to resolve the issue.

4.1.2 K12HSN Access

Access to K12HSN which provides access to content, services and performance otherwise not available. Among the benefits of accessing K12HSN are:



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- 4.1.2.1 Backbone services provided by the Corporation for Education Networking Initiatives in California (CENIC);
- 4.1.2.2 Videoconferencing services including scheduling, multipoint bridging, recording, and streaming;
- 4.1.2.3 Access to various free resources to improve teaching and learning.

4.1.3 Circuit Coordination

MCOE offers clients the option to either procure their own carrier circuits for ISP service or participate in the CSME Consortium. In either case, MCOE shall coordinate circuit activities with the telecommunications vendor.

4.1.4 Content Filtering

MCOE shall offer content filtering as a bundled, no cost, service utilizing Palo Alto Networks (PAN) URL filtering capability using a flexible, policy-based mechanism to ensure CIPA compliance by protecting students from improper content. In addition, the PAN content filtering solution enforces the Google, Bing, and Yahoo SafeSearch function.

4.1.5 Spam Filtering

MCOE employs Cisco IronPort for spam filtering. Cisco's anti-spam approach uses the Cisco Content Adaptive Scanning Engine (CASE) to review sender reputation, examine the complete context of a message (not just the content). Filter the URL within a message body which filters more accurately than traditional spam screening techniques.

4.1.6 Intruder Protection System (IPS) Service

Unwanted applications and content can be blocked while approved applications and content can be scanned for vulnerability exploits. The IPS functionality also protects against buffer overflows, DoS attacks and port scans. In addition, invalid or malformed packets can be blocked. IPS will also perform IP defragmentation and TCP reassembly, and protect from various evasion and obfuscation methods. This is an optional service that requires consultation with Client for both initial setup and ongoing configuration updates.

4.1.7 Firewall

MCOE shall provide setup and ongoing access policy management for an application level firewall that performs threat prevention, and decryption to provide deep packet inspection, thereby



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providing the best in perimeter security. MCOE utilizes Palo Alto Networks appliances in a redundant, high-availability pair. Decryption is an optional service that requires consultation with Client before initial setup.

4.1.8 Service Desk

4.1.8.1 MCOE shall provide an online service portal at <https://whd.montereycoe.org> where Client can place service requests, report incidents, and communicate with a technician.

4.1.8.2 Phone support shall be available by calling the Service Desk for urgent assistance and when immediate human intervention is required.

4.2 Services Not Included

Services that are not included in this service level agreement but may be available under a separate agreement are as follows:

4.2.1 Email

4.2.2 Backup Services

4.2.3 Hosting Services

4.2.4 Router Maintenance

5.0 Responsibilities

5.1 MCOE Responsibilities

5.1.1 Internet Access

5.1.1.1 MCOE shall ensure that access to the Internet is available 24/7/365 except for scheduled and emergency maintenance activities. In the event access is Carrier related, MCOE shall act on Client's behalf to ensure that measures are taken to restore connectivity as quickly as possible.

5.1.1.2 MCOE shall ensure access to K12HSN and related services for Client.

5.1.1.3 MCOE shall, upon Client request, provide Traffic Shaping support and guidance and maintain system supporting the allocation of bandwidth by Client.

5.1.1.4 MCOE shall monitor and manage connections and circuits to ensure optimal Internet performance.

5.1.1.5 MCOE shall, upon Client request, provide traffic analysis



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to assist Client in managing Internet-bound traffic on their network.

5.1.1.6 MCOE shall coordinate activities when working with providers on Carrier-related issues with connectivity.

5.1.1.7 MCOE shall provide monthly usage and connection statistics to assist Client with managing their network.

5.1.2 Content Filtering

5.1.2.1 MCOE shall, upon Client request, ensure content filtering functions appropriately for Client and configuration is accessible per identified availability parameters.

5.1.2.2 MCOE shall address configuration requests submitted by Client in a timely manner.

5.1.3 Spam Filtering

5.1.3.1 MCOE shall, upon Client request, provide spam filtering services using Cisco IronPort.

5.1.4 Firewall

5.1.4.1 MCOE shall, upon Client request, ensure that the Firewall appliance is accessible and functioning appropriately within identified availability parameters.

5.1.4.2 MCOE shall work with Client to optimize functionality to meet needs and address particular traffic patterns.

5.1.5 Intruder Protection System (IPS) Service

5.1.5.1 MCOE shall, upon Client request, provide Intruder Protection Service to prevent unwanted applications and content.

5.1.5.2 In support of 5.1.5.1 above, MCOE shall perform initial setup and ongoing configuration updates in consultation with Client.

5.1.6 Equipment Maintenance

5.1.6.1 MCOE shall work with vendors for appropriate solutions that are not immediately serviceable by MCOE technicians due to hardware failure.

5.1.7 Online Support

5.1.7.1 MCOE shall provide an online service portal at <https://whd.montereycoe.org> where Client can place service requests, report incidents, and communicate with technicians.

5.1.7.2 MCOE shall provide access to the aforementioned online



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service portal from the County Office website.

5.1.8 Phone Support

5.1.8.1 MCOE shall provide phone support from 7:30AM to 5:00PM, Monday through Friday, excluding Holidays.

5.1.9 Service Requests

5.1.9.1 MCOE shall notify Client of expected completion dates via the service request ticket.

5.1.9.2 MCOE shall communicate with Client via the “Notes” section for each service request ticket.

5.1.10 Service Level Reporting

5.1.10.1 MCOE shall provide Client with a monthly report containing performance scores based upon the following key performance indicators. Each metric will be presented for both the current period and cumulatively over the term of the agreement (see *Section 9 Key Performance Indicators* of this agreement for more detail regarding key performance indicators):

5.1.10.2 Internet access availability

5.1.10.3 Mean time to resolve (MTTR) incidents per priority

5.1.10.4 Customer Satisfaction

5.1.10.5 MCOE shall make improvements and/or corrections where service levels do not meet the agreed upon minimum levels in this agreement. Minimum levels are defined in *Section 9 Key Performance Indicators* of this agreement.

5.1.11 Service Delivery

5.1.11.1 MCOE shall make every effort to ensure that incidents and service requests are resolved within the parameters set forth in this SLA. Incidents will take priority over service requests in the event of limited resources and/or time constraints.

5.1.11.2 MCOE shall make every effort to resolve incidents without Client interaction and will notify Client if their assistance/availability is required.

5.2 Client Responsibilities

5.2.1 Internet Access

5.2.1.1 Client shall be responsible for the integrity of its own network.



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- 5.2.1.2 Client shall be held responsible for security breaches that originate within Client's network.
- 5.2.1.3 Client shall be solely responsible for their usage of the MCOE network, K12HSN and the Internet and any statement made by the Client's users on said networks.
- 5.2.1.4 Client shall be responsible for ensuring that the service is not used in any manner that illegal, libelous or inappropriate for K-12 educational purposes.
- 5.2.1.5 Client shall provide credentials to MCOE staff for the Client edge-router in order to facilitate monitoring and related services.

5.2.2 Transport

- 5.2.2.1 Client shall be responsible for providing transport, connection and routing to MCOE.

5.2.3 Content Filtering

- 5.2.3.1 Client shall provide the subnets that need to be filtered and notify MCOE of changes when configuration is managed by MCOE.
- 5.2.3.2 Client shall provide MCOE guidance of what categories need to be filtered.

5.2.4 Firewall

- 5.2.4.1 Client shall be available for consultation as needed for standard and optional features and provide MCOE technicians with assistance when required.
- 5.2.4.2 Client shall provide access to router/firewall to MCOE for the provision of service.

5.2.5 Support and General Responsibilities

- 5.2.5.1 Client shall provide technicians with access to equipment, including physical presence and any credential information required to ensure ticket fulfillment.
- 5.2.5.2 Client shall be responsible for informing MCOE promptly of any changes in the Key Contacts shown in *Section 3.0* of this SLA.
- 5.2.5.3 Client shall utilize the online Service Desk portal at <https://whd.montereycoe.org> for incident reporting and service requests unless (1) the online portal is unavailable, or (2) urgency or the need for immediate assistance is required.



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6.0 Assignment of Staff

The assignment of MCOE staff in accordance with the responsibilities detailed in *Section 5.1 MCOE Responsibilities* of this SLA will be at the sole discretion of MCOE management. All MCOE staff assigned to work in service of this SLA shall hold all Client information as confidential and will adhere to the provisions of *TIS-AD109 Staff Confidentiality*.

7.0 Service Management

Service management refers to the process of ensuring quality services are delivered and governed by this SLA. The areas covered under the process of service management in this SLA are the identification of specific service types, windows of access for obtaining services, service availability parameters and any exclusions that may affect service availability. The following chart and subsequent texts highlights this process under this SLA.

Service Type	Access Window			Service Availability	Availability Level Exclusion
	Days	Hours	Time		
Internet Access	7	24	24/7	99.9%	Regular Maintenance Emergency Maintenance
Content Filtering	7	24	24/7	99.9%	Regular Maintenance Emergency Maintenance
Firewall	7	24	24/7	99.9%	Regular Maintenance Emergency Maintenance
Phone Support	5	9	7:30 AM to 5:00 PM	Subject to technician availability	Inoperable Phone System
Online Service Desk Portal	7	24	24/7	99% 24/7	System Maintenance

7.1 Service Type

Service Type refers to one or more service components that are grouped based upon the type of service and/or the method of delivery. For purposes of this SLA



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there are five service types. Internet access refers to the availability of Client accessing said networks. Content filtering is provided to ensure CIPA compliance and the Firewall service provides perimeter security when Client does not have such security. Phone support consists of service desk support during normal operating hours. Online Service Desk Portal refers to the online service desk function which provides the ability to submit service requests, report incidents, and a self-service knowledgebase.

7.2 Access Window

The Support Window is the timeframe in which normal support is provided for applications assigned to a given Service Level. During the Support Window, incidents are handled in strict accordance with the Incident Severity and Escalation procedures. Outside of the Support Window, incidents will still receive support, but Response and Resolution times may be adjusted depending on the situation and severity. MCOE will not be committed to response outside the Support Window and will decide on escalated response at its discretion. Any exceptions to these hours must be negotiated with MCOE.

7.3 Service Availability

Service Availability Level refers to the guaranteed uptime for applications and services. This service is dependent upon two unique factors: the availability of other systems and specific reporting periods. Monthly availability statistics, along with outage information, will be included in the monthly service reports.

7.4 Availability Exclusions

Exclusions to the calculation of Service Availability are indicated in the Service Management table above. Client triggered outages and those caused by factors outside of MCOE's reasonable control are also excluded from the MCOE Service Availability calculation.

8.0 Support Process

The MCOE Service Desk is staffed between the hours of 7:30 AM and 5:00 PM to provide support for the services under this agreement. All incidents and service requests under this agreement must be initiated through the Service Desk. This process ensures that the Client's request is documented and accounted for and that technicians can effectively manage their workflow and communicate with Client. One distinction that technicians will make is whether or not the ticket submitted is a service request or an incident.

Service requests occur regularly in the normal course of operation, are typically not the result of an error or operational failure and may include (but not limited to) requesting a targeted training session, technology purchase assistance, and new device setup. Incidents are the result of the software not working as designed. For example, if a device is not operating correctly, a device is not capable of accessing a wireless network, or an



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application is not behaving correctly on a device, an incident has occurred. Typically incidents will be assigned a greater priority than service requests although various factors determine priority for any ticket submitted. From a user ticket submission point-of-view there is no difference in the manner in which a service request and an incident are submitted.

8.1 Creating Tickets for Service Requests and Incidents

Client shall enter tickets for service requests and incidents by following the procedures outlined in *TIS-SS106 Client Service Access Policy and Procedure*.

8.2 Incident Management and Escalation Notification

Incident management is provided for all MCOE services covered under this agreement. Incident management will respond to any service disruptions or system malfunctions which impact service availability or lead to performance degradation.

Incident Management and Escalation Routing is the process in which Client and the MCOE Service Desk registers the incident. The Service Desk will attempt to solve the issue in real-time, and if unsuccessful assign a priority level to the incident. Resolution and Escalation timeframes will then be determined based on the assigned level of priority. Incident management including any associated escalations are handled in accordance with the policy and procedures stated in *TIS-SS103 – Ticketing*.

The following Priority Decision Matrix is utilized by MCOE to determine the priority of an incident or service request. The matrix uses two factors, impact and urgency to arrive at an acceptable priority level. Impact looks at the number of personnel that are affected and/or the severity of the issue with respect to the affected service. Urgency looks at how the user is affected by the issue.

Priority Decision Matrix			Urgency			
			Low	Medium	High	Critical
			Issue can be worked around with minimal effort.	Issue prevents the user from performing a portion of their duties. Work around is complex.	Issue prevents the user from performing important functions. No Work around available	Issue prevents users from performing any work. No work around available
Impact	Low	<ul style="list-style-type: none"> One or two personnel affected A Service is impaired but functional 	4 - Low	3 - Medium	2 - High	2 - High
	Medium	<ul style="list-style-type: none"> Multiple personnel in one location A service is moderately degraded but functional. 	4 - Low	3 - Medium	2 - High	1 - Urgent
	High	<ul style="list-style-type: none"> All personnel affected A Service is significantly impaired 	3 - Medium	2 - High	1 - Urgent	1 - Urgent

There are five levels of priority: Urgent, High, Medium, Low, and Scheduled. Each level of priority has unique response and resolution times, definitions,



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impact, and business risk. The Scheduled priority is not determined by the priority matrix but rather is driven by a specific due date. Each priority and its associated response and resolutions times are presented in the table below:

Priority	Description	Response Time	Resolution Time
Urgent	Any Ticket of impact and urgency sufficient to require fulfillment within four (4) hours. During business hrs. 7:30am – 5:00pm, Mon – Fri	1 hour	4 hours
High	Any Ticket of impact and urgency sufficient to require fulfillment within eight (8) hours. During business hrs. 7:30am – 5:00pm, Mon – Fri.	2 hours	8 hours
Medium	Any Ticket of impact and urgency sufficient to require fulfillment within five (5) days.	1 day	5 days
Low	Any Ticket of impact and urgency that is not of any immediacy.	1 week	Indefinite
Scheduled	Any service request that has a specific date scheduled for resolution. The Scheduled Date differs from Due Date. There are no Due Dates for tickets assigned to Scheduled Priority.	1 week unless the Scheduled Date requires faster response	Scheduled Date

8.3 Incident Management – Status Update

MCOE will provide incident management status updates to Client via email through the use of Notes in the ticketing system. These notifications will be sent to the Service Requestor when incident management efforts are underway.

8.4 Incident Resolution Turnaround Time

MCOE cannot guarantee a recovery window for incident resolution due to the unlimited variations of incidents and complexities associated with them. Resolution times will be tracked and reported based on the mean time to repair.



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MCOE will ensure that incident events receive:

- Dispatch of technical support based on severity level
- Ongoing troubleshooting efforts until incident resolution
- Escalations, both technical and hierarchical, as stipulated
- Follow up post-mortem - discovery and suggested preventative measures where applicable
- Reporting will be provided via the Service Desk system.

9.0 Key Performance Indicators

Key Performance Indicators (KPI's) are metrics that measure performance in relation to specific goals and objectives based upon the established support timeframes set forth in *Section 8 – Support Process* above. In this instance, KPI's will be utilized to measure MCOE performance in relation to this agreement.

The table below lists the names of each KPI that will be utilized for this purpose, a brief description, the assessment method, their minimum accepted levels per this agreement, targeted levels that serve as goals for MCOE performance, and the frequency of measurement.

Name	How it's Measured	Minimum Levels	Target Levels	Frequency
Internet Availability	$((\text{Uptime} + \text{Scheduled Maintenance}) / (\text{Unscheduled Downtime} + \text{Uptime} + \text{Scheduled Maintenance})) * 100\%$	99%	99.9%	Monthly/ Cumulatively
<i>Description: a metric that measures the availability of the production system during normal operating hours.</i>				
Mean time to resolve incidents (MTTR) per Priority	MTTR = (Sum of time between incident start and resolution)/Total number of incidents NOTE: A calculation for each priority level is required.	Urgent = 4 hrs. High = 8 hrs. Med = 5 days Low = N/A	Urgent = 2 hrs. High = 6 hrs. Med = 3 days Low = N/A	Monthly & Cumulatively
<i>Description: Measures the time it takes to resolve an issue and restore normal operations following an incident.</i>				
Client satisfaction	Survey instrument utilizing 5 point Likert Scale	Avg. of 4 out of 5	Avg. of 5 out of 5	Quarterly
<i>Description: Subjective measure of client satisfaction based upon a survey instrument.</i>				



Monterey County Office of Education Technology and Information Services

9.1 Remedies for Service Failure

This SLA provides for a remedy to Client in the event that MCOE fails to meet the published standards for service found in the previous section. If any key performance indicator falls below the minimum level stated for a given reporting period a Failure event is said to have happened. Failure rates are determined by the summation of all out of compliance tickets divided by the total number of tickets for the period in question. This result is then converted into a percentage and applied to the table below.

If a Failure event occurs the Client is entitled to a credit based on the credit schedule below:

Name	Minimum Level	Failure Rate <= 10% of Minimum	Failure Rate > 10% of Minimum
Internet Availability	99%	1% credit for every 2% variance	2% credit for every 2% variance over 10%
Mean time to resolve incidents (MTTR) per Priority	Urgent = 4 hrs. High = 8 hrs. Med = 5 days Low = N/A	1% credit for every 2% variance	2% credit for every 2% variance over 10%

NOTE: Credits for failure are determined for the metric above on a monthly basis. The sum of each monthly credit per metric shall be known as the accumulated monthly credit. The maximum credit to be realized by Client in any given month shall not exceed 15% of the monthly fee regardless of the amount of the accumulated monthly credit.

10.0 Maintenance

For purposes of this agreement maintenance applies to software patches/upgrades/reconfiguration once operational, and hardware and network maintenance activities. Such maintenance will be performed outside of normal business hours, between 7:00PM and 7:00AM, Monday through Friday, except when the maintenance is deemed to be an emergency. For normal maintenance, a minimum of three (3) business day advanced notification will be provided to ensure that Client is aware of the maintenance activity and can plan accordingly. Furthermore, all regularly scheduled maintenance will be scheduled in advance and published in a forward schedule of events. Notifications will be sent for planned and unplanned activities and also posted on the Web Help Desk homepage.



Monterey County Office of Education Technology and Information Services

10.1 Regular Maintenance – Scheduled

Regular maintenance can be defined as the normal patch, upgrade, or reconfiguration work that MCOE staff must perform to maintain performance, security, and up-to-date status of software, as well as any needed hardware additions or fixes. The forward schedule of changes will list all regular maintenance activities in addition to the 3 business days advance notice that will be provided leading up to a maintenance event.

10.2 Regular Maintenance – Postponement

If either MCOE or Client determine that a scheduled maintenance may impose a negative business impact they may request that said maintenance be postponed. Such requests should be made with at least 2 business day notice by submitting a Service Request thereby allowing the other party to respond to the planned postponement. The Service Request must contain an explanation of the need and can only be submitted by persons identified in the Key Contacts. All postponement decisions are the sole discretion of MCOE.

10.3 Regular Maintenance – Exclusions

Occasionally incidents may arise that require MCOE intervention. Service interruptions may not be anticipated but there may be an immediate resolution that would preclude waiting for either a routine or scheduled maintenance window. Such interruptions differ from an emergency maintenance instance in that the resolution is known and the time to resolution is predictable. This type of event is often the result of the need to interrupt service for a given client in order to affect remedy for another. Impact though widespread is typically short in duration.

- Incidents may include: patching a system bug, database repair, or rebooting a service or server.
- Notification will be made to the client using the incident management escalation routing process.
- Anticipated time to resolution will be given with the notification.

After major upgrades there may be service interruptions due as a consequence of the upgrade. MCOE will use test systems in order to anticipate incidents with any upgrade and strive to resolve them prior to actual implementation.

10.4 Emergency Maintenance

Emergency Maintenance is work required which cannot be anticipated as part of scheduled maintenance. While resolution times cannot be predicted, a priority will be established with a resulting window for resolution dependent upon what the solution requires and resource availability.



Monterey County Office of Education Technology and Information Services

- Emergency Maintenance is not considered as break/fix but rather as a required response to potential security threats or exploits.
- The time frame to perform emergency maintenance can range from immediately to within a 24 hour time period.
- The Emergency Maintenance window depends on the incident severity, business impact and the particular systems support window.
- Notification will be made to the client's designated maintenance contact, via email. Notification by phone will be used when necessary. Emergency maintenance will be performed at the recommendation of MCOE technical support groups or the client named in this SLA.

11.0 Fee Structure

Fees under this agreement are subject to the provisions found in the corresponding Memorandum of Understanding between Client and MCOE. The annual cost for AGENCY is \$7,500 which equates to a monthly cost of \$625.00 for a 100Mbps connection.

12.0 Document Controls

12.1 Periodic Reviews

This SLA will be reviewed on an annual basis from the initial approval date. Subject to annual review, this SLA shall remain in effect until the date of termination, if one is specified. Any interested party represented in this SLA may request a review at any time prior to scheduled reviews.

The MCOE Representative is responsible for facilitating regular reviews of this document. Contents of this document may be amended as required, upon approval of the SLA and document owners. After revisions are approved, the annual review clock will reset based on the new approval date. MCOE will incorporate all subsequent revisions and obtain mutual agreements/approvals as required. This SLA will be electronically accessible by all stakeholders.

Review Period:	Annual
Previous Review Date:	6/4/2014
Next Review Date:	6/3/2015

12.2 SLA Revision History

Version	Date	Author	Change Description
Draft v.0.7	4/16/2014	B. Burchette	Initial draft for external review
Final v.1.0	5/28/2014	D. Paulson	Initial production version for execution



Monterey County Office of Education Technology and Information Services

12.3 Amendments

Amendment	Date	Description of Amendment
	Date	

Additional Resources

TIS-AD109 Staff Confidentiality
TIS-SS103 Ticketing
TIS-SS108 Client Service Access

ADDENDUM 1: SELECTION OF OPTIONAL SERVICES

This addendum is provided to South Monterey CJUHSD for the selection of optional services as detailed in the Internet Access Service Memorandum of Understanding (MOU). All services presented in this addendum are subject to the terms and conditions set forth in the aforementioned MOU.

Please initial in the appropriate space for each free service AGENCY wishes to include with the Internet Access service. For any service AGENCY does not wish to receive at this time, leave the Agency Initials column blank. For more detailed information regarding each service please refer to the Internet Access Service Level Agreement (SLA).

Free Bundled Internet Access Services

Agency Initials	Service Name	Implementation Requirements
	Traffic Shaping	1. Consultation for initial setup and ongoing configuration changes.
	Managed Monitoring	1. AGENCY shall set the SNMP public community strings and SNMP trap addresses to allow MCOE access to SNMP traffic for monitoring purposes. 2. AGENCY shall implement Access Controls to secure their SNMP server from unauthorized access.
	Traffic Analysis	1. AGENCY shall provide MCOE temporary administrative access to their edge-device to allow installation of the NetFlow monitoring service.
	Outside Incident Coordination	1. AGENCY shall notify provider that MCOE will act as a liaison to rectify provider-related outages when they occur.
	Circuit Coordination	1. AGENCY shall allow MCOE to coordinate circuit activities with the telecommunications vendor.
	Content Filtering	1. AGENCY shall provide the subnet information required for filter configuration. 2. AGENCY shall notify MCOE of any desired changes in allowed or disallowed sites or categories.
	Spam Filtering	1. Agency shall participate in consultation for initial setup and ongoing configuration updates.
	Intruder Protection System	1. Agency shall participate in consultation for initial setup and ongoing configuration updates.
	Firewall Services	1. Decryption requires consultation prior to initial setup. 2. AGENCY shall consult with MCOE if a custom rule is required to block or allow specific traffic.

Internet Access Service MOU: Addendum 1

Please initial in the appropriate space and enter the quantity of devices to be supported for each for-fee service AGENCY wishes to include with the Internet Access service. For any service AGENCY does not wish to receive at this time, leave the Agency Initials and Qty. columns blank. For more detailed information regarding each service please refer to the Internet Access Service Level Agreement (SLA).

Add-on Internet Access Services

Agency Initials	Service Name	Qty	Price	Total Cost	Implementation Requirements
	Router Maintenance		\$500/year ^{1,2,3} per device	\$ 0.00	1. Service is limited to configuration and maintenance of Cisco devices. 2. AGENCY shall provide the administrative credentials for the maintained routers to MCOE TIS staff and relinquish internal administrative access.
	Firewall Maintenance		\$750/year ^{1,3} per device	\$ 0.00	3. AGENCY shall provide remote access to maintained equipment through any impeding AGENCY devices. 4. AGENCY shall provide physical access to equipment as needed. 5. AGENCY shall provide for all hardware replacement and/or repair unless warranty services are contracted.
	Warranty Service	Cost varies by device and warranty coverage ^{2,3}		\$83.00	1. AGENCY shall designate MCOE to act on their behalf for all warranty related issues.
			Grand Total		

¹Prices for router maintenance and firewall services include application of all patches and firmware updates, where available, and six (6) incidents. Additional hours for incidents are available at a cost of \$90/hour. Contact the MCOE Service Desk if additional support hours are required.

²Router maintenance and warranty service are included with ISP services that bundle Last Mile transport. Warranty Service is for Next Business Day (NBD) coverage.

³Please refer to Addendum 2 of this MOU for a list of equipment and associated coverage included under the Warranty Service.

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: Approval of Contract Agreement with MCOE for Wide Area Network Services

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☐ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☐ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The District wishes to continue to obtain wide area network services from the Monterey County Office of Education (MCOE) for the 2014-15 school year. This is an annual contract we do with MCOE for this service.


Recommendation:

The District is requesting that the State Administrator approve the contract with the Monterey County Office of Education for Wide Area Network Services.


Fiscal Impact:

\$4,800 annually

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator



Monterey County Office of Education

Dr. Nancy Kotowski
County Superintendent of Schools

MEMORANDUM OF UNDERSTANDING

Between South Monterey County Joint Union High School District and the Monterey County Office of Education Regarding Wide Area Network Services

This Memorandum of Understanding establishes an AGREEMENT between the South Monterey County Joint Union High School District, hereafter referred to as AGENCY, and the Monterey County Office of Education (MCOE) to act on behalf of AGENCY in all activities related to Wide Area Network services as defined in this agreement.

In order to meet the requirements of this agreement, the MCOE and AGENCY agree to the following:

1.0 PURPOSE

This Agreement between AGENCY and MCOE exists to allow MCOE to act on behalf of AGENCY as a component District of the MCOE District, a Local Education Agency of the State of California, with all activities related to accomplishing a much needed upgrade of the shared Wide Area Network that currently connects AGENCY and MCOE. The agreement also covers the ongoing management and maintenance of both the existing network, until such time as the upgrade is completed, and the new network, once it is in place.

1.1 BACKGROUND:

AGENCY currently has in place a 100 Mbps Wide Area Network service between the District and the MCOE. That connection is part of a shared Customized Switched Metropolitan Ethernet Service that is provided by AT&T on a contract that is binding through December of 2014.

To meet state and federal recommendations and to meet current and projected educational requirements, upgrading the network to Gigabit during the coming school year is desirable. With prior approval from all of the Districts (AGENCIES) currently using the shared network, MCOE filed a 470, issued an RFP, and awarded a contract to replace the existing network with a service that provides up to a Gigabit of connectivity. AT&T was the only bidder and their bid was deemed to be cost-effective and attractive.

The newly awarded contract allows AGENCY to continue to use the existing 100 Mbps network as long as necessary during the 2014-2015 fiscal year, and to upgrade to a Gigabit connection as soon as practical for approximately the same price as the existing 100 Mbps connection. It is MCOE's intent to upgrade the network as quickly as possible, beginning on July 1, 2014.

2.0 EFFECTIVE DATE AND TERM

This agreement is effective on last date signed through June 30, 2018, at which time it will expire unless extended under mutual agreement. The AGREEMENT is also subject to Section 6.0 Termination.

3.0 DEFINITIONS

Customized Switched Metro Ethernet (CSME): This is the current service. It provides a private network that connects to multiple metropolitan area locations over a public network at speeds up to 1 Gbps. However, the service was designed to connect at 100 Mbps - - upgrading to Gigabit on this technology is very expensive and extremely limited with respect to capabilities.

AT&T Switched Ethernet (ASE): This is the newly contracted service. It provides a robust switched Ethernet transport service that provides connectivity at port speeds of 100 Mbps, Gigabit, and 10 Gbps. Besides offering greater speeds, the network offers other benefits including the ability to prioritize applications, to broadcast traffic more efficiently, and the potential to connect to other service providers in the future if needed as described below.

4.0 SERVICES

The primary service procured under this AGREEMENT is Wide Area Network (WAN) services, provided by AT&T connecting AGENCY's network hub site to the MCOE data center via a Wide Area Network (WAN) connection utilizing CSME/ASE at speeds of up to 1Gbps.

- 4.1 Connection is from AGENCY's data center to AT&T's MPLS switched network with an Ethernet Virtual Circuit connecting AGENCY to MCOE's Data Center.
 - 4.1.1 Service includes all equipment necessary to deliver the service on a 1 Gigabit Ethernet hand-off.
 - 4.1.2 Service Provider Equipment shall be fully eligible as On-Premise Priority One Equipment for E-rate purposes.
 - 4.1.3 Service is to be connected at or near where the existing CSME connection is located. Changes to location may require additional costs, which will be paid by AGENCY without additional E-Rate funding.
 - 4.1.4 AGENCY retains the option to establish an Ethernet Virtual Connection to an alternative ASE subscriber, provided that AGENCY pays for any and all costs associated with establishing the connection. Examples of use might include Internet Service, video content, distance learning, security, business services, or other education-related applications.
- 4.2 Service will initially be provided via AT&T CSME at speeds of 100 Mbps.
- 4.3 Conversion from 100 Mbps CSME to a One Gigabit ASE service is scheduled to begin on about July 1, 2014, and is expected to take more than six months to complete.

Wide Area Network Upgrade Agreement

- 4.4 Maintenance shall be coordinated by MCOE on behalf of AGENCY and provided by the telecommunications provider.
- 4.5 Services under this agreement are limited to the telecommunications transport services described herein and in no way obligate AGENCY to contract for Internet Access or any other service provided by MCOE.

5.0 RESPONSIBILITIES

5.1 MCOE shall have the following responsibilities:

- 5.1.1 MCOE shall act on AGENCY's behalf in submitting for and receiving E-Rate discounts for the Wide Area Network services.
- 5.1.2 MCOE shall act on behalf of AGENCY in dealing with and coordinating all activities of the telecommunications provider in satisfaction of services listed in *Section 4 Services*.

5.2 AGENCY shall have the following responsibilities:

- 5.2.1 AGENCY shall authorize MCOE to submit required forms and otherwise act on AGENCY's behalf in filing for E-Rate discounts for the services procured through this agreement.
- 5.2.2 AGENCY shall ensure any facilities utilized for the rendering of services are accessible when necessary including installation, maintenance, upgrade, and emergency situations.

6.0 TERMINATION

There shall be no termination of this AGREEMENT for any reason other than non-performance. In the event AGENCY seeks termination, MCOE may, at its sole discretion, impose penalties equal to the pro-rated remaining amount due per this AGREEMENT or the sum of lost E-Rate discounts and all penalties imposed by the telecommunications provider in accordance with the contract for the service, whichever is greater.

- 6.1 In the event that the MCOE fails to perform on a material term of this AGREEMENT, AGENCY has the right to terminate the AGREEMENT upon thirty (30) days written notice and all other rights and remedies available to it at law and equity.
- 6.2 In the event that AGENCY fails to perform on a material term of this AGREEMENT, then the MCOE shall have the right to terminate the AGREEMENT upon thirty (30) days written notice and all other rights and remedies available to it at law and equity. If service is disconnected due to AGENCY's failure to perform, penalties would apply as described above.

7.0 PAYMENT

In consideration of the Services set forth in Section 4.0 of this AGREEMENT AGENCY agrees to pay a shared network participation fee. The initial annual cost per switch for AGENCY is \$4,800.00, which equates to a monthly cost of \$400.00 per switch. AGENCY has two switches. This cost will remain in effect until July 1, 2015 or until such time that the entire Wide Area Network formed under this agreement is converted from CSME to ASE, whichever occurs later. At such time, the annual cost to AGENCY will be reduced to \$3,600 or \$300 per month per switch. Payment shall be made via funds transfer, initiated by MCOE, from AGENCY to MCOE in July.

Please note that this fee is not eligible for E-Rate discounts on AGENCY's E-Rate application. MCOE agrees to pay the full cost of the shared network and obtain all eligible funding on AGENCY's behalf. The charges stated above are the estimated AGENCY portion of the shared network costs after all discounts are accrued.

8.0 INDEMNIFICATION

Both parties agree to indemnify, defend, and hold harmless, the officers, agents and employees of the other party against any claim, liability, loss, injury or damage imposed arising out of the performance of responsibilities for this Agreement, except for liability resulting from the negligent or willful misconduct of either party, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless either party under this Agreement, both parties shall reimburse the non-negligent party for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. Both parties shall seek the approval of any settlement that could adversely affect the other party, its officers, agents or employees.

9.0 ARBITRATION

9.1 The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed thirty (30) days. If the dispute remains, it shall be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.

9.1.1 The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.

9.1.2 The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.

9.1.3 The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award

equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections 9.1.1 and 9.1.2 of this paragraph.

10.0 NON-DISCRIMINATION

MCOE and AGENCY agree that they will not engage in unlawful discrimination of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons. All nondiscrimination rules and regulations required by law to be included in this AGREEMENT are incorporated by this reference.

11.0 GOVERNING LAW

The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California, with venue in Monterey County, California and no other place.

12.0 COMPLIANCE WITH LAWS

The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this AGREEMENT.

13.0 ASSIGNMENT

Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this AGREEMENT. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.

14.0 NOTICE

All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: i) Personal service, or ii) U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or, if mailed, on the third (3rd) day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. As of the date of this AGREEMENT the addresses of the parties are as follows:

South Monterey County JUHSD
800 Broadway St.
King City, CA 93930
Attn: Cristina Jimenez
Phone: (831) 385-0606x4444

MONTEREY COE
901 Blanco Circle
Salinas, CA 93901
Attn: Keith Meader
Phone: (831) 784-4136

15.0 SEVERABILITY

If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect and shall not be affected, impaired or invalidated in any way.

16.0 AMENDMENT

This AGREEMENT may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct or waiver.

17.0 WAIVER OF DEFAULT

No delay or failure to require performance of any provision of this AGREEMENT shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.

18.0 CONFLICT OF INTEREST

The AGENCY represents that it presently has no interest, which would conflict in any manner or degree with the performance of Services contemplated by this AGREEMENT.

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed.

SOUTH MONTEREY COUNTY JUHSD
SCHOOL DISTRICT

MONTEREY COUNTY OFFICE
OF EDUCATION

BY: _____
Authorized Signature

BY: _____
Authorized Signature

PRINT NAME: _____

PRINT NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD

SUBJECT: Approval of Job Descriptions for English Language
Development (ELD) Liaison

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes / Updating Board Policies and Administrative Regulations

Summary:

As a result of the new funding formula in California, districts have greater flexibility in meeting the needs of their specific student population.

Through the development process of the LCAP (Local Control Accountability Plan) the advisory committee identified several needs that require different staffing than what the district has been able to support previously.

The English Language Development Liaison will support staff in administering the CELDT Test and will assist in the ongoing monitoring of English Language Learners in the classroom.

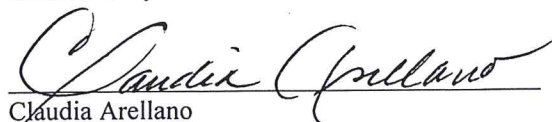
Recommendation:

It is recommended that the State Administrator approve the English Language Development Liaison job description.

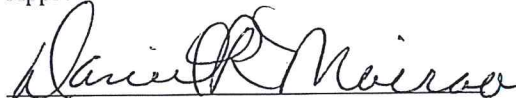
Fiscal Impact:

The fiscal impact is \$85,674 for 2 positions. The funding will come from the Supplemental and Concentration Grants of the LCFF.

Submitted By:


Claudia Arellano
Senior Director Human Resources

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT === DRAFT

English Language Development (ELD) Liaison

Basic Job Functions:

Under the direction of the Director of Educational Services and/or District Teacher on Special Assignment, the English Language Development (ELD) Liaison will provide Level 1 and 2 English Learner (EL) students with instructional support in general education courses, assist in scheduling/administering/scoring CELDT assessments, perform clerical duties related to EL program and services, communicate with teachers regarding EL academic progress, communicate with parents regarding EL academic progress and attend ELAC and other site parent meetings.

ESSENTIAL JOB FUNCTIONS:

- Provides one-on-one or small group supplemental instruction for Level 1 and 2 English Learners in a general education classroom setting
- By various means communicates with teachers and administration regarding EL academic progress
- By various means communicates with parents regarding EL academic progress
- Monitors and keeps track of EL student academic progress
- Provides reports on EL academic progress as needed
- Assists in CELDT scheduling, administration and scoring
- Performs clerical duties related to EL program: assessment, EL academic progress, reclassification, parent meetings, including translation of documents
- Provides CELDT data reports
- Attends site ELAC meetings
- Attends DELAC meetings
- Attends EL Services meetings
- Provides interpreting in both written and oral form as needed
- Attends workshops and trainings as recommended by supervisor
- Performs other related duties as assigned

MINIMUM QUALIFICATIONS:

Knowledge, skills, and abilities:

- Bilingual fluency in reading, writing and speaking English and Spanish
- Ability and willingness to work with individual and small group of students in a multilingual setting
- Ability and commitment to work cooperatively as part of an instructional team
- Knowledge of basic content area skills
- Ability to work with students and provide instruction
- Ability and commitment to learn instructional techniques to meet individual student needs.
- Ability to establish and maintain a positive effective relationship with administrators, faculty, staff, students, and parents
- Demonstrates a commitment to professional growth and ethical standards to advance the mission, goals, and policies of the district
- Possesses a mix of knowledge, interpersonal skills, adaptability, flexibility and potential for growth.
- Ability to operate a computer and assigned software

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT == DRAFT

English Language Development (ELD) Liaison

- Ability to prioritize workload and meet timelines

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to sit for extended periods of time; walk, sit, push, lift, bend, reach, climb; speak and hear effectively. Requires the ability to use near vision to read printed materials. Requires manual and finger dexterity to write, use a keyboard to operate a computer and other standardized office equipment requiring repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed primarily indoors in a school environment. Must travel between schools in the district. Engaged in work of a primarily sedentary nature. Occasionally work early mornings, evenings and weekends.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent required; must have two years (48 semester units) of college/university study at an accredited institution of higher learning or pass district competency test
- Experience in tutoring or working with students
- Experience in working with English Learners highly desirable

LICENSES, CERTIFICATES and CLEARANCES:

Prospective and current employees are expected possess and maintain the following:

- Valid California Driver's License with evidence of insurability
- Current First Aid and CPR certificate within six months of hiring

SALARY RANGE: 9

WORK YEAR: 10.5 month

CONDITIONS OF EMPLOYMENT:

- Department of Justice fingerprint clearance processed by the District or District-approved agency
- TB (Tuberculosis) clearance
- Evidence of that all conditions listed under Licenses, Certificates and Clearances have been met
- File the oath or affirmation of allegiance required by Government Code Sections 3100-3109

TA: Date 9/11/14 For the District: [Signature] For CSEA [Signature]

[Signature]

[Signature]

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Job Descriptions for In-School
Suspension/Campus Monitor

MEETING: October 8, 2014

AGENDA SECTION:

☒ ACTION

☐ INFORMATION

☐ ACTION/CONSENT

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes / Updating Board Policies and Administrative Regulations

Summary:

As a result of the new funding formula in California, districts have greater flexibility in meeting the needs of their specific student population.

Through the development process of the LCAP (Local Control Accountability Plan) the advisory committee identified several needs that require different staffing than what the district has been able to support previously.

The In-School Suspension/Campus Monitor will oversee the in-school suspension program at the school site and serve as an additional campus supervisor as needed and as available.

Recommendation:

It is recommended that the State Administrator approve the In-School Suspension/Campus Monitor job description.

Fiscal Impact:

The fiscal impact is \$83,837 which will be funded from the Supplemental and Concentration Grants of the LCFF.

Submitted By:



Claudia Arellano
Senior Director Human Resources

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT === DRAFT

In-School Suspension/Campus Monitor

Basic Job Functions:

Under the direction of the school principal or his/her designee, the In-School Suspension/Campus Monitor will provide supervision of the in school suspension class and may serve to assist with campus supervision as needed. The In-School Suspension / Campus Monitor assists in creating a school environment favorable to learning and personal growth; establishes effective rapport with students to motivate them to develop attitudes and knowledge needed to ensure a safe and orderly school environment.

ESSENTIAL JOB FUNCTIONS:

- Establishes high standards and expectations for all students to accept responsibility for behavior
- Supervises the in-school suspension classroom; keeping the room orderly and quiet at all times
- Maintains a safe environment for students, conducive to learning (including student's attendance, rules and maintaining a quiet learning environment)
- Notifies the principal or his/her designee of problems as they arise
- Encourages positive behavior
- Treats students with respect
- Disperses assignments to and collects assignments from in school suspension students and returns work promptly to teachers
- Remains in the In-School Suspension classroom room with students at all times
- Keeps the In-school Suspension room clean and neat
- Admits students to the In-school Suspension room that have been assigned by administrators via a referral
- Anticipates and effectively addresses unforeseen situations
- Maintains appropriate records and files as needed
- Maintains confidentiality and unquestionable integrity
- When no students are assigned to the In-school Suspension Room, will be assigned other campus supervisory duties by the site administrator
- May assist students with assigned work for the purpose of providing ongoing support in the completion of work assignments
- Supervises students on restroom and lunch breaks
- Attends workshops and trainings as recommended by supervisor
- Performs other related duties as assigned

MINIMUM QUALIFICATIONS:

Knowledge, skills, and abilities:

- Bilingual fluency in reading, writing and speaking English and Spanish
- Ability and willingness to work with individual and small group of students in a multilingual setting
- Ability and commitment to work cooperatively as part of an instructional team
- Ability to work with students and provide support for their learning
- Ability to establish and maintain a positive effective relationship with administrators, faculty, staff, students, and parents
- Demonstrates a commitment to professional growth and ethical standards to advance the mission, goals, and policies of the district
- Possesses a mix of knowledge, interpersonal skills, adaptability, flexibility and potential for growth
- Knowledge of behavior modification strategies and techniques
- Ability to operate a computer and assigned software
- Ability to prioritize workload and meet timelines

[Handwritten signature]
9-11-14
[Handwritten initials]

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT === DRAFT

In-School Suspension/Campus Monitor

PHYSICAL DEMANDS / WORKING CONDITIONS:

- Physical Demands: While performing the essential functions and responsibilities of this job, the employee is regularly required to sit for extended periods of time; walk, sit, push, lift, bend, reach, climb; speak and hear effectively. Requires the ability to use near vision to read printed materials. Requires manual and finger dexterity to write, use a

keyboard to operate a computer and other standardized office equipment requiring repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

- Mental Demands: Must understand vague and implicit instructions, and react favorably in all work situations. Must be mentally adaptable and flexible in dealing with a variety of people and situations. Must be able to communicate providing verbal or written feedback in a professional manner.
- Working Conditions: Work is performed primarily indoors in a school environment. Engaged in work of a primarily sedentary nature. Regular interactions with teachers, collecting assignments and tests for In-School Suspension students. May be assigned to outdoor areas in a variety of weather conditions.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent required; must have two years (48 semester units) of college/university study at an accredited institution of higher learning or pass district competency test
- Experience in tutoring or working with students
- Experience in working with English Learners highly desirable

LICENSES, CERTIFICATES and CLEARANCES:

Prospective and current employees are expected possess and maintain the following:

- Valid California Driver's License with evidence of insurability
- Current First Aid and CPR certificate within six months of hiring


SALARY RANGE: 9

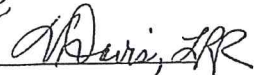
WORK YEAR: School Year Only

CONDITIONS OF EMPLOYMENT:

- Department of Justice fingerprint clearance processed by the District or District-approved agency
- TB (Tuberculosis) clearance
- Evidence of that all conditions listed under Licenses, Certificates and Clearances have been met
- File the oath or affirmation of allegiance required by Government Code Sections 3100-3109

TA: Date 9-11-14

For the District: 

For CSEA 




**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Approval of Job Descriptions for Parent Involvement
Coordinator

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes / Updating Board Policies and Administrative Regulations

Summary:

As a result of the new funding formula in California, districts have greater flexibility in meeting the needs of their specific student population.

Through the development process of the LCAP (Local Control Accountability Plan) the advisory committee identified several needs that require different staffing than what the district has been able to support previously.

The Parent Involvement Coordinator will facilitate the involvement and education of parents at each site.

Recommendation:

It is recommended that the State Administrator approve the Parent involvement Coordinator job description.

Fiscal Impact:

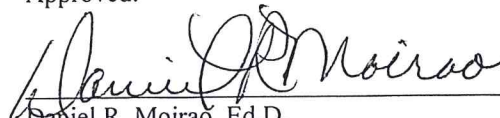
\$95,474 will be funded from the supplemental and concentration LCFF Grant.

Submitted By:



Claudia Arellano
Senior Director Human Resources

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

PARENT INVOLVEMENT COORDINATOR

BASIC JOB FUNCTIONS:

Under the direction of the School Site Principal or designee, the Parent Involvement Coordinator works with parents and/or legal guardians of students to promote parent involvement, information and/or direction, assisting parents/legal guardians in goal setting and educational development of their students. The Parent Involvement Coordinator provides program materials to assist in transitioning students to the high school experience and beyond; establishes effective communication between home and school, and facilitates community outreach and training opportunities for parents and families of students in the school.

ESSENTIAL JOB FUNCTIONS:

- Establishes and coordinates programs for parent/legal guardians and other individuals, as assigned for the purpose of assisting in improving parent/legal guardian involvement and enhancing student success; provides educational opportunities for parents/legal guardians on topical subjects
- Provides guidance students, staff, parents/legal guardians for the purpose of evaluating situations, solving problems, resolving conflicts, providing referrals to appropriate professionals, and enhancing probability for student success in school
- Maintains a variety of confidential and non-confidential lists and records (computerized and manual) (e.g. works/appointment schedules, contract log, parent resources, etc.) for the purpose of documenting and/or providing reliable information
- Coordinates, communicates information and participates in a variety of meetings, workshops and committees (e.g. parent-student workshops, educational seminars, department in-services, ELAC and/or DELAC meetings)
- Participates in home visits, phone calls as needed and/or assigned for the purpose of enhancing student success, improving student attendance, increasing parent/legal guardian understanding and/or ensuring safety of students and/or personnel
- Prepares a variety of documents, reports and written materials (e.g. student progress, contacts with parents, teachers, outside professionals, etc.) for the purpose of communicating information to parents, staff, providing written support, developing recommendations and/or conveying information
- Provides oral and written Spanish/English translations (e.g. truancy meetings, newsletters, etc.) for the purpose of improving parent/legal guardian understanding of District and program activities, assisting District staff and enhancing student success
- Drafts, edits and processes records for a variety of meetings; researches and compiles data and related reports; prepares complex reports; maintains various office records and statistical reports
- Prepares newsletters, special brochures, flyers and other publications
- Receives requests for information from staff/community/agencies and responds in a client-oriented manner
- Keeps the site administrator informed of school site, district and community problems, potential problems, emergencies and/or conflicts
- Prepares, assembles, maintains and updates program calendars, schedules, lists, manuals, directories and handbooks for distribution or use by others
- Assists in reviewing and processing AERIES student and parent portal request forms and provide support as needed
- Assists with basic login issues regarding student network accounts
- Updates school site web pages and social media as needed
- Assists with student registration and preparation/distribution of schedules
- Responds to inquires and conveys information about programs and services provided by the district. Interprets and conveys policies, regulations, and procedures, referring difficult or sensitive matters to the appropriate administrator; responds to requests for information of a specialized or confidential nature requiring the use of discretion and good judgment
- May administer first aid, when necessary
- Performs other related duties as assigned (e.g. May support testing, immunization, attendance, and other educational programs)

MINIMUM QUALIFICATIONS:

Knowledge, skills and abilities:

- In-depth knowledge of office practices, procedures and equipment, including filing systems & principles of office & time management
- The ability to learn and apply knowledge of student attendance, school district organization, rules and regulations, applicable laws and statutes
- The ability to facilitate group discussions and solve practical problems
- The ability to learn and apply laws, regulations, policies and procedures governing school operations and services
- Well-developed skills using the English language, grammar, spelling punctuation and proofreading/editing necessary to prepare professional correspondence, documents and publications
- Well-developed skills using the Spanish language, grammar, spelling punctuation and proofreading/editing necessary to prepare professional correspondence, documents and publications
- Requires sufficient human relation skills to work with diverse populations presenting a positive image of the school, conveying technical information to others and using patience when dealing with difficult individuals or in difficult situations

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

PARENT INVOLVEMENT COORDINATOR

- Ability to use appropriate software programs; including, but not limited to Excel, Word, Access and PowerPoint.
- Demonstrated ability to learn and apply pertinent procedures and functions quickly and to apply them without immediate supervision.

- Ability to prioritize multiple tasks and projects; follow oral and written directions
- Ability to establish and maintain harmonious staff and public relations; work cooperatively and communicate effectively with staff, parents, students and the public; work efficiently as a team member; coordinator with other staff using leadership and judgment
- Ability to take initiative in coordinating and organizing activities and events
- Ability to maintain confidentiality of private and sensitive information
- Flexibility to work some evenings and weekends as needed during parent and/or community events

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing essential functions and responsibilities of this job, the employee is regularly required to sit for extended periods; walk, sit, push, lift, bend, reach, climb; speak and hear effectively. Requires the ability to use near vision to read printed materials. Requires manual and finger dexterity to write, use a keyboard to operate a computer and other standardized office equipment requiring repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Mental Demands:** Must understand vague and implicit instructions, and react favorably in all work situations. Must be mentally adaptable and flexible in dealing with a variety of people and situations. Must be able to communicate providing verbal or written feedback in a professional manner. Requires public contact and good interpersonal skills.
- **Working Conditions:** Work is performed primarily indoors in an office environment, occasionally works outdoors.
- Occasionally work early mornings, evenings, and weekends.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent required
- A combination of post-secondary education and experience equal to four years providing the experience and necessary skills to be successful. Experience in an educational setting is desirable.

LICENSES AND OTHER REQUIREMENTS:

Prospective and current employees are expected to possess and maintain the following:

- Current First Aid and CPR certificates within six months of hiring
- May require a valid driver's license

SALARY RANGE: 14

WORK YEAR: 10.5 months

CONDITIONS OF EMPLOYMENT:

Upon an offer of employment, prospective employees shall meet the following requirements as a condition of employment:

- Department of Justice fingerprint clearance processed by the District or District-approved agency
- TB (Tuberculosis) clearance
- Evidence that all conditions listed under Licenses, Certificates and Clearances have been met
- File the oath or affirmation of allegiance required by Government Code Sections 3100-3109

TA: Date

9/11/14

For the District:

For CSEA

M. Davis, JRR

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Job Descriptions for PLC Lead

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

Board Goals:

- ☒ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- ☒ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- ☐ Develop/Sustain Fiscal Crisis Long-Term Solution
- ☐ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- ☐ Ensure that Facilities are Safe for Staff and Students
- ☒ Ensure compliance with Education/Other Codes / Updating Board Policies and Administrative Regulations

Summary:

As a result of the new funding formula in California, districts have greater flexibility in meeting the needs of their specific student population.

Through the development process of the LCAP (Local Control Accountability Plan) the advisory committee identified several needs that require different staffing than what the district has been able to support previously.

The PLC Lead will facilitate conversations among teachers in PLC's about student progress on an ongoing basis. Individuals assuming this role will be paid a stipend for their services.

Recommendation:

It is recommended that the State Administrator approve the PLC Lead job description.

Fiscal Impact:

\$7,000 will annually be funded from the supplemental and concentration LCFF Grant.

Submitted By:



Claudia Arellano
Senior Director Human Resources

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

PLC Leads -

BASIC JOB FUNCTIONS:

The Professional Learning Community (PLC) Leads supports the site's leadership team in fostering collaborative processes associated with building Professional Learning Communities. The PLC Lead will support the PLC collaborative process by assisting site leadership in the coordination and facilitation of grade and/or content level collaborative meetings based on fostering continuous growth in student achievement as well as support the development of common formative assessments.

ESSENTIAL JOB FUNCTIONS:

- Facilitate collaboration meetings which focus on the development of common assessments of standards, the analysis of students' results on common assessments, and the development of lesson plans and intervention which address the students' results.
- Coordinate the development and implementation of pacing guides.
- Coordinate the development and administration of common assessments and the sharing of all members' results in order to drive the collaborative discussions.
- Facilitate discussions analyzing student performance and identifying areas that need to be examined more critically for improvement.
- Facilitate the discussion to identify students who are underperforming and assist in establishing interventions for those identified.
- Facilitate the process of professional sharing of best practices that can contribute to improving the results of student learning.
- Ensure that the PLC Planning Form is completed for each PLC meeting and made available to staff within the established timelines.
- Ensure that collaborative groups adhere to group norms.
- Assist staff in monitoring student progress using tools and strategies gained through professional development.
- Work closely with department chairs to coordinate the work of the PLCs and the department.
- Work closely with the instructional coach to assist teachers in implementing the lesson plans and agreed-upon intervention and in administering the common assessments.
- Provide the Principal with a weekly status on the progress and discussion held in collaboration.
- Fulfill other duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge, skills, and abilities:

- Knowledge of District and state regulations, requirements and policies
- Knowledge of State and Federal Program Improvement regulations, requirements and policies
- Knowledge of Program planning and development
- Knowledge of and ability to apply effective, mentoring, collaboration and supervision techniques
- Knowledge of learning theory, program planning and curriculum development
- Demonstrates a commitment to professional growth and ethical standards to advance the mission, goals, and policies of the district
- Possess a mix of knowledge, interpersonal skills, adaptability, flexibility and potential for growth.
- Ability to communicate effectively in English both orally and in writing
- Proper English usage, spelling, grammar, and punctuation
- Ability to operate a computer and assigned software
- Ability to prioritize workload and meet timelines
- Ability to establish and maintain a positive effective relationship with administrators, faculty, staff, students, and parents
- Basic methods, policies, and procedures of the assigned work station
- Ability to facilitate change and collaborate in problem-solving
- Ability to facilitate groups
- Ability to accurately identify problems, define causes and identify appropriate action to reach a resolution
- Ability to interpret testing results and develop programs to correct deficiencies desired

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to sit for extended periods of time; walk, sit, push, lift, bend, reach, climb; speak and hear effectively. Requires the ability to use near vision to read printed materials. Requires manual and finger dexterity to write, use a keyboard to operate a computer and other standardized office equipment requiring repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed primarily indoors in an office environment, engaged in work of a primarily sedentary nature.

EDUCATION AND EXPERIENCE:

- Bachelor's Degree from an accredited college or university
- Any combination of a Master's Degree in a related field or experience in categorical programs is desirable
- Knowledgeable in the use of the student data software programs, student information systems, and the CDE's data system in order

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

PLC Leads -

to run formative assessment reports, state testing reports, and other data as needed.

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to sit for extended periods of time; walk, sit, push, lift, bend, reach, climb; speak and hear effectively. Requires the ability to use near vision to read printed materials. Requires manual and finger dexterity to write, use a keyboard to operate a computer and other standardized office equipment requiring repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed primarily indoors in an office environment, engaged in work of a primarily sedentary nature.

EDUCATION AND EXPERIENCE:

- Bachelor's Degree from an accredited college or university
- Any combination of a Master's Degree in a related field or experience in categorical programs is desirable
- Knowledgeable in the use of the student data software programs, student information systems, and the CDE's data system in order to run formative assessment reports, state testing reports, and other data as needed
- District seniority will be considered in selecting candidates for this position

LICENSES, CERTIFICATES and CLEARANCES:

- Valid California Teaching Credential

SALARY RANGE: \$1000.00 annual stipend

WORK YEAR: Academic year

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Conflict of Interest Board Bylaw – BB9270

MEETING: October 8, 2014

AGENDA SECTION:

☒ **ACTION**

☐ **INFORMATION**

☐ **ACTION/CONSENT**

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially. Attached is our current Board Bylaw 9270. After a review of the requirement of the law our current Board Bylaws is current.

Recommendation:

It is recommended that the State Administrator affirm that the Board Bylaws is current and no amendment or modifications are required.


Fiscal Impact:

Submitted By:



Daniel R. Moirao, Ed.D.
State Administrator

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

BB 9270 Board Bylaws

Conflict Of Interest

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

(cf. 9005 - Governance Standards)

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

(cf. 9320 - Meetings and Notices)

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87500)

(cf. 4117.2/4217.2/4317.2 - Resignation)

(cf. 9222 - Resignation)

Conflict of Interest under the Political Reform Act

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board BB

member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district. (2 CCR 18702.1)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR 18702.5)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to

Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

(cf. 3430 - Investing)

Conflict of Interest under Government Code 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. (Government Code 1090; *Klistoff v. Superior Court*, (2007) 157 Cal.App. 4th 469)

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

(cf. 4136/4236/4336 - Nonschool Employment)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35107 School district employees

35230-35240 Corrupt practices, especially:

35233 Prohibitions applicable to members of governing boards

41000-41003 Moneys received by school districts

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82011 Code reviewing body

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

91000-91014 Enforcement

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:

18702.5 Public identification of a conflict of interest for Section 87200 filers

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

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Fair Political Practices Commission: <http://www.fppc.ca.gov>

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