

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

Tuesday, April 21, 2015

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: 5:25 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 así 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.

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 a cabo. 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 límite 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: March 17, 2015 and April 6, 2015 (Pages 1-5)
2. Approval of Personnel Report Dated April 21, 2015 (*Claudia Arellano, Senior Director Human Resources*)
3. Approval of Accounts Payable Warrants (*Duane Wolgamott, Chief Business Official*) (Pages 6-14)
4. Approval of Purchase Orders – March 2015 (*Duane Wolgamott, Chief Business Official*) (Pages 15-18)

J. CONSENT ITEMS REMOVED FOR COMMENT/QUESTIONS

K. INFORMATION ITEMS

1. Report from DELAC Parent Representative (*Guadalupe Rodriguez, DELAC President*)
2. C & I Update (*Diana Jimenez, Director of Educational Services*)
3. School Enrollment, Attendance, and Referrals Statistics (*Duane Wolgamott, Chief Business Official*) (Pages 19-37)
4. Cash Flow Report from July 1, 2014 through March 31, 2015 (*Duane Wolgamott, Chief Business Official*) (Pages 38-66)
5. Revenue and Expenditure Report (*Duane Wolgamott, Chief Business Official*) (Pages 67-73)
6. LCAP Update (*Duane Wolgamott, Chief Business Official*)
7. Williams Second Quarterly Facilities Report (*Diane Miller, Director of MOTF*) (Pages 74-79)
8. Working with Community Groups – (*Mike Foster, Board of Education President*)
9. Board Policies – First Reading (Pages 80-139)
 - BP 0420.1 School Based Program Coordination (deleted)
 - AR 0420.1 School-Based Program Coordination (deleted)
 - BP 0440 District Technology Plan (new)
 - AR 0440 District Technology Plan (new)
 - AR 1220 Citizen Advisory Committees (new)
 - BP 1240 Volunteer Assistance (revised)
 - AR 1240 Volunteer Assistance (revised)
 - BP 3100 Business and Noninstructional Operations (revised)
 - AR 3100 Business and Noninstructional Operations (revised)
 - AR 4112.4/4212.4/4312.4 Health Examinations (revised)
 - BP 5141.4 Child Abuse Prevention and Reporting (revised)
 - AR 5141.4 Child Abuse Prevention and Reporting (revised)

L. ACTION ITEMS

1. Approval of Resolution #08:14/15 Proclaiming and Honoring California Day of the Teacher May 5, 2015 (*Daniel Moirao, Ed.D., State Administrator*) (Pages 140-141)
2. Approval of Resolution #09:14/15 Proclaiming and Honoring Classified School Employee Week (*Daniel Moirao, Ed.D., State Administrator*) (Pages 142-143)

3. Approval of Agreement with MCOE to Provide Special Education Programs and Transportation (*Duane Wolgamott, Chief Business Official*) (Pages 144-151)
4. Approval of Agreement with MCOE for Specific Services for Two Special Ed Students (*Duane Wolgamott, Chief Business Official*) (Pages 152-154)
5. Approval of Creation of Clearing Account (*Duane Wolgamott, Chief Business Official*) (Pages 155)
6. Approval of the Donation from King City Young Farmers to Greenfield High School (*Frank Lynch, Principal*) (Pages 156-157)
7. Approval of the Donation from Greenfield High School PTSA to the Greenfield High School Ag Dept. (*Frank Lynch, Principal*) (Pages 158-159)
8. Approval of the Surplus of Equipment (*Cristina Jimenez, Director of Technology*) (Pages 160-166)
9. Approval of Revised Reclassification Criteria (*Diana Jimenez, Director of Educational Services*) (Page 167)
10. Approval of OdysseyWare Math 1 Course – Separate into Semesters (*Diana Jimenez, Director of Educational Services*) (Page 168)
11. Approval of OdysseyWare Healthquest – Renaming Course (*Diane Jimenez, Director of Educational Services*) (Page 169)
12. Approval of Job Descriptions for Custodian I/Bus Driver, Custodian II/Bus Driver, Maintenance Worker/Bus Driver, Groundskeeper/Bus Driver (*Claudia Arellano, Sr. Director Human Resources*) (Pages 170-178)

M. FUTURE AGENDA ITEMS/MEETING DATES

May 4, 2015 (Monday) Board Study Session	King City
May 19, 2015 (Tuesday) Board Meeting	Greenfield
June. 1, 2015 (Monday) Board Study Session	King City
June 16, 2015 (Tuesday) Board Meeting	King City
July 21, 2015 (Tuesday) Board Meeting if needed	Greenfield
August 3, 2015 (Monday) Board Study Session	King City
August 18, 2015 (Tuesday) Board Meeting	King City
September 15, 2015 (Tuesday) Board Meeting	Greenfield
October 5, 2015 (Monday) Board Study Session	King City
October 20, 2015 (Tuesday) Board Meeting	King City
November 2, 2015 (Monday) Board Study Session	King City
November 17, 2015 (Tuesday) Board Meeting	Greenfield
December 15, 2015 (Tuesday) Board Meeting	King City

N. PROMOTING DISTRICT

O. SIGNING OF PAPERS

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

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

Tuesday, March 17, 2015

Minutes

BOARD OF EDUCATION

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

Bob White called the meeting to order at 5:30 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

Bob White called the meeting to order at 6:30 PM.

Flag Salute

Bob White led in the flag salute.

Report of Closed Session Actions

Bob White report approved of the Personnel Report.

Student Board Member Report

Fernanda Sanchez said the spring rally was a success. They continue to have fundraisers for the Prom. She thanked Mike Foster for buying popcorn from one of their fundraisers. They are having their own March madness basketball tournament. The sophomores are completing their CAHSEE testing.

Board Member Comments

Mike LeBarre said he participated in the Farm Day Program.

Paulette Bumbalough said she participated in Farm Day as well with the 3rd grade. It was a great event. She felt the Pathways to Progress meeting, which was held at the Greenfield City Hall, was a great meeting. It was amazing to see the number of participants and the lively discussions which took place. It was nice having the group divided up into smaller groups and district staff facilitating the discussions, and having the open communication.

Ms. Bumbalough said she visited classrooms at King City High School. She was intrigued with the number of students who were in the class. She also attended the Monterey County School Board Association meeting. There were 10 representatives in attendance, 4 of which were from South County. South County was well represented.

Today she attended the DSLT meeting at the district office.

Bob White said he too felt the Pathways to Progress meeting was an excellent meeting and the attendance was good. He is also working very hard on Greenfield High School sober grad fundraisers.

Public Comment

There were not any comments from the public.

Report from State Administrator

Dr. Moirao thanked Diane Miller for securing the California Conservation Corp to remove the weeds and asking and receiving donations from local businesses to landscape the front of the district office with drought resistant landscaping. He also thanked Richard Benson for securing donations for this project; it should be a minimal cost to the district. Ms. Miller is also working on having the old district office demolished in June.

Ms. Miller is working with her facilities committee to replace the roses, which are in front of King City High School by the flagpole, with memory bricks. The proceeds from the bricks would be used for a shade structure for students during lunch. Janet Buttgereit is assisting to inform alumni of the memory brick sales.

Today he and Duane Wolgamott met with the Greenfield Union School District superintendent and staff along with their consultants, Capital Advisors, regarding the process they will use as they pursue unification. He felt it was a good meeting, although he did feel he was being interviewed regarding his position on the matter. It was a very open conversation. Dr. Moirao felt the real issue is the Greenfield community wants to have their high school. Miscommunication was also discussed during the meeting.

Dr. Moirao signed a contract today to "piggy-back" a contract to complete the carpeting replacement at Greenfield High School. By signing the contract it allows us to still work under the current bid, the work should be done by the end of June.

On Tuesday and Wednesday sophomores will be taking the CAHSEE test for the first time. They will be given the entire day for the testing; therefore Wednesday will not be a collaboration day.

On April 6 a Board Study Session will take place regarding Pathways to Progress with our marketing consultants. The same type of meeting which took place in Greenfield last week will also be offered in King City. Dr. Moirao said he felt there was a lot of good information which came out as a result of the meeting in Greenfield. It verified some things, it was also noted some things need to be corrected.

Approval of Agenda

Motion made by Mike LeBarre and seconded by Paulette Bumbalough to approve the agenda. Dr. Moirao approved the motion.

Employee Organizations

There were not any comments from the employee organizations.

Consent Agenda

1. Approval of Minutes: February 17, 2015 and March 2, 2015
2. Approval of Personnel Report Dated March 17, 2015, 2015
3. Approval of Accounts Payable Warrants
4. Approval of Purchase Orders – February 2015
5. Approval of Williams Quarterly Report
6. Approval of Overnight Travel for the KCHS Wrestling Team

Motion made by Mike LeBarre and seconded by Paulette Bumbalough to approve the consent agenda. All Board members said aye. Dr. Moirao approved the motion.

PUBLIC HEARING

AB 1200 CSEA Contract (Early Retirement Incentive)

Bob White opened the public hearing at 6:44 P.M. Dr. Moirao said this was not included in the original public hearing addressing AB 1200 in January. There were not any questions from the public. Mr. White closed the public hearing at 6:45 PM.

Consent Items Removed for Comment/Questions

There were not any items removed for comments or questions.

INFORMATION ITEMS

Revenue and Expense Report

Duane Wolgamott said this is the standard report. There were not any questions.

School Enrollment, Attendance, and Referrals Statistics

There were not any questions.

Common Core Update

Diana Jimenez distributed information she received from a conference. She said this is a walk through card, on the back of the card is the rationale or reason why. This is a great reference tool.

Paulette Bumbalough said the short explanations are good; it is great to understand the why.

Mike LeBarre inquired if we were using it. Diana Jimenez said we are using something similar.

Mike LeBarre asked if there could be updates.

Bob White asked if teachers from both schools were using this. Dr. Moirao responded yes.

ACTION ITEMS

Approval of Out of State Travel for Migrant Students to Seattle, Washington

Dr. Moirao said a group of our students will be traveling to Microsoft in Seattle.

Motion made by Paulette Bumbalough and seconded by Mike LeBarre to approve the out of state travel for the migrant students. All Board members said aye. Dr. Moirao approved the motion.

Approval of AB1200 CSEA Early Retirement Incentive

Dr. Moirao said this is the action item following the public hearing which was presented earlier in the meeting.

Motion made by Paulette Bumbalough and seconded by Mike LeBarre to approve the AB1200 CSEA Early Retirement Incentive. All Board members said aye. Dr. Moirao approved the motion.

Approval of Surplus Equipment

Dr. Moirao said this request is from the Technology Department for outdated and equipment that is not working. We get a small amount for the equipment.

Paulette Bumbalough said it is nice to know the old equipment was replaced with new equipment.

Mike LeBarre said there appears to be a lot of monitors. He asked if this would be donated to the waste collection in June.

Motion made by Paulette Bumbalough and seconded by Mike LeBarre to approve the surplus of equipment from the Technology Department. All Board members said aye. Dr. Moirao approved the motion.

Approval of Contract with School Services of California to Conduct a Management Salary Study

Dr. Moirao said we have settled with the two bargaining units. Our management salaries are significantly lower than in other districts in the area. School Services of California would conduct a survey of other districts in the area to compare with our current management salaries. Dr. Moirao said it is important to be competitive; we want to keep good employees.

Mike LeBarre asked if the budget could accommodate any increases. Dr. Moirao responded yes.

Motion made by Paulette Bumbalough and seconded by Mike LeBarre to approve the contract with School Services of California to conduct the management salary study. All Board members said aye. Dr. Moirao approved the motion.

Approval of Contract with Project Lead the Way

Diana Jimenez said this is an exciting direction for our students in STEM. One of our teachers has already completed the training. King City High School already has two full Engineering and Design classes.

Paulette Bumbalough said STEM is also being taught at the colleges. Chevron is doing an amazing job offering grants to support the program.

Bob White said the district is benefiting from a Chevron grant.

Motion made by Paulette Bumbalough and seconded by Mike LeBarre to approve the contract with Project Lead the Way. All Board members said aye. Dr. Moirao approved the motion.

Approval of Agreement for Services: Atkinson, Andelson, Loya, Rudd & Romo

Dr. Moirao said we do have contracts with other attorneys, but we may have a potential conflict with another district that is using the same legal counsel as us. This would allow us the flexibility by using another legal counsel.

Bob White commented this agreement is just in case their services are needed. Dr. Moirao said that was correct. The question was asked if we would be notified by our legal counsel if another district requested their services. Dr. Moirao responded yes.

Paulette Bumbalough asked if this should be done earlier in the year. Dr. Moirao said it usually is. This request is being made just in case their services will be needed.

Motion made by Mike LeBarre and seconded by Paulette Bumbalough to approve the agreement for services. All Board members said aye. Dr. Moirao approved the motion.

Approval of Board Policies – second reading

- BP 1312.3 Uniform Complaint Procedures (revised)
- AR 1312.3 Uniform Complaint Procedures (revised)
- BP 5131.2 Students Bullying (revised)
- BP 5145.3 Nondiscrimination Harassment (revised)
- AR 5145.3 Non Discrimination Harassment (revised)
- BP 5145.7 Student Sexual Harassment (revised)

Motion made by Mike LeBarre and seconded by Paulette Bumbalough to approve the board policies second reading. All Board members said aye. Dr. Moirao approved the motion.

Future Agenda Items/Meeting Dates

April 6, 2015 (Monday) Board Study Session	King City
April 21, 2015 (Tuesday) Board Meeting	King City
May 19, 2015 (Tuesday) Board Meeting	Greenfield
June 16, 2015 (Tuesday) Board Meeting	King City
July 21, 2015 (Tuesday) Board Meeting if needed	Greenfield
August 18, 2015 (Tuesday) Board Meeting	King City
September 15, 2015 (Tuesday) Board Meeting	Greenfield
October 20, 2015 (Tuesday) Board Meeting	King City
November 17, 2015 (Tuesday) Board Meeting	Greenfield
December 15, 2015 (Tuesday) Board Meeting	King City

Signing of Papers

Dr. Moirao signed the appropriate papers.

Adjournment

Bob White adjourned the meeting at 7:00 P.M.

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

Date

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

Monday, April 6, 2015

Minutes

BOARD OF EDUCATION

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

STATE ADMINISTRATOR

Daniel Moirao, Ed.D.

OPEN SESSION

Call to Order

Mike Foster called the meeting to order at 5:33 P.M.

Flag Salute

Mike Foster 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: Promoting Our Schools

Tom DeLapp and Stephen Nichols, Consultants reviewed ideas and made suggestions of how to promote the positive aspects of the schools.

Future Agenda Items/Meeting Dates

April 21, 2015 (Tuesday) Board Meeting	King City
May 19, 2015 (Tuesday) Board Meeting	Greenfield
June 16, 2015 (Tuesday) Board Meeting	King City
July 21, 2015 (Tuesday) Board Meeting if needed	Greenfield
August 18, 2015 (Tuesday) Board Meeting	King City
September 15, 2015 (Tuesday) Board Meeting	Greenfield
October 20, 2015 (Tuesday) Board Meeting	King City
November 17, 2015 (Tuesday) Board Meeting	Greenfield
December 15, 2015 (Tuesday) Board Meeting	King City

Adjournment

Mike Foster adjourned the meeting at 7:41 PM.

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

Date

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

SUBJECT: Approval of Accounts Payable Warrants

MEETING: April 21, 2015

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 Accounts Payable warrants for the month of March 2015.

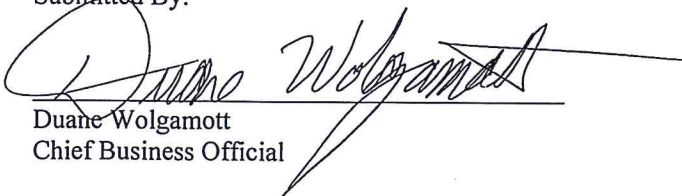
Recommendation:

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

Fiscal Impact:

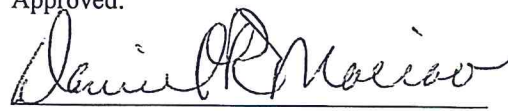
The warrants are within budgeted amounts.

Submitted By:



Duane Wolgamott
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

Checks Dated 03/01/2015 through 03/31/2015 **Board Meeting Date April 21, 2015**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount	
12139311	03/05/2015	Jose F. Guerrero	01-5200	ERWC TRAINING		276.14	
12139312	03/05/2015	Megan L. Munoz	01-5200	CISC Conference	394.01		
				Common Core meetings	486.57	880.58	
12139313	03/05/2015	Marilee S. Rianda	01-5200	Replacement of lost check		489.51	
12139314	03/05/2015	Katie Elen Greenberg-Trujillo	01-5200	MPC Counselors meeting		72.85	
12139315	03/05/2015	Francis Lynch	01-5200	CISC SYMPOSIUM		457.32	
12139316	03/05/2015	Claudia H. Arellano	01-5200	Risk Management / MOT Conference		640.00	
12139317	03/05/2015	Diane L. Miller	01-5200	Bus Incident Investigation	38.53		
			25-5200	C.A.S.H. Conference	542.78	581.31	
12139318	03/05/2015	4imprint	01-4300	LCAP recruiting		216.43	
12139319	03/05/2015	A T & T CALNET 2	01-5910	CALNET		328.29	
12139320	03/05/2015	ASAP Inc	01-5800	Shared Server, hosting services		217.02	
12139321	03/05/2015	AUS-Hayward-San Jose Lockbox	13-5800	Services		87.05	
12139322	03/05/2015	BFS Landscape Architects	01-5800	Landscaping		2,403.45	
12139323	03/05/2015	CARMEL MARINA CORPORATION	01-5550	KCHS Water & Garbage		2,143.37	
12139324	03/05/2015	CASEY PRINTING, INC	01-5800	Business cards		332.90	
12139325	03/05/2015	CASH	01-5300	Annual CASH Membership		558.00	
12139326	03/05/2015	CDW-G	01-4300	Cisco Licenses		6,895.66	
12139327	03/05/2015	CENTRAL COAST SYSTMS INC	01-5620	Fire Alarm Quarterly Testing		1,520.00	
12139328	03/05/2015	Culligan Water Conditioning	13-5800	Water Conditioning		82.74	
12139329	03/05/2015	Dannis Woliver Kelley / DWK	01-5810	RITA T		715.25	
12139330	03/05/2015	Envision Mechanical Inc	01-5620	Energy Management		406.42	
12139331	03/05/2015	ETS/CAHSEE Support	01-5800	Reprints for CASHEE March 2013		250.00	
12139332	03/05/2015	Follett School Solutions, Inc	01-4200	Spanish Reading Books		492.35	
12139333	03/05/2015	Foster Farms Dairy	13-4700	Dairy / Cafeteria		1,079.21	
12139334	03/05/2015	GREENFIELD TRUE VALUE	01-4300	Parts		59.17	
12139335	03/05/2015	HOME DEPOT CREDIT SERVICES Dept. 32-2501271344	01-4300	Misc Supplies for AG		197.00	
12139336	03/05/2015	Interquest Detection Canines	01-5800	Canine Services		1,000.00	
12139337	03/05/2015	JB Jordan & Associates	01-5620	GHS Carpeting - Pleasanton Piggyback		4,289.74	
12139338	03/05/2015	KING CITY TRUE VALUE HARDWARE	01-4300	supplies		40.71	
12139339	03/05/2015	Mail Finance	01-5630	Postage Machine		158.06	
12139340	03/05/2015	MANDEGO APPAREL	01-4300	Athletic Gear for Baseball		1,756.83	
12139341	03/05/2015	MATRANGA WHOLESALE FLORISTS	01-4300	Flowers and Supplies		767.50	
12139342	03/05/2015	Monterey Peninsula USD	01-5800	ISA's for SPED students		25,687.12	
12139343	03/05/2015	Morgan Brothers Audio	Cancelled	Gym Speakers & Labor		1,506.25 *	
		Cancelled on 03/17/2015, Cancel Register # AP03192015					
12139344	03/05/2015	O'Reilly Automotive Stores, Inc	01-4300	Parts		1.60	

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.

Checks Dated 03/01/2015 through 03/31/2015

Board Meeting Date April 21, 2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12139345	03/05/2015	OFFICE DEPOT BUSINESS SERVICES	01-4100	Math Modules	1,924.29	6,548.35
			01-4300	Office supplies	109.64	
				School Supplies and Materials	3,824.28	
			01-4400	Computer Desk	690.14	
12139346	03/05/2015	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE	216.23	621.85
			01-5520	PGE	405.62	
12139347	03/05/2015	PARTS & SERVICE CENTER-NAPA	01-4300	Supplies		64.35
12139348	03/05/2015	SAFEWAY INC	01-4300	DELAC Meetings	69.76	191.79
				ELD supplies	36.88	
				Meeting supplies	50.36	
				meeting supplies - Staff Dev	16.99	
				Safeway Open PO for ADCO Meeting	17.80	
12139349	03/05/2015	Social Vocational Services	01-5800	Contract for services through SVS		804.10
12139350	03/05/2015	Soledad Unified School Dist	01-5800	Sped Services		9,182.00
12139351	03/05/2015	SOUTH COUNTY NEWSPAPERS INC	01-5840	Advertising		370.50
12139352	03/05/2015	Sysco San Francisco	13-4300	Food Service	1,318.17	11,918.75
			13-4700	Food Service	10,600.58	
CO 39353	03/05/2015	SyTech Solutions	01-5800	DOCUMENT SCANNING		9,606.94
39354	03/05/2015	TORO PETROLEUM CORP	01-4300	Open PO for Gas Supplies	73.96	2,357.45
				01-4310	Fuel	
12139355	03/05/2015	UC Regents	01-5200	Common Core Webinar Series		295.00
12139356	03/05/2015	Worth Publishers	01-4100	AP Econ Textbooks		5,356.09
12140575	03/12/2015	Debora P. Benson	01-5200	Education for Careers Workshop Reimb		36.59
12140576	03/12/2015	Lauren N. Fontes	01-5200	Educating for Careers Conference Reimb		41.88
12140577	03/12/2015	Laura Garcia	01-5200	Aeries Conference Reimbursement		362.06
12140578	03/12/2015	Jose F. Guerrero	01-5200	ERWC Training Mileage reimb		92.46
12140579	03/12/2015	Joseph R. Martin	01-5200	MPC Hartnell Conference		126.35
12140580	03/12/2015	Dariana Sanchez	01-5200	Aeries Training Reimb		128.79
12140581	03/12/2015	Michelle A. Cote	01-5200	Education for Careers Conference		36.59
12140582	03/12/2015	Angel Torrez Lopez	01-5800	Physical Reimb		80.00
12140583	03/12/2015	Stephanie M. Hart	01-5200	MTAL Wrestling meet @Carmel		74.52
12140584	03/12/2015	Cristina Jimenez	01-5200	Hotel for Aeries Conference		202.60
12140585	03/12/2015	Faviola Ruby Medina	Cancelled	reimbursement for dmv		82.00 *
		Cancelled on 04/01/2015, Cancel Register # AP04022015				
12140586	03/12/2015	Daniel R. Moirao	01-5300	reimbursement greenfield rotary		40.00
12140587	03/12/2015	Miguel Flores	01-5800	Reimbursement for van#2 keys		64.86
12140588	03/12/2015	A & G PUMPING, INC	01-5630	Portable RR Rental		478.75

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Checks Dated 03/01/2015 through 03/31/2015

Board Meeting Date April 21, 2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12140589	03/12/2015	Always Towing & Recovery, Inc.	01-5800	Towing		225.00
12140590	03/12/2015	AUS-Hayward-San Jose Lockbox	01-5800	Open PO for shop supplies	27.79	
			13-5800	Services	132.80	160.59
12140591	03/12/2015	CA Department of Justice	01-5860	Fingerprinting		128.00
12140592	03/12/2015	CA DEPT OF EDUCATION	13-4700	Food Distribution program		184.60
12140593	03/12/2015	CA Rare Fruit Grwrs, Inc(CRFG)	01-4300	Apple Grafting Fruit Trees		200.00
12140594	03/12/2015	CA Water Service Company	01-5530	Water Fees		29.85
12140595	03/12/2015	CENTRAL COAST SYSTMS INC	01-5620	Fire Alarm Quarterly Testing	345.00	
			01-5800	Alarm	114.00	459.00
12140596	03/12/2015	Channing Bete Company, Inc.	01-4300	English/Spanish Truancy Publications		322.23
12140597	03/12/2015	Dale Garman	01-5800	Repair Expenses for GHS Mascot		500.00
12140598	03/12/2015	Dolinka Group, LLC	25-5800	Contracted consulting services		2,940.00
12140599	03/12/2015	EDD-CA Employment Dvlpmnt Dept	01-3401	SUI		1,118.70
12140600	03/12/2015	Fastenal Company	01-4300	supplies		38.51
12140601	03/12/2015	Fields Roofing	01-5620	Roof Repairs		810.00
12140602	03/12/2015	Foster Farms Dairy	13-4700	Dairy / Cafeteria		994.08
12140603	03/12/2015	Frank Padilla Timing	01-5800	Boys & Girls Basketball Game Scorbord		1,010.00
6 12140604	03/12/2015	GREENFIELD TRUE VALUE	01-4300	operator OPEN PO FOR SUPPLIES	19.52	
				Parts	27.89	47.41
12140605	03/12/2015	HARBIN CONSTRUCTION	01-5620	Kitchen Repairs		1,900.00
12140606	03/12/2015	HOME DEPOT CREDIT SERVICES Dept. 32-2501271344	01-4300	Open PO		561.78
12140607	03/12/2015	Houghton Mifflin Harcourt Publishing Co.	01-4100	Textbooks		262.24
12140608	03/12/2015	Interquest Detection Canines	01-5800	Canine Services		500.00
12140609	03/12/2015	J. W. Pepper	01-4300	Materials for Music Program		313.05
12140610	03/12/2015	JK Architects, Inc.	01-5800	Portola Conceptual Design	6,980.00	
			25-5800	Portola Conceptual Design	2,120.00	9,100.00
12140611	03/12/2015	KING CITY INDUSTRIAL SUPPLY	01-4300	Parts		3.76
12140612	03/12/2015	KING CITY TRUE VALUE HARDWARE	01-4300	supplies		64.33
12140613	03/12/2015	Kitchell	35-6200	KCHS GYM Remodel		10,578.23
12140614	03/12/2015	Maria S. Monroy	01-5800	Driving student to school		1,442.10
12140615	03/12/2015	Monterey Bay Systems, dba	01-4400	New Copy Machine funded by AIG	28.27	
			01-5610	Copier Maint (usage)	1,526.09	1,554.36
12140616	03/12/2015	Morgan Brothers Audio	01-5800	Gym Speakers & Labor		1,056.25
12140617	03/12/2015	Musician's Friend, Inc.	01-4300	Music Supplies		273.48
12140618	03/12/2015	NASCO	01-4300	Open PO For Ag Science Supplies		92.99
12140619	03/12/2015	OFFICE DEPOT BUSINESS SERVICES	01-4300	Blanket Open PO for Classroom Supplies	201.23	

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ESCAPE ONLINE

Checks Dated 03/01/2015 through 03/31/2015

Board Meeting Date April 21, 2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12140619	03/12/2015	OFFICE DEPOT BUSINESS SERVICES	01-4300	Office supplies	1,350.05	
				Open PO for Library Supplies and Materials supplies	164.01 177.86	1,893.15
12140620	03/12/2015	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE	3,125.63	
			01-5520	PGE	9,600.48	12,726.11
12140621	03/12/2015	Riverside County Office of Ed	01-5800	Teacher Induction Program		14,000.00
12140622	03/12/2015	SAFEWAY INC	01-4300	CM Training and Meeting Supplies		76.18
12140623	03/12/2015	Sandra A. Madrid	01-5800	Aeries Consultant		720.00
12140624	03/12/2015	Shred-It San Francisco	01-5800	Shredding Fees		119.73
12140625	03/12/2015	So Mo Co Joint Union HSD	01-4300	Check#1581	60.00	
				Check#1582	535.26	
			01-4400	Check#175.56	175.56	
			01-5200	Check#1583	457.32	
				Check# 1576	143.25	
				Check#1552	760.00	
				Check#1573	281.48-	
			01-5800	Check#1575	100.00	
				Check#1577	254.32	
				Check#1578	50.00	
				Check#1579	100.00	
				Check#1584	25.00	
				Check#1585	150.00	
				Check#312	312.00	
				Bank Adjustments	37.83	
				bank fees Jan 14- Feb 15	218.66	3,097.72
12140626	03/12/2015	SV Solid Waste Authority	01-5550	HazMat Disposal		330.00
12140627	03/12/2015	Sysco San Francisco	13-4300	Food Service	387.32	
			13-4700	Food Service	6,732.70	7,120.02
12140628	03/12/2015	TORO PETROLEUM CORP	01-4310	Fuel		14,954.18
12140629	03/12/2015	Turning Tech, LLC	01-4400	NXT Solultion		4,283.05
12140630	03/12/2015	Virco Inc.	01-4400	Tables and Chairs		3,990.42
12140631	03/12/2015	Watsonville High School	01-5300	Softball Var & JV Tournaments Watsonville		625.00
12140632	03/12/2015	Claudia Martinez	01-5800	Driving student to Portola		207.00
12140633	03/12/2015	Dominique Mantel	01-8699	Al Scheid Contest		313.00
12140634	03/12/2015	Jenny Panchal	01-8699	SEid contest winner		100.00
12142252	03/19/2015	Rosaneli R. Martinez	01-5200	Removing Barriers to Ed. Workshop		51.75
12142253	03/19/2015	Megan L. Munoz	01-5200	Taxes for meal Reimb		2.64

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Checks Dated 03/01/2015 through 03/31/2015

Board Meeting Date April 21, 2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12142254	03/19/2015	Tige A. Munoz	01-5200	AP By the Sea Reimb		725.00
12142255	03/19/2015	Cristina Jimenez	01-5200	Hotel for Aeries Conference		124.06
12142256	03/19/2015	Diana M. Jimenez	01-5200	El Achieve Symposium		606.49
12142257	03/19/2015	Veronica Lopez	01-5200	Aeries Conf	336.95	
				Aeries Conf Reimbursement	160.09	497.04
12142258	03/19/2015	Daniel R. Moirao	01-4300	Reimbursement	102.36	
			01-5200	Reimbursement	128.54	230.90
12142259	03/19/2015	A T & T	01-5910	Phone service		1,846.92
12142260	03/19/2015	AMERICAN SUPPLY COMPANY	01-4300	Custodial Supplies		4,135.52
12142261	03/19/2015	AT&T	01-5910	Phone line GHS Maintenance		37.25
12142262	03/19/2015	ATHLETIC SUPPLY OF CA	01-4300	Athletic supplies. Please Fax to (925) 689-8765		1,576.43
12142263	03/19/2015	AUS-Hayward-San Jose Lockbox	01-5800	Open PO for shop supplies	55.58	
			13-5800	Services	87.05	142.63
12142264	03/19/2015	B&B STEEL	01-4300	Open PO for Misc Metal		2,091.97
12142265	03/19/2015	Bureau of Edctn & Research/BER	01-5200	Ipad training		458.00
12142266	03/19/2015	CA Water Service Company	01-5530	Water Fees		147.74
12142267	03/19/2015	CDW-G	01-4400	HP Laser Jet Printer	717.62	
				New Printer for Classroom	198.34	
				Printers for Portable Labs	725.89	
				Site Lincese for Typing. ROP Budget	1,218.99	2,860.84
12142268	03/19/2015	Coalinga High School-Athletics	01-5300	Track & Fird Fees Coalinga HS		300.00
12142269	03/19/2015	DELL MARKETING LP	01-4400	COMPUTER REPLACEMENTS		12,877.02
12142270	03/19/2015	EDEN RADIO, Inc	01-4300	Radio Charger		78.43
12142271	03/19/2015	Follett School Solutions, Inc	01-4200	Spanish Reading Books		1,098.65
12142272	03/19/2015	Foster Farms Dairy	13-4700	Dairy / Cafeteria		809.55
12142273	03/19/2015	GREENFIELD TRUE VALUE	01-4300	Parts		25.13
12142274	03/19/2015	HOME DEPOT CREDIT SERVICES Dept. 32-2501271344	01-4300	Supplies		526.45
12142275	03/19/2015	INGRAHAM JEWELERS, INC	01-4300	Trophies for Sports, school year 2014-2015.		323.24
12142276	03/19/2015	LOZANO SMITH	01-5810	Lozano Smith Contract		3,720.40
12142277	03/19/2015	MATRANGA WHOLESALE FLORISTS	01-4300	Open PO for Floral Classes		258.96
12142278	03/19/2015	Monterey Bay Systems, dba	01-4300	Staples for Konica Minolta Copy Machines		103.11
12142279	03/19/2015	Noli-Porter Associates	01-5800	Admin Consultant		7,500.00
12142280	03/19/2015	Odysseyware, Inc	01-5800	Online Curriculum		3,500.00
12142281	03/19/2015	OFFICE DEPOT BUSINESS SERVICES	01-4300	Blanket Open PO for Classroom Supplies	73.51	
				Office supplies	156.43	

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Checks Dated 03/01/2015 through 03/31/2015 **Board Meeting Date April 21, 2015**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12142281	03/19/2015	OFFICE DEPOT BUSINESS SERVICES	01-4300	Replacement bulb for overhead projector	20.32	
			01-4400	Bar Code Reader for Library.	291.63	541.89
12142282	03/19/2015	PACIFIC GAS AND ELECTRIC CO	01-5520	PGE		12,568.71
12142283	03/19/2015	Progress Adviser	01-5800	Consultaing services-Data Analysis		450.00
12142284	03/19/2015	Ramada Inn-San Jose	01-5200	Confirm #104174- Para educator conference		638.40
12142285	03/19/2015	SchoolDude	01-5850	MySchoolDude Service-web service		1,265.63
12142286	03/19/2015	Sportwide	01-4300	Athletic Gear		408.88
12142287	03/19/2015	Susan Brooks	13-5800	Consulting & training -food services		4,150.00
12142288	03/19/2015	Sysco San Francisco	13-4300	Food Service	696.46	
			13-4700	Food Service	8,911.26	9,607.72
12142289	03/19/2015	turnitincom / iParadigms, LLC	01-5800	License Renewal		3,118.00
12142290	03/19/2015	UNITED PARCEL SERVICE	01-5930	UPS Services		259.74
12142291	03/19/2015	Univ Enterprises Corp at CSUSB	01-5200	Arts Education Conference		425.00
12142292	03/19/2015	Uretsky Security	01-5800	Security Contract		5,995.50
12142293	03/19/2015	Watsonville High School	01-5300	Track Meet Fees Watsonville HS		275.00
12144153	03/26/2015	Monica Serrato	01-5200	MCOE Workshop mileage reimb		89.48
12144154	03/26/2015	Valerie E. Reed	01-5200	Educating for careers reimbursement		265.80
12144155	03/26/2015	Dariana Sanchez	01-5200	LEadership Development Training		378.21
12144156	03/26/2015	Maria D. Navarro	01-5200	Aeries conference reimbursement		37.73
12144157	03/26/2015	Margarita Nuno	01-5200	Aeries Conference Reimbursement		397.98
12144158	03/26/2015	Allison M. Steinmann	01-4300	SPED Class supplies		414.74
12144159	03/26/2015	Laura Villagomez	01-5200	Aeries Conference reimbursement	38.44	
				Leadership Developement training Reimb	186.45	
				PIQUE meeting supplies reimbursements	306.45	531.34
12144160	03/26/2015	Diana M. Jimenez	01-4300	EI Achieve instructional supplies		213.84
12144161	03/26/2015	Aeries Software Inc	01-5200	Aeries Conference		825.00
12144162	03/26/2015	American Star Trailways	01-5200	Bus Rental		1,490.00
12144163	03/26/2015	AUS-Hayward-San Jose Lockbox	13-5800	Services		87.05
12144164	03/26/2015	CA Ed Tech Professionals Assn	01-5200	CETPA Conference		500.00
12144165	03/26/2015	CA Valued Trust	01-9514	Health insurance		72,069.04
12144166	03/26/2015	CA Water Service Company	01-5530	Water Fees		707.45
12144167	03/26/2015	GDW-G	01-4300	TECHNOLOGY SUPPLIES	1,258.67	
			01-4400	Ed. Supp/Mat for Comp. Classes	41.01	1,299.68
12144168	03/26/2015	CITY OF GREENFIELD	01-5530	Water, Garbage, Sewer	175.55	
			01-5540	Water, Garbage, Sewer	2,663.50	
			01-5550	Water, Garbage, Sewer	890.73	3,729.78
12144169	03/26/2015	Coalition for Adequate School Housing	25-5800	Leadership Academy Fees		6,800.00

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Checks Dated 03/01/2015 through 03/31/2015

Board Meeting Date April 21, 2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12144170	03/26/2015	Culligan Water Conditioning	13-5800	Water Conditioning		82.74
12144171	03/26/2015	EDEN RADIO, Inc	01-4300	Battery for Custodian's Radio		75.18
12144172	03/26/2015	Ferguson Enterprises, Inc	01-4300	supplies		645.65
12144173	03/26/2015	Foster Farms Dairy	13-4700	Dairy / Cafeteria		941.53
12144174	03/26/2015	HOME DEPOT CREDIT SERVICES Dept. 32-2501271344	01-4300	Misc Supplies for AG		1,227.49
12144175	03/26/2015	J. W. Pepper	01-4300	Music Supplies		278.46
12144176	03/26/2015	KING CITY TRUE VALUE HARDWARE	01-4300	supplies		12.83
12144177	03/26/2015	Mail Finance	01-5630	Postage Machine		158.06
12144178	03/26/2015	MATRANGA WHOLESALE FLORISTS	01-4300	Flowers and Supplies		146.50
12144179	03/26/2015	MCOE	01-5200	Emergency response training		100.00
12144180	03/26/2015	Multiple Measures, LLC.	01-5800	ELSSA (English Learner Subgroup Self Assessment)		500.00
12144181	03/26/2015	NASCO	01-4300	Ag supplies	939.40	
				Supplies for Art Classes	58.78	998.18
12144182	03/26/2015	OFFICE DEPOT BUSINESS SERVICES	01-4300	Office supplies	1,285.81	
				Open PO for Classroom Supplies	942.11	
				Open PO for Office Supplies	519.40	
				OPEN PO FOR SUPPLIES	662.38	
				Imprinted Envelopes	402.05	
			01-4400	office chairs	859.91	
				classroom chairs	1,160.96	
			01-5800	Recruiting supplies	70.96	5,903.58
12144183	03/26/2015	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE		899.79
12144184	03/26/2015	PARTS & SERVICE CENTER-NAPA	01-4300	Parts	437.76	
				shop coveralls	39.30	477.06
12144185	03/26/2015	Pinnacle Educators	01-5800	SPED Services		43,597.50
12144186	03/26/2015	PRAXAIR DISTRIBUTION INC	01-4300	Open PO for Gases		607.62
12144187	03/26/2015	PURE WATER	01-5800	Drinking Water		211.10
12144188	03/26/2015	SAFEWAY INC	01-4300	Blanket Open PO For Safeway-ELAC Meetings	10.99	
				meeting supplies - Staff Dev	38.84	49.83
12144189	03/26/2015	Skillpath Seminars	01-5200	Admin Seminar		297.00
12144190	03/26/2015	Social Vocational Services	01-5800	Contract for services through SVS		1,527.79
12144191	03/26/2015	SOUTH COUNTY NEWSPAPERS INC	25-5800	Public Notice Ad		330.00
12144192	03/26/2015	Sysco San Francisco	13-4300	Food Service	433.12	
			13-4700	Food Service	9,018.96	9,452.08
12144193	03/26/2015	TORO PETROLEUM CORP	01-4300	Open PO	187.81	

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ESCAPE ONLINE

Checks Dated 03/01/2015 through 03/31/2015 **Board Meeting Date April 21, 2015**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12144193	03/26/2015	TORO PETROLEUM CORP	01-4300	Open PO for Gas Supplies	310.98	
			01-4310	Fuel	539.74	1,038.53
12144194	03/26/2015	UNITED PARCEL SERVICE	01-5930	UPS Services		80.06
12144195	03/26/2015	VERIZON WIRELESS SVCS LLC	01-5940	District Communication		51.59
12144196	03/26/2015	Worth Publishers	01-4100	AP Econ Textbooks		2,093.60
12144197	03/26/2015	Alondra Jaime Aguilar	01-8699	Sheid Writing Contest		500.00
12144198	03/26/2015	Alondra Jaime Aguilar	01-8699	Sheid Writing Contest		500.00
12144199	03/26/2015	Alondra Jaime Aguilar	01-8699	Sheid Writing Contest		250.00
12144200	03/26/2015	Alondra Jaime Aguilar	01-8699	Ines Del Ponte Rava Scholarship		500.00
Total Number of Checks					196	456,912.01

	Count	Amount
Cancel	2	1,588.25
Net Issue		455,323.76

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	176	385,195.78
13	Cafeteria Fund	16	46,816.97
25	Capital Facilities Fund	5	12,732.78
35	School Facility Program (Regul	1	10,578.23
Total Number of Checks		194	455,323.76
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			455,323.76

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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.

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

SUBJECT: Approval of Purchase Orders – March 2015

MEETING: April 21, 2015

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 in March 2015.

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 03/01/2015 - 03/31/2015

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
B15-00202	A T & T CALNET 2	CALNET	011	01	UNRESTRICTED R	2,500.00
B15-00203	Work Well	Tb Test and Physicals	029	01	UNRESTRICTED R	1,500.00
B15-00204	Sysco San Francisco	Food Service	029	13	Child Nutrition	55,000.00
B15-00205	Joe Rice	WASC	029	01	UNRESTRICTED R	5,600.00
B15-00206	Riverside County Of	Teacher Induction Program	029	01	Supplemental	14,000.00
B15-00207	ACCREDITING COMMISS	WASC services	029	01	UNRESTRICTED R	10,050.00
B15-00208	Pinnacle Educators	SPED Services	029	01	Special Educati	43,597.50
B15-00209	RG Fabrication, Inc	Projector Mount Pipe	029	01	UNRESTRICTED R	299.98
B15-00210	Foster Farms Dairy	Dairy / Cafeteria	011	13	Child Nutrition	7,000.00
B15-00211	CA Department of Ju	Fingerprinting	011	01	UNRESTRICTED R	600.00
B15-00212	OFFICE DEPOT BUSINE	OPEN PO FOR SUPPLIES	029	01	State Lottery	750.00
B15-00213	EDUCATIONAL DATA SY	Physical fitness test	029	01	UNRESTRICTED R	667.40
B15-00214	A T & T	Phone service	029	01	UNRESTRICTED R	3,500.00
B15-00215	Monterey Bay System	Staples for Konica Minolta Copy Machines	023	01	State Lottery	700.00
B15-00216	CDW-G	TECHNOLOGY SUPPLIES	029	01	State Lottery	3,500.00
B15-00217	LOZANO SMITH	Lozano Smith Contract	011	01	UNRESTRICTED R	20,000.00
B15-00218	CDW-G	TECHNOLOGY EQUIPMENT	029	01	UNRESTRICTED R	3,500.00
B15-00219	Dilbeck & Sons, Inc	Repairs	009	01	Ongoing & Major	6,000.00
B15-00220	Syserco Inc	EMS Repairs	009	01	Ongoing & Major	4,000.00
B15-00221	Hydro Turf, Inc	Landscaping Materials	009	01	Ongoing & Major	150.00
B15-00222	JK Architects, Inc.	Greenfield HS Fire Alarm Replacement	009	01	Ongoing & Major	83,600.00
PO15-00327	Turning Tech, LLC	NXT Soluttion	029	01	Common Core	4,283.05
PO15-00434	OFFICE DEPOT BUSINE	Office Furniture	021	01	State Lottery	617.45
PO15-00460	OFFICE DEPOT BUSINE	office chairs	022	01	UNRESTRICTED R	859.91
PO15-00476	M-F Athlhc Evrythng	Tapes, Batons, Stop Watch	021	01	UNRESTRICTED R	140.58
PO15-00477	Tomark Sports	Softball Home Plate	021	01	UNRESTRICTED R	69.86
PO15-00478	Watsonville High Sc	Softball Var & JV Tournaments Watsonville	021	01	UNRESTRICTED R	625.00
PO15-00479	OFFICE DEPOT BUSINE	Recruiting supplies	029	01	UNRESTRICTED R	150.00
PO15-00480	BFS Landscape Archi	Landscaping	029	01	Ongoing & Major	8,202.25
PO15-00481	Progress Adviser	Consultaing services-Data Analysis	029	01	Supplemental	5,000.00
PO15-00482	UMSTEAD ELECTRIC (D	Repairs	009	01	Ongoing & Major	1,000.00
PO15-00483	SCHOOL SERVICES OF	May revise workshop	029	01	UNRESTRICTED R	155.00
PO15-00484	Century Collision R	Repairs	800	01	UNRESTRICTED R	1,290.00
PO15-00485	Multiple Measures,	ELSSA (English Learner Subgroup Self Assessment)	029	01	Title III Limit	500.00
PO15-00486	HOME DEPOT/GECF	Supplies	009	01	Ongoing & Major	526.45
PO15-00487	Novacoast Inc	License Renewal	029	01	UNRESTRICTED R	6,412.00
PO15-00488	Bureau of Edctn & R	Ipad training	029	01	State Lottery	458.00
PO15-00489	CDW-G	Ed. Supp/Mat for Comp. Classes	023	01	ROC/P	1,440.36
PO15-00490	Scofield Graphics	Classroom Identification Signs	009	01	Ongoing & Major	363.23

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

Page 1 of 3

Description

Includes Purchase Orders dated 03/01/2015 - 03/31/2015						
PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
PO15-00491	AMERICAN SUPPLY COM	Custodial SUPplies	10	01	State Lottery	8,500.00
PO15-00493	Skillpath Seminars	Admin Seminar	029	01	UNRESTRICTED R	297.00
PO15-00494	San Benito Supply	California Gold -Baseball Style	023	01	UNRESTRICTED R	430.00
PO15-00495	TORO PETROLEUM CORP	Open PO	023	01	State Lottery	800.00
PO15-00496	NASCO	Supplies for Art Classes	023	01	State Lottery	58.78
PO15-00497	OFFICE DEPOT BUSINE	classroom chairs	022	01	State Lottery	1,160.96
PO15-00498	AP by the Sea	AP By the Sea Conference	029	01	Supplemental	750.00
PO15-00499	CA School Employee	ParaEducator Conference	029	01	Special Educati	396.00
PO15-00500	MCOE	Campus Security Workshop	029	01	Supplemental	80.00
PO15-00501	Honor's Program, Th	Graduation Cords & Tassel	021	01	State Lottery	309.60
PO15-00502	Coalinga High Schoo	Track & Fird Fees Coalinga HS	021	01	UNRESTRICTED R	300.00
PO15-00503	Watsonville High Sc	Track Meet Fees Watsonville HS	021	01	UNRESTRICTED R	275.00
PO15-00504	CATA	CATA Conference	029	01	Vocational Prog	2,132.00
PO15-00505	MCOE	Workshop CCSS @ MCOE	029	01	Economic Impact	60.00
PO15-00506	Atkinson Anderson	Books	029	01	UNRESTRICTED R	439.45
PO15-00507	Sol Education Partn	Leading For Learning workshop	029	01	UNRESTRICTED R	250.00
PO15-00508	CSBA	CSBA	029	01	UNRESTRICTED R	12,200.00
PO15-00509	CDW-G	CBO surface accessories	029	01	UNRESTRICTED R	260.55
PO15-00510	OFFICE DEPOT BUSINE	Megaphone and panasonic phone	023	01	State Lottery	158.38
PO15-00511	SAFEWAY INC	Open PO for Scholarship Interview refreshments	023	01	State Lottery	75.00
PO15-00512	SCHOOL SERVICES OF	Compensation Study	029	01	UNRESTRICTED R	16,200.00
PO15-00513	SCHOOL SERVICES OF	SpEd Financial Workshop	029	01	UNRESTRICTED R	195.00
PO15-00515	SOUTH COUNTY NEWSP/	Bid advertising	029	25	UNRESTRICTED R	1,300.00
PO15-00516	CAROLINA BIOLOGICAL	Teaching supplies for chemistry classes	023	01	State Lottery	1,075.76
PO15-00517	CA Ass'n for Billing	Bilingual Professional Development	023	01	Title III Limit	520.00
PO15-00518	BSN Sports / US Com	Baseball Gear. Order #20698348, Attn: Greg Malone	023	01	UNRESTRICTED R	697.45
PO15-00519	EDEN RADIO, Inc	SpEd radios	029	01	Special Educati	1,943.41
PO15-00520	CASEY PRINTING, INC	Diploma paper	022	01	State Lottery	41.28
PO15-00521	SHI International C	License Renewal	029	01	UNRESTRICTED R	4,478.30
PO15-00522	CDW-G	SBAC Materials	029	01	Common Core	7,925.68
PO15-00523	A & G PUMPING, INC	Services	009	01	Ongoing & Major	2,700.00
PO15-00524	Microsoft Corporati	SBAC Materials	029	01	Common Core	11,586.84
PO15-00525	PARTS & SERVICE CEN	Parts	800	01	UNRESTRICTED R	1,500.00
PO15-00526	Coalition for Adequ	Leadership Academy Fees	009	25	UNRESTRICTED R	6,800.00
PO15-00527	OFFICE DEPOT BUSINE	File Cabnets	021	01	State Lottery	1,547.91
PO15-00528	OFFICE DEPOT BUSINE	Office Chair	021	01	State Lottery	125.55
PO15-00529	OFFICE DEPOT BUSINE	Copy Paper Boxes	021	01	State Lottery	730.79
PO15-00530	OFFICE DEPOT BUSINE	Library Office Supplies	021	01	State Lottery	34.38
PO15-00531	CDW-G	Toner Supplies	021	01	State Lottery	870.31

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

Page 2 of 3

Description

Includes Purchase Orders dated 03/01/2015 - 03/31/2015

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO15-00532	OFFICE DEPOT BUSINE	Pallet of Copy Paper	021	01	State Lottery	4,263.42
PO15-00533	OFFICE DEPOT BUSINE	Classroom Supplies	021	01	State Lottery	2,000.00
PO15-00534	OFFICE DEPOT BUSINE	Offcie Supplies	021	01	State Lottery	2,000.00
PO15-00535	J. W. Pepper	Music Supplies	021	01	Other Local	541.38
PO15-00536	Musician's Friend,	Music Supplies	021	01	Other Local	1,243.27
PO15-00537	CDW-G	Printers	021	01	State Lottery	297.04
PO15-00538	Hydro Turf, Inc	Landscaping Materials	009	01	Ongoing & Major	253.80
PO15-00539	Clark, Wm J Truckin	Landscaping Materials	009	01	Ongoing & Major	400.73
PO15-00540	CDW-G	Technology Equipment	029	01	State Lottery	409.62
PO15-00541	DELL MARKETING LP	PLTW Teacher Laptops	029	01	Common Core	2,949.28
PO15-00542	AXIOM ADVISORS & CO	SARC tranlations	029	01	UNRESTRICTED R	900.00
PO15-00543	Salinas Valley Fair	Hall for Scholarship Banquet	021	01	State Lottery	855.00
PO15-00544	PENINSULA SPORTS, I	Winter Game Additional & Spring Game Fees	023	01	UNRESTRICTED R	3,469.04
PO15-00545	Social Studies Scho	Counseling Information for students	023	01	State Lottery	136.57
PO15-00546	Nuevo Milenio	Flower Arrangements for Graduation Ceremony	023	01	State Lottery	193.50
PO15-00547	Rainbow Printing In	Graduation Program Paper	023	01	State Lottery	86.80
Total						407,812.85

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: Site Enrollment, Attendance and Referral Statistics

MEETING: April 21, 2015

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 are reports for each site indicating enrollment, attendance and discipline for March 2015.

Note: Some of the programs in the reports such as Home & Hospital may not have students enrolled during a reporting period.

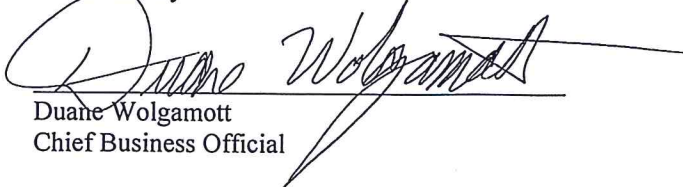
Recommendation:

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

4/13/2015

2014-2015

Discipline Distribution Report from 3/1/2015 to 3/31/2015

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	
02 *Alcohol, Use of (E) 48900	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-
04 *Assault (E) 48900 (a)(2)	6	1	1	2	2	1	5	6	-	-	-	-	-	-	
07 *Drugs, Paraphernalia (E)	2	-	1	1	-	-	2	2	-	-	-	-	-	-	
08 *Drugs, Possession of (E)	1	-	1	-	-	-	1	1	-	-	-	-	-	-	
10 *Drugs, Use of (E) 48900 (1	1	-	-	-	-	1	1	-	-	-	-	-	-	
25 *Weapon, Possession of (2	-	-	1	1	-	2	2	-	-	-	-	-	-	
37 Behavior, Disobedience (E)	3	1	-	1	1	-	3	2	-	-	-	-	-	1	
38 Behavior, Disruptive (E) 48	3	-	2	1	-	-	3	3	-	-	-	-	-	-	
39 Behavior, Inappropriate (E)	4	2	-	2	-	-	4	4	-	-	-	-	-	-	
47 Disruption of School Activiti	22	4	6	7	5	6	16	21	-	-	-	-	-	1	
52 Fighting (E) 48900 (a)(1)	7	-	3	2	2	5	2	7	-	-	-	-	-	-	
59 Harassment, Witness (E) 4	1	-	1	-	-	1	-	1	-	-	-	-	-	-	
63 Information	1	-	-	-	1	-	1	1	-	-	-	-	-	-	
64 Language, Obscene (E) 48	1	-	1	-	-	-	1	1	-	-	-	-	-	-	
65 Language, Profanity (E) 48	3	-	1	2	-	1	2	3	-	-	-	-	-	-	
75 Harassment, Threats or Inti	3	-	1	1	1	-	3	3	-	-	-	-	-	-	
Totals:	61	10	18	20	13	14	47	59	-	-	-	-	-	2	

2015

Greenfield High School

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MONTHLY ATTENDANCE SUMMARY

Page 1

Month 8 - From 02/23/2015 Through 03/20/2015

Regular Program

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	19	251	1	252	2	250	17	211	4788	4560	240.00	95.58%	0	32445	135	240.33
10 TOTAL	19	255	5	260	1	259	49	214	4940	4677	246.16	95.62%	0	33013	135	244.54
11 TOTAL	19	213	0	213	1	212	6	244	4047	3797	199.84	93.96%	0	28138	135	208.43
12 TOTAL	19	190	0	190	2	188	18	218	3610	3374	177.58	93.93%	0	24407	135	180.79
TOTAL 9-12	19	909	6	915	6	909	90	887	17385	16408	863.58	94.87%	0	118003	135	874.10
PROGRAM	19	909	6	915	6	909	90	887	17385	16408	863.58	94.87%	0	118003	135	874.10

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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

04/13/2015

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 8 - From 02/23/2015 Through 03/20/2015

Program H Home-Hospital

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	19	0
11 TOTAL	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	21	135	0.16
12 TOTAL	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	39	135	0.29
TOTAL 9-12	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	127	135	0.94
PROGRAM	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	127	135	0.94

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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

04/13/2015

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MONTHLY ATTENDANCE SUMMARY

Page 3

Month 8 - From 02/23/2015 Through 03/20/2015

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	N O P		
														YEAR TO DATE		
														Total Apport Attend	Days Taught	Total ADA (N/O)
9 TOTAL	19	3	1	4	0	4	18	25	76	33	1.74	56.90%	0	150	135	1.11
10 TOTAL	19	2	1	3	0	3	10	8	57	39	2.05	82.98%	0	333	135	2.47
11 TOTAL	19	7	1	8	0	8	14	17	152	121	6.37	87.68%	0	831	135	6.16
12 TOTAL	19	4	0	4	0	4	0	29	76	47	2.47	61.84%	0	625	135	4.63
TOTAL 9-12	19	16	3	19	0	19	42	79	361	240	12.63	75.24%	0	1939	135	14.36
PROGRAM	19	16	3	19	0	19	42	79	361	240	12.63	75.24%	0	1939	135	14.36

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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

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 8 - From 02/23/2015 Through 03/20/2015

Program S SPED

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	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	289	135	2.14	
10 TOTAL	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	93	135	0.69	
11 TOTAL	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	572	135	4.24	
12 TOTAL	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	423	135	3.13	
TOTAL 9-12	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	1377	135	10.20	
PROGRAM	19	0	0	0	0	0	0	0	0	0.00	0.00%	0	1377	135	10.20	

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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

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2014-2015

MONTHLY ATTENDANCE SUMMARY

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Month 8 - From 02/23/2015 Through 03/20/2015

Program T SDC Transitional Program

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	19	12	0	12	0	12	0	13	228	215	11.32	94.30%	0	1125	135	8.33
10 TOTAL	19	7	1	8	0	8	12	4	152	136	7.16	97.14%	0	615	135	4.56
11 TOTAL	19	13	0	13	0	13	0	27	247	220	11.58	89.07%	0	768	135	5.69
12 TOTAL	19	12	0	12	0	12	0	34	228	194	10.21	85.09%	0	748	135	5.54
TOTAL 9-12	19	44	1	45	0	45	12	78	855	765	40.26	90.75%	0	3256	135	24.12
PROGRAM	19	44	1	45	0	45	12	78	855	765	40.26	90.75%	0	3256	135	24.12

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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

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2014-2015

MONTHLY ATTENDANCE SUMMARY

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Month 8 - From 02/23/2015 Through 03/20/2015

Program V Short Term 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	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	24	77	0.31
TOTAL 9-12	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	24	77	0.31
PROGRAM	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	24	77	0.31

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Principal Signature

Date

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

King City High School

4/13/2015

2014-2015

Discipline Distribution Report from 3/1/2015 to 3/31/2015

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	
01 *Alcohol, Possession of (E)	1	-	1	-	-	1	-	-	-	-	-	-	-	-	1
07 *Drugs, Paraphernalia (E)	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-
22 *Sexual Harassment (E) 48	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-
25 *Weapon, Possession of (2	1	1	-	-	2	-	2	-	-	-	-	-	-	-
26 *Weapon, Use of (E) 4890	1	1	-	-	-	1	-	1	-	-	-	-	-	-	-
39 Behavior, Inappropriate (E)	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-
47 Disruption of School Activiti	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-
52 Fighting (E) 48900 (a)(1)	7	3	2	2	-	4	3	7	-	-	-	-	-	-	-
62 Horseplay	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-
65 Language, Profanity (E) 48	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-
Totals:	17	6	7	4	-	8	9	16	-	-	-	-	-	-	1

King City High School

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MONTHLY ATTENDANCE SUMMARY

Page 1

Month 8 - From 02/23/2015 Through 03/20/2015

Regular Program

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	19	255	0	255	6	249	39	231	4845	4575	240.79	95.19%	0	33926	135	251.30
10 TOTAL	19	239	1	240	2	238	45	179	4560	4336	228.21	96.04%	0	31183	135	230.99
11 TOTAL	19	205	1	206	5	201	65	159	3914	3690	194.21	95.87%	0	27361	135	202.67
12 TOTAL	19	176	0	176	0	176	0	142	3344	3202	168.53	95.75%	0	22684	135	168.03
TOTAL 9-12	19	875	2	877	13	864	149	711	16663	15803	831.74	95.69%	0	115154	135	852.99
PROGRAM	19	875	2	877	13	864	149	711	16663	15803	831.74	95.69%	0	115154	135	852.99

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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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MONTHLY ATTENDANCE SUMMARY

Page 2

Month 8 - From 02/23/2015 Through 03/20/2015

Program C Concurrent

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)
10 TOTAL	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	32	116	0.28
TOTAL 9-12	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	32	116	0.28
PROGRAM	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	32	116	0.28

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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

04/13/2015

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 3

Month 8 - From 02/23/2015 Through 03/20/2015

Program H Home-Hospital

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	19	0	1	1	0	1	5	1	19	13	0.68	92.86%	0	13	135	0.10
10 TOTAL	19	1	0	1	0	1	0	0	19	19	1.00	100.00%	0	19	135	0.14
TOTAL 9-12	19	1	1	2	0	2	5	1	38	32	1.68	96.97%	0	32	135	0.24
PROGRAM	19	1	1	2	0	2	5	1	38	32	1.68	96.97%	0	32	135	0.24

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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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MONTHLY ATTENDANCE SUMMARY

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Month 8 - From 02/23/2015 Through 03/20/2015

Program I Independent Study

Grade Tchr Level No.	A	B	C	D	E	F	G	H	I	J	K	L	M	YEAR TO DATE		
	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	Total Apport Attend	Days Taught	Total ADA (N/O)
9 TOTAL	19	2	5	7	0	7	70	22	133	41	2.16	65.08%	0	137	116	1.18
10 TOTAL	19	5	1	6	0	6	2	36	114	76	4.00	67.86%	0	617	135	4.57
11 TOTAL	19	15	2	17	0	17	17	35	323	271	14.26	88.56%	0	1554	135	11.51
12 TOTAL	19	2	0	2	0	2	0	8	38	30	1.58	78.95%	0	444	135	3.29
TOTAL 9-12	19	24	8	32	0	32	89	101	608	418	22.00	80.54%	0	2752	135	20.39
PROGRAM	19	24	8	32	0	32	89	101	608	418	22.00	80.54%	0	2752	135	20.39

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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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MONTHLY ATTENDANCE SUMMARY

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Month 8 - From 02/23/2015 Through 03/20/2015

Program S SPED

Grade Tchr Level No.	A	B	C	D	E	F	G	H	I	J	K	L	M	YEAR TO DATE		
	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	Total Apport Attend	Days Taught	Total ADA (N/O)
	9 TOTAL	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	1373	135
10 TOTAL	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	206	135	1.53
11 TOTAL	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	448	135	3.32
12 TOTAL	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	466	135	3.45
TOTAL 9-12	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	2493	135	18.47
PROGRAM	19	0	0	0	0	0	0	0	0	0	0.00	0.00%	0	2493	135	18.47

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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

04/13/2015

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2014-2015

MONTHLY ATTENDANCE SUMMARY

Page 6

Month 8 - From 02/23/2015 Through 03/20/2015

Program T SDC Transitional Program

Grade Tchr Level No.	A	B	C	D	E	F	G	H	I	J	K	L	M	YEAR TO DATE		
	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	Total Apport Attend	Days Taught	Total ADA (N/O)
	9 TOTAL	19	17	0	17	0	17	0	10	323	313	16.47	96.90%	0	313	135
10 TOTAL	19	4	0	4	0	4	0	8	76	68	3.58	89.47%	0	68	135	0.50
11 TOTAL	19	2	0	2	0	2	0	2	38	36	1.89	94.74%	0	36	135	0.27
12 TOTAL	19	7	0	7	0	7	0	8	133	125	6.58	93.98%	0	125	135	0.93
TOTAL 9-12	19	30	0	30	0	30	0	28	570	542	28.53	95.09%	0	542	135	4.01
PROGRAM	19	30	0	30	0	30	0	28	570	542	28.53	95.09%	0	542	135	4.01

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Principal Signature

Date

King City High School

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MONTHLY ATTENDANCE SUMMARY

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Month 8 - From 02/23/2015 Through 03/20/2015

Program X Fifth year senior

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)
12 TOTAL	19	1	0	1	0	1	0	2	19	17	0.89	89.47%	0	123	135	0.91
TOTAL 9-12	19	1	0	1	0	1	0	2	19	17	0.89	89.47%	0	123	135	0.91
PROGRAM	19	1	0	1	0	1	0	2	19	17	0.89	89.47%	0	123	135	0.91

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

Principal Signature

Date

Portola-Butler Contin. High School

4/13/2015

2014-2015

Discipline Distribution Report from 3/1/2015 to 3/31/2015

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	-	-	-	-	-	-	-
37 Behavior, Disobedience (E)	1	-	-	-	1	-	1	1	-	-	-	-	-	-	-
47 Disruption of School Activiti	3	-	-	-	3	-	3	3	-	-	-	-	-	-	-
52 Fighting (E) 48900 (a)(1)	1	-	-	-	1	-	1	1	-	-	-	-	-	-	-
75 Harassment, Threats or Inti	1	-	-	-	1	-	1	1	-	-	-	-	-	-	-
Totals:	7	-	-	-	7	-	7	7	-	-	-	-	-	-	-

Portola-Butler Contin. High School

4/13/2015

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MONTHLY ATTENDANCE SUMMARY/CONTINUATION

Page 1

Month 8 - From 02/23/2015 Through 03/20/2015

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)
10 TOTAL	19	3	0	3	0	3	0	171.00	164.00	0.00	164.00	2.88
11 TOTAL	19	37	2	39	1	38	5	2208.00	2056.00	26.00	2082.00	36.53
12 TOTAL	19	40	2	42	6	36	55	2223.00	1900.00	26.00	1926.00	33.79
PROGRAM TOTAL	19	80	4	84	7	77	60	4602.00	4120.00	52.00	4172.00	73.19

89.53%

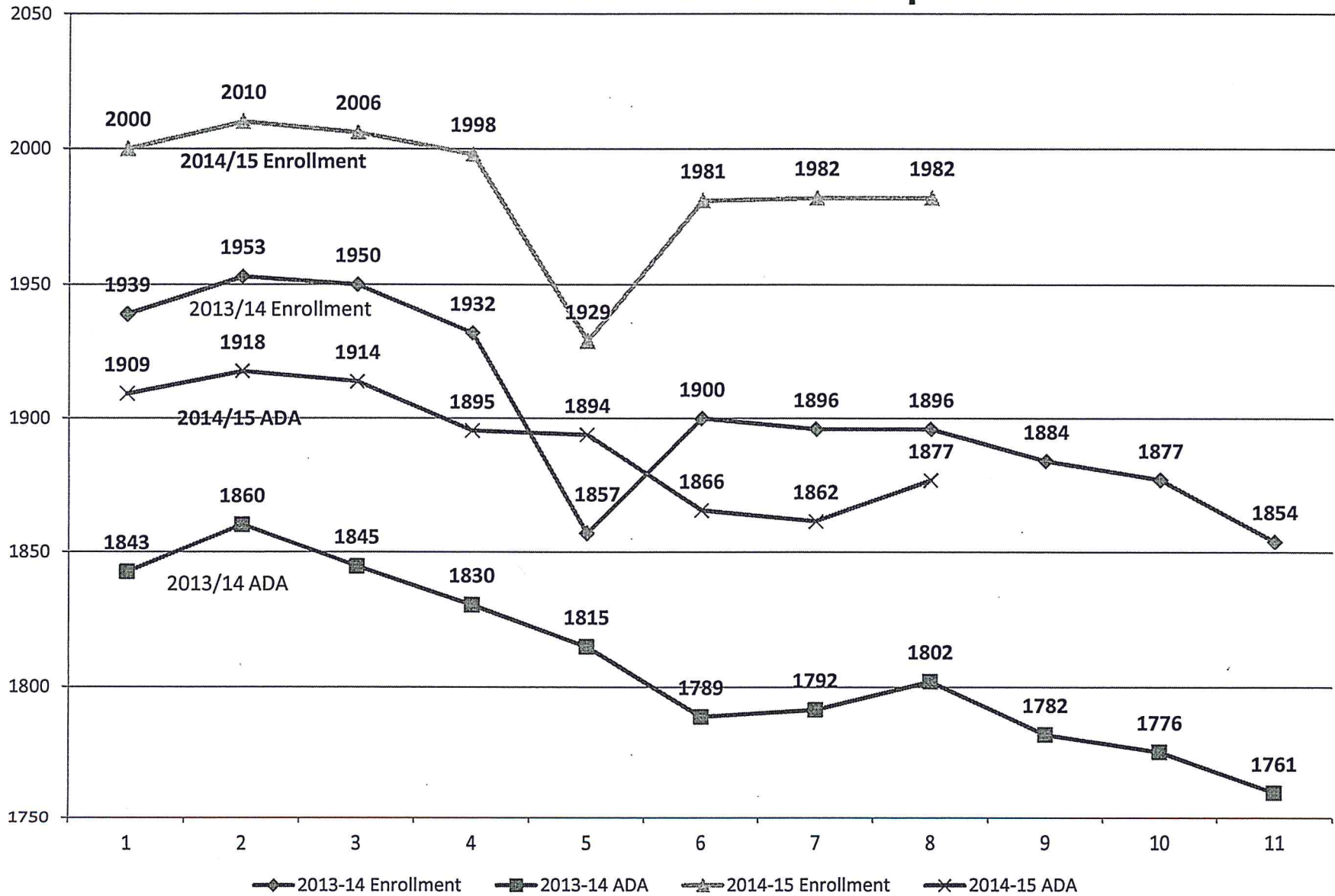
Program I Independent Study												
	A	B	C	D	E	F	G	H	I	J	K	L
Grade Level	Days Taught	Enrollment Carried Forward	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours (I+J)	TOTAL ADA (K / 3 / A)
11 TOTAL	19	1	1	2	0	2	16	66.00	42.00	0.00	42.00	0.74
12 TOTAL	19	1	1	2	0	2	3	105.00	57.00	0.00	57.00	1.00
PROGRAM TOTAL	19	2	2	4	0	4	19	171.00	99.00	0.00	99.00	1.74

57.89%

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	19	1	0	1	0	1	0	57.00	57.00	0.00	57.00	1.00
PROGRAM TOTAL	19	1	0	1	0	1	0	57.00	57.00	0.00	57.00	1.00

100%

District Enrollment & ADA comparisons



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

SUBJECT: Cash Flow Report from July 1, 2014 to
March 31, 2015

MEETING: April 21, 2015

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:

Cash flow Projection Report - 2014/15 Fiscal Year

- Fund 01 – General Fund
- Fund 09 – Charter School Fund
- Fund 13 – Cafeteria Fund (Fund 13 usually runs a negative balance as there are no advance apportionments)
- Fund 14 – Deferred Maintenance
- Fund 17 – Special Reserve Fund
- Fund 25 – Capital Facilities Program
- Fund 35 – School Facility Program
- Fund 56 – Debt Service

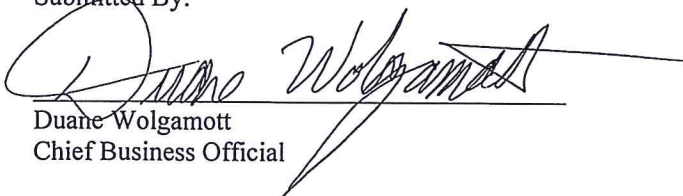
Recommendation:

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 March

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	4,207,942.26	3,326,385.24	
B. RECEIPTS									
Revenue Limit									
Principal Apportionment	8010-8019		1,379,129.00	1,421,971.00	2,037,097.00	1,421,971.00			
Property Taxes	8020-8079			10,130.73	18,226.14		35,534.52	3,100,396.52	
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299				298,201.61	16,831.00	60,000.00		
Other State Revenues	8300-8599				5,425.46	63,942.00	212,685.00		
Other Local Revenues	8600-8799			5,550.00	72,465.38	113,386.03	149,979.82	269,238.81	
Interfund Transfers In	8910-8929					13,515.09	13,515.09		
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	1,379,129.00	1,406,290.27	2,431,415.59	1,629,645.12	444,684.25	3,369,635.33	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999		105,614.54	586,447.00	601,570.81	641,806.53	624,278.59	64,802.24	
Classified Salaries	2000-2999		97,455.69	180,399.08	207,250.89	182,150.72	193,589.96	225,506.14	
Employee Benefits	3000-3999		72,804.77	246,449.11	248,356.14	238,044.23	251,366.55	121,090.93	
Books and Supplies	4000-4999		47,882.63	107,666.77	382,449.32	230,431.88	98,356.82	44,397.38	
Services	5000-5999		253,470.64	190,396.69	158,180.03	156,043.37	137,428.53	112,878.66	
Capital Outlays	6000-6599			3,500.00		19,967.22	19,608.76		
Other Outgo	7000-7499		9,383.08	19,704.46	19,704.46	19,704.46	19,704.46	1,267,613.76	
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	1,448,213.97	1,344,333.67	1,836,289.11	
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199	1,073,471.13	183,782.25	311,485.94	311,485.94	112,278.13		1,067,205.95	
Accounts Receivable	9200-9299	5,775,496.92	6,195,925.42	229,150.87	18,065.65	79,297.27	433.00	78,298.99	
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	32,980.86	433.00	1,145,504.94	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 01 - Actuals through March		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	54,026.90	17,423.39	79,752.54-
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-	54,025.54	17,659.40	79,756.29-
Nonoperating								
Suspense Clearing	9910			227.50-	.61-	1.36-	236.01	3.75-
TOTAL BALANCE SHEET TRANSACTIONS		952,072.20-	295,515.12	180,568.00-	472,614.11-	21,044.68	18,092.40	1,065,748.65
E. NET INCREASE/DECREASE B - C + D			1,088,032.77	108,840.84-	341,289.83	202,475.83	881,557.02-	2,599,094.87
F. ENDING CASH (A + E)			3,773,017.44	3,664,176.60	4,005,466.43	4,207,942.26	3,326,385.24	5,925,480.11
G. Ending Cash, Plus Cash Accruals and Adjustments								

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Fund 01 - Actuals through March		Fiscal Year 2014/15								
	Object	January	February	March	April	May	June	Total	Budget	
A. BEGINNING CASH		9110	5,925,480.11	5,184,840.73	4,753,408.11					
B. RECEIPTS										
Revenue Limit										
Principal Apportionment	8010-8019	1,183,913.00	454,000.00	1,165,550.00				9,063,631.00	11,271,468.00	
Property Taxes	8020-8079	61,203.43	79,369.63	106,262.04				3,390,861.55	5,408,741.00	
Miscellaneous Funds	8080-8099									
Federal Revenues	8100-8299	14,333.00	11,951.00	82,233.89				483,550.50	1,206,114.00	
Other State Revenues	8300-8599	92,217.96						374,270.42	940,708.00	
Other Local Revenues	8600-8799	317,865.03	306,434.62	104,357.35				1,328,177.04	1,365,278.00	
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
Undefined Objects										
TOTAL RECEIPTS			1,669,532.42	851,755.25	1,458,403.28	.00	.00	.00	14,640,490.51	20,192,309.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	1,200,937.71	610,154.94	626,702.00				5,062,314.36	7,256,109.00	
Classified Salaries	2000-2999	186,245.92	183,035.88	248,689.07				1,704,323.35	2,435,805.00	
Employee Benefits	3000-3999	401,154.61	245,356.04	262,603.45				2,087,225.83	3,055,160.00	
Supplies and Services	4000-4999	56,248.82	58,545.84	79,933.60				1,105,913.06	1,897,972.00	
Services	5000-5999	288,198.86	202,259.28	183,511.89				1,682,367.95	4,426,950.26	
Capital Outlays	6000-6599	76,650.85	56,734.06					136,526.45	172,161.00	
Other Outgo	7000-7499	42,850.72	23,316.14	20,574.93				1,442,556.47	1,541,527.00	
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
Undefined Objects										
TOTAL DISBURSEMENTS			2,252,287.49	1,379,402.18	1,422,014.94	.00	.00	.00	13,221,227.47	20,785,684.26
D. BALANCE SHEET TRANSACTIONS										
Assets										
Cash Not In Treasury	9111-9199	79,668.00						68,505.69		
Accounts Receivable	9200-9299	855,284.00	88,386.88	26,102.00				5,860,376.08		
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Undefined Objects										
SUBTOTAL ASSETS			934,952.00	88,386.88	26,102.00	.00	.00	.00	5,928,881.77	
(continued)										

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 01 - Actuals through March		Fiscal Year 2014/15							
	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599	856,651.69	7,834.09	10,446.65				4,920,378.44-	
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650	159,252.00-						366,070.07-	
Undefined Objects		79,668.00						79,668.00	
SUBTOTAL LIABILITIES		777,067.69	7,827.43	10,397.21	.00	.00	.00	5,206,833.82-	
Nonoperating									
Suspense Clearing	9910		6.66-	49.44-				53.31-	
TOTAL BALANCE SHEET TRANSACTIONS		157,884.31-	96,214.31	36,499.21	.00	.00	.00	722,047.95	
E. NET INCREASE/DECREASE B - C + D		740,639.38-	431,432.62-	72,887.55	.00	.00	.00	2,141,310.99	593,375.26-
F. ENDING CASH (A + E)		5,184,840.73	4,753,408.11	4,826,295.66					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 09 - Actuals through March

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							
401k Plans and Supplies	4000-4999							
403a 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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 09 - Actuals through March		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 March

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	.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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 09 - Actuals through March		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					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 13 - Actuals through March		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-	56,503.34-	94,002.64-
B. RECEIPTS								
Revenue Limit								
Principal Apportionment	8010-8019							
Property Taxes	8020-8079							
Miscellaneous Funds	8080-8099							
Federal Revenues	8100-8299					35,496.19		
Other State Revenues	8300-8599					3,682.98		
Other Local Revenues	8600-8799				464.52	53,286.87	5.18	
Interfund Transfers In	8910-8929					13,515.09-	13,515.09	
All Other Financing Sources	8930-8979							
Undefined Objects								
TOTAL RECEIPTS		.00	.00	.00	464.52	78,950.95	13,520.27	.00
C. DISBURSEMENTS								
Certificated Salaries	1000-1999							
Classified Salaries	2000-2999			9,360.36	9,999.51	9,936.25	8,751.35	8,677.32
Employee Benefits	3000-3999			5,242.30	5,337.66	5,317.12	5,108.61	5,085.26
Books and Supplies	4000-4999			29,200.51	44,329.50	47,023.78	35,713.41	24,912.63
Services	5000-5999		84.34	84.34	654.45	517.52	1,446.20	3,283.36
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	62,794.67	51,019.57	41,958.57
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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 13 - Actuals through March		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-	16,156.28	37,499.30-	41,958.57-	
F. ENDING CASH (A + E)			31,723.70	12,163.81-	72,659.62-	56,503.34-	94,002.64-	135,961.21-	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 13 - Actuals through March		Fiscal Year 2014/15							
	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH		9110	135,961.21-	188,609.31-	30,630.95-				
B. RECEIPTS									
Revenue Limit									
Principal Apportionment		8010-8019							
Property Taxes		8020-8079							
Miscellaneous Funds		8080-8099							
Federal Revenues		8100-8299		150,764.90	70,544.64			256,805.73	400,000.00
Other State Revenues		8300-8599		11,805.58	5,555.71			21,044.27	35,000.00
Other Local Revenues		8600-8799		44,940.70	76.47-			98,620.80	154,435.00
Interfund Transfers In		8910-8929							
All Other Financing Sources		8930-8979							
Undefined Objects									
TOTAL RECEIPTS			.00	207,511.18	76,023.88	.00	.00	376,470.80	589,435.00
C. DISBURSEMENTS									
Certificated Salaries		1000-1999							
Classified Salaries		2000-2999	10,822.62	8,360.95	8,721.91			74,630.27	96,758.00
Employee Benefits		3000-3999	5,492.78	5,022.92	5,096.68			41,703.33	57,428.00
Supplies and Services		4000-4999	35,725.64	35,638.49	42,107.54			294,651.50	421,254.00
Services		5000-5999	607.06	510.46	4,709.43			11,897.16	15,841.00
Capital Outlays		6000-6599							
Other Outgo		7000-7499							
Interfund Transfers Out		7600-7629							
All Other Financing Uses		7630-7699							
Undefined Objects									
TOTAL DISBURSEMENTS			52,648.10	49,532.82	60,635.56	.00	.00	422,882.26	591,281.00
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	96,692.48	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 13 - Actuals through March		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		52,648.10-	157,978.36	15,388.32	.00	.00	.00	50,166.95	1,846.00-
F. ENDING CASH (A + E)		188,609.31-	30,630.95-	15,242.63-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 17 - Actuals through March

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	2,990,503.96
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		3,160.97	
Interfund Transfers In	8910-8929							
All Other Financing Sources	8930-8979							
Undefined Objects								
TOTAL RECEIPTS		.00	.00	.00	525.29	.00	3,160.97	.00
C. DISBURSEMENTS								
Certificated Salaries	1000-1999							
Classified Salaries	2000-2999							
Employee Benefits	3000-3999							
Contracts 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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 17 - Actuals through March		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	3,160.97	.00	
F. ENDING CASH (A + E)			2,983,822.86	2,983,822.86	2,987,342.99	2,987,342.99	2,990,503.96	2,990,503.96	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 17 - Actuals through March		Fiscal Year 2014/15								
	Object	January	February	March	April	May	June	Total	Budget	
A. BEGINNING CASH		9110	2,990,503.96	2,990,503.96	2,990,503.96					
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			2,668.18				6,354.44	526.00	
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
Undefined Objects										
TOTAL RECEIPTS			.00	.00	2,668.18	.00	.00	.00	6,354.44	526.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999									
Classified Salaries	2000-2999									
Employee Benefits	3000-3999									
Supplies and Services	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		
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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 17 - Actuals through March		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	2,668.18	.00	.00	.00	9,349.28	526.00
F. ENDING CASH (A + E)		2,990,503.96	2,990,503.96	2,993,172.14					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 25 - Actuals through March **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	411,484.67	411,891.05	
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	27,412.97	406.38		
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	69.94	27,412.97	406.38	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Supplies and Supplies	4000-4999								
Services	5000-5999							408.50	
Capital Outlays	6000-6599								
Other Outgo	7000-7499							104,672.76	
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	105,081.26	
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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 25 - Actuals through March		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	27,412.97	406.38	105,081.26	
F. ENDING CASH (A + E)			383,608.61	383,608.61	384,071.70	411,484.67	411,891.05	306,809.79	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 25 - Actuals through March		Fiscal Year 2014/15								
	Object	January	February	March	April	May	June	Total	Budget	
A. BEGINNING CASH		9110	306,809.79	302,729.79	333,828.79					
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		38,715.00	19,471.24				86,075.53	50,070.00	
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
Undefined Objects										
TOTAL RECEIPTS			.00	38,715.00	19,471.24	.00	.00	.00	86,075.53	50,070.00
C. DISBURSEMENTS										
Certificated Salaries		1000-1999								
Classified Salaries		2000-2999								
Employee Benefits		3000-3999								
Supplies and Supplies		4000-4999								
Services	5000-5999	4,080.00	7,616.00	12,732.78				24,837.28	140,000.00	
Capital Outlays		6000-6599								
Other Outgo		7000-7499						104,672.76	108,253.00	
Interfund Transfers Out		7600-7629								
All Other Financing Uses		7630-7699								
Undefined Objects										
TOTAL DISBURSEMENTS			4,080.00	7,616.00	12,732.78	.00	.00	.00	129,510.04	248,253.00
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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 25 - Actuals through March		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		4,080.00-	31,099.00	6,738.46	.00	.00	.00	43,041.36-	198,183.00-
F. ENDING CASH (A + E)		302,729.79	333,828.79	340,567.25					
G. Ending Cash, Plus Cash Accruals and Adjustments									

Fund 35 - Actuals through March		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	258,802.75	259,085.59	
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-		282.84		
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	45.54-	.00	282.84	.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	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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 35 - Actuals through March		Fiscal Year 2014/15							
	Object	Beginning Balance	July	August	September	October	November	December	
Liabilities									
Accounts Payable	9500-9599	8,500.00				8,500.00-			
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		8,500.00	.00	.00	.00	8,500.00-	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		8,139.53	.00	.00	360.47	8,500.00-	.00	.00	
E. NET INCREASE/DECREASE B - C + D			.00	.00	314.93	8,500.00-	282.84	.00	
F. ENDING CASH (A + E)			266,987.82	266,987.82	267,302.75	258,802.75	259,085.59	259,085.59	
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 35 - Actuals through March		Fiscal Year 2014/15								
	Object	January	February	March	April	May	June	Total	Budget	
A. BEGINNING CASH		9110	259,085.59	5,212.59	5,212.59					
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			233.63				470.93	3,300.00	
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
Undefined Objects										
TOTAL RECEIPTS			.00	.00	233.63	.00	.00	.00	470.93	3,300.00
C. DISBURSEMENTS										
Certificated Salaries		1000-1999								
Classified Salaries		2000-2999								
Employee Benefits		3000-3999								
Supplies and Services		4000-4999								
Services		5000-5999	253,873.00					253,873.00	253,873.00	
Capital Outlays		6000-6599		10,578.23				10,578.23		
Other Outgo		7000-7499								
Interfund Transfers Out		7600-7629								
All Other Financing Uses		7630-7699								
Undefined Objects										
TOTAL DISBURSEMENTS			253,873.00	.00	10,578.23	.00	.00	.00	264,451.23	253,873.00
D. 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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 35 - Actuals through March		Fiscal Year 2014/15							
	Object	January	February	March	April	May	June	Total	Budget
Liabilities									
Accounts Payable	9500-9599							8,500.00-	
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	8,500.00-	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		.00	.00	.00	.00	.00	.00	8,139.53-	
E. NET INCREASE/DECREASE B - C + D		253,873.00-	.00	10,344.60-	.00	.00	.00	272,119.83-	250,573.00-
F. ENDING CASH (A + E)		5,212.59	5,212.59	5,132.01-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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Fund 56 - Actuals through March **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	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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 56 - Actuals through March		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 March

Fiscal Year 2014/15

	Object	January	February	March	April	May	June	Total	Budget
A. BEGINNING CASH	9110	.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								
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								
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 = 9, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 56 - Actuals through March		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					
G. Ending Cash, Plus Cash Accruals and Adjustments									

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SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Revenue and Expenditures Report for 2014-15

MEETING: April 21, 2015

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 (March 31, 2015) Revenues and Expenditures Report for each fund.

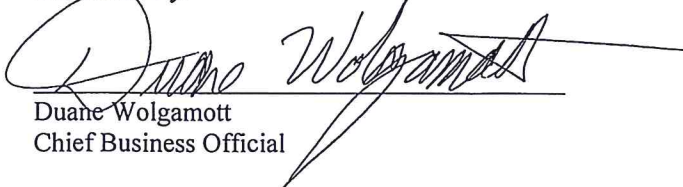
Recommendation:

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 03/31/2015**

		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Revenue Limit	(8010-8099)	16,680,209.00	12,454,492.55		4,225,716.45	25%
Federal Revenue	(8100-8299)	1,206,114.00	483,550.50		722,563.50	60%
Other State Revenue	(8300-8599)	940,708.00	374,270.42		566,437.58	60%
Other Local Revenue	(8600-8799)	1,365,278.00	1,328,177.04		37,100.96	3%
Total Revenue		20,192,309.00	14,640,490.51		5,551,818.49	27%
EXPENSES						
Certified Salaries	(1000-1999)	7,256,109.00	5,062,314.36	.00	2,193,794.64	30%
Classified Salaries	(2000-2999)	2,435,805.00	1,704,323.35	.00	731,481.65	30%
Employee Benefits	(3000-3999)	3,055,160.00	2,087,225.83	.00	967,934.17	32%
Supplies and Services	(4000-4999)	1,897,972.00	1,105,913.06	199,747.00	592,311.94	31%
Services & Operating Expenses	(5000-5999)	4,426,950.26	1,682,367.95	900,672.52	1,843,909.79	42%
Capital Outlays	(6000-6999)	172,161.00	136,526.45	.00	35,634.55	21%
Other Outgo	(7100-7299, 7400-7499)	1,541,527.00	1,442,556.47	.00	98,970.53	6%
Total Expenses		20,785,684.26	13,221,227.47	1,100,419.52	6,464,037.27	31%
Operating Surplus/(Deficit)		(593,375.26)	1,419,263.04	318,843.52		
Net Surplus/(Deficit)		(593,375.26)	1,419,263.04	318,843.52		
Beginning Fund Balance		3,716,733.00	3,716,724.87	3,716,724.87		
Net Ending Fund Balance		\$3,123,357.74	\$5,135,987.91	\$4,035,568.39		
		<i>*** calculated ***</i>				
Components of Ending Fund Balance						
	Undesignated/Unappropriated - 9790	3,123,357.74	.00			
	Ending Fund Balance	3,123,357.74	.00			

Fund 13 - Cafeteria Fund		Fiscal Year 2015 through 03/31/2015				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Federal Revenue	(8100-8299)	400,000.00	256,805.73		143,194.27	36%
Other State Revenue	(8300-8599)	35,000.00	21,044.27		13,955.73	40%
Other Local Revenue	(8600-8799)	154,435.00	98,620.80		55,814.20	36%
Total Revenue		589,435.00	376,470.80		212,964.20	36%
EXPENSES						
Classified Salaries	(2000-2999)	96,758.00	74,630.27	.00	22,127.73	23%
Employee Benefits	(3000-3999)	57,428.00	41,703.33	.00	15,724.67	27%
Supplies and Services	(4000-4999)	421,254.00	294,651.50	22,802.95	103,799.55	25%
Services & Operating Expenses	(5000-5999)	15,841.00	11,897.16	2,930.84	1,013.00	6%
Total Expenses		591,281.00	422,882.26	25,733.79	142,664.95	24%
Operating Surplus/(Deficit)		(1,846.00)	(46,411.46)	(72,145.25)		
Net Surplus/(Deficit)		(1,846.00)	(46,411.46)	(72,145.25)		
Beginning Fund Balance		31,221.00	31,220.32	31,220.32		
Net Ending Fund Balance		\$29,375.00	(\$15,191.14)	(\$40,924.93)		
<i>*** calculated ***</i>						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		29,375.00	.00			
Ending Fund Balance		29,375.00	.00			

Fund 17 - Special Reserve Fund for Other **Fiscal Year 2015 through 03/31/2015**

	Budget	Actual	Encumbrance	Balance	Avail
REVENUE					
Other Local Revenue (8600-8799)	526.00	6,354.44		(5,828.44)	(1108)%
Total Revenue	526.00	6,354.44		(5,828.44)	(1108)%
Operating Surplus/(Deficit)	526.00	6,354.44	6,354.44		
Net Surplus/(Deficit)	526.00	6,354.44	6,354.44		
Beginning Fund Balance	2,986,818.00	2,986,817.70	2,986,817.70		
Net Ending Fund Balance <i>*** calculated ***</i>	\$2,987,344.00	\$2,993,172.14	\$2,993,172.14		
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790	2,987,344.00	.00			
Ending Fund Balance	2,987,344.00	.00			

Fund 25 - Capital Facilities Fund **Fiscal Year 2015 through 03/31/2015**

	Budget	Actual	Encumbrance	Balance	Avail
REVENUE					
Other Local Revenue (8600-8799)	50,070.00	86,075.53		(36,005.53)	(72)%
Total Revenue	50,070.00	86,075.53		(36,005.53)	(72)%
EXPENSES					
Services & Operating Expenses (5000-5999)	140,000.00	24,837.28	16,733.22	98,429.50	70%
Other Outgo (7100-7299, 7400-7499)	108,253.00	104,672.76	.00	3,580.24	3%
Total Expenses	248,253.00	129,510.04	16,733.22	102,009.74	41%
Operating Surplus/(Deficit)	(198,183.00)	(43,434.51)	(60,167.73)		
Net Surplus/(Deficit)	(198,183.00)	(43,434.51)	(60,167.73)		
Beginning Fund Balance	384,002.00	384,001.76	384,001.76		
Net Ending Fund Balance	\$185,819.00	\$340,567.25	\$323,834.03		
<i>*** calculated ***</i>					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790	185,819.00	.00			
Ending Fund Balance	185,819.00	.00			

Fund 35 - School Facility Program (Regul		Fiscal Year 2015 through 03/31/2015				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUE						
Other Local Revenue	(8600-8799)	3,300.00	470.93		2,829.07	86%
Total Revenue		3,300.00	470.93		2,829.07	86%
EXPENSES						
Services & Operating Expenses	(5000-5999)	253,873.00	253,873.00	.00	0.00	0%
Capital Outlays	(6000-6999)	.00	10,578.23	.00	(10,578.23)	0%
Total Expenses		253,873.00	264,451.23	.00	(10,578.23)	(4)%
Operating Surplus/(Deficit)		(250,573.00)	(263,980.30)	(263,980.30)		
Net Surplus/(Deficit)		(250,573.00)	(263,980.30)	(263,980.30)		
Beginning Fund Balance		258,849.00	258,848.29	258,848.29		
Net Ending Fund Balance		\$8,276.00	(\$5,132.01)	(\$5,132.01)		
<i>*** calculated ***</i>						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		8,276.00	.00			
Ending Fund Balance		8,276.00	.00			

Fund 56 - Debt Service Fund		Fiscal Year 2015 through 03/31/2015			
	Budget	Actual	Encumbrance	Balance	Avail
Beginning Fund Balance	1,248,728.00	1,248,727.02	1,248,727.02		
Net Ending Fund Balance	\$1,248,728.00	\$1,248,727.02	\$1,248,727.02		
<i>*** calculated ***</i>					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790	1,248,728.00	.00			
Ending Fund Balance	1,248,728.00	.00			

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

SUBJECT: Greenfield High School Williams Second Quarter
Facilities Report

MEETING: April 21, 2015

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
- X Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Greenfield High School facilities second quarter report shows items as corrected, action taken, or blank if the item has not been completed. The items which are blank may be completed in-house or require a larger dollar amount for repairs, those will be prioritized and placed on a list to be accomplished as funding becomes available.

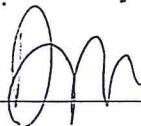
Recommendation:

This is an information item only.

Fiscal Impact:

The funding would come from the Routine Restricted Funds.

Submitted By:



Diane Miller
Director of MOTF

Approved:



Daniel R. Moirao, Ed.D.
State Administrator



Monterey County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
SECOND QUARTERLY FOR SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
JANUARY 2015

This report summarizes the results of the *Williams* Site Visits and documentation reviews at deciles 1, 2, and 3 schools (2012 Base API) for the months of October - December 2014.

SCHOOL FACILITIES:

Schools were reviewed for condition of facilities, whether they were in “good repair”* or pose an “emergency”** as noted below:

School	Overall Rating	Review Date	Room/Area	Facility Deficiencies Identified	Item # / Category	Emergency	Correction/Action Taken	Corrected On
Greenfield High School *	Good	8/19/14	Admin Bldg.	Paint peeling on down spout / Gutters / Eaves 4 th year	11 Hazardous Materials		Downspouts Repainted	1/20/15
			101	Carpet tears and waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	12/23/14
			106	Carpet tears and weaves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	12/23/14
			106	Floor outlet cover is loose / Broken trip hazard / Outlet cover missing	7 Electrical		Repaired	12/23/14
			102	Blinds are broken / Lockdown procedures	4 Interior Surfaces		Blinds Replaced	12/29/14
			Biology Work Rm	Water stains ceiling tiles 4 th year	4 Interior Surfaces		Tiles Replaced	3/20/15
			201	Exterior window frames rusted / Holes	15 Windows/Doors/Gates/Fences		Inspected; no rust/holes found	11/5/14
			206	Blinds are broken @ entry / Lockdown procedures	4 Interior Surfaces		Blinds Replaced	12/29/14
			202	Carpet has tears / Waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	8/8/14
			205	Carpet has tears / Waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	8/8/14
Greenfield High School (Cont'd) *			Activities Work Rm	Water stain ceiling tiles	4 Interior Surfaces		Tiles Replaced	3/20/15
			203	Carpet has tears / Waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	8/8/14

* “Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

** “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school.



Monterey County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
SECOND QUARTERLY FOR SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
JANUARY 2015

This report summarizes the results of the *Williams* Site Visits and documentation reviews at deciles 1, 2, and 3 schools (2012 Base API) for the months of October - December 2014.

SCHOOL FACILITIES:

Schools were reviewed for condition of facilities, whether they were in “good repair”* or pose an “emergency”** as noted below:

School	Overall Rating	Review Date	Room/Area	Facility Deficiencies Identified	Item # / Category	Emergency	Correction/Action Taken	Corrected On
			204	Carpet has tears / Waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	12/23/15
			P601	Rusted / Holes on exterior eaves	13 Roofs			
			P602	Inadequate lighting	7 Electrical		Bulbs Replaced	11/5/14
			P602	5 bulbs out	7 Electrical		Bulbs Replaced	11/5/14
			P602	Rust is present on exterior eaves	11 Hazardous Materials			
			P603	Carpet tears / Trip hazard	4 Interior Surfaces		Carpet Replaced	8/8/14
			P603	Rust under exterior eaves / Deteriorating 4 th year	11 Hazardous Materials			
Greenfield High School (Cont'd) *			P605	Carpet tears / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	8/8/14
			P606	Carpet is torn / Trip hazard	4 Interior Surfaces		Carpet Replaced	8/8/14
			P606	Exterior light is not working	7 Electrical		Light Repaired	11/6/14
			P607	Carpet is torn / Trip hazard	4 Interior Surfaces		Carpet Replaced	8/8/14
			P607	Exterior light is not working	7 Electrical		Light Repaired	11/6/14
			Boys RR	Ceiling tiles are missing	4 Interior Surfaces		Tiles Replaced	3/20/15
			Boys RR	Door vent cover is broken	15 Windows/Doors/Gates/Fences			

* “Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

** “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school.



Monterey County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
SECOND QUARTERLY FOR SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
JANUARY 2015

This report summarizes the results of the *Williams* Site Visits and documentation reviews at deciles 1, 2, and 3 schools (2012 Base API) for the months of October - December 2014.

SCHOOL FACILITIES:

Schools were reviewed for condition of facilities, whether they were in “good repair”* or pose an “emergency”** as noted below:

School	Overall Rating	Review Date	Room/Area	Facility Deficiencies Identified	Item # / Category	Emergency	Correction/Action Taken	Corrected On
			P609	Carpet tears and waves / Trip hazard 4 th year	4 Interior Surfaces		Carpet Replaced	8/8/14
			P610	Exterior lights are not working	7 Electrical		Lights Repaired	11/6/14
			P611	Exterior lights are not working	7 Electrical		Lights Repaired	11/6/14
			P612	Exterior lights are not working	7 Electrical		Lights Repaired	11/6/14
			P614	Dirty vents	2 Mech/HVAC		Cleaned	9/1/14
Greenfield High School (Cont'd) *			P614	Carpet is worn	4 Interior Surfaces		Scheduled 2015/2016	
			P615	Carpet is worn / stained	4 Interior Surfaces		Scheduled 2015/2016	
			P616	Dirty vents	2 Mech/HVAC		Vents Cleaned	9/1/14
			P616	Exterior lights are not working	7 Electrical		Lights Repaired	11/6/14
			P616	Gutter is leaking @ joint @ entry	13 Roofs		Gutter Repaired	12/23/14
			Weight Room	Trip hazard @ asphalt cement seam	14 Playgrounds/School Grounds			
			Wrestling / Dance Room	Ceiling tiles are missing / Loose / Cracked	4 Interior Surfaces		Tiles Replaced	3/20/15

* “Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

** “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school.



Monterey County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
SECOND QUARTERLY FOR SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
JANUARY 2015

This report summarizes the results of the *Williams* Site Visits and documentation reviews at deciles 1, 2, and 3 schools (2012 Base API) for the months of October - December 2014.

SCHOOL FACILITIES:

Schools were reviewed for condition of facilities, whether they were in “good repair”* or pose an “emergency”** as noted below:

School	Overall Rating	Review Date	Room/ Area	Facility Deficiencies Identified	Item # / Category	Emergency	Correction/Action Taken	Corrected On
			Wrestling / Dance Room	Trip hazard @ asphalt / Cement seam	14 Playgrounds/School Grounds			
			Men's Locker Room	Paint chipping on floor	4 Interior Surfaces			
			Boys RR	Paint chipping on floor	4 Interior Surfaces			
Greenfield High School (Cont'd) *			PE Office	Water stains ceiling tiles	4 Interior Surfaces		Tiles Replaced	3/30/15
			Unified Arts 402	Carpet is torn / Trip hazard	4 Interior Surfaces		Scheduled 2015/2016	
			Boys RR	Exterior drinking fountain is leaking @ base	9 Sinks/Fountains		Repaired	12/23/14
			Stage	Water damage / Leaks on ceiling	4 Interior Surfaces			
			Office Kitchen	Water stains ceiling tiles in hallway to student union 4 th year	4 Interior Surfaces		Tiles Replaced	3/30/15
			Library	Paint peeling on down spouts and gutters 4 th year	11 Hazardous Materials		Repaired	1/15/15
			Library Office	Carpet has waves / Trip hazard	4 Interior Surfaces		Scheduled 2015/2016	
			Media Center	Carpet has waves / Trip hazard	4 Interior Surfaces		Scheduled 2015/2016	

* “Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

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SCHOOL FACILITIES:

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School	Overall Rating	Review Date	Room/Area	Facility Deficiencies Identified	Item # / Category	Emergency	Correction/Action Taken	Corrected On
			400 Boys	Dirty	5 Overall Cleanliness		Cleaned	9/1/14
			400 Boys	Lavatory not working	8 Restrooms		Repaired	12/23/14
Greenfield High school (Cont'd) *			400 Fountain	Dirty	9 Sinks/Fountains		Cleaned	9/1/14
			Girls Locker	Epoxy floor chipped	4 Interior Surfaces			
			Girls Locker	Lavatory not working / Leaking flush valve	8 Restrooms		Repaired	12/23/14
			Boys Locker	Epoxy floor chipped	4 Interior Surfaces			
			Boys Locker	Lavatory not working	8 Restrooms		Repaired	12/23/14
			North Library RR	Locked	8 Restrooms		Unlocked	9/1/14

* “Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

** “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school.

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

SUBJECT: Board Policies – First Reading

MEETING: April 21, 2015

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

-
- 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:

The following Board Policies are presented as a first reading/revision for the Governing's Board Consideration:

- BP 0420.1 School Based Program Coordination (deleted)
- AR 0420.1 School-Based Program Coordination (deleted)

- BP 0440 District Technology Plan (new)
- AR 0440 District Technology Plan (new)

AR 1220 Citizen Advisory Committees (new)

- BP 1240 Volunteer Assistance (revised)
- AR 1240 Volunteer Assistance (revised)

- BP 3100 Business and Noninstructional Operations (revised)
- AR 3100 Business and Noninstructional Operations (revised)

AR 4112.4/4212.4/4312.4 Health Examinations (revised)

- BP 5141.4 Child Abuse Prevention and Reporting (revised)
- AR 5141.4 Child Abuse Prevention and Reporting (revised)


Recommendation:

No action is necessary at this time as this is a first reading. All suggested changes should be presented at this time so the second readings can be approved


Fiscal Impact:

No fiscal impact

Submitted By:


Daniel R. Moirao Ed. D.
State Administrator

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

~~BP 0420.1 Philosophy, Goals, Objectives and Comprehensive Plans~~

~~School-Based Program Coordination~~

~~In order to best serve students with special needs and students participating in designated educational programs, the Governing Board encourages school-based program coordination as a means for achieving flexibility in the use of the categorical funds received by each school. The Board believes that resources acquired to assist students in one program often can benefit other students without in any way depriving the originally targeted group.~~

~~A school site council shall be established at each school to consider whether or not it wishes the school to participate in school-based program coordination. All interested persons shall have an opportunity to meet in public to establish the site council. (Education Code 52852.5)~~

~~(cf. 0420—School Plans/Site Councils)
(cf. 1220—Citizen Advisory Committees)~~

~~The school site council of any participating school shall develop, for approval by the Board, a school plan that addresses the components specified in Education Code 52853. This plan shall be incorporated into the school's single plan for student achievement required for the state's consolidated application process. (Education Code 52853, 64001)~~

~~Evaluation of each participating school's educational program shall include an assessment of the school's effectiveness in meeting the needs of each student population originally targeted by the categorical programs.~~

~~(cf. 0500—Accountability)
(cf. 3553—Free and Reduced Price Meals)
(cf. 5149—At Risk Students)
(cf. 6164.4—Identification and Evaluation of Individuals for Special Education)
(cf. 6172—Gifted and Talented Student Program)
(cf. 6174—Education for English Language Learners)
(cf. 6190—Evaluation of the Instructional Program)~~

Legal Reference:

EDUCATION CODE

8750-8754 Conservation education
41500-41573 Categorical education block grants
44520-44534 New Careers Program
51870-51874 Education technology
52200-52212 Gifted and Talented Education Program
52340-52346 California Regional Career Guidance Centers
52800-52887 School Based Program Coordination Act
54000-54028 Educationally Disadvantaged Youth Programs
54100-54145 Miller Unruh Basic Reading Act
54650-54659 Education Improvement Incentive Program
56000-56867 Special education

~~64000 Categorical programs included in consolidated application~~

~~64001 Single school plan for student achievement, consolidated application programs~~

~~MILITARY AND VETERANS CODE~~

~~500-520.1 California Cadet Corps~~

~~Management Resources:~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Voluntary Template for the Single Plan for Student Achievement~~

~~WEB SITES~~

~~California Department of Education: <http://www.cde.ca.gov>~~

~~(9/88 6/98) 7/05~~

Policy

KING CITY JOINT UNION HIGH SCHOOL DISTRICT

First reading:

Adopted: September 8, 2010

King City, California

~~AR 0420.1 Philosophy, Goals, Objectives and Comprehensive Plans~~

~~**School-Based Program Coordination**~~

~~The Superintendent or designee shall provide information about the School Based Program Coordination Act to each principal. Each principal shall provide this information to teachers, other school personnel, parents/guardians, and secondary students. (Education Code 52852.5)~~

~~Categorical funds coordinated under this program may include funding for: (Education Code 52851)~~

~~1. Conservation Education (Education Code 8750-8754)~~

~~(cf. 6142.5—Environmental Education)~~

~~2. New Careers Program (Education Code 44520-44534)~~

~~(cf. 4112.21—Interns)~~

~~3. Education Technology (Education Code 51870-51874)~~

~~(cf. 0440—District Technology Plan)~~

~~4. Gifted and Talented Education Program (Education Code 52200-52212)~~

~~(cf. 6172—Gifted and Talented Student Program)~~

~~5. California Regional Career Guidance Centers (Education Code 52340-52346)~~

~~(cf. 6178—Career Technical Education)~~

~~6. Educationally Disadvantaged Youth Programs (Education Code 54000-54028)~~

~~(cf. 5149—At Risk Students)~~

~~7. Miller Unruh Basic Reading Act (Education Code 54100-54145)~~

~~(cf. 6142.91—Reading/Language Arts Instruction)~~

~~8. Special Education (Education Code 56000-56867)~~

~~(cf. 0430—Comprehensive Local Plan for Special Education)~~

~~9. California Cadet Corps (Military and Veterans Code 500-520.1)~~

~~Funds coordinated under this program shall be used to supplement, not supplant, existing state and local appropriations. (Education Code 52852.5)~~

~~Any school participating in school-based program coordination shall not be required to meet any state laws or regulations for any coordinated program listed above, except as specifically provided under the School-Based Program Coordination Act. (Education Code 52851)~~

Regulation

First reading:

Adopted: September 8, 2010

KING CITY JOINT UNION HIGH SCHOOL DISTRICT

King City, California

Philosophy, Goals, Objectives and Comprehensive Plans

District Technology Plan

~~***Note: The following optional policy may be revised to reflect district practice. Education Code 51871.5 requires an approved technology plan as a precondition for any technology grant program administered by the California Department of Education (CDE). In developing or revising a plan, districts may use the Technology Plan Builder available on the CDE's web site.***~~

~~***Note: However, several state and federal grant programs no longer exist or no longer require the development of a technology plan. AB 97 (Ch. 47, Statutes of 2013) redirected funding for the California Technology Assistance Project and Statewide Education Technology Services into the local control funding formula. The state Education Technology K-12 Voucher Program, which resulted from the settlement agreement between California consumers and the Microsoft Corporation in Microsoft Cases, J.C.C.P. No. 4106, Superior Court of California, County of San Francisco, Department 305, is no longer awarding new grants, except that the possibility for future grant funding exists as long as funds remain from local educational agencies not using the funds allocated to them for this program. In addition, new funding is no longer available through the federal Enhancing Education Through Technology grant program. Funding for universal service discounts (E-rate) (47 USC 254; 47 CFR 54.500-54.523) continues to be available but, pursuant to the E-rate Modernization Order adopted by the Federal Communications Commission on July 11, 2014, districts will no longer be required to develop a technology plan as part of the E-rate application for any services beginning in funding year 2015.***~~

~~***Note: Regardless of whether or not the district needs a technology plan in order to apply for a grant, the CDE, in its California K-12 Education Technology Plan Template, Criteria, and Guiding Questions, strongly encourages districts to develop and have a comprehensive technology plan approved by the Governing Board or district administration.***~~

The Governing Board recognizes that technological resources can enhance student achievement by increasing student access to information, supporting teacher effectiveness, and facilitating the administration of student assessments. Effective use of technology can also increase the efficiency of the district's noninstructional operations and governance.

(cf. 6162.51 - State Academic Achievement Tests)

~~***Note: Although Education Code 51871.5 requires districts to have a three-to-five-year technology plan as a precondition of receiving a technology grant administered by the CDE, the CDE's California K-12 Education Technology Plan Template, Criteria, and Guiding Questions, available on its web site, calls for a three-year plan.***~~

The State Administrator/Superintendent or designee shall develop, for Board approval, a comprehensive three-year technology plan based on an assessment of current uses of technology

in the district and an identification of future needs. The Superintendent or designee may appoint an advisory committee consisting of a variety of staff and community stakeholders to assist with the development of the technology plan.

(cf. 0400 - Comprehensive Plans)
(cf. 1220 - Citizen Advisory Committees)
(cf. 9140 - Board Representatives)

The plan shall be integrated into the district's vision and goals for student learning and shall contain research-based strategies and methods for the effective use of technology. When required for state or federal grant programs in which the district participates, the plan shall also address all components required for receipt of such grants.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 6000 - Concepts and Roles)

The State Administrator/Superintendent or designee shall ensure that any use of technological resources in the district protects the private and confidential information of students and employees in accordance with law.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)

Legal Reference:

BUSINESS AND PROFESSIONS CODE

22584-22585 Student Online Personal Information Protection Act

EDUCATION CODE

10550-10555 Telecommunications standards

11800 K-12 High Speed Network grant program

49060-49085 Student records

51006 Computer education and resources

51007 Programs to strengthen technological skills

51865 California distance learning policy

51870-51871.5 Educational technology planning

60010 Instructional materials, definition

66940 Distance learning

PENAL CODE

502 Computer crimes, remedies

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate)
CODE OF FEDERAL REGULATIONS, TITLE 16
Part 312 Children's Online Privacy Protection Rule
CODE OF FEDERAL REGULATIONS, TITLE 34
Part 99 Family Educational Rights and Privacy
CODE OF FEDERAL REGULATIONS, TITLE 47
54.500-54.523 Universal service support for schools

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California K-12 Education Technology Plan Template, Criteria, and Guiding Questions,
November 2014
Empowering Learning: A Blueprint for California Education Technology 2014-2017, April 2014
FEDERAL COMMUNICATIONS COMMISSION PUBLICATIONS
E-rate Modernization Order, July 11, 2014
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education, Education Technology Office: <http://www.cde.ca.gov/ls/et>
California Educational Technology Professionals Association: <http://www.cetpa.net>
Computer-Using Educators: <http://www.cue.org>
Federal Communications Commission: <http://www.fcc.gov>
ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>
Technology Information Center for Administrative Leadership: <http://www.portical.org>

(6/95 7/07) 12/14

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

Philosophy, Goals, Objectives and Comprehensive Plans

District Technology Plan

~~***Note: Education Code 51871.5 requires an approved technology plan for any education technology grant program administered by the California Department of Education (CDE). Items #1-5 below reflect the major criteria considered by CDE in its review of district technology plans, as updated in November 2014. A template for plan development and guiding questions related to each criterion are included in the CDE's California K-12 Education Technology Plan Template, Criteria, and Guiding Questions, available on its web site.***~~

~~***Note: Districts that are not applying for any grant program that requires adoption of a technology plan may revise the following administrative regulation to reflect district practice.***~~

The district's technology plan shall address, at a minimum, the following components:

1. Background Information: A guide to the district's use of technology for the next three years, including:
 - a. Specific starting and ending dates of the plan
 - b. An overview of the district's location and demographics
 - c. A description of how stakeholders from the district and community were involved in the planning process
 - d. A description of the relevant research behind the strategies and/or methods in the plan and how the research supports the plan's curricular and professional development goals
2. Curriculum: Clear goals and realistic strategies for using telecommunications and information technology to improve educational services, including:
 - a. A description of teachers' and students' current access to instructional technology and current use of digital tools, including district policies or practices to ensure equitable technology access for all students
 - b. Goals and an implementation plan, including annual activities, for:
 - (1) How technology will be used to improve teaching and learning, how these goals align with district curricular goals and other plans, how the district budget and local control and accountability plan support these goals, and whether future funding proposals or partnerships may be needed for successful implementation

(2) How and when students will acquire the technology skills and information literacy skills needed for college and career readiness

(3) Internet safety and the appropriate and ethical use of technology in the classroom

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6162.54 - Test Integrity/Test Preparation)

(cf. 6162.6 - Use of Copyrighted Materials)

(cf. 6163.4 - Student Use of Technology)

3. Professional Development: A professional development strategy to ensure that staff understands how to use new technologies to improve education services, including:

a. A summary of teachers' and administrators' current technology proficiency and integration skills and needs for professional development

b. Goals and an implementation plan, including annual activities, for providing professional development opportunities based on district needs assessment data and the curriculum component of the technology plan

(cf. 4040 - Employee Use of Technology)

(cf. 4131 - Staff Development)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

4. Infrastructure, Hardware, Technical Support, Software, and Asset Management: An assessment of the telecommunication services, hardware, software, asset management, and other services that will be needed to improve education services, including:

a. A description of existing hardware, Internet access, electronic learning resources, technical support, and asset management in the district

b. A description of technology hardware, electronic learning resources, networking and telecommunications infrastructure, physical plant modifications, technical support, and asset management needed by district teachers, students, and administrators to support the activities in the curriculum and professional development components of the plan

(cf. 3100 - Budget)
(cf. 7000 - Facilities Master Plan)

5. Monitoring and Evaluation: An evaluation process that enables the school to monitor progress toward the specific goals and mid-course corrections in response to new developments and opportunities as they arise, including:

a. The process for evaluating the plan's overall progress and impact on teaching and learning

b. The schedule for evaluating the effect of plan implementation and a description of the process and frequency of communicating evaluation results to technology plan stakeholders

(cf. 0500 - Accountability)

~~***Note: Items #6-7 below are not included in CDE's criteria for the review of technology plans and may be revised to reflect district practice. ***~~

~~***Note: Among the technological tools available to facilitate governance and management are CSBA's GAMUT Online, a service which provides online access to CSBA's sample board policies as well as the hosting of the district's local policies. In addition, CSBA offers Agenda Online, a service that allows development of and access to Governing Board meeting agendas and materials from any computer with Internet access. ***~~

6. Noninstructional Uses of Technology: A description of how technology will be used to improve district governance, district and school site administration, support services, and communications

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 3580 - District Records)

7. Cost: An estimate of the cost for each year of the plan and each of its major components

(6/95 7/07) 12/14

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

Community Relations

Citizen Advisory Committees

~~***Note: The following optional administrative regulation may be modified to reflect district practice.***~~

Committee Charge

When committees are appointed, committee members shall receive written information including, but not limited to:

1. The committee members' names
2. The procedure to be used in the selection of the committee chairperson and other committee officers
3. The name(s) and contact information of staff member(s) assigned to support the work of the committee
4. The goals and specific charge(s) of the committee, including its topic(s) for study
5. The specific period of time that the committee is expected to serve
6. Legal requirements regarding meeting conduct and public notifications
7. Resources available to help the committee perform its tasks
8. Timelines for progress reports and/or final report
9. Relevant Board policies and administrative regulations

Members of advisory committees are not vicariously liable for injuries caused by the act or omission of the district or a committee and are not liable for injuries caused by an act or omission of a committee member acting within the scope of his/her role as a member of the committee. However, a member may be liable for injury caused by his/her own wrongful conduct. (Government Code 815.2, 820.9)

(cf. 1240 - Volunteer Assistance)

(cf. 3530 - Risk Management/Insurance)

Committees Subject to Brown Act Requirements

~~***Note: Pursuant to Government Code 54952, open meeting laws (the Brown Act) apply to~~

~~any commission, committee, board, or other body created by formal action of the Governing Board, regardless of whether that body is permanent or temporary, decision-making or advisory. Items #1-6 below are committees that are generally created by formal Board action and thus are subject to the Brown Act. This list should be modified to add any other specific committees in the district created by formal Board action or any committees that the Board has required to follow the Brown Act. This list should be modified to delete any of the committees that were not created by formal Board action (e.g., State Administrator/Superintendent committees) or do not exist within the district. In Frazer v. Dixon Unified School District, the court held that the adoption of a Board policy that required the appointment of a committee to advise the State Administrator/Superintendent, and in turn, the Board, was a committee created by "formal Board action" within the meaning of Government Code 54952. Therefore, the committee's meetings were subject to the Brown Act. Districts should consult legal counsel when questions arise regarding the applicability of Brown Act requirements to district or school committees. ***~~

~~***Note: Education Code 35147 specifies exceptions, as listed in the section "Committees Not Subject to Brown Act Requirements" below. Committees composed solely of Board members who are less than a quorum of the Board may also be exempt from Brown Act requirements in limited circumstances; see BB 9130 - Board Committees. ***~~

Any committee created by formal action of the Governing Board shall comply with Brown Act requirements pertaining to open meetings, notices, and public participation pursuant to Government Code 54950-54963, including, but not necessarily limited to, the following:

1. Advisory committee established pursuant to Education Code 56190-56194 related to special education

(cf. 0430 - Comprehensive Local Plan for Special Education)

2. Advisory committee established pursuant to Education Code 8070 related to career technical education

(cf. 6178 - Career Technical Education)

3. Committee established to assist in development of a student wellness policy pursuant to 42 USC 1758b

(cf. 5030 - Student Wellness)

4. Committee established pursuant to Education Code 17387-17391 related to the use or disposition of excess real property

(cf. 3280 - Sale or Lease of District-Owned Real Property)

5. Citizens' oversight committee established to examine the expenditure of general

obligation bond or school facilities improvement bond revenues passed with a 55 percent majority of the voters pursuant to Education Code 15278 and 15359.3

(cf. 7213 - School Facilities Improvement Districts)
(cf. 7214 - General Obligation Bonds)

~~***Note: Education Code 52063, as added by AB 97 (Ch. 47, Statutes of 2013), requires the Board to establish a parent advisory committee that includes parents/guardians of "unduplicated students" (i.e., students who are eligible for free or reduced price meals, English learners, foster youth) to review and comment on the local control and accountability plan (LCAP). If district enrollment includes at least 15 percent English learners and at least 50 students who are English learners, the Board is also required to establish an English learner parent advisory committee. See AR 0460 - Local Control and Accountability Plan. ***~~

~~***Note: In addition, pursuant to Education Code 52060, as added by AB 97, districts are required to consult on LCAP development with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students. If the district chooses to satisfy this requirement by establishing a committee consisting of representatives of all the specified groups, that committee would be subject to the Brown Act. ***~~

6. Parent advisory committee and English learner parent advisory committee established pursuant to Education Code 52063 to review and comment on the local control and accountability plan (LCAP) and, if applicable, any advisory committee established pursuant to Education Code 52060 to consult with the district on LCAP development

(cf. 0460 - Local Control and Accountability Plan)
(cf. 9130 - Board Committees)
(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)
(cf. 9323 - Meeting Conduct)

Committees Not Subject to Brown Act Requirements

~~***Note: Pursuant to Education Code 35147, school site councils and some advisory committees, as specified in items #1-6 below, are exempt from the Brown Act, but must comply with other, less complex procedural requirements (i.e., the "mini" Brown Act). In addition, the Board may require other specific district committees that are not subject to the Brown Act to follow the requirements of the "mini" Brown Act. Such committees should be added to the list below. ***~~

The following committees are exempt from the Brown Act but must conform with procedural meeting requirements established in Education Code 35147:

~~***Note: SB 971 (Ch. 923, Statutes of 2014) repealed the Pupil Retention Block Grant and School and Library Improvement Block Grant. In addition, economic impact aid funding was redirected into the local control funding formula (LCFF) pursuant to AB 97 (Ch. 47, Statutes of 2013). Thus, school site councils are no longer required for those purposes. Any use of school site councils to assist with the determination of LCFF funding distribution is at the district's discretion.***~~

1. School site councils established pursuant to Education Code 52852 and 64001 to develop and approve a single plan for student achievement

(cf. 0420 - School Plans/Site Councils)

2. District or school advisory committees established pursuant to Education Code 52176 related to programs for English learners

(cf. 6174 - Education for English Language Learners)

3. School advisory committees established pursuant to Education Code 54425(b) related to compensatory education

(cf. 6171 - Title I Programs)

4. Any district advisory committee established pursuant to Education Code 54444.2 related to migrant education programs

(cf. 6175 - Migrant Education Program)

5. School committees established pursuant to Education Code 11503 related to parent involvement

(cf. 6020 - Parent Involvement)

Meetings of the above councils or committees shall be open to the public. Any member of the public shall have the opportunity to address the council or committee during the meeting on any item within its jurisdiction. Notice of the meeting shall be posted at the school site or other appropriate accessible location at least 72 hours before the meeting, specifying the date, time, and location of the meeting and containing an agenda that describes each item of business to be discussed or acted upon. (Education Code 35147)

The above councils or committees shall not take action on any item not listed on the agenda unless all members present unanimously find that there is a need to take immediate action and that this need came to the council's or committee's attention after the agenda was posted. In addition to addressing items on the agenda, members of the council, committee, or public may ask questions or make brief statements that do not have a significant effect on district students or

employees or that can be resolved solely by providing information. (Education Code 35147)

Any council or committee violating the above procedural requirements must, at the demand of any person, reconsider the item at the next meeting, first allowing for public input on the item. (Education Code 35147)

Any materials provided to a school site council shall be made available to any member of the public upon request pursuant to the California Public Records Act. (Education Code 35147; Government Code 6250-6270)

(cf. 1340 - Access to District Records)

~~***Note: Committees not specified in Education Code 35147, as listed above, which are created by the State Administrator/Superintendent and do not advise the Board, are not subject to any open meeting requirements.***~~

Committees created by the State Administrator/Superintendent or designee to advise the administration and which do not report to the Board are not subject to the requirements of the Brown Act or Education Code 35147.

(cf. 2230 - Representative and Deliberative Groups)

(7/05 7/07) 12/14

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

BP 1240 Community Relations

~~Volunteer Assistance~~

The Governing Board recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

(cf. 1000 - Concepts and Roles)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 6020 - Parent Involvement)
(cf. 6171 - Title I Programs)

The State Administrator/Superintendent or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

~~***Note: Government Code 12940, as amended by AB 1443 (Ch. 302, Statutes of 2014), prohibits harassment of a volunteer on the basis of the characteristics listed below. Also see BP 0410 - Nondiscrimination in District Programs and Activities. ***~~

The Board prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. (Government Code 12940)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

As appropriate, the State Administrator/Superintendent or designee shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

~~Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads, and comply with employee negotiated agreements.~~

~~Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)~~

Volunteer work shall be limited to those projects that do not replace the normal duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school and comply with employee negotiated agreements.

(cf. 4141/4241 - Collective Bargaining Agreement)

~~***Note: Education Code 45347 and 45349 require certain volunteers, depending on the types of duties they will be performing, to meet qualifications pertaining to basic skills proficiency, tuberculosis testing, and/or criminal background checks; see the accompanying administrative regulation.***~~

The State Administrator/Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Volunteers shall act in accordance with district policies, regulations, and school rules. The State Administrator/Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3515.2 - Disruptions)

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

(cf. 1150 - Commendations and Awards)

The State Administrator/Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Qualifications

The State Administrator/Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Prior to assuming a volunteer position to work with students in a district-sponsored student activity program, a volunteer shall possess an Activity Supervisor Clearance Certificate issued by the Commission on Teacher Credentialing. (Education Code 49024)

A volunteer who obtained both a Department of Justice and Federal Bureau of Investigation criminal background clearance through the district prior to July 9, 2010 shall have satisfied this requirement. (Education Code 49024)

Legal Reference:

EDUCATION CODE

~~8482-8484.6 After School Education and Safety program
8484.7-8484.9 21st Century Community Learning Center program
35021 Volunteer aides
35021.1 Automated records check
35021.3 Registry of volunteers for before/after school programs
44010 Sex offense; definition
44227.5 Classroom participation by college methodology faculty
44814-44815 Supervision of students during lunch and other nutrition periods
45125 Fingerprinting requirements
45125.01 Interagency agreements for criminal record information
45340-45349 Instructional aides
45360-45367 Teacher aides
49024 Activity Supervisor Clearance Certificate
49406 Examination for tuberculosis~~

GOVERNMENT CODE

~~3543.5 Prohibited interference with employees' rights~~

HEALTH AND SAFETY CODE

~~1596.871 Fingerprints of individuals in contact with child day care facility clients~~

LABOR CODE

~~1720.4 Public works; exclusion of volunteers from prevailing wage law
3364.5 Persons performing voluntary services for school districts~~

PENAL CODE

~~290 Registration of sex offenders
290.4 Information re: sex offenders
290.95 Disclosure by person required to register as sex offender~~

CODE OF REGULATIONS, TITLE 22

~~101170 Criminal record clearance
101216 Health screening, volunteers in child care centers~~

UNITED STATES CODE, TITLE 20

~~6319 Qualifications and duties of paraprofessionals, Title I programs~~

ATTORNEY GENERAL OPINIONS

~~62 Ops. Cal. Atty Gen. 325 (1979)~~

COURT DECISIONS

Whisman Elementary School District, (1991) PERB Decision No. 868

Legal Reference:

EDUCATION CODE

8482-8484.6 After School Education and Safety program

8484.7-8484.9 21st Century Community Learning Center program

35021 Volunteer aides

35021.1 Automated records check

35021.3 Registry of volunteers for before/after school programs

44010 Sex offense; definition

44814-44815 Supervision of students during lunch and other nutrition periods

45125 Fingerprinting requirements

45125.01 Interagency agreements for criminal record information

45340-45349 Instructional aides

45360-45367 Teacher aides

48981 Parental notifications

49024 Activity Supervisor Clearance Certificate

49406 Examination for tuberculosis

GOVERNMENT CODE

3543.5 Prohibited interference with employees' rights

12940 Prohibited discrimination and harassment

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

1720.4 Public works; exclusion of volunteers from prevailing wage law

3352 Workers' compensation; definitions

3364.5 Authority to provide workers' compensation insurance for volunteers

PENAL CODE

290 Registration of sex offenders

290.4 Information re: sex offenders

290.95 Disclosure by person required to register as sex offender

626.81 Sex offender; permission to volunteer at school

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

101216 Health screening, volunteers in child care centers

UNITED STATES CODE, TITLE 20

6319 Qualifications and duties of paraprofessionals, Title I programs

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Whisman Elementary School District, (1991) PERB Decision No. 868

Management Resources:

WEB SITES

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

California Department of Education, Parents/Family and Community:

<http://www.cde.ca.gov/ls/pf>

California Department of Justice, Megan's Law: <http://www.meganslaw.ca.gov>

California Parent Teacher Association: <http://www.capta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

(3/10 7/10) 12/14

Management Resources:

COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE
10-11 Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance
Certificate (ASCC), July 20, 2010

WEB SITES

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

California Department of Education, Parents/Family and Community:

<http://www.cde.ca.gov/ls/pf>

California Department of Justice, Megan's Law: <http://www.meganslaw.ca.gov>

California Parent Teacher Association: <http://www.capta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National Parent Teacher Association: <http://www.pta.org>

(7/02 3/10) 7/10

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

AR 1240 Community Relations

~~VOLUNTEER ASSISTANCE~~

~~Volunteer instructional aides may assist certificated personnel in the performance of their duties, in the supervision of students, and in instructional tasks which, in the judgment of the certificated personnel to whom the instructional aide is assigned, may be performed by a person not licensed as a classroom teacher. These duties shall not include assignment of grades to students. (Education Code 45343, 45344, 45349)~~

~~(cf. 4222—Teacher Aides/Paraprofessionals)~~

~~Volunteer non-teaching aides may supervise students during lunch and/or breakfast periods or may serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform non-instructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (Education Code 35021, 44814, 44815)~~

~~Facilities project volunteers may work on short term facilities projects pursuant to Governing Board policy and administrative regulation.~~

Qualifications of Volunteers

~~Volunteers providing supervision or instruction of students pursuant to Education Code 45349 shall give evidence of basic skills proficiency. (Education Code 45344.5, 45349)~~

~~(cf. 4212—Appointment and Conditions of Employment)~~

Sex Offender Checks

~~A person who is required to register as a sex offender pursuant to Penal Code 290 shall not serve as a volunteer instructional aide or as a volunteer nonteaching aide under the direct supervision of a certificated employee. (Education Code 35021)~~

~~The Superintendent or designee shall verify by reasonable means that persons serving as volunteer instructional aides and nonteaching volunteer aides are not required to register as a sex offender pursuant to Penal Code 290.~~

~~(cf. 3515.5—Sex Offender Notification)~~

Tuberculosis Testing

~~No volunteer shall be assigned to provide supervision or instruction of students unless he/she has submitted evidence of an examination within the past 60 days to determine that he/she is free of active tuberculosis. Volunteers who test negative shall thereafter be required to take a~~

tuberculosis test every four years in accordance with Education Code 49406. (Education Code 45106, 45347, 45349, 49406)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

VOLUNTEER ASSISTANCE

Duties of Volunteers

The State Administrator/Superintendent or designee may assign volunteers to:

1. Assist certificated personnel in the performance of their duties, including in the supervision of students and in the performance of instructional tasks which, in the judgment of the certificated personnel to which the volunteer is assigned, may be performed by a person not licensed as a classroom teacher (Education Code 35021, 45343, 45344, 45349)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

2. Serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform noninstructional work which assists certificated personnel in the performance of teaching and administrative responsibilities (Education Code 35021)

3. Supervise students during lunch, breakfast, or other nutritional periods (Education Code 35021, 44814, 44815)

4. Work on short-term facilities projects pursuant to the section below entitled "Volunteer Facilities Projects"

5. Perform other duties in support of district or school operations as approved by the State Administrator/Superintendent or designee

(cf. 6163.1 - Library Media Centers)

Volunteers shall not be authorized to assign grades to students, and shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021, 45344)

(cf. 4217.3 - Layoff/Rehire)

Basic Skills Proficiency Requirement

Volunteers who supervise or provide instruction to students pursuant to Education Code 45349 shall submit evidence of basic skills proficiency to the State Administrator/Superintendent or designee. (Education Code 45344.5, 45349)

(cf. 4212 - Appointment and Conditions of Employment)

Criminal Background Check

~~***Note: Education Code 49024 requires that, prior to beginning volunteer duties working with students in a student activity program, as defined below, a volunteer must either (1) clear a Department of Justice and Federal Bureau of Investigation criminal background check or (2) obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. The following paragraph gives individual volunteers discretion to choose which method to use to meet the requirement, and should be modified by districts that choose to require that a particular method be used by all volunteers in student activity programs.***~~

Prior to assuming a volunteer position working with students in a district-sponsored student activity program, a volunteer shall obtain fingerprint clearance through the Department of Justice and Federal Bureau of Investigation. At his/her discretion, the volunteer may choose to meet this requirement by obtaining an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. (Education Code 49024)

(cf. 4112.5/4212.5/4312.5 - Criminal Background Check)
(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)
(cf. 6145 - Extracurricular and Cocurricular Activities)

The State Administrator/Superintendent or designee shall determine which volunteer positions in the district are subject to the above requirement.

The criminal background check requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer nonteaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021, including parents/guardians volunteering in a classroom or on a field trip or community members providing noninstructional services. (Education Code 49024)

~~***Note: Education Code 45125.01 authorizes multiple districts within a county or within contiguous counties to enter into an agreement to share criminal record information of noncertificated employees and volunteers working in a student activity program; see AR 4112.5/4212.5/4312.5 - Criminal Record Check.***~~

Registered Sex Offenders

~~***Note: To determine whether a potential volunteer is a registered sex offender, the district may check the Department of Justice's Megan's Law web site, request a background check from law enforcement pursuant to Education Code 35021.1, and/or require volunteers to certify as to their status. The following paragraph should be modified to reflect district practice. ***~~

The State Administrator/Superintendent or designee may require all volunteers to disclose whether they are a registered sex offender and/or to provide the district with sufficient information in order to allow verification of this status on the Department of Justice's Megan's Law web site.

~~***Note: Penal Code 626.81, as amended by SB 326 (Ch. 279, Statutes of 2013), requires principals to notify parents/guardians of students at the school whenever a registered sex offender is granted permission to volunteer at the school, as provided below. ***~~

The principal may grant a registered sex offender, who is not the parent/guardian of a student at the school, permission to come into a school building or upon school grounds to volunteer at the school. At least 14 days prior to the first date for which permission has been granted, the principal or designee shall notify the parent/guardian of each student at the school, using one of the methods specified in Education Code 48981, that a person who is required to register as a sex offender pursuant to Penal Code 290 has been granted permission to come into a school building or upon school grounds, the date(s) and times for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency. (Penal Code 626.81)

(cf. 5145.6 - Parental Notifications)

However, no person who is required to register as a sex offender pursuant to Penal Code 290 shall be assigned as a volunteer to assist certificated personnel in the performance of their duties; supervise students during lunch, breakfast, or other nutritional period; or serve as a nonteaching aide to perform noninstructional tasks. In addition, a person who is required to register as a sex offender because of a conviction for a crime where the victim was a minor under age 16 shall not serve as a volunteer in any capacity in which he/she would be working directly and in an unaccompanied setting with minors on more than an incidental and occasional basis or have supervision or disciplinary power over minors. (Education Code 35021, 45349; Penal Code 290.95)

(cf. 3515.5 - Sex Offender Notification)

Tuberculosis Assessment/Examination

~~***Note: As amended by AB 1667 (Ch. 329, Statutes of 2014), Education Code 49406~~

~~requires school volunteers, with certain authorized exceptions, to submit to a tuberculosis risk assessment as developed by the California Department of Public Health. If risk factors are identified, then the volunteer is required to submit to an intradermal (skin) tuberculin test or other tuberculin test recommended by the Centers for Disease Control and Prevention. ***~~

Upon initial volunteer assignment, a volunteer shall have on file with the school a certificate showing that he/she has submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. (Education Code 49406)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

~~***Note: The following paragraph is optional pursuant to Education Code 49406. ***~~

The State Administrator/Superintendent or designee may exempt from the tuberculosis risk assessment and/or examination those volunteers whose functions do not require frequent or prolonged contact with students. (Education Code 49406)

Note: See AR 5148.2 - Before/After School Programs for information about health screening and fingerprint clearance requirements for volunteers in the After School Education and Safety program and 21st Century Community Learning Center program pursuant to Education Code 8483.4 and 35021.3.

Volunteer Facilities Projects

All volunteer facilities projects shall have approximate start and completion dates and must be approved by the principal in advance.

Projects approved by the principal shall also be approved in advance by the State Administrator/Superintendent or designee if they involve the following types of work:

1. Alterations, additions or repairs to buildings and grounds
2. Construction involving wall or roof penetration, drilling or nailing
3. Structural modifications
4. Electrical, electronic, plumbing, or heating and cooling work
5. Painting
6. Installation of carpet
7. Installation of playground equipment and benches
8. Installation of sprinkler systems
9. Paving
10. Installation of marquees and signs
11. Tree planting, pruning or removal

The State Administrator/Superintendent or designee shall ensure that volunteers possess the appropriate license and/or have sufficient expertise appropriate to the project. He/she shall also ensure that such projects comply with building and safety codes and other applicable laws and collective bargaining agreements. The district shall provide on-site assistance and supervision for such projects as necessary. Projects shall be inspected upon completion to ensure that the work was done satisfactorily.

(cf. 3514 - Environmental Safety)
(cf. 3514.1 - Hazardous Substances)
(cf. 7111 - Evaluating Existing Buildings)
(cf. 7140 - Architectural and Engineering Services)

(10/96 10/97) 7/02

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

BP 3100 Business and Noninstructional Operations

Budget

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, and priorities. The district budget shall guide administrative decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Beginning with the 2014-2015 fiscal year, the Board shall adopt the budget only after a local control and accountability plan (LCAP) developed pursuant to Education Code 52060-52077 or an annual update to the LCAP is in place for the budget year. Expenditures necessary to implement the LCAP or the annual update during the subsequent fiscal year shall be included in the budget. (Education Code 42127)

(cf. 0460 - Local Control and Accountability Plan)

Budget Development and Adoption Process

The State Administrator/Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year.

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The State Administrator/Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

The budget that is formally adopted by the Board shall be in the format prescribed by the Superintendent of Public Instruction. The **State Administrator**/Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

Budget Advisory Committee

The Board may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall develop recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board or the State Administrator/Superintendent or designee.

(cf. 1220 - Citizen Advisory Committees)
(cf. 2230 - Representative and Deliberative Groups)
(cf. 3350 - Travel Expenses)
(cf. 9130 - Board Committees)
(cf. 9140 - Board Representatives)

Budget Criteria and Standards

~~The State Administrator/Superintendent or designee shall develop a district budget in accordance with criteria and standards adopted by the State Board of Education (SBE). (Education Code 33127, 33128, 33128.3, 33129; 5 CCR 15440-15451)~~

~~The budget shall provide that funding received through state supplemental and concentration grants pursuant to Education Code 42238.02 and 42238.03 shall be used in accordance with regulations adopted by the SBE for schoolwide or districtwide purposes to increase or improve services for students who are English learners, eligible for free or reduced-price meals, and/or foster youth at least in proportion to the increase to the district's revenue generated from such funds. (Education Code 42238.07)~~

~~(cf. 3553 - Free and Reduced Price Meals)~~
~~(cf. 6173.1 - Education for Foster Youth)~~
~~(cf. 6174 - Education for English Language Learners)~~

~~*Note: Education Code 33129 requires the district to develop its budget and manage its expenditures in accordance with criteria and standards adopted by the State Board of~~**

~~Education pursuant to Education Code 33127-33128. These criteria and standards, along with certain other required supplemental information, are specified in 5 CCR 15440-15451, which, as amended by Register 2013, No. 49, reflect the requirements of the local control funding formula (LCFF) applicable to district budgets starting in 2014-15. ***~~

~~***Note: While 5 CCR 15450 establishes a minimum local reserve balance for economic uncertainties based on the district's average daily attendance (ADA), Education Code 42127.01, as added by SB 858 (Ch. 32, Statutes of 2014), limits the amount of the reserve if certain conditions are met. In a fiscal year immediately after a fiscal year in which the state makes a deposit of any amount into the state Public School System Stabilization Account created by Proposition 2 in November 2014, the reserve balance is limited to two times the minimum recommended reserve for districts with an ADA of 400,000 or less, or three times the minimum recommended reserve for districts with an ADA over 400,000. The County Superintendent may grant an exemption of this requirement for up to two consecutive fiscal years within a three-year period to any district that provides documentation of extraordinary fiscal circumstances (e.g., multiyear infrastructure or technology projects) that substantiate the need for a reserve in excess of the limit specified in Education Code 42127.01. ***~~

The Superintendent or designee shall develop a district budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

~~***Note: The following paragraph is for use by districts that receive supplemental and concentration funding within the LCFF based on the number and concentration of "unduplicated students" (i.e., students who are eligible for free or reduced-price meals, English learners, and foster youth) pursuant to Education Code 42238.02 and 42238.03. 5 CCR 15494-15496, as amended by Register 2015, No. 2, address the method of determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students in the fiscal year. ***~~

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

- (cf. 3553 - Free and Reduced Price Meals)**
- (cf. 6173.1 - Education for Foster Youth)**
- (cf. 6174 - Education for English Language Learners)**

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

- (cf. 2210 - Administrative Discretion Regarding Board Policy)*
- (cf. 3110 - Transfer of Funds)*

The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of law. (Education Code 33128.3; 5 CCR 15450)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

- (cf. 2210 - Administrative Discretion Regarding Board Policy)*
- (cf. 3110 - Transfer of Funds)*

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period of June 30, although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which the Board or its designee intends to use

for a specific purpose.

The Board delegates authority to assign funds to the assigned fund balance to the State Administrator/Superintendent or designee and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, **the Board intends to maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to 17% (at least two months) of general fund operating expenditures.**

If the unassigned fund balance falls below this level due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

(cf. 7210 - Facilities Financing)

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the State Administrator/Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda

item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

When the State Administrator/Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

Whenever revenues and expenditures change significantly throughout the year, the State Administrator/Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval when the state budget is adopted, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE

- 1240 Duties of county superintendent of schools
- 33127-33131 Standards and criteria for local budgets and expenditures
- 35035 Powers and duties of superintendent
- 35161 Powers and duties, generally, of governing boards
- 42103 Public hearing on proposed budget; requirements for content of proposed budget
- 42122-42129 Budget requirements
- 42130-42134 Financial certifications
- 42140-42141 Disclosure of fiscal obligations
- 42238-42251 Apportionments to districts, especially:
 - 42238.01-42238.07 Local control funding formula
- 42602 Use of unbudgeted funds
- 42605 Tier 3 categorical flexibility

42610 Appropriation of excess funds and limitation thereon
45253 Annual budget of personnel commission
45254 First year budget of personnel commission
52060-52077 Local control and accountability plan
GOVERNMENT CODE
7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure
15440-15451 Criteria and standards for school district budgets

Management Resources:

CSBA PUBLICATIONS

Local Control Funding Formula 2013, Governance Brief, August 2013
State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013
School Finance CD-ROM, 2005

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Government Finance Officers Association: <http://www.gfoa.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

Legislative Analyst's Office: <http://www.lao.ca.gov>

School Services of California, Inc.: <http://www.sscal.com>

(7/10 7/11) 10/13

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

AR 3100 Business and Noninstructional Operations

Budget

Budget Advisory Committee

Membership of the district's budget advisory committee may include representatives of each of the following groups:

1. Governing Board members, provided that less than a majority of the Board serves on the committee

(cf. 9140 - Board Representatives)

2. District and school site administrators
3. Representatives of bargaining units
4. Certificated and/or classified staff
5. Parents/guardians
6. Representatives of the business community and/or other community members
7. Students

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 9130 - Board Committees)

The committee's duties may include, but not necessarily be limited to:

1. Making recommendations regarding budget priorities
2. Recommending cost reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued
3. Reviewing the clarity and effectiveness of budget documents and communications
4. Presenting progress reports on the committee's work and a final report of recommendations to the **State Administrator**/Superintendent or designee and to the Board

The specific duties of the committee shall be clearly defined and presented to each member in writing, along with any background information necessary for the successful completion

of the committee's charges, the timelines for reporting the committee's progress, and timelines for completion of each task.

(cf. 3350 - Travel Expenses)

Public Hearing

~~***Note: Pursuant to Education Code 52062, the public hearing on the budget must be at the same meeting as the public hearing on the local control and accountability plan (LCAP) as described below; see the accompanying Board policy and BP 0460 - Local Control and Accountability Plan.***~~

The agenda for the public hearing on the district budget shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. (Education Code 42103, 42127, 52062)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

~~***Note: Pursuant to Education Code 42103, the County Superintendent of Schools must publish the location, dates, and times at which the district's proposed budget may be inspected, as well as the location, date, and time of the public hearing described above. This notice must be published in a newspaper of general circulation 10-45 days before the hearing.***~~

The State Administrator/Superintendent or designee shall notify the County State Administrator/Superintendent of Schools of the location, dates, and times at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least 10 days but not more than 45 days before the hearing as required by Education Code 42103.

~~***Note: Pursuant to Education Code 42127, as amended by AB 2585 (Ch. 309, Statutes of 2014), if the proposed budget for 2015-16 or a subsequent year includes a combined assigned and unassigned ending fund balance in excess of the minimum recommended reserve for economic uncertainties adopted by the State Board of Education and contained in 5 CCR 15450, the public hearing must provide the information specified below for public review and discussion.***~~

Whenever the proposed district budget includes a combined assigned and unassigned ending fund balance that exceeds the minimum recommended reserve for economic uncertainties adopted by the State Board of Education, the district shall provide, for each fiscal year included in the budget, the following information for public review and

discussion at the public hearing: (Education Code 42127; 5 CCR 15450)

1. The minimum recommended reserve for economic uncertainties
2. The combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve
3. A statement of reasons substantiating the need for the combined assigned and unassigned ending balances that are in excess of the minimum recommended reserve

During the hearing, any district resident may speak to the proposed budget or to any item in the budget. The hearing may conclude when all residents who have requested to be heard have had the opportunity to speak. (Education Code 42103)

Initial Budget Adoption

On or before July 1 of each year, the Board shall adopt a budget which adheres to the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42126, 42127)

~~Before adopting the district budget for the subsequent fiscal year, the Board shall hold a public hearing. The agenda for this hearing shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. This hearing shall be held at the same meeting as the public hearing to solicit public input on the local control and accountability plan (LCAP) or the annual update to the LCAP. (Education Code 42103, 42127, 52062)~~

~~(cf. 0460—Local Control and Accountability Plan)
(cf. 9320—Meetings and Notices)
(cf. 9322—Agenda/Meeting Materials)~~

~~The State Administrator/Superintendent or designee shall notify the County Superintendent of Schools of the location, dates, and times at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least 10 days but not more than 45 days before the hearing as required by Education Code 42103.~~

~~During the hearing, any district resident may speak to the proposed budget or to any item in the budget. The hearing may conclude when all residents who have requested to be heard have had the opportunity to speak. (Education Code 42103)~~

~~(cf. 9323—Meeting Conduct)~~

~~After the public hearing, at a public meeting held on a different date, the Board shall adopt the district budget following adoption of the LCAP at the same meeting. The budget shall not be adopted if an approved LCAP or annual update to the LCAP is not in effect for the budget year. (Education Code 52062)~~

The State Administrator/Superintendent or designee shall file the adopted budget with the County Superintendent no later than five days after adoption or by July 1, whichever occurs first. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

(cf. 1340 - Access to District Records)

Revised Budget

No later than 45 days after the Governor signs the annual Budget Act, the State Administrator/Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which are consequently necessary. (Education Code 42127)

If the County Superintendent disapproves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

The revised budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

Budget Review Committee for Disapproved Budgets

If the district's revised budget is disapproved by the County Superintendent for any reason other than his/her disapproval of the district's LCAP or annual update to the LCAP, the budget shall be reviewed by a budget review committee, unless the Board and County Superintendent agree to waive the requirement and the California Department of Education accepts the waiver. (Education Code 42127)

This committee shall consist of either: (Education Code 42127.1, 42127.2)

1. Three persons selected by the Board from a list of candidates provided by the SPI, who shall be selected within five working days after receiving the list of candidates
2. A regional review committee convened by the County Superintendent with the approval of the Board

~~If the budget review committee recommends disapproval of the district budget, the Board may submit a response no later than five working days after receipt of the committee's report. The~~

~~response may include any revisions to the adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)~~

~~***Note: Pursuant to Education Code 42127.2, the budget review committee is required to submit, by October 31, its recommendation as to whether the district's budget should be approved or disapproved and, if the recommendation is for disapproval, its recommended revisions to the budget.***~~

If the budget review committee recommends disapproval of the district budget, the Board may submit a response to the SPI no later than five working days after receipt of the committee's report. The response may include any revisions to the adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)

If the SPI disapproves the district budget after reviewing the committee's report and the district's response, the Board shall consult with the County State Administrator/Superintendent as he/she develops and adopts, by November 30, a fiscal plan and budget that will allow the district to meet its financial obligations. For the current fiscal year, the district shall operate in accordance with the budget adopted by the County Superintendent. (Education Code 42127.3)

Until the district receives approval of its budget, it shall continue to operate either on the basis of the prior year's budget or on the basis of the current year's unapproved budget as adopted and revised by the Board, whichever budget contains a lower total spending authority. (Education Code 42127.4)

(11/04 11/05) 11/08

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

AR 4112.4, 4212.4, 4312.4 Personnel

Health Examinations

Tuberculosis Tests

~~No applicant shall be initially employed in a classified or certificated position unless, within the past 60 days, he/she has submitted to an intradermal tuberculin skin test or other approved tuberculin test and, if that test was positive, has subsequently obtained an x-ray of the lungs. The applicant shall submit to the district a certificate signed by an authorized health care provider indicating that he/she is free of active tuberculosis. (Education Code 49406; 5 CCR 5503)~~

~~***Note: Education Code 49406, as amended by AB 1667 (Ch. 329, Statutes of 2014), requires employees, upon being initially employed by the district and at specified periods thereafter, to submit to a tuberculosis risk assessment as developed by the California Department of Public Health. If risk factors are identified, then the employee is required to submit to an intradermal (skin) tuberculin test or other tuberculin test recommended by the Centers for Disease Control and Prevention and licensed by the federal Food and Drug Administration. ***~~

~~***Note: For information about health examination requirements for volunteers, see AR 1240 - Volunteer Assistance. ***~~

No applicant shall be initially employed by the district, or employed under contract, in a classified or certificated position unless he/she has submitted to a tuberculosis risk assessment within the past 60 days and, if tuberculosis risk factors are identified, has submitted to an intradermal or other approved tuberculosis examination to determine that he/she is free of infectious tuberculosis. If the results of the examination are positive, the applicant shall obtain an x-ray of the lungs. At his/her discretion, an applicant may choose to submit to the examination instead of the risk assessment. (Education Code 49406)

(cf. 1240 - Volunteer Assistance)

(cf. 4112 - Appointment and Conditions of Employment)

(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

(cf. 4212 - Appointment and Conditions of Employment)

~~***Note: AB 1667 (Ch. 329, Statutes of 2014) amended Education Code 49406 to authorize nurse practitioners, along with physicians and physician assistants, to conduct tuberculosis risk assessments and tuberculosis examinations and to sign the corresponding medical certificate. ***~~

~~***Note: Pursuant to Education Code 49406, such medical certificates may be filed with~~

~~and maintained by the district or, upon petition by the governing boards of a majority of the school districts in the county, the County Board of Education may require that the certificates be filed with or maintained in the office of the County Superintendent of Schools (although a district, or districts with a common governing board, having an average daily attendance of 60,000 or more may elect to maintain the files for its employees). ***~~

Prior to employment by the district, an applicant shall submit a certificate from an authorized health provider stating that the applicant was assessed and/or examined and found to be free of infectious tuberculosis. (Education Code 49406)

An applicant who was previously employed in another school district or private or parochial school shall be deemed to have fulfilled the tuberculosis testing requirement if he/she produces a certificate showing that he/she was found to be free of infectious tuberculosis within 60 days of initial hire or if his/her previous employer verifies that it has a certificate on file showing that the applicant is free from infectious tuberculosis. (Education Code 49406)

Thereafter, each district employee who was found free of infectious tuberculosis shall undergo a tuberculosis risk assessment, and an examination whenever risk factors are identified, at least once every four years or more often when required by the Governing Board upon recommendation of the county health officer. However, once an employee has a documented positive test for tuberculosis infection followed by an x-ray, he/she shall no longer be required to submit to the tuberculosis risk assessment but shall be referred to the county health officer within 30 days of the examination to determine the need for follow-up care. (Education Code 49406)

The cost of the pre-employment tuberculosis examination shall be paid by the applicant.

~~An applicant who was previously employed in another California school district or private or parochial school may fulfill the tuberculosis examination requirement either by producing a certificate showing that he/she was examined within the last four years and found to be free of active tuberculosis or by having his/her previous employer verify that it has on file a certificate which contains that evidence. (Education Code 49406)~~

~~Every district employee who tests negative shall undergo a tuberculosis examination at least once every four years, or more often if so directed by the Governing Board upon recommendation of the county health officer, for as long as the employee's test remains negative. An employee with a documented positive test for tuberculosis infection shall no longer be required to submit to the examination but shall be referred to the county health officer within 30 days of the examination to determine the need for follow-up care. (Education Code 49406)~~

Tuberculosis tests for employees shall be provided by the district or at district expense. (Education Code 44839, 45122, 49406)

If an employee's religious belief prevents him/her from undergoing a tuberculosis examination, the employee shall file an affidavit stating that he/she adheres to the faith or teachings of a well-recognized religious sect, denomination, or organization and, in accordance with its creed, tenets, or principles, depends for healing upon prayer in the practice of religion and that, to the best of his/her knowledge or belief, he/she is free from active tuberculosis. In order to exempt the individual, the Board shall determine by resolution, after a hearing, that the health of students would not be jeopardized. (Education Code 49406)

The Superintendent/Staff Administrator or designee may exempt a pregnant employee from the requirement that a positive tuberculin skin test be followed by an x-ray of the lungs, for a period not to exceed 60 days following termination of the pregnancy. (Education Code 49406)

Medical Certification for Communicable Diseases for Certificated Employees

The Board shall not fill a position requiring certification with an applicant who has not previously been employed in a certificated position in California or a retirant who has not been employed as a retirant, unless the district has on file a medical certification completed and submitted directly to the district by an authorized health care provider. (Education Code 44839, 44839.5)

(cf. 4117.14/4317.14 - Postretirement Employment)

The medical certification shall certify that the applicant or retirant is free from any disabling disease which would render him/her unfit to instruct or associate with children. The medical examination referred to in the certificate must have been conducted within six months of the date that the certificate is filed. (Education Code 44839, 44839.5; 5 CCR 5503)

(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

Applicants and retirants shall pay for the cost of obtaining the medical certification. (Education Code 44849, 44839.5)

Mental Examination for Certificated Employees

~~A certificated employee may be suspended or transferred to other duties if the Board has reasonable cause to believe that the employee is suffering from mental illness of such a degree as to render him/her incompetent to perform his/her duties. In such a case, the district shall follow the process specified in Education Code 44942 and the district's collective bargaining agreement, including the opportunity for the employee to be examined by a panel of psychiatrists or psychologists.~~

AR 4112.4 (d)
4212.4
4312.4

(cf. 4032—Reasonable Accommodation)
(cf. 4118—Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

44839 Medical certificate; periodic medical examination
44839.5 Requirements for employment of retiree
44932 Grounds for dismissal of permanent employee
44942 Suspension or transfer of certificated employee on ground of mental illness

45122 Physical examinations

49406 Examination for tuberculosis

BUSINESS AND PROFESSIONS CODE

2700-2838 Nurses

3500-3546 Physician assistants

HEALTH AND SAFETY CODE

121525 Private and parochial school employees, examination for tuberculosis

CODE OF REGULATIONS, TITLE 5

5502 Filing of notice of physical examination for employment of retired persons

5503 Physical examination for employment of retired persons

5504 Medical certification procedures

COURT DECISIONS

Doer v. Lincoln Unified School District, (2010) 188 Cal.App.4th 758

Leonel v. American Airlines, Inc., (2005) 400 F.3d 702

Raven v. Oakland Unified School District, (1989) 213 Cal.App.3d 1347

Management Resources:

WEB SITES

California Department of Public Health: <http://www.cdph.ca.gov>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Public Health Institute: <http://www.phi.org>

U.S. Food and Drug Administration: <http://www.fda.gov>

(11/07-11/09) 11/10

~~*Note: Education Code 49406 authorizes exemptions from the tuberculosis requirement for employees under the conditions described below. Although Education Code 49406 does not expressly include job applicants within these provisions, it is recommended that the district exempt applicants to the same extent that it exempts employees in order to ensure compliance with state and federal nondiscrimination laws; see BP 4030—Nondiscrimination in Employment. The district should consult legal counsel if any question arises regarding the applicability of an exemption from the tuberculosis risk assessment or examination to any applicant or employee.***~~**

The following applicants or employees shall be exempted from the requirement to submit

to a tuberculosis risk assessment and/or examination: (Education Code 49406)

1. An applicant/employee who files an affidavit stating that he/she adheres to the faith or teachings of a well-recognized religious sect, denomination, or organization and, in accordance with its creed, tenets, or principles, depends for healing upon prayer in the practice of religion and that, to the best of his/her knowledge and belief, he/she is free from infectious tuberculosis

Such an exemption shall be allowed only if the Board determines by resolution, after a hearing, that the health of students would not be jeopardized. If at any time there is probable cause to believe that the applicant/employee is afflicted with infectious tuberculosis, he/she may be excluded from service until the Board is satisfied that he/she is not afflicted.

(cf. 4030 - Nondiscrimination in Employment)

***Note: Optional items #2-4 below reflect exemptions authorized, but not required, by Education Code 49406 and should be revised to reflect district practice. ***

~~2. A classified employee who is employed for less than a school year and whose functions do not require frequent or prolonged contact with students~~

3. A pregnant employee who has positive results on a tuberculosis skin test, in which case she shall be exempted from the requirement to follow up with an x-ray of the lungs for a period not to exceed 60 days after the end of the pregnancy

~~4. A private contracted driver who transports students infrequently without prolonged contact with students~~

Examination of Certificated Employees for Disabling Diseases

~~***Note: To fill a position requiring certification with an applicant who has not previously been employed in a certificated position in California, or to employ a retirant who has not previously been employed as a retirant, Education Code 44839 and 44839.5 require the district to obtain a medical certification that the applicant or retirant is free from any disabling disease that renders him/her unfit to instruct children or associate with them. Pursuant to Education Code 44839 and 44839.5, the medical certification must be completed and submitted by a physician, physician assistant, registered nurse, or commissioned medical officer. 5 CCR 5504 provides a sample medical certificate to meet the requirements of Education Code 44839 and 44839.5, which may be modified to reflect all categories of medical personnel currently authorized by the Education Code to submit the medical certification.***~~

AR 4112.4 (f)
4212.4
4312.4

To fill a certificated position with an applicant who has not previously been employed in a certificated position in California, or with a retirant who has not been employed as a retirant, the district shall have on file a medical certification indicating that the applicant or retirant is free from any disabling disease which would render him/her unfit to instruct or associate with children. (Education Code 44839, 44839.5)

(cf. 4117.14/4317.14 - Postretirement Employment)

The certificate shall be completed and submitted directly to the district by an authorized health care provider. The medical examination referenced in the certificate must have been conducted within six months of the date that the certificate is filed. (Education Code 44839, 44839.5; 5 CCR 5503)

Applicants and retirants shall pay for the cost of obtaining the medical certification. (Education Code 44849, 44839.5)

~~***Note: The following paragraph is optional.***~~

Certificated employees and/or retirants shall be required to periodically undergo, at district expense, a medical examination pursuant to Education Code 44839 or 44839.5 to determine that they are free from any communicable disease making them unfit to instruct or associate with children. (Education Code 44839, 44839.5)

Mental Examination for Certificated Employees

~~***Note: Education Code 44942 specifies a process to be followed to suspend or transfer a certificated employee based on the Board's reasonable belief that the employee is suffering from a mental illness that renders him/her incompetent to perform the duties of the position. As part of this process, Education Code 44942 requires the Board to give the employee a statement of charges, allow the employee to appear before the Board to refute the charges, and offer the employee, at district expense, the opportunity to be examined by a panel of psychiatrists or psychologists. In Doe v. Lincoln Unified School District, an appellate court held that when a district chooses to suspend or transfer a certificated employee due to concerns about mental illness, the procedure outlined in Education Code 44942 is mandatory before the district can take any action (e.g., requiring the employee to be placed on administrative leave). Because the procedures are complex, and because of the interactions with other laws such as the Americans with Disabilities Act, district legal counsel should be consulted as appropriate.***~~

Whenever the Board is considering the suspension or transfer of a certificated employee based on its reasonable belief that the employee is suffering from mental illness of such a degree as to render him/her incompetent to perform his/her duties, the employee shall be

offered the opportunity of being examined by a three-member panel of psychiatrists and psychologists in accordance with Education Code 44942. The employee shall select the members of the panel from a list of psychiatrists and psychologists provided by the district. The examination shall be conducted, at district expense, within 15 days of the ordered suspension or transfer. The employee shall submit to the examination, but shall also be entitled to present a report of any psychiatrist, psychologist, or physician of his/her own choice. (Education Code 44942)

- (cf. 4032 - Reasonable Accommodation)
- (cf. 4114 - Transfers)
- (cf. 4118 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

- 44839 Medical certificate; periodic medical examination
- 44839.5 Requirements for employment of retirant
- 44932 Grounds for dismissal of permanent employee
- 44942 Suspension or transfer of certificated employee on ground of mental illness
- 45122 Physical examinations
- 49406 Examination for tuberculosis

BUSINESS AND PROFESSIONS CODE

- 2700-2838 Nurses
- 3500-3546 Physician assistants

HEALTH AND SAFETY CODE

- 121525 Private and parochial school employees, examination for tuberculosis
- CODE OF REGULATIONS, TITLE 5**

- 5502 Filing of notice of physical examination for employment of retired persons
- 5503 Physical examination for employment of retired persons
- 5504 Medical certification procedures

COURT DECISIONS

- Doe v. Lincoln Unified School District, (2010) 188 Cal.App.4th 758
- Leonel v. American Airlines, Inc., (2005) 400 F.3d. 702
- Raven v. Oakland Unified School District, (1989) 213 Cal.App.3d 1347

Management Resources:

WEB SITES

- California Department of Public Health: <http://www.cdph.ca.gov>
- Centers for Disease Control and Prevention: <http://www.cdc.gov>
- Public Health Institute: <http://www.phi.org>
- U.S. Food and Drug Administration: <http://www.fda.gov>

AR 4112.4 (h)
4212.4
4312.4

(11/09 11/10) 12/14

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

BP 5141.4 Students

Child Abuse Prevention And Reporting

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

(cf. 1020 - Youth Services)

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

Child Abuse Prevention

The Governing Board recognizes the district's responsibility to educate students about the dangers of child abuse so that they will acquire the skills and techniques needed to identify unsafe situations and to react appropriately and promptly.

The district's instructional program shall include age-appropriate and culturally sensitive child abuse prevention curriculum. This curriculum shall explain students' right to live free of abuse, **include instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly**, inform them of available support resources, and teach them how to obtain help and disclose incidents of abuse. The curriculum also shall include training in self-protection techniques.

(cf. 6143 - Courses of Study)

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention. ~~The Superintendent or designee shall seek to incorporate community resources into the district's child abuse prevention programs.~~ To the extent feasible, the Superintendent or designee shall use these community resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

(cf. 1020 - Youth Services)

Child Abuse Reporting

The Board recognizes that child abuse has severe consequences and that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse. The Superintendent or designee shall establish procedures for the identification and reporting of such incidents in accordance with law.

(cf. 0450 - *Comprehensive Safety Plan*)

~~***Note: The Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3) identifies persons who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report; see the accompanying administrative regulation.***~~

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

(cf. 4119.21/4219.21/4319.21 - *Professional Standards*)
(cf. 5145.7 - *Sexual Harassment*)

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

(cf. 0450 - *Comprehensive Safety Plan*)

Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect. Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect.

The Superintendent or designee shall provide training regarding the reporting duties of mandated reporters.

In the event that training is not provided to mandated reporters, the Superintendent or designee shall report to the California Department of Education the reasons that such training is not provided. (Penal Code 11165.7)

Legal Reference:

EDUCATION CODE

~~32280-32288~~ *Comprehensive school safety plans*

~~33308.1~~ *Guidelines on procedure for filing child abuse complaints*

~~44690-44691~~ *Staff development in the detection of child abuse and neglect*

~~44807~~ *Duty concerning conduct of students*

~~48906~~ *Notification when student released to peace officer*

~~48987 Dissemination of reporting guidelines to parents~~

~~49001 Prohibition of corporal punishment~~

~~51220.5 Parenting skills education~~

~~PENAL CODE~~

~~152.3 Duty to report murder, rape, or lewd or lascivious act~~

~~273a Willful cruelty or unjustifiable punishment of child; endangering life or health~~

~~288 Definition of lewd or lascivious act requiring reporting~~

~~11164 11174.4 Child Abuse and Neglect Reporting Act~~

~~WELFARE AND INSTITUTIONS CODE~~

~~15630-15637 Dependent adult abuse reporting~~

~~CODE OF REGULATIONS, TITLE 5~~

~~4650 Filing complaints with CDE, special education students~~

Management Resources:

~~CDE LEGAL ADVISORIES~~

~~0514.93 Guidelines for parents to report suspected child abuse~~

~~WEB SITES~~

~~California Attorney General's Office, Crime and Violence Prevention Center:~~

~~<http://safestate.org>~~

~~California Department of Education, Safe Schools: <http://www.cde.ca.gov/lr/ss>~~

~~California Department of Social Services, Children and Family Services Division:~~

~~<http://www.childsworld.ca.gov>~~

~~U.S. Department of Health and Human Services, National Clearinghouse on Child Abuse and Neglect Information: <http://nccan.ch.acf.hhs.gov>~~

Legal Reference:

EDUCATION CODE

32280-32288 Comprehensive school safety plans

33195 Heritage schools, mandated reporters

33308.1 Guidelines on procedure for filing child abuse complaints

44252 Teacher credentialing

44691 Staff development in the detection of child abuse and neglect

44807 Duty concerning conduct of students

48906 Notification when student released to peace officer

48987 Dissemination of reporting guidelines to parents

49001 Prohibition of corporal punishment

51220.5 Parenting skills education

51900.6 Sexual abuse and sexual assault awareness and prevention

PENAL CODE

152.3 Duty to report murder, rape, or lewd or lascivious act

273a Willful cruelty or unjustifiable punishment of child; endangering life or health

288 Definition of lewd or lascivious act requiring reporting

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

15630-15637 Dependent adult abuse reporting

CODE OF REGULATIONS, TITLE 5

4650 Filing complaints with CDE, special education students

**UNITED STATES CODE, TITLE 42
11434a McKinney-Vento Homeless Assistance Act; definitions
COURT DECISIONS
Camreta v. Greene (2011) 131 S.Ct. 2020**

Management Resources:

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Health Education Content Standards for California Public Schools, Kindergarten Through
Grade Twelve**

**Health Framework for California Public Schools, Kindergarten Through Grade Twelve
WEB SITES**

California Attorney General's Office, Suspected Child Abuse Report Form:

http://www.ag.ca.gov/childabuse/pdf/ss_8572.pdf

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss/ap>

California Department of Social Services, Children and Family Services Division:

<http://www.childsworld.ca.gov>

U.S. Department of Health and Human Services, Child Welfare Information Gateway:

<https://www.childwelfare.gov/can>

(7/02 11/04) 12/14

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 21, 2015

Adopted:

King City, California

AR 5141.4 Students

Child Abuse Prevention and ReportingDefinitions

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)

(cf. 3515.3 - District Police/Security Department)

3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of the student (Education Code 49001)

(cf. 5144 - Discipline)

5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by the student (Education Code 49001)

~~***Note: Pursuant to Penal Code 11165.15, as added by AB 652 (Ch. 486, Statutes of 2013), the fact that a child is homeless or is classified as an unaccompanied minor, as defined in the federal McKinney-Vento Homeless Assistance Act (42 USC 11434a), is not, in and of itself, a sufficient basis for reporting child abuse or neglect.***~~

6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05, 11167)

Any district employee who reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so

shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report

Immediately or as soon as practicable possible after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)

Monterey County Department of Social Services child Abuse Hotline (831) 755-4661; Greenfield Police Department (831) 674-5111; King City Police Department (831) 385-4848; or 911

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

The Department of Justice form may be obtained from the district office or other appropriate agencies, such as the county probation or welfare department or the police or sheriff's department.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location, and, where applicable, school, grade, and class

- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child
- e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

Internal Reporting

The mandated reporter shall not be required to disclose his/her identity to his/her supervisor, the principal, or the State Administrator/Superintendent or designee. (Penal Code 11166)

However, employees reporting child abuse or neglect to an appropriate agency are encouraged, but not required, to notify the principal as soon as possible after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the State Administrator/Superintendent or designee.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Training

~~Training of mandated reporters shall include identification and mandated reporting of child abuse and neglect. (Penal Code 11165.7)~~

~~Training shall also include guidance in the appropriate discipline of students, physical contact with students, and maintenance of ethical relationships with students to avoid actions that may be misinterpreted as child abuse.~~

~~(cf. 4119.21/4219.21/4319.21—Professional Standards)
(cf. 4131—Staff Development)~~

~~(cf. 4231 - Staff Development)~~
~~(cf. 4331 - Staff Development)~~
~~(cf. 5145.7 - Sexual Harassment)~~

Training

~~***Note: As amended by AB 1432 (Ch. 797, Statutes of 2014), Education Code 44691 and Penal Code 11165.7 require districts to annually train their employees and any other mandated reporters working on their behalf regarding the duties of mandated reporters. Education Code 44691, as amended, also requires the CDE to develop an online training module to be provided to the California Department of Social Services for use by districts.***~~

Within the first six weeks of each school year, the State Administrator/Superintendent or designee shall provide training on mandated reporting requirements to district employees and persons working on their behalf who are mandated reporters. Any school personnel hired during the school year shall receive such training within the first six weeks of employment. (Education Code 44691; Penal Code 11165.7)

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

~~***Note: Education Code 44691 requires school districts to use the online training module provided by the California Department of Social Services. However, if the online training module is not used, the State Administrator/Superintendent or designee is required to report to the CDE regarding the training being used in its place.***~~

The State Administrator/Superintendent or designee shall use the online training module provided by the California Department of Social Services or other state approved modules on the topic. (Education Code 44691)

The training shall include, but not necessarily be limited to, training in identification and reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

~~***Note: Education Code 44691, as amended by AB 1432 (Ch. 797, Statutes of 2014), requires districts to develop a process by which all persons required to receive training must provide proof of receiving the training (e.g., the use of a sign-in sheet, submission of a certificate of completion). The following paragraph may be revised to reflect district practice.***~~

The State Administrator/Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

Victim Interviews by Social Services

Whenever a representative from the Department of Social Services or another government agency investigating suspected child abuse or neglect deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the child. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the State Administrator/Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

Parent/Guardian Complaints

Upon request, the State Administrator/Superintendent or designee shall provide parents/guardians with a copy of this administrative regulation which contains procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is not English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect

at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

(cf. 1312.1 - Complaints Concerning District Employees)

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

(cf. 1312.3 - Uniform Complaint Procedures)

Notifications

The State Administrator/Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167. The district also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, any person who will be a mandated reporter by virtue of his/her position shall sign a statement indicating that he/she has knowledge of the reporting obligations under Penal Code 11166 and will comply with those provisions. The signed statement shall be retained by the State Administrator/Superintendent or designee. (Penal Code 11166.5)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The State Administrator/Superintendent or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)
2. If a mandated reporter fails to report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)

3. No employee shall be subject to any sanction by the district for making a report. (Penal Code 11166)

(3/08 3/10) 11/10

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
First Reading: April 21, 2015
Adopted: King City, California

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Resolution #08:14/15 Proclaiming and Honoring California Day of the Teacher, May 5, 2015

MEETING: April 21, 2015

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 would like to acknowledge the dedicated certificated professionals in the district and their contribution in fulfilling the mission of education to prepare our students for the future.

The District and Board of Education would like to recognize and honor Day of the Teacher on May 5, 2015.

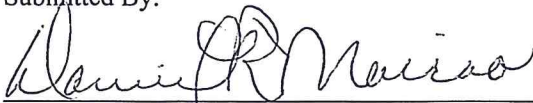
Recommendation:

The recommendation is being made for the State Administrator to approve Resolution #08:14/15 Proclaiming and Honoring California Day of the Teacher May 5, 2015.

Fiscal Impact:

None.

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

**Resolution No. 08:14/15
Observance of
CALIFORNIA DAY OF THE TEACHER
May 5, 2015**

WHEREAS, over 3,500 committed teachers in Monterey County share their passion and love of learning to inspire more than 70,000 students across county to learn and pursue their own dreams; and

WHEREAS, the South Monterey County Joint Union High School District recognizes California's standards for becoming a certificated teacher are among the highest in the nation and that our teachers not only provide the encouragement and support for our children to succeed, they also partner with parents, families, and the communities to improve student learning and help build a better California; and

WHEREAS, teachers demonstrate and share their love of learning in the classroom every day and fill many roles, as listeners, explorers, role models, motivators, and mentors; and, by doing so, are partners with parents and the community in inspiring students dreams and laying the foundation for them to be good citizens; and

WHEREAS, the South Monterey County Joint Union High School District Board of Education recognizes that the quality of all students' educational experiences depends significantly and vitally upon the quality of their teachers, because the influence of a good teacher continues long after school days are only memories:

WHEREAS, we recognize the dedication and hard work educators accomplish in their classrooms every day, but especially on May 5, to honor these committed professionals who are entrusted with fulfilling the mission of education to prepare our students for bright futures; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the South Monterey County Joint Union High School District does hereby adopt Resolution No. 18:14/15 to acknowledge the contributions of all dedicated teachers and recognizes May 5, 2015, as the Day of the Teacher; and, moreover, urges parents, students and the community to publicly show their appreciation for teachers and their contributions that improve our daily lives, our community and our futures.

PASSED AND ADOPTED by the State Administrator on April 21, 2015.

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

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

SUBJECT: Approval of Resolution #09:14/15 Proclaiming and Honoring Classified School Employee Week, May 17-23, 2015

MEETING: April 21, 2015

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 would like to acknowledge the dedicated classified professionals in the district and for providing the efficient and effective support to certificated staff and for giving the student the type of individual attention and support they need to succeed academically.

The District and Board of Education would like to recognize and honor Classified School Employee Week, May 17-23, 2015.

Recommendation:

The recommendation is being made for the State Administrator to approve Resolution #08:14/15 Proclaiming and Honoring Classified School Employee Week, May 17-23, 2015.

Fiscal Impact:

None.

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

**Resolution No. 09:14/15
Proclaiming and Honoring
Classified School Employee Week – May 17 – 23, 2015**

WHEREAS, when a child rides the bus, eats a school breakfast or lunch, checks a book out from the school library, goes to the school office and attends school in a clean well maintained safe environment, he or she is touched by a classified school employee; and

WHEREAS, classified school employees in our school districts, County Office of Education and community colleges are the “backbone” of our public education system; and,

WHEREAS, the classified school employees of the South Monterey County Joint Union High School District provide efficient and effective support and ancillary services which are essential ingredients to excellent teaching, sound administration, and high achievement by students; and

WHEREAS, classified school employees are rarely in the spotlight, but are always central to the activities of our schools, for they serve with professionalism and dedication and set a high standard for caring and compassion; and

WHEREAS, many classified school employees serve as paraprofessionals providing direct assistance to certificated staff in the classroom and giving students the type of individual attention and support they need to succeed academically; and

WHEREAS, other classified employees perform vital clerical, transportation, food service, office support, maintenance of safe environments, and many other functions without which local school sites, and district offices, could not operate, and without which many students would not receive important educational and health-related services; and

WHEREAS, even as our system of public education depends on classified employees to serve students and staff, they often serve in challenging circumstances and, with diverse talents and true dedication, continue to nurture our students and support their colleagues;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the South Monterey County Joint Union High School District does hereby adopt Resolution No.09:14/15 to honor the contributions of classified school employees to quality education in Monterey County and recognizes the week of May 17-23, 2015 as Classified School Employee Week, an opportunity to pay homage to these valued members of Monterey County's educational teams.

PASSED AND ADOPTED by the State Administrator on April 21, 2015.

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

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Agreement Regarding MCOE-Provided Special Education Programs and Transportation **MEETING:** April 21, 2015

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 annually contracts with the Monterey County Office of Education for Special Education Programs and Transportation. The three year agreement is attached for approval. The estimated cost to our District in 2014/15 for these services is \$183,326.27. The current year estimated charges under this agreement are included as supporting documentation.

Recommendation:

The recommendation is being made for the State Administrator to approval the 3 year Agreement for Special Education Programs and Transportation Services with the Monterey County Office of Education.

Fiscal Impact:

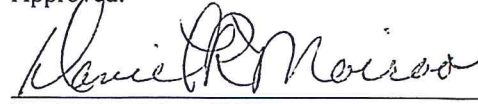
\$183,326.27/year estimate – Budgeted General Fund – Special Education Resource (6500)

Submitted By:



Duane Wolgamott
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

2014-15 through 2016-17

AGREEMENT REGARDING MCOE-PROVIDED SPECIAL EDUCATION PROGRAMS AND TRANSPORTATION

The following agreement for the period July 1, 2014, through June 30, 2017, between the Monterey County Office of Education (MCOE) and the participating school Districts in Monterey County (Districts) defines the provisions under which MCOE will billback the districts for Special Education services and transportation provided to the districts' students.

1. For billing purposes, MCOE will apply an indirect cost rate of 3% for all allowable costs incurred in accordance with the California School Accounting Manual guidelines to the Special Education costs and Special Education Transportation costs. Indirect costs include such general MCOE overhead expenditures as: accounting, budgeting, payroll, personnel management, purchasing, and data processing. Also included in these costs are a proportionate share of plant maintenance and custodial services for Special Education occupancy of administrative space in the MCOE main facility at 901 Blanco Circle. The indirect costs do not include custodial and maintenance costs associated with Special Education school sites. Custodial and maintenance costs for Special Education school sites are a direct cost to the program.
2. The calculation of the maximum base employee total compensation amount will be based on the average current year collectively bargained total compensation percentage increases of the Class 3 County Offices of Education and Monterey County school districts over 2,500 Average Daily Attendance (ADA). In such case where MCOE settles with an amount greater than this average, MCOE will have the following year to bargain an amount that falls within the two-year average.
3. It is the responsibility of the Business Advisory Committee to monitor and review MCOE's Special Education budget, staffing, revenues and expenses.
 - a. The MCOE will provide to the Business Advisory Committee the following:
 - i. Special Education budget development documentation (April)
 - ii. MCOE Special Education budget assumptions, including enrollment and staffing projections by April of the year preceding the budget (April)
 - iii. Transportation Program revenue and expenditure information, bus loading, routing information, and cost allocation information (April)
 - iv. Special Education revenues and expenses quarterly (October, January, April, and when records are closed, but no later than October of the following fiscal year).
 - v. Special Education student enrollments quarterly by district, by program and by site (October, January, April, July)
 - vi. An opportunity to allow the Committee to review this agreement annually to determine if adjustments need to be made (January)
 - vii. Copies of MCOE's Interim Reports (January, June)
 - viii. Requests from the Superintendent's Council for analysis or recommendation of financial impacts of program transfers (as necessary)
 - ix. SELPA Income Distribution Agreement annually and when revised (August, and when necessary)

- b. By February 1 the MCOE will submit an updated projection of the current year billback to all participating districts.
 - c. Between March 1 and April 15 the Business Advisory Committee will review MCOE draft budget, and projected enrollments and assumptions related to the Special Education programs and Special Education Transportation for the next school year. By May 1 the districts will receive their estimated billback with an adjustment for program transfers for the following fiscal year.
 - d. Once the MCOE officially adopts its budget, a detailed Special Education budget will be submitted to Districts by July 15. If MCOE amends the Special Education budget based on the State Budget Act, the revision will be reviewed by the Business Advisory Committee. A detailed budget will include the total revenue and expense for each of the five cost centers, as well as transportation.
4. MCOE will strive to ensure that students enrolled in MCOE SDC self-contained classes serving the LEAs within the SELPA attain a target of 85% ADA based on the P2 attendance period. The CBEDS and ADA percentage will be reviewed monthly by the Business Advisory Committee beginning in November of each year. A formal report will be made by MCOE to the Superintendents' Council, upon request, following the Business Advisory Committee review.
 5. Districts agree to submit requested changes in MCOE-provided transportation to MCOE by submitting a letter of intent (see Exhibit A) no later than December 1, and a signed Memorandum of Understanding between the Monterey County Superintendent of Schools and the district taking back the services, by no later than March 1 of the year preceding the year of the requested change.
 6. MCOE will have the stipulations related to this agreement reviewed as part of the annual independent audit. The purpose of the review will be to ensure compliance with this agreement and the accuracy of revenues, expenses, and student counts.
 7. Districts agree that the excess costs of Special Education Transportation will be distributed to Districts based on the following:
 - a. One half the excess cost for transportation will be divided by the total number of students assigned to transportation, averaged from the first day of the regular school year through November 30 and March 31 of the current year. This per pupil cost is multiplied by the number of students transported for each district.
 - b. One half the excess costs for transportation will be distributed based on actual use (one-way home to school miles for all students divided into one-half excess costs establishes a cost per student mile). This cost is multiplied by the student miles traveled by MCOE students from each district. Miles for wheelchair students will be increased by a factor of 3.
 - c. Reimbursement to parents who transport their own children will be included as part of transportation excess cost allocation.
 - d. Districts outside of Monterey County will be charged (invoiced) outside this agreement and will pay the computed cost per mile for the prior year, plus 5%, and full state-approved indirect cost rate.

8. Special Education Program costs are assigned into five cost centers (see Exhibit B) and will be distributed to Districts as specified below:

- a. Itinerant visually impaired and hearing impaired services to special day class students will be reported by assigned FTE. Excess costs for these services will be reflected in the total billback for the SDC cost centers. Excess costs are defined as the total expenses for each cost center, less the revenue assigned to each cost center.

Itinerant visually impaired and hearing impaired services for students not enrolled in special day classes will be reported in the "Itinerant" cost center. Excess costs will be billed to districts by instructional minutes. The billback spreadsheet will provide the total instructional minutes provided to each district, as well as overall totals for MCOE. The total excess costs of providing services to districts will be divided by the total instructional minutes and then distributed among districts based upon the average monthly minutes provided to each district.

- b. Total excess costs for the year, divided by the total average enrollment for the year, will determine the per pupil cost for the "Infant", "SDC" (ages 3 to 22), "Speech" and "Occupational Therapy" cost centers. The billback will be based on each district's average monthly enrollment times the per pupil cost.

Costs of Special Education maintenance and operations will be prorated and charged as Direct Support to the two (2) cost centers "Infant", and "SDC."

Special Education administration will be prorated and charged as Direct Support to five (5) cost centers "Infant", "SDC", "Itinerant", "Speech" and "Occupational Therapy."

MCOE will also provide a monthly email to District Special Education Directors and CBOs reporting countywide student counts by program cost center.

- c. On a quarterly basis, districts outside Monterey County that have students enrolled in MCOE programs will be billed the full cost of those services, plus 5%, and the full state-approved indirect cost rate. These students are not included in the billback computations.
- d. Licensed Children Institution (LCI) or group home residents enrolled in MCOE Special Education programs will be funded through Out-of-Home Care income as outlined in the Income Distribution Agreement. Any costs for these students not covered by Out-of-Home Care income will be included in the billback and distributed to districts as described in item 8b.
- e. MCOE charter schools and alternative education programs are responsible for paying the full cost of their Special Education programs and services. These programs will receive a funding allocation based upon the SELPA income distribution agreement to assist with these costs. No costs from MCOE alternative education programs or MCOE charter schools will be included in the billback.
- f. All services specific to an individual student, as outlined in the IEP, will be billed to the student's district of residence regardless of whether the service is provided by MCOE or a private vendor contracted by MCOE (e.g., one-to-one aides, bus riders

and Braille assistants). One-to-one aides and bus riders will only be provided by MCOE if the IEP process determines the need for the one-to-one assistance program.

- g. SELPA will enter into master contracts with non-public agencies to provide one-to-one aides as identified in the IEP. The cost for this contracted service will be added as a direct service for the student's district of residence. MCOE will be responsible for entering into an Individual Service Agreement (ISA) as specified in the IEP.
9. Districts' billback amounts for the excess costs of MCOE-operated Special Education and Special Education Transportation shall be paid to MCOE in accordance with the following provisions:
- a. From July to December, monthly transfers will be based on each district's prior year April count less the estimated student count for program transfers and transportation takebacks applied to the current year Special Education adjusted budget. Fund transfers from districts will be based on the estimate of total excess cost in increments of 5% for July and August, and 9% of the estimated billback for each month from September to December.
 - b. From January to June, monthly transfers will be based on current year December count participation and a revised and updated estimate of excess costs. The remaining amount of billback will be calculated by taking the updated estimate of excess costs, less what has been paid to date. These transfers are based on the remaining amount of the billback. The increments will be 20% of the remaining billback amount for each month from January to June.
 - c. By November 1 of the current year, the actual amount of prior year billback will be calculated and compared to each district's payments through June of the prior year. Any final adjustment for the prior year billback will be a fund transfer by November 15 of the current year.
 - d. State and Federal prior year adjustments will be credited/debited in the year received.
 - e. The MCOE will use actual daily enrollment, averaged out between the first day of school and each billback date (December 1, April 1, and June 30) to calculate the average enrollment for the Infant, SDC, Speech and Occupational Therapy cost centers.
10. Modifications to this agreement may be made in accordance with Item 3.a.vi and with the agreement of both parties.

Monterey County Office of Education:

South Monterey County S U H School District:

Authorized Signature

District Superintendent

Date Approved

Date Approved

EXHIBIT B

**MCOE Special Education Billback Cost Centers and
Method Used to Distribute Excess Costs**

Five Cost Centers:

- Special Day Class (including Autism)
- Infant
- Occupational Therapy
- Speech and Language
- Itinerant Vision and Hearing Impaired

Costs Distributed by:

- Average Monthly Enrollment
- Average Monthly Enrollment
- Average Monthly Enrollment
- Average Monthly Enrollment
- Average Monthly Instructional Minutes

Plus Transportation:

- Transportation 50% of the cost - Average Monthly Students Transported
50% of the cost - Average Monthly Student Miles

MONTEREY COUNTY OFFICE OF EDUCATION SPECIAL EDUCATION BILLBACK 2014-15

July 1st Budget Projection

December Projection - Revised

April Projection

Final Billback



District	<11>				<12>				<13>				<14>		<15>		<16>		<17>		<18>		<19>		<20>	
	No. of Students Transported	50% of Trans. Excess Cost	Student Miles Travelled	50% of Trans. Excess Cost	Total Trans. Billback	Total Billback	0202 Direct Services	District Cost for One to One and Rider Contracts	Total Billback plus Direct Services	Comparison to:	Difference															
Alisal Union	1.00	12,909.62	12.50	8,187.77	21,097.39	2,988,626.94	646,002	-	3,634,629.02	2014-15 December Projection	(335,557)															
Bradley Union		-		-	-	-	-	-	-	-	0															
Carmel Unified		-		-	-	324,888.87	66,205	391,093.51	362,029.67	(37,141)																
Chualar Union		-		-	-	209,970.76		209,970.76	235,931.70	(25,961)																
Gonzales Unified		-		-	-	629,439.29	358,470	987,909.49	707,537.10	(78,098)																
Graves		-		-	-	-	-	-	-	0																
Greenfield Union		-		-	-	1,636,030.76	339,133	1,975,163.61	1,818,563.54	(182,533)																
King City Union Elem	3.00	38,728.85	4.94	3,235.81	41,964.66	1,299,860.63	44,713	1,344,573.88	1,451,702.54	(151,842)																
150th Mtry Cty High Sch	1.75	22,591.83	71.52	46,847.14	69,438.97	183,326.27		183,326.27	197,032.35	(13,706)																
Lagunita		-		-	-	44,412.12	60,582	104,993.84	49,787.06	(5,375)																
Mission Union		-		-	-	-	-	-	-	0																
Monterey Pen Unified	7.00	90,367.32	129.17	84,609.13	174,976.45	614,206.60	318,882	933,088.79	656,883.58	(42,677)																
North Mtry County Unified	13.00	167,825.02	444.27	291,006.40	458,831.42	1,117,373.24	365,309	1,482,682.68	1,193,159.82	(75,787)																
Big Sur Unified		-		-	-	-	-	-	-	0																
Pacific Grove Unified	2.75	35,501.45	42.55	27,871.17	63,372.62	632,662.58	279,897	912,559.36	703,074.22	(70,412)																
Salinas City	24.25	313,058.20	305.66	200,213.85	513,272.05	5,385,640.72	892,724	6,478,364.57	6,475,701.07	(590,060)																
Salinas Union High		-		-	-	1,584,213.00	866,925	2,451,138.30	1,782,601.85	(198,389)																
San Antonio Union	1.00	12,909.62	24.99	16,368.99	29,278.61	62,660.34		62,660.34	67,766.53	(5,106)																
San Ardo Union	1.75	22,591.83	68.18	44,659.37	67,251.20	133,559.71		133,559.71	142,975.85	(9,406)																
San Lucas Union		-		-	-	8,527.23		8,527.23	8,527.23	0																
Santa Rita Union	25.00	322,740.42	216.13	141,569.80	464,310.22	2,315,202.76	212,018	2,527,220.32	2,526,383.95	(211,181)																
Soledad Unified	20.50	264,647.14	722.10	472,991.03	737,638.17	1,830,607.61	188,266	2,018,874.09	1,969,065.94	(138,458)																
Spreckels Union	6.00	77,457.70	66.82	43,768.54	121,226.24	422,351.45	11,460	433,811.45	453,848.57	(31,497)																
Washington Union		-		-	-	116,985.12	55,866	172,851.37	122,306.30	(5,321)																
TOTALS	107.00	1,381,329.00	2,108.83	1,381,329.00	2,762,658.00	21,740,556.00	4,706,453	26,447,008.59	23,949,063.00	(2,208,507)																

Cost Per Student	12,909.62	655.02	1,381,329.00	1,381,329.00
Verification				

MONTEREY COUNTY OFFICE OF EDUCATION SPECIAL EDUCATION BILLBACK 2014-15

 July 1st Budget Projection
 December Projection - Revised
 April Projection
 Final Billback

	<1>	<2>	<3>	<4>	<5>	<6>	<7>	<8>	<9>	<10>
	0204 SDC (incl. Autistic)		0207 Occupational Therapy		0208 Speech Therapy		0203 Infant Program		0205 Itinerant Program	
District	Enrollment	Total SDC Billback	Enrollment	Total Occ. Therapy Billback	Enrollment	Total Speech Therapy Billback	Number of Students Enrolled	Total Infant Billback	Average Monthly Number of Instructional Minutes	Total Itinerant Billback
Alisal Union	62.43	2,193,706.69	50.23	242,402.49	50.90	226,383.55	13.45	114,691.28	2,661.25	190,345.54
Bradley Union										
Carmel Unified	6.91	242,808.16	6.91	33,346.63	6.06	26,952.54	0.73	6,224.88	217.50	15,556.66
Chualar Union	4.83	169,719.74	3.00	14,477.55	4.83	21,461.98			60.00	4,291.49
Gonzales Unified	14.53	510,564.76	10.70	51,636.60	11.62	51,681.27			217.50	15,556.66
Graves										
Greenfield Union	33.96	1,193,308.98	23.42	113,021.43	18.86	83,882.00	11.58	98,745.35	2,056.25	147,073.00
King City Union Elem.	28.25	992,667.21	17.98	86,768.80	19.38	86,194.76	6.32	53,892.11	536.50	38,373.09
North Mtry Cty High Sch	2.55	89,603.59	0.97	4,681.08	0.97	4,314.19			213.75	15,288.44
San Luis Obispo	1.00	35,138.66	1.00	4,825.85	1.00	4,447.61				
San Luis Obispo										
San Luis Obispo										
Monterey Pen. Unified	7.94	279,000.98	4.00	19,303.40	2.98	13,253.89			1,785.00	127,671.88
North Mtry County Unified	14.10	495,455.14	8.37	40,392.37	8.52	37,893.67	4.22	35,984.92	682.50	48,815.72
Big Sur Unified										
Pacific Grove Unified	13.10	460,316.48	9.91	47,824.18	5.62	24,995.59	1.00	8,527.23	386.25	27,626.48
Salinas City	109.78	3,857,522.36	86.20	415,988.36	88.76	394,770.21	19.10	162,870.14	3,372.50	241,217.60
Salinas Union High	36.91	1,296,968.03	14.99	72,339.51	13.00	57,818.98			2,196.25	157,086.48
San Antonio Union	0.95	33,381.73								
San Ardo Union	1.75	61,492.66	1.00	4,825.85						
San Lucas Union							1.00	8,527.23		
Santa Rita Union	39.29	1,380,598.05	29.04	140,142.71	31.54	140,277.74	5.25	44,767.97	2,028.75	145,106.07
Soledad Unified	25.76	905,171.94	15.81	76,296.70	18.86	83,882.00	1.10	9,379.96	255.00	18,238.84
Spreckels Union	5.86	205,912.56	5.86	28,279.49	5.86	26,063.02	3.00	25,581.70	213.75	15,288.44
Washington Union	0.99	34,787.28					1.00	8,527.23	1,030.00	73,670.61
TOTALS	410.89	14,438,125.00	289.39	1,396,553.00	288.76	1,284,293.00	67.75	577,720.00	17,912.75	1,281,207.00
Cost Per Student	35,138.66		4,825.85	1,396,553.00	4,447.61	1,284,293.00	8,527.23	577,720.00	71.52	1,281,207.00
Verification		14,438,125.00		1,396,553.00		1,284,293.00		577,720.00		1,281,207.00

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

SUBJECT: Approval of Agreement with MCOE to Provide Specific Services for two Special Ed Students

MEETING: April 21, 2015

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 IEP teams of two SMCJUHSD special education students requested an assistive technology and augmentative communication assessment which was appropriate based on the students' disabilities and current educational needs. These assessments require specific expertise which is not available in the school district; however the Monterey County Office of Education has a team to provide these assessments. As such, the District immediately requested and entered into a contract with MCOE for each student following the IEP meeting due to the required time line requirements. The assessment reports are being finalized.

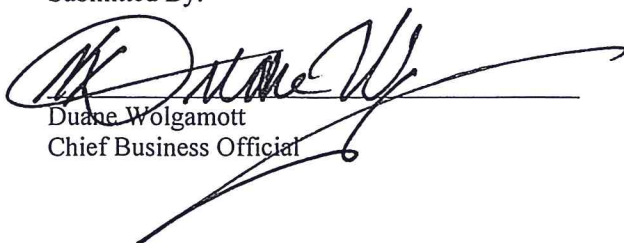
Recommendation:

The recommendation is being made for the State Administrator to approve the agreement with MCOE.

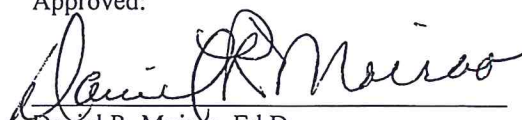
Fiscal Impact:

The funding will be coming from the General Fund – Special Education Resource 6500

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

AGREEMENT BETWEEN MONTEREY COUNTY OFFICE OF EDUCATION
SPECIAL EDUCATION DIVISION
AND THE
SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

This AGREEMENT is entered into effect February 6, 2015 by and between the Monterey County Office of Education Division, hereinafter referred to as "MCOE", and South Monterey County Joint Union High School District for the purpose of providing **SPECIAL EDUCATION SERVICES** for South Monterey County Joint Union High School District.

WHEREAS, MCOE is able and willing to provide these services, contingent on staff and program availability, and

WHEREAS, the local education agency requests MCOE to provide such services,

NOW, THEREFORE, the MCOE and the local education agency agree and understand as follows:

1. The MCOE shall provide the following, contingent upon staff and program availability:



Service
Assistive Technology Assessment

2. The local education agency shall provide:

For: 8 hours @ \$110.00 per hour = \$880.00

State approved MCOE Indirect Cost Rate – 10.75%	94.60
TOTAL NOT TO EXCEED.....	\$974.60
(Invoiced at the end of the school year)	

3. This agreement shall be effective upon its ratification by the local education agency and its Execution MCOE. All contracts must be renewed annually on or prior to July 1st each year.

 <hr style="border: 0; border-top: 1px solid black;"/> Mariphil Romanow-Cole Assistant Superintendent Special Education Division	2/11/15 <hr style="border: 0; border-top: 1px solid black;"/> Date	 <hr style="border: 0; border-top: 1px solid black;"/> Local Education Agency	2/12/15 <hr style="border: 0; border-top: 1px solid black;"/> Date
--	---	--	---

<hr style="border: 0; border-top: 1px solid black;"/> Garry Bousum Associate Superintendent Finance & Business Services Division	<hr style="border: 0; border-top: 1px solid black;"/> Date
---	--

AGREEMENT BETWEEN MONTEREY COUNTY OFFICE OF EDUCATION
SPECIAL EDUCATION DIVISION
AND THE
SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

This AGREEMENT is entered into effect February 6, 2015 by and between the Monterey County Office of Education Division, hereinafter referred to as "MCOE", and South Monterey County Joint Union High School District for the purpose of providing SPECIAL EDUCATION SERVICES for South Monterey County Joint Union High School District.

WHEREAS, MCOE is able and willing to provide these services, contingent on staff and program availability, and

WHEREAS, the local education agency requests MCOE to provide such services,

NOW, THEREFORE, the MCOE and the local education agency agree and understand as follows:

1. The MCOE shall provide the following, contingent upon staff and program availability:

Service


Assistive Technology, Augmentative and Alternative Communication Assessment

2. The local education agency shall provide:

For: 8 hours @ \$110.00 per hour = \$880.00

State approved MCOE Indirect Cost Rate – 10.75%	94.60
TOTAL NOT TO EXCEED.....	\$974.60
(Invoiced at the end of the school year)	

3. This agreement shall be effective upon its ratification by the local education agency and its Execution MCOE. All contracts must be renewed annually on or prior to July 1st each year.



Mariphil Romanow-Cole
Assistant Superintendent
Special Education Division

2/11/15
Date



Local Education Agency
Date 2/19/15

Garry Bousum
Associate Superintendent
Finance & Business
Services Division

Date

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Opening a Clearing Bank Account

MEETING: April 21, 2015

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

Summary:

The District opened a clearing account with Rabobank two years ago in order to meet auditor requirements. This account is used for the deposit of cash and checks on a regular basis. This account is regularly reconciled and a check is sent to the County Office of Education for deposit into the County Treasury.

This account was created by the interim CBO but was not officially authorized during a Board of trustees meeting.

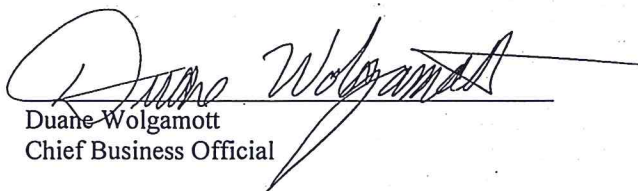
Recommendation:

The recommendation is being made for the State Administrator to approve the Rabobank Clearing Account.

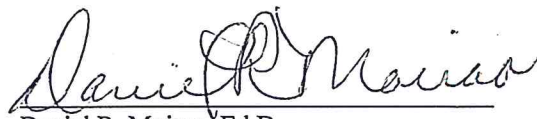
Fiscal Impact:

None

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

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

SUBJECT: Approval of the Donation from King City Young Farmers to Greenfield High School

MEETING: April 21, 2015

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:

A donation from the King City Young Farmers in the amount of \$720.00 was donated to Greenfield FFA to be used for competitions, state conference, or other expenses related to FFA.

Recommendation:

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


Fiscal Impact:

None.

Submitted By:


Frank Lynch
Principal

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

King City Young Farmers
PO Box 712
King City, CA 93927

February 24th, 2015

Greenfield FFA
225 El Camino Real
Greenfield, Ca 93927

To Whom it May Concern,

We are really excited for all the work that the FFA does for the students in our community. We hope that they can use our donation to allow more students to participate in all FFA events, conferences, and contests during this school year.

After a presentation made by the chapter at one of our earlier board meetings; we have determined that this is a worthy cause for our donation.

We hope that this donation of \$720 will help support and enrich the lives of many students, and ask that they use it at their discretion.

Best Wishes,

Heath

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of the Donation from Greenfield PTSA for Greenfield FFA **MEETING:** April 21, 2015

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:

A donation from the Greenfield PTSA in the amount of \$500.00 was donated to Greenfield FFA to be used for competitions, state conference, or other expenses related to FFA.

Recommendation:

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


Fiscal Impact:

None.

Submitted By:


Frank Lynch
Principal

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

1031

90-7162 41365
3222

PTA CALIFORNIA CONGRESS OF PARENTS
GREENFIELD HIGH SCHOOL PTSA
235 EL CAMINO REAL
GREENFIELD, CA 93927-5127

DATE 3/16/15

\$ 500.00

DOLLARS

PAY TO THE ORDER OF Greenfield FFA
Five Hundred 9/100 cents

Yanet L. Cortez
titia salinas

CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO FFA

MP

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

SUBJECT: Approval of Surplus Equipment

MEETING: April 21, 2015

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 attached list is the accumulation of surplus equipment from last month. The equipment is no longer functional, and/or no longer supports student software currently in use within the District.

The equipment listed is being recommended to be surplus and taken off inventory. Most of the items have been replaced due to condition and being too old/costly to maintain.

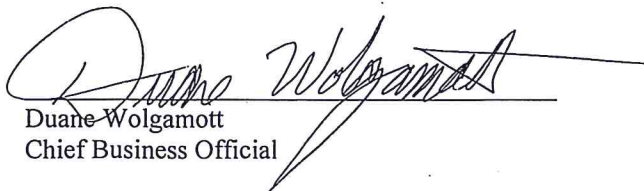
Recommendation:

The recommendation is being made for the State Administrator to approve the listed surplus equipment.

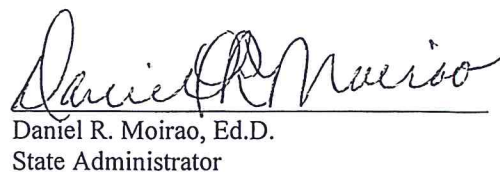
Fiscal Impact:

None

Submitted By:


Duane Wolgamott
Chief Business Official

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

Disposal Report - 03/11/2015 to 04/13/2015

Item #	Location	Quantity	Category	Item #	Description	Serial #	Qty	PO #	Acquired Date	Disposal Date	Unit Cost	Quantity	Total Value
11025	003 DISTRICT OFFICE	1	17 Business Machines	154 Monitor	Samsung ML2251n	22010KDP727455 W	1		01/2005	03/2015	\$250	1.0	\$250
	Reason: replaced												
6717	023 GREENFIELD HIGH	403	17 Business Machines	080 Computer	DELL DIMENSION 5150	22K1C1	1		02/2015	03/2015	\$875	4.0	\$875
	Reason: duplicate												
6943	021 KING CITY HIGH	121	12 Audio-Visual	333 Projector Video	INFOCUS	XXX-XXX-XXX-XXXX	1		02/2015	03/2015	\$760	2.0	\$760
	Reason: duplicate												
6632	021 KING CITY HIGH	113	17 Business Machines	159 Hub	BASELINE-12 PORT	01000711F000593	1		02/2015	03/2015	\$100	2.0	\$100
	Reason: no longer working												
5808	023 GREENFIELD HIGH	108	17 Business Machines	104 Monitor	Dell 20 Monitor - P2014H	CN-OJ6HF-7445-44N	1	PO15-00011-07/2014	03/2015		\$155	1.0	\$155
	Reason: duplicate												
5368	021 KING CITY HIGH	144	17 Business Machines	088 Computer	Dell Precision T3600	16v4d21	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5367	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1776DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5366	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1775DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5354	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1616DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5341	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	16N6DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5330	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	08G5DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5332	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	6895Z1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5327	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	68C4DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												
5302	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	16H4DZ1	1	PO14-00309 02/2014	03/2015		\$1,088	4.0	\$1,088
	Reason: duplicate												

Item #	Location	Room	Category	Machine	Description	Serial #	Qty	PO #	PO Date	Exp Date	Unit Cost	Salvage	Net Cost
5302	023 GREENFIELD HIGH		17 Business Machines	088 Computer	Dell Precision T3600	15W3DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5301	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	15W4DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5300	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	15V4DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5299	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1715DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5298	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	15T3DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5296	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1635DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5295	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1634DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5294	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	16T5DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5293	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1704DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5292	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	1766DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5291	021 KING CITY HIGH		17 Business Machines	088 Computer	Dell Precision T3600	16P6DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason duplicate												
5177	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J6HFT744453 9BCFYL	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason duplicate												
5176	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J6HFT744453 9BCERL	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason duplicate												
5173	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J6HFT744453 9BCFPL	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason duplicate												
5169	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J6HFT744453 9BCFWL	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason duplicate												

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Line	Location	Room	Category	Unit	Description	Serial	Qty	PO#	Acq Date	Exp Date	Unit Cost	Quantity	Total Cost
5188	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J0HF1744453 90CF2L	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason: duplicate												
5166	023 GREENFIELD HIGH	Library	12 Audio Visual	244 Monitor	Dell 20 Monitor - P2014H	CN0J0HF1744453 90CY7L	1	PO14-00309	02/2014	03/2015	\$ 155	2.0	\$ 155
	Reason: duplicate												
5163	023 GREENFIELD HIGH	Library Lab	17 Business Machines	088 Computer	Dell Precision T3600	16S4DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
5117	023 GREENFIELD HIGH	Library	17 Business Machines	088 Computer	Dell Precision T3600	16L4DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
5115	023 GREENFIELD HIGH	Library	17 Business Machines	088 Computer	Dell Precision T3600	08G4DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
5104	023 GREENFIELD HIGH	Library	17 Business Machines	088 Computer	Dell Precision T3600	6894DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
5100	023 GREENFIELD HIGH	Library	17 Business Machines	088 Computer	Dell Precision T3600	16S5DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
5052	023 GREENFIELD HIGH	Library	17 Business Machines	088 Computer	Dell Precision T3600	16Y5DZ1	1	PO14-00309	02/2014	03/2015	\$ 1,088	4.0	\$ 1,088
	Reason: duplicate												
163	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	Dell T3600	DK29DY1	1		07/2013	03/2015	\$ 993	4.0	\$ 993
	Reason: duplicate												
163	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	T3600	8K4G6Y1	1	PO14-00004	07/2013	03/2015	\$ 993	4.0	\$ 993
	Reason: duplicate												
4753	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	T3600	78X69Y1	1	PO14-00117	09/2013	03/2015	\$ 1,116	4.0	\$ 1,116
	Reason: duplicate												
4752	021 KING CITY HIGH	tech	17 Business Machines	088 Computer	T3600	78X69Y1	1	PO1400117	09/2013	03/2015	\$ 1,116	4.0	\$ 1,116
	Reason: duplicate												
4743	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	T3600	8K3D6Y1	1	PO14-00004	07/2013	03/2015	\$ 993	4.0	\$ 993
	Reason: duplicate												
4738	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	T3600	bK3H6Y1	1	R14-00004	07/2013	03/2015	\$ 993	4.0	\$ 993
	Reason: duplicate												
4735	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	T3600	8K4D6Y1	1	PO14-00004	07/2013	03/2015	\$ 993	4.0	\$ 993
	Reason: duplicate												

Item #	Location	Category	Equipment	Model	Serial #	Quantity	Acq Date	Exp Date	Cost	Life	Value
4734	021 KING CITY HIGH	tech	17 Business Machines	088 Computer	T3800	1	07/2013	03/2015	\$993	4.0	\$993
	Reason duplicate:										
4414	021 KING CITY HIGH	tech office	12 Audio Visual	340 Projector Overhead	Infocus projector	1	07/2006	03/2015	\$300	5.0	\$300
	Reason duplicate:										
4172	000 DISTRICT OFFICE	IDF	17 Business Machines	340 Switch	Netgear FS750	1	01/2004	03/2015	\$650	2.0	\$650
	Reason no longer working										
4145	021 KING CITY HIGH	Registrar	12 Audio Visual	251 Pn System	Kenwood TK3202L	1	01/2010	03/2015	\$250	2.0	\$250
	Reason duplicate:										
4144	021 KING CITY HIGH	141	17 Business Machines	227 Printer	Brother HL1440	1	01/2005	03/2015	\$600	2.0	\$600
	Reason ANTICATED										
4110	021 KING CITY HIGH	103	17 Business Machines	194 Monitor	Dell E1777pc	1	01/2006	04/2015	\$250	1.0	\$250
	Reason Anticated										
3411	023 GREENFIELD HIGH	014	17 Business Machines	194 Monitor	Dell E2011H	1	11/07/10	04/2011	\$200	1.0	\$200
	Reason duplicate to 4060										
3410	023 GREENFIELD HIGH	015	17 Business Machines	088 Computer	Dell E2011H	1	11/07/10	04/2011	\$200	4.0	\$200
	Reason duplicate:										
3400	023 GREENFIELD HIGH	012	17 Business Machines	194 Monitor	Dell E2011H	1	11/07/10	04/2011	\$200	1.0	\$200
	Reason duplicate:										
3402	000 DISTRICT OFFICE	Superintendent	17 Business Machines	227 Printer	HP OfficeJet H470	1	12/01/11	12/2011	\$250	2.0	\$250
	Reason no longer working										
3300	021 KING CITY HIGH	Admin Office	12 Audio Visual	351 Radio Two Way	Kenwood TK3202 L1	1	05/2011	03/2015	\$270	2.0	\$270
	Reason replaced:										
3359	021 KING CITY HIGH	Counselor	12 Audio Visual	351 Radio Two Way	Kenwood TK3202 L1	1	05/2011	03/2015	\$270	2.0	\$270
	Reason replaced:										
3358	021 KING CITY HIGH	Adm. Reception	12 Audio Visual	351 Radio Two Way	Kenwood TK3202 L1	1	05/2011	03/2015	\$270	2.0	\$270
	Reason replaced:										
3357	021 KING CITY HIGH	Adm Reception	12 Audio Visual	351 Radio Two Way	Kenwood TK3202 L1	1	05/2011	03/2015	\$270	2.0	\$270
	Reason replaced:										
3356	021 KING CITY HIGH	Admin Office	12 Audio Visual	351 Radio Two Way	Kenwood TK3202 L1	1	05/2011	03/2015	\$270	2.0	\$270
	Reason replaced:										

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Item #	Description	Quantity	Unit	Model	Manufacturer	Serial #	Acquired	Disposed	Cost	Salvage	Net Cost	
3355	021 KING CITY HIGH Admin Office Reason: replaced	12	Audio Visual	351	Radio Two Way	Kenwood TK3202 L1	91104522	05/2011	03/2015	\$ 270	2.0	\$ 270
3354	021 KING CITY HIGH Caf Storage Reason: replaced	12	Audio Visual	351	Radio Two Way	Kenwood TK3200	00701906	05/2011	03/2015	\$ 270	2.0	\$ 270
3353	021 KING CITY HIGH Admin Office Reason: replaced	12	Audio Visual	351	Radio Two Way	Kenwood TK3200	80701004	05/2011	03/2015	\$ 270	2.0	\$ 270
3347	021 KING CITY HIGH Admin Office Reason: replaced	12	Audio Visual	351	Radio Two Way	Kenwood TK3200	60701081	05/2011	03/2015	\$ 270	2.0	\$ 270
3346	021 KING CITY HIGH Admin Office Reason: replaced	12	Audio Visual	351	Radio Two Way	Kenwood TK3200	80701085	05/2011	03/2015	\$ 270	2.0	\$ 270
3208	021 KING CITY HIGH Reason: Antiquated	103	17 Business Machines	194	Monitor	DELL E177FPC	CNOFJ1816418057U279K1	01/2008	04/2015	\$ 350	1.0	\$ 350
3207	021 KING CITY HIGH Reason: Antiquated	103	17 Business Machines	194	Monitor	DELL E177FPC	CNOFJ1816418057U00BK	01/2008	04/2015	\$ 350	1.0	\$ 350
3204	021 KING CITY HIGH Reason: Antiquated	103	17 Business Machines	194	Monitor	DELL E177FPC	CNOFJ1816418057U005AK	01/2008	04/2015	\$ 350	1.0	\$ 350
318	000 DISTRICT OFFICE Reason: no longer working	1	17 Business Machines	194	Monitor	SAMSUNG SyncMaster 940 DX	HA191CGP405195M1	01/2007	03/2015	\$ 450	1.0	\$ 450
3165	000 DISTRICT OFFICE Reason: duplicate	1	17 Business Machines	194	Monitor	DELL E177FPC	728725603LGL	01/2008	03/2015	\$ 250	1.0	\$ 250
3165	021 KING CITY HIGH Reason: replaced	1	17 Business Machines	194	Monitor	DELL E177FPC	CNOIW13201603375K1A6U	01/2008	02/2015	\$ 350	1.0	\$ 350
3257	022 PORTOLA-BUTLER CONTINUATION (KING CITY) Reason: Upgraded	1	17 Business Machines	194	Monitor	DELL E163PC	CH-OC63G964100-51A-	01/2008	03/2015	\$ 250	1.0	\$ 250
2239	021 KING CITY HIGH Reason: no longer comp	1	17 Business Machines	088	Computer	Dell Dimension 3000	159KV61	01/2004	03/2015	\$ 975	4.0	\$ 975
1897	021 KING CITY HIGH Reason: Antiquated	125	17 Business Machines	227	Printer	Brother HL 2140	UB1044K0J807050	01/2007	04/2015	\$ 175	2.0	\$ 175
1622	021 KING CITY HIGH Reason: Antiquated	103	17 Business Machines	008	Computer	Dell Dimension 5150	02KD1C1	01/2008	04/2015	\$ 875	4.0	\$ 875

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Item #	Location	Room	Category	Type	Description	Model	Quantity	Acquired	Disposed	Asset Value	Salvage Value	
1013	021 KING CITY HIGH	103	17 Business Machines	088 Computer	Dell Dimension 5150	02781C1	1	01/2008	04/2015	\$ 075	4.0	\$ 875
	Reason: Antiquated											
1442	021 KING CITY HIGH	tech office	17 Business Machines	088 Computer	Dell Dimension 4600	6WJH051	1	01/2003	03/2015	\$ 975	4.0	\$ 975
	Reason: Upgraded											
1395	021 KING CITY HIGH	tech	12 Audio/Visual	333 Projector Video	NEC VT470	efingmount	1	01/2009	03/2015	\$ 650	2.0	\$ 850
	Reason: no longer working											
1350	021 KING CITY HIGH	103	17 Business Machines	088 Computer	Dell Dimension 5150	2HND1C1	1	01/2008	04/2015	\$ 075	4.0	\$ 875
	Reason: Antiquated											
1257	021 KING CITY HIGH	tech office	12 Audio/Visual	333 Projector Video	Epson PowerLite 83+	KA13F63E021L	1	01/2010	04/2015	\$ 580	2.0	\$ 580
	Reason: Antiquated											
59	800 MOTF DEPT	vehicle	89 Vehicles	550 Truck Van	1995 Chevy K1500 /Ag Sub	VIN# 3GNFK1BR31G14	1	11/2008	03/2015	\$ 5,000	10.0	\$ 5,000
	Reason: DUPLICATE											

Number of records: 80

Total Asset Cost: \$58,568.00

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

SUBJECT: Revised Reclassification Criteria

MEETING: April 21, 2015

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:

Current Reclassification criteria:

1. OVERALL score of Early Advanced or Advanced on the CELDT; and not lower than Intermediate on individual skills such as Listening, Speaking, Reading, and Writing.
2. SRI- Scholastic Reading Inventory- reading test: 9th grade students must score 850 or higher, 10-11th grade students must score 900 or higher
3. Writing Sample- Score of 4 or higher on a 6 point rubric
4. Parent consultation

Proposed additions to Reclassification criteria:

Criteria 2

SRI- Scholastic Reading Inventory: 9th grade students must score 850 or higher, and 10-12th grade students must score 900 or higher

OR

CAHSEE Test- Pass the ELA-Reading portion of the CAHSEE test

Criteria 3

Writing Sample- Score of 4 or higher on a 6 point rubric

OR

Pass the essay portion of the ELA- CAHSEE test

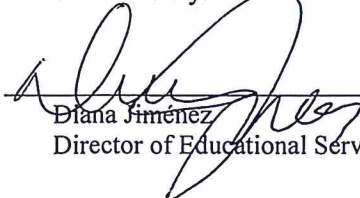
Recommendation:

It is recommendation of the District that the State Administrator approve new Reclassification criteria recommended by the DELAC membership.

Fiscal Impact:


None

Submitted By:



Diana Jimenez
Director of Educational Services

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

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

SUBJECT: OdysseyWare Math 1 Course- Separate into Semesters

MEETING: April 21, 2015

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:

District is seeking approval to divide OdysseyWare Math I into semester courses (semester 1 and semester 2) so that students have the opportunity to make up a semester versus taking the entire year of Math I for credit recovery purposes.

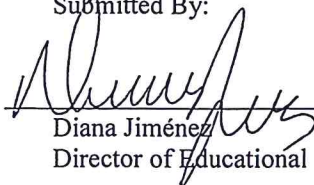
Recommendation:

It is recommendation of the District that the State Administrator approve dividing Math I via OdysseyWare into semester sections.

Fiscal Impact:


None

Submitted By:



Diana Jiménez
Director of Educational Services

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

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

SUBJECT: OdysseyWare Healthquest- Renaming Course

MEETING: April 21, 2015

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:

District is seeking approval to rename OdysseyWare Healthquest to Health Semester I in order to align the credit recovery course name with the school course.

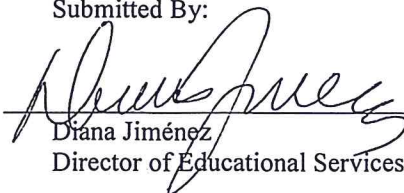
Recommendation:

It is recommendation of the District that the State Administrator approve the renaming of OdysseyWare Healthquest to Health Semester I.


Fiscal Impact:

None

Submitted By:


Diana Jiménez
Director of Educational Services

Approved:


Daniel R. Moirao, Ed.D.
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of job descriptions for Custodian I/Bus Driver, Custodian II/Bus Driver, Maintenance Worker/Bus Driver, Groundskeeper/Bus Driver

MEETING: April 21, 2015

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

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:

The South Monterey County Joint Union High School District is currently going through a reclassification of positions to better realign the duties and responsibilities of staff. In this re-classification process, the district wishes to establish positions needed to meet goals and objectives which will improve and contribute to the efficiency of district operations.

Enclosed are the job descriptions for these new positions which outline the essential functions and accurately represent the needs, qualifications and skills needed to succeed in each of the positions.

- Custodian I / Bus Driver
- Custodian II / Bus Driver
- Groundskeeper / Bus Driver
- Maintenance Worker / Bus Driver

Recommendation:

It is recommended that the State Administrator approve the above referenced job descriptions.

Fiscal Impact:


N/A

Submitted By:



Claudia Arellano
Human Resources Administrator

Approved:



Daniel R. Moirao
State Administrator

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

CUSTODIAN I / BUS DRIVER

BASIC JOB FUNCTIONS:

Under general supervision of the Director of MOTF, performs a variety of general cleaning tasks in an assigned area of the school; keeps school facilities clean and orderly; performs minor maintenance and repairs to school activities; when necessary, assists in other maintenance areas as assigned; drive a home-to-school bus route and other pupil activities trips; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS, IF APPLICABLE: Not applicable to this position/classification.

ESSENTIAL JOB FUNCTIONS

CUSTODIAN:

- Performs custodial work in an assigned area.
- Cleans, washes, scrubs, mops and disinfects assigned restrooms and shower rooms including floors, stalls, toilets, urinals and fixtures; cleans restroom trash receptacles and replaces liners; replenishes restroom and classroom soap and towel dispensers
- Cleans, dusts and vacuums assigned classrooms and/or offices; erases and cleans chalkboards/whiteboards and trays; cleans erasers; cleans and empties pencil sharpeners and trash receptacles; replaces trash liners; cleans and disinfects sinks, faucets and other fixtures; replenishes soap and towel dispensers;
- Replenishes cleaning/disinfecting supplies approved for classroom or office/workroom use as needed
- Sweeps, scrubs, waxes and polishes concrete, linoleum, tile and wood floors; cleans and mops vinyl floors
- Vacuums, spot-cleans and shampoos carpets and rugs
- Picks up paper and other refuse in buildings and on grounds; sweeps walks, entrances and adjacent areas; clears gutters and storm drains
- Washes and cleans windows; dusts and cleans window sills; dusts and cleans railings, walls, furniture, tables, desks, benches, woodwork, lockers and equipment
- Mixes and uses chemicals for cleaning applications
- Hauls trash and waste to appropriate areas for collection
- Makes minor repairs to lights, desks, toilets, playground and athletic equipment and other items needing repair
- Makes initial attempt(s) to unplug sinks and toilets; advises supervisor when assistance by maintenance staff is required
- Moves or rearranges desks and other equipment as required
- Checks doors and windows for security
- Follows proper procedures for the proper use and application cleaning supplies, wax or polishes, and solutions
- Responsible for reporting unruly student activities, loitering, vandalism and safety, sanitary or fire hazards to supervisor
- Serves as a backup for Custodian II in her/his absence
- Performs other duties as assigned

BUS DRIVER:

- Drives a school bus on assigned routes in accordance with time schedules
- Maintains order among students on the bus and at bus stops; follows district policies regarding students discipline and reporting student misconduct to supervisor or administrator(s)
- Drives a school bus for assigned field trips; conducts a review of safety procedures and requirements with students, staff and chaperones prior to departing on field trip
- Cleans, washes, and fuels District buses, vehicles and other equipment
- Reports problems or equipment malfunctions. Reports incidents affecting the safety of students
- Performs first aid or emergency assistance. Maintains records of all trips. Files accident reports
- Performs other duties as assigned

Knowledge, skills and abilities:

- General safety procedures and practices; applicable codes, regulations and safety equipment.
- Basic terminology, vocabulary and skills used student transportation.
- Methods, materials, tools and standards practices employed in the safe operation of school buses and student transportation.
- Safe driving practices; safe operation and maintenance of large and small school buses.
- Provisions of the California Vehicle Code and the California Education code applicable to the operation of vehicles in the transportation of school children
- Basic principles of a school district transportation system.
- School district geography and safe transportation routes.
- Communication systems, i.e. two-way radios and emergency communication devices.
- First aid and CPR practices
- Basic record keeping practices
- May transport children with special needs
- Basic cleaning procedures for ensuring health standards within a school bus environment; basic vehicle maintenance and cleaning procedures

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

CUSTODIAN I / BUS DRIVER

Ability to:

- Read, write, understand and communicate in English at a level necessary for successful job performance.
- Understand and carry-out oral instructions. written procedures, including multi-step written instructions
- Read, interpret and follow rules, regulations, policies and procedures.
- Work effectively without close supervision
- Keep basic work records and complete simple reports
- Communicate district policies regarding student behavior and appropriate student conduct on school buses, maintain appropriate students conduct on buses, discipline students when necessary in accordance with district policies; report unruly student behavior to supervisors, recommend further action, as required
- Establish and maintain cooperative relationships with students, parents, supervisors, co-workers and others
- Follow established bus routes and schedules; notify supervisor of any traffic delays or hazards
- Maintain on-time bus schedule; pick-up and drop-off students at designated bus stops
- Read and interpret a road map
- Administer first aid and CPR, when necessary

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to stand for long periods of time; walk, push, sit, reach, climb; speak and hear effectively. The employee may be required to lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed both within a closed environment and outdoors and requires the employees to operate power equipment and motor vehicles. In performing the essential functions and responsibilities of the job, the employee will be exposed to dust, dirt, pollutants; noise from equipment; chemical and/or exhaust fumes and fluids, solvents, lubricants; etc. necessary to perform basic vehicle maintenance; traffic noise and traffic hazards.

EDUCATION AND EXPERIENCE:

- Requires a high school diploma or equivalent, supplemented by sufficient training and experience to demonstrate the knowledge and abilities listed above
- Six (6) months experience as a school bus driver or equivalent preferred, but not required.

LICENSES, CERTIFICATES and CLEARANCES:

Prospective and current employees are expected to possess and maintain the following:

- Current Drivers License issues by the California Department of Motor Vehicles (DMV)
- Current Class A or B license with a Passenger Endorsement issues by the California DMV, without any mechanical restrictions
- School Bus Certificate, issued by the California DMV
- Current First Aid certificate issued by the Red Cross or California Highway Patrol (CHP)
- Cardio-Pulmonary Resuscitation (CPR) certificate issued by the Red Cross
- Department of Justice fingerprint clearance at the CHP
- Department of Transportation Medical Certificate (DL-51)
- Clean driving record, both personally and professionally
- Drug and Alcohol Testing clearance

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
- Pre-employment physical
- 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

SALARY RANGE: 12

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

CUSTODIAN II / BUS DRIVER

BASIC JOB FUNCTIONS:

Under general supervision of the Director of MOTF, performs a variety of general cleaning tasks in an assigned area of the school; keeps school facilities clean and orderly; performs minor maintenance and repairs to school activities; when necessary, assists in other maintenance areas as assigned; serves as a liaison between the site and the supervisor; drive a home-to-school bus route and other pupil activities trips; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS, IF APPLICABLE:

Serves as liaison between the site and the supervisor; may make recommendations regarding custodial engineering methods and standards as they apply to the school facilities.

ESSENTIAL JOB FUNCTIONS - CUSTODIAN:

- Performs custodial work in an assigned area.
- Confer with school officials and/or Director of MOTF regarding care and cleaning programs at the school site
- Answers requests for setting-up classrooms, multi-use rooms (e.g., cafeteria , auditorium) for special events
- Participates in and may coordinate major cleaning projects that include, but are not limited to, carpet cleaning, floor stripping and refinishing and major cleaning of the school facilities during extended school breaks and/or extended weekend breaks
- Cleans, washes, scrubs, mops and disinfects assigned restrooms and shower rooms including floors, stalls, toilets, urinals and fixtures; cleans restroom trash receptacles and replaces liners; replenishes restroom and classroom soap and towel dispensers
- Cleans, dusts and vacuums assigned classrooms and/or offices; erases and cleans chalkboards/whiteboards and trays; cleans erasers; cleans and empties pencil sharpeners and trash receptacles; replaces trash liners; cleans and disinfects sinks, faucets and other fixtures; replenishes soap and towel dispensers;
- Replenishes cleaning/disinfecting supplies approved for classroom or office/workroom use as needed
- Sweeps, scrubs, waxes and polishes concrete, linoleum, tile and wood floors; cleans and mops vinyl floors
- Vacuums, spot-cleans and shampoos carpets and rugs
- Picks up paper and other refuse in buildings and on grounds; sweeps walks, entrances and adjacent areas; clears gutters and storm drains
- Washes and cleans windows; dusts and cleans window sills; dusts and cleans railings, walls, furniture, tables, desks, benches, woodwork, lockers and equipment
- Mixes and uses chemicals for cleaning applications
- Hauls trash and waste to appropriate areas for collection
- Makes minor repairs to lights, desks, toilets, playground and athletic equipment and other items needing repair
- Makes initial attempt(s) to unplug sinks and toilets; advises supervisor when assistance by maintenance staff is required
- Moves or rearranges desks and other equipment as required
- Checks doors and windows for security
- Follows proper procedures for the proper use and application cleaning supplies, wax or polishes, and solutions
- Responsible for reporting unruly student activities, loitering, vandalism and safety, sanitary or fire hazards to supervisor
- Ensures that secondary containers (e.g., spray bottles, storage containers) for cleaning and other products are properly labeled (e.g. contents, purpose/use, effective dates)
- Ensures that Material Safety Data Sheets (MSDS) for assigned area(s) are kept current.
- Submits requests for supplies and replacement components, tools and equipment as needed.
- Performs other duties as assigned

ESSENTIAL JOB FUNCTIONS – BUS DRIVER:

- Drives a school bus on assigned routes in accordance with time schedules
- Maintains order among students on the bus and at bus stops; follows district policies regarding students discipline and reporting student misconduct to supervisor or administrator(s)
- Drives a school bus for assigned field trips; conducts a review of safety procedures and requirements with students, staff and chaperones prior to departing on field trip
- Cleans, washes, and fuels District buses, vehicles and other equipment
- Reports problems or equipment malfunctions. Reports incidents affecting the safety of students
- Performs first aid or emergency assistance. Maintains records of all trips. Files accident reports
- Performs other duties as assigned

Knowledge, skills and abilities:

- General safety procedures and practices; applicable codes, regulations and safety equipment.
- Basic terminology, vocabulary and skills used student transportation.
- Methods, materials, tools and standards practices employed in the safe operation of school buses and student transportation.
- Safe driving practices; safe operation and maintenance of large and small school buses.
- Provisions of the California Vehicle Code and the California Education code applicable to the operation of vehicles in the transportation of school children

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

CUSTODIAN II / BUS DRIVER

- Basic principles of a school district transportation system.
- School district geography and safe transportation routes.
- Communication systems, i.e. two-way radios and emergency communication devices.
- First aid and CPR practices
- Basic record keeping practices
- May transport children with special needs
- Basic cleaning procedures for ensuring health standards within a school bus environment; basic vehicle maintenance and cleaning procedures

Ability to:

- Read, write, understand and communicate in English at a level necessary for successful job performance.
- Understand and carry-out oral instructions, written procedures, including multi-step written instructions
- Read, interpret and follow rules, regulations, policies and procedures.
- Work effectively without close supervision
- Keep basic work records and complete simple reports
- Communicate district policies regarding student behavior and appropriate student conduct on school buses, maintain appropriate students conduct on buses, discipline students when necessary in accordance with district policies; report unruly student behavior to supervisors, recommend further action, as required
- Establish and maintain cooperative relationships with students, parents, supervisors, co-workers and others
- Follow established bus routes and schedules; notify supervisor of any traffic delays or hazards
- Maintain on-time bus schedule; pick-up and drop-off students at designated bus stops
- Read and interpret a road map
- Administer first aid and CPR, when necessary

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to stand for long periods of time; walk, push, sit, reach, climb; speak and hear effectively. The employee may be required to lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed both within a closed environment and outdoors and requires the employees to operate power equipment and motor vehicles. In performing the essential functions and responsibilities of the job, the employee will be exposed to dust, dirt, pollutants; noise from equipment; chemical and/or exhaust fumes and fluids, solvents, lubricants; etc. necessary to perform basic vehicle maintenance; traffic noise and traffic hazards.

EDUCATION AND EXPERIENCE:

- Requires a high school diploma or equivalent
- Requires two years experience in custodial work. Experience in school custodial work desired, but not required.
- Six (6) months experience as a school bus driver or equivalent preferred, but not required.
- Ability to speak conversational Spanish desired

LICENSES, CERTIFICATES and CLEARANCES: Prospective and current employees are expected to possess and maintain the following:

- Current Drivers License issues by the California Department of Motor Vehicles (DMV)
- Current Class A or B license with a Passenger Endorsement issues by the California DMV, without any mechanical restrictions
- School Bus Certificate, issued by the California DMV
- Current First Aid certificate issued by the Red Cross or California Highway Patrol (CHP)
- Cardio-Pulmonary Resuscitation (CPR) certificate issued by the Red Cross
- Department of Justice fingerprint clearance at the CHP
- Department of Transportation Medical Certificate (DL-51)
- Clean driving record, both personally and professionally
- Drug and Alcohol Testing clearance

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
- Pre-employment physical
- 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

SALARY RANGE: 14

Job Description: Custodian II /Bus Driver

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South Monterey County Joint Union High School District

Approved/Revised: (4/21/15)

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

MAINTENANCE WORKER / BUS DRIVER

BASIC JOB FUNCTIONS:

Under the direction of the Director of Maintenance, Operations and Facilities, performs a variety of skilled construction, alteration, maintenance and repair of facilities and buildings. Works primarily in several areas of specialization (e.g., electrical, plumbing, locksmith, painting, roofing, masonry, general carpentry, heating/ventilation/air condition (HVAC)). Drive a home-to-school bus route and other pupil activities trips; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS, IF APPLICABLE: N/A

ESSENTIAL JOB FUNCTIONS - CUSTODIAN:

- Maintains, troubleshoots and repairs electrical distribution systems and fixtures.; installs, adjust, repairs or replaces electric lights, motors, heaters, generators, transformers, switchboards and other electrical equipment; installs lines for electrical equipment; may assist in projects such as wiring communication lines between and within structures
- Performs routine plumbing repairs; inspects, maintains and repairs complete plumbing systems, including other fluid flows such as natural gas; may assist in fitting, installing and repairing infrastructure and equipment such as wastewater lines, water lines, heaters, valves, seals and back-flow preventers.
- Performs carpentry work, including making minor repairs to existing buildings; may assist in the construction of new buildings and structures
- Performs locksmith duties; installs, repairs and replaces locks on doors, desks, gates and lockers; may install electronic door mechanisms
- Inspects roofs; repairs roof leaks; performs preventative maintenance of roofs; documents work performed and overall roof conditions
- Performs a variety of painting and varnishing duties; paints walls, doors, rooms, buildings, parking lots and other surfaces as required; uses spray equipment or brushes; prepares and finishes various surfaces; prepares surfaces by water-blasting, scraping, using commercial paint removers and fills cracks and holes; sizes plaster walls
- Operates, services, repairs and performs minor installation of HVAC systems
- Operates/drives dump trucks, trucks, tractors, loaders, forklifts, riding mowers, and other power equipment
- Performs routine maintenance painting of bleachers, dugouts, classroom interiors and other indoor or outdoor painted surfaces as required
- May assist in preparing, marking and setting-up fields and other facilities for athletic and other special events. Preparation and set-up may include fencing, seating, scoreboards, restrooms and other event-related tasks
- Responsible for reporting unruly student activities, loitering, vandalism and safety, sanitary or fire hazards to supervisor
- Performs other duties as assigned

ESSENTIAL JOB FUNCTIONS – BUS DRIVER:

- Drives a school bus on assigned routes in accordance with time schedules
- Maintains order among students on the bus and at bus stops; follows district policies regarding students discipline and reporting student misconduct to supervisor or administrator(s)
- Drives a school bus for assigned field trips; conducts a review of safety procedures and requirements with students, staff and chaperones prior to departing on field trip
- Cleans, washes, and fuels District buses, vehicles and other equipment
- Reports problems or equipment malfunctions. Reports incidents affecting the safety of students
- Performs first aid or emergency assistance. Maintains records of all trips. Files accident reports
- Performs other duties as assigned

Knowledge and Skills:

General safety procedures and practices; applicable codes, regulations and safety equipment.

- Basic terminology, vocabulary and skills used student transportation.
- Methods, materials, tools and standards practices employed in the safe operation of school buses and student transportation
- Safe driving practices; safe operation and maintenance of large and small school buses
- Provisions of the California Vehicle Code and the California Education code applicable to the operation of vehicles in the transportation of school children
- Basic principles of a school district transportation system.
- School district geography and safe transportation routes
- Communication systems, i.e. two-way radios and emergency communication devices
- First aid and CPR practices
- Basic record keeping practices
- Basic cleaning procedures for ensuring health standards within a school bus environment; basic vehicle maintenance and cleaning procedures

Ability to:

- Read, write, understand and communicate in English at a level necessary for successful job performance
- Communicate effectively with and convey information to co-workers and contractors

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

MAINTENANCE WORKER / BUS DRIVER

- Prioritize work to maximize productivity
- Read, interpret and follow rules, regulations, policies and procedures
- Perform basic arithmetic computations (sums; differences) and mathematical calculations using fractions, percents and/or ratios
- Maintain records and activity logs
- Promptly respond to urgent maintenance situations, including fire alarms and power outages
- Drive and operate vehicles and equipment efficiently and safely
- Complete assigned duties despite frequent interruptions
- Interact appropriately with students, parents and others
- Assist in maintaining a safe campus environment; report unruly or unsafe behavior by students, intervening when necessary to protect the safety of staff, students, or school property
- Ability to maintain and repair fire prevention systems
- Ability to perform welding and glazing
- Work effectively without close supervision
- Keep basic work records and complete simple reports
- Communicate district policies regarding student behavior and appropriate student conduct on school buses, maintain appropriate students conduct on buses, discipline students when necessary in accordance with district policies; report unruly student behavior to supervisors, recommend further action, as required
- Establish and maintain cooperative relationships with students, parents, supervisors, co-workers and others
- Follow established bus routes and schedules; notify supervisor of any traffic delays or hazards
- Maintain on-time bus schedule; pick-up and drop-off students at designated bus stops
- Read and interpret a road map
- Administer first aid and CPR, when necessary

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to stand for long periods of time; walk, push, sit, reach, climb; speak and hear effectively. The employee must regularly lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed both indoors and outdoors and requires the employee to operate power equipment and motor vehicles; work on scaffolding. In performing the essential functions and responsibilities of this job, the employee will be exposed to dust, dirt; noise from equipment; high voltage, hazardous chemicals and materials and/or exhaust fumes; traffic noise and traffic hazards.

EDUCATION AND EXPERIENCE:

- Requires a high school diploma or equivalent, supplemented by sufficient training and experience to demonstrate the knowledge and abilities listed above
- Requires any combination equivalent to 2 years of apprentice or journey-level experience in one or more of the building or construction trades, supplemented by training and/or course work; or 2 years of general maintenance experience
- Six (6) months experience as a school bus driver or equivalent preferred, but not required.

LICENSES, CERTIFICATES and CLEARANCES: Prospective and current employees are expected to possess and maintain the following:

- Current Drivers License issues by the California Department of Motor Vehicles (DMV)
- Current Class A or B license with a Passenger Endorsement issues by the California DMV, without any mechanical restrictions
- School Bus Certificate, issued by the California DMV
- Current First Aid certificate issued by the Red Cross or California Highway Patrol (CHP)
- Cardio-Pulmonary Resuscitation (CPR) certificate issued by the Red Cross
- Department of Justice fingerprint clearance at the CHP
- Department of Transportation Medical Certificate (DL-51)
- Clean driving record, both personally and professionally
- Drug and Alcohol Testing clearance
- Obtain, within 6 months, and maintain a Forklift certificate
- Participate, within 6 months, In Asbestos Awareness Training

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
- Pre-employment physical
- 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

SALARY RANGE: 17

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GROUNDSKEEPER / BUS DRIVER

BASIC JOB FUNCTIONS:

Under general supervision of the Director of MOTF, performs grounds maintenance, gardening and minor mechanical repair work; performs minor maintenance and repairs to school facilities; may assist in other maintenance areas as assigned; drive a home-to-school bus route and other pupil activities trips; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS, IF APPLICABLE: N/A

ESSENTIAL JOB FUNCTIONS - GROUNDSKEEPER:

- Plants and cultivates trees, grass, flowers and shrubs; applies fertilizer and insecticides as needed; spades or otherwise prepares grounds for planting; prunes and trims trees and shrubs
- Performs routine repair and maintenance on grounds and landscape tools and/or equipment (e.g., changing filters, belts; cleaning and lubricating equipment)
- Prepares, marks and sets-up fields and other facilities for athletic and other special events. Preparation and set-up may include fencing, seating, scoreboards, restrooms and other event-related tasks
- Operates/drives dump trucks, trucks, tractors, loaders, riding mowers, and other power equipment
- Operates, services and performs minor installation and maintenance to sprinkler and irrigation systems, as assigned
- Performs routine maintenance painting of bleachers, dugouts and other indoor or outdoor painted surfaces as required
- Mixes and uses chemicals for pesticide applications
- Hauls trash and waste to appropriate areas for collection
- Responsible for reporting unruly student activities, loitering, vandalism and safety, sanitary or fire hazards to supervisor

ESSENTIAL JOB FUNCTIONS – BUS DRIVER:

- Drives a school bus on assigned routes in accordance with time schedules
- Maintains order among students on the bus and at bus stops; follows district policies regarding students discipline and reporting student misconduct to supervisor or administrator(s)
- Drives a school bus for assigned field trips; conducts a review of safety procedures and requirements with students, staff and chaperones prior to departing on field trip
- Cleans, washes, and fuels District buses, vehicles and other equipment
- Reports problems or equipment malfunctions. Reports incidents affecting the safety of students
- Performs first aid or emergency assistance. Maintains records of all trips. Files accident reports
- Performs other duties as assigned

Knowledge and Skills:

- General safety procedures and practices; applicable codes, regulations and safety equipment
- Basic terminology, vocabulary and skills used in facilities, grounds and landscape maintenance and operations
- Procedures, methods and techniques of grounds and landscape maintenance, including weed control methods
- Tools used in planting, cultivating and caring for lawns, flowers, shrubs, trees and plants
- Procedures used in the proper application of fertilizers and other additives,
- Care and maintenance procedures for tools, materials and equipment
- Routine installation and maintenance of sprinkler irrigations systems
- Procedures for safe use and storage of supplies, materials, including pesticides and hazardous chemicals or solutions
- Basic terminology, vocabulary and skills used within student transportation.
- Methods, materials, tools and standards practices employed in the safe operation of school buses and student transportation.
- Safe driving practices; safe operation and maintenance of large and small school buses.
- Provisions of the California Vehicle Code and the California Education code applicable to the operation of vehicles in the transportation of school children
- Basic principles of a school district transportation system
- School district geography and safe transportation routes
- Communication systems, i.e. two-way radios and emergency communication devices
- First aid and CPR practices
- Basic record keeping practices
- May transport children with special needs
- Basic cleaning procedures for ensuring health standards within a school bus environment; basic vehicle maintenance and cleaning procedures

Ability to:

- Read, write, understand and communicate in English at a level necessary for successful job performance
- Understand and carry-out oral instructions. written procedures, including multi-step written instructions
- Read, interpret and follow rules, regulations, policies and procedures
- Work effectively without close supervision

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GROUNDSKEEPER / BUS DRIVER

- Perform basic arithmetic computations (sums; differences) and mathematical calculations using fractions, percents and/or ratios
- Keep basic work records and complete simple reports
- Interpret and prioritize work requests, duties; complete work on schedule
- Complete assigned duties despite frequent interruptions
- Interact appropriately with students, parents and others
- Assist in maintaining a safe campus environment; report unruly or unsafe behavior by students, intervening when necessary to protect the safety of staff, students, or school property
- Operate and service common grounds and landscape maintenance tools, equipment and vehicles such as lawn mowers, power blowers and light-duty trucks
- Communicate district policies regarding student behavior and appropriate student conduct on school buses, maintain appropriate students conduct on buses, discipline students when necessary in accordance with district policies; report unruly student behavior to supervisors, recommend further action, as required
- Establish and maintain cooperative relationships with students, parents, supervisors, co-workers and others
- Follow established bus routes and schedules; notify supervisor of any traffic delays or hazards
- Maintain on-time bus schedule; pick-up and drop-off students at designated bus stops
- Read and interpret a road map
- Administer first aid and CPR, when necessary

PHYSICAL DEMANDS / WORKING CONDITIONS:

- **Physical Demands:** While performing the essential functions and responsibilities of this job, the employee is regularly required to stand for long periods of time; walk, push, sit, reach, climb; speak and hear effectively. The employee must regularly lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.
- **Working Conditions:** Work is performed outdoors and requires the employee to operate power equipment and motor vehicles. In performing the essential functions and responsibilities of the job, the employee will be exposed to dust, dirt, pollutants; noise from equipment; chemical and/or exhaust fumes and fluids, solvents, lubricants; etc. necessary to perform basic vehicle maintenance; traffic noise and traffic hazards.

EDUCATION AND EXPERIENCE:

- Supplemented by sufficient training and experience to demonstrate the knowledge and abilities listed above
- Requires one (1) year of experience in manual work; experience in custodial, facilities and/or grounds maintenance preferred, but not required
- Six (6) months experience as a school bus driver or equivalent preferred, but not required
- Ability to speak conversational Spanish desired

LICENSES, CERTIFICATES and CLEARANCES: Prospective and current employees are expected to possess and maintain the following:

- Current Driver's License issued by the California Department of Motor Vehicles (DMV)
- Current Class A or B license with a Passenger Endorsement issued by the California DMV, without any mechanical restrictions
- School Bus Certificate, issued by the California DMV
- Current First Aid certificate issued by the Red Cross or California Highway Patrol (CHP)
- Cardio-Pulmonary Resuscitation (CPR) certificate issued by the Red Cross
- Department of Justice fingerprint clearance at the CHP
- Department of Transportation Medical Certificate (DL-51)
- Clean driving record, both personally and professionally
- Obtain, within one year, a Qualified Applicator Certificate or License
- Drug and Alcohol Testing clearance

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
- Pre-employment physical
- 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

SALARY RANGE: 12