

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

Tuesday, April 18, 2017

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

**VISION**

South Monterey County Joint Union High School District is a progressive academic learning community that is committed to life-long educational success

**MISSION**

South Monterey County Joint Union High School District inspires and empowers all students with the knowledge and skills necessary to achieve their full potential to succeed as responsible and productive citizens

BOARD OF EDUCATION

Paulette Bumbalough - President  
David Gaboni - Clerk  
Joe Santibanez - Member  
Paul Dake – Member  
Leslie Girard - Member

SUPERINTENDENT

Daniel Moirao, Ed.D.

STUDENT BOARD MEMBER

Daniela Cervantes - GHS  
Dusty Miller - KCHS

OPEN SESSION: 5:30 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: 5:35 PM

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

OPEN SESSION: 6:30 PM

- A. CALL TO ORDER
- B. FLAG SALUTE
- C. APPROVAL OF AGENDA
- D. REPORT OF CLOSED SESSION ACTIONS
- E. STUDENT BOARD MEMBER REPORT
- F. PRESENTATION
  - 1. King City High School Student
- G. BOARD MEMBERS COMMENT

- H. PUBLIC COMMENT: *Unless otherwise determined by the Board/Superintendent, each person is limited to 3 (three) minutes. If a large number wish to speak on a specific item, there is a limit of 20 minutes total input on an item. For matters that are not listed on the agenda, the Board may refer the matter to the Superintendent or designee, or take it under advisement, but shall not take action at that time except as allowed by law.*

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

I. REPORT FROM SUPERINTENDENT

J. EMPLOYEE ORGANIZATIONS

K. CONSENT AGENDA

1. Approval of Minutes: March 18, 2017, March 22, 2017, March 27, 2017, and April 5, 2017 (Pages 1-11)
2. Approval of Personnel Report Dated April 18, 2017 (*Claudia Arellano, Sr. Director Human Resources Resources*)
3. Approval of Accounts Payable Warrants – January 2017 through March 2017 (*Sherrie S. Castellanos, CBO*) (Pages 12-36)
4. Approval of Purchase Orders – January 2017 through March 2017 (*Sherrie S. Castellanos, CBO*) (Pages 37-45)
5. Approval of Contracts: (Pages 46-75)
  1. Approval of Joint Exercise of Powers Agreement for the Mission Trails Regional Occupational Program (*Daniel Moirao, Ed.D., Superintendent*) (Pages 48-56)
  2. Approval of MOU Between the County of Monterey Probation Department, City of King, King City Union School District and the South Monterey County Joint Union High School (*Daniel Moirao, Superintendent*) (Pages 57-63)
  3. Approval of Contract with Generation Ready (*Diana Jimenez, Director of Educational Services*) (Pages 64-66)
  4. Approval of Individual Services Agreement with Soledad Union School (*Sherrie S. Castellanos, CBO*) (Pages 67-75)

L. CONSENT ITEMS REMOVED FOR COMMENT/QUESTIONS

M. INFORMATION ITEMS

1. Curriculum and Instruction Update (*Diana Jimenez, Director of Educational Services*)
2. Unification Update (*Daniel Moirao, Ed.D., Superintendent*)
3. School Enrollment, Attendance, and Referral Statistics (*Sherrie S. Castellanos, CBO*) (Pages 76-95)
4. Cashflow Summary Report for 2016-2017 – through March 2017 (*Sherrie S. Castellanos, CBO*) (Pages 96-124)
5. Revenue and Expenditures for 2016-2017 (*Sherrie S. Castellanos, CBO*) (Pages 125-132)
6. Greenfield High School Williams Facility Report Through March 2017 (*Sherrie S. Castellanos, CBO*) (Pages 133-137)
7. College & Career Access Pathways Partnership Agreement (*Daniel Moirao, Ed.D., Superintendent*) (Pages 138-146)
8. Overnight GEAR UP Trip for GHS Student to Visit CSU Campuses on April 12 and April 13, 2017 (*Emilio Guerrero, College Facilitator, UC Santa Cruz Educational Partnership Center*) (Page 147)
9. Board Policies – First Reading (Pages 148-229)  
BP 0460 – Local Control and Accountability Plan

BP 3260 Fees and Charges (revised)  
AR 3260 Fees and Charges (revised)  
AR 3350 - Travel Expenses (revised)  
AR 4112.22 - Staff Teaching English Learners (new)  
E 4112.9 - Employee Notification (revised)  
AR 4161.1, 4361.1 - Personal Illness, Injury Leave (revised)  
AR 4261.1 - Personal Illness Injury Leave (revised)  
BP 5111 - Residency (revised)  
BP 5111.1 - District Residency (new)  
BP 5113 - Absences and Excuses (revised)  
AR 5113 - Absences and Excuses (revised)  
BP 9250 - Remuneration, Reimbursement, and other Benefits (revised)

N. ACTION ITEMS

1. Approval of Resolution 21:16/17 Proclaiming and Honoring California Day of the Teacher (*Daniel Moirao, Ed.D., Superintendent*) (Pages 230-231)
2. Approval of 22:16/17 Proclaiming and Honoring Classified School Employee Week (*Daniel Moirao, Ed.D., Superintendent*) (Pages 232-233)
3. Approval of Resolution 23:16/17 Cost Sharing of Financial Advisor (*Daniel Moirao, Ed.D., Superintendent*) (Pages 234-236)
4. Approval of Resolution 24:16/17 Final Action to Eliminate Particular Kinds of Services (*Claudia Arellano, Sr. Director of Human Resources*) (Pages 237-242)
5. Approval of a Grant from The Rotary Foundation to be Applied Toward a Scholarship in the Amount of \$2,000 for Greenfield High School (*Daniel Moirao, Ed.D., Superintendent*) (Page 243)
6. Approval of MOU with the SMCJUHSD and CSU Monterey Bay Teacher Internship Program through its College of Education (*Claudia Arellano, Sr. Director of Human Resources*) Pages 244-247)
7. Approval of Agreement Between Concordia University Irvine, School of Education and SMCJUHSD for Placement of School Counselor Candidates (*Claudia Arellano, Sr. Director of Human Resources*) (Pages 248-256)
8. Approval of Mileage Stipend for all Sr. Directors (*Sherrie S. Castellanos, CBO*) (Page 257)

O. PROMOTING DISTRICT

P. FUTURE AGENDA ITEMS/MEETING DATES

May 2, 2017 – Study Session – King City  
May 24, 2017 – Regular Board Meeting – Greenfield High School  
June 6, 2017 – Study Session – King City  
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July 5, 2017 – Study Session – King City (if needed)  
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Q. ADJOURNMENT (TO CLOSED SESSION) (if required)

R. SIGNING OF PAPERS

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BOARD OF EDUCATION  
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**OPEN SESSION: 5:30 PM**

**A. CALL TO ORDER**

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

R. SIGNING OF PAPERS

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

Saturday, March 18, 2017

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President – Present  
David Gaboni – Clerk – Present  
Joe Santibanez – Member – Present  
Paul Dake – Member – Present  
Leslie Girard – Member – Present

SUPERINTENDENT

Daniel Moirao, Ed.D – Present

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 8:26 AM.

Public Comment

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

CLOSED SESSION:

Superintendent Candidates Interviews

The Board of Education interviewed the superintendent candidates.

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 1:06 PM.

Report of Closed Session Actions

Three candidates were interviewed; one candidate was asked to returned for further questions.

Public Comment

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

Adjournment to closed session

The meeting was adjourned to closed session at 1:07 PM. The candidate returned.

Report of Closed Session Actions

There was no action to report from closed session.

Adjourned

Paulette Bumbalough adjourned the meeting at 2:37 PM.

\_\_\_\_\_  
Paulette Bumbalough, President

\_\_\_\_\_  
Date

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

Wednesday, March 22, 2017

Greenfield High School - Library  
225 S. El Camino Real  
Greenfield, CA 93927

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President – Present  
David Gaboni – Clerk – Present  
Joe Santibanez – Member - Present  
Paul Dake – Member - Present  
Leslie Girard – Member - Present

SUPERINTENDENT

Daniel Moirao, Ed.D. – Present

STUDENT BOARD MEMBER

Daniela Cervantes – GHS – Present  
Dusty Miller - KCHS

OPEN SESSION:

Call to Order

Paulette Bumbalough 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 and Litigation Settlements
- D. Threatened/Potential Litigation
- E. Superintendent Evaluation Review

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 6:35 PM.

Flag Salute

Paulette Bumbalough led in the flag salute.

Approval of Agenda

Motion made by Paul Dake and seconded by Joe Santibanez to approve the agenda.

All Board members said Aye.

Report of Closed Session Actions

Paulette Bumbalough said the Personnel Report was accepted as presented. The Board signed and presented the evaluation to the Superintendent. Dr. Moirao was informed he will have 10 days to reply, if necessary.

Student Board Member Report

Daniela Cervantes said they are finalizing Prom and continue to have fundraisers to off-set the cost. The question was asked what the cost was for the Prom. She responded, it is \$184 for a single person or \$280 for a couple.

Dr. Moirao asked her about the Coca Cola Scholarship she received. She said the scholarship was for \$20,000. There were 86,000 applicants and 150 students nationwide received the scholarship. The scholarship is based on academics, leadership and community service.



Each Board member acknowledged her for her achievement and Dr. Moirao presented Ms. Cervantes with a certificate.

#### PRESENTATION

##### Greenfield High School Student

Mr. Frank Lynch introduced Evelin Meza. She is the first student from Greenfield High School to receive an athletic scholarship. She received it from San Jose State University for her achievement in cross-country and track.

Ms. Cervantes said she is excited and passionate about her sports and will now be able to go to college. She appreciates the support she has received from her parents and the community. She is planning on majoring in political science, she may also attend law school.

She was acknowledged by each Board member and Dr. Moirao presented her with a certificate for her achievement.

Ms. Cervantes introduced her mother who was in the audience.

##### Dale Scott, President, Dale Scott & Company

Mr. Scott said his company is a financial advisor company from San Francisco, they only work with schools. They assist school districts who want to go before the voters for bonds. Mr. Scott distributed a booklet entitled General Obligation Bond Program Opportunities to each Board member.

Page 2 of the booklet covers the general obligation bond, if the Board would like to take it to the voters for approval. He said the bond can be issued to investors. His graph showed the assessed valuation of the property in the district. It showed everything except for the small portion in San Benito County.

Page 3 shows in 1994 voters approved a \$17.6 bond and page 4 shows the repayment, the repayment will be completed in 2020. The district would be able to go back to the voters requesting an extension. There would not be an increase to what the tax payers are currently paying.

Page 5 demonstrates if the extension is approved, the district would have an additional \$43 million, the tax rate would remain the same as it is right now. If it does go to the voters it could be split up for King City and Greenfield. An example of the split could be \$30 million for one high school and \$13 million for the other high school.

Page 6 covers the different ways the bond could be sold.

Page 7 indicates there are some of the investors who may not need all of the money up front, it could be distributed in smaller amounts. In other words, it could be distributed piece meal.

Page 8 shows the voters how their taxes would not be increased.

Page 9 covered the benefits of a general obligation flex-bond.

Page 10 showed there is a method in which the SMCJUHSD could call for a school facilities improvement district which would allow for separate bond areas, one for King City and another for Greenfield.

Paul Dake asked, as long as Greenfield remains in this district, would we have to separate the bond for Greenfield? Dr. Moirao said if unification passes the new school district would receive their portion.

Mr. Dale said the ballot could have a listing of the projects.

The recommendation would be to have the bond on a general election ballot, which would be November 2018. If this is not handled during a regular election, it could be costly for the district to have it on a ballot.

Mr. Scott said his company would only receive their compensation if the bond passes. If the district decided not to pursue the bond or if it was voted down, his company would not receive any money.

Paul Dake asked if the choice was to go with the early ballot rather than school improvement district, and if unification would occur, what then. Mr. Scott said he could not find any legislation on that. Dr. Moirao said right now that is being explored regarding unification. He added this is actually criteria 3 in the items being explored regarding unification. The current bond would be part of the discussion.

#### Board Members Comment

Leslie Girard said she will be attending her last Master in Governance training this weekend.

Paul Dake said on March 9 he attended the MCSBA training on LCAP and LCFF as well as the new state dashboard assessment process. It was very informative and comprehensive. On March 18 the Board will be interviewing the Superintendent candidates.

Joe Santibanez said he is pleased to hear about all of the good things happening at the schools. He was also pleased to hear of how well the situation at KCHS was handled earlier in the week.

David Gaboni said he also attended the MCSBA training on March 9. He was very impressed with the student's presentations earlier in the board meeting, and the scholarships they will be receiving.

Paulette Bumbalough said she appreciated the change in the format of the agenda allowing the student presentation earlier in the meeting. She and Leslie Girard attended the King City Council meeting in which Dr. Moirao gave a presentation of all of the good things happening at the schools and the achievements made. It was well received. Dr. Moirao said he is trying to get on the agenda for the City of Greenfield, hopefully it will be finalized soon.

Paulette Bumbalough said she was on a FFA sub-committee in which she judged student projects. She went to 5 different student homes to observe their projects including a student who was clearing a back field. It was great observing the students as they were working on their projects.

#### Public Comment

Mr. Lynch, Principal of GHS, said he attended a speech contest this weekend which was sponsored by MCOE at the Harden Middle School in Salinas. Greenfield High School had 3 teams. The Spanish team took 3<sup>rd</sup> in the division, this is the 3<sup>rd</sup> year they have competed during the 8 years the contest has taken place. The English team took 1<sup>st</sup> place in the competition and will be going to California State University at Bakersfield for the state competition. It was awesome watching the students.

Paulette Bumbalough asked who was competing. Mr. Lynch said there were two groups, one for middle school students and the other for high school students. GHS will be representing Monterey County.

Joe Santibanez said he was very pleased to hear that the GHS baseball team beat Carmel, this was the first time in GHS history they beat Carmel.

#### Report from Superintendent

Dr. Moirao said this has been an interesting week in the King City Community. There were actually 3 lockdowns at KCHS which include an evening when events were taking place. Dr. Moirao said he wanted to praise the quick action of Ms. Janet Matos, Mr. David Croy, and Mr. Chris Houston for their actions to assure the students were safe.

Dr. Moirao also acknowledged Diana Jimenez and Dr. Steve James for walking the campus during the evening lockdown, which included contacting the custodial staff who were working, to make sure they felt safe.

The lockdown occurred today because the Police Department suspected there was a weapon on campus, they wanted to sweep the campus. Because of the activities this week the decision was made to have a closed campus during

lunch. Dr. Moirao said 92 students were not in attendance today at KCHS. Again, Dr. Moirao complimented the staff.

Paulette Bumbalough said she heard from a parent who was very pleased with the quick communication between the school and parents.

The City of King will be conducting a series of public safety meetings in the community. One of these meetings will take place on Saturday, March 25 at 3:00 PM in the KCHS cafeteria.

The Catholic Charities Diocese of Monterey, City of King City, and the City of Greenfield are each having a Community Immigration Forum, the district is hosting the event. The first meeting will be on March 29 starting at 6:00 PM at the GHS Student Union. The next forum will be held on April 2 at 2:00 PM at St. John the Baptist Catholic Church in King City.

The interested south county superintendents met regarding the A.L.I.C.E. training, a contract is being negotiating. The cost of the online course to the district will be \$5.00 per person. The Police Department will be providing free training to staff.

Dr. Moirao said April 4 is the date of the next board study session on LCAP. He added there will be a brief closed session before the study session. Mr. Gaboni mentioned there were other events that night at KCHS and wondering if Dr. Moirao would consider moving the study session on another night. Dr. Moirao said he would check his calendar.

Dr. Moirao asked the Board if the April board meeting could be changed to the 18<sup>th</sup>. The Board was going to check their calendar.

Dr. Moirao said he, Sherrie Castellanos, David Gaboni and Paul Dake would be meeting at MCOE on March 30 with Dr. Kotowski, some of her staff, as well as the Greenfield Union School District superintendent, members of her staff and a couple of their Board members to discuss unification.

Dr. Moirao said he has been working with the City Manager of Greenfield to finalize a time when he could inform the Greenfield community, at a City Council Meeting, of achievements the district has made.

#### Employee Organizations

There were not any comments from the employee organizations.

#### CONSENT AGENDA

1. Approval of Minutes: February 28, 2017, March 7, 2017, and March 14, 2017
2. Approval of Personnel Report Dated March 22, 2017
3. Approval of Williams Third Quarterly Report
4. Approval of Contracts:
  1. Approval of Agreement with DMC Property Restoration for Completion of Portola-Butler Shade Structure
  2. Approval of Contract with Deborah Bell

Paul Dake said he would like to have clarification, is the contract with Deborah Bell for one student. Dr. Moirao responded yes. Carla Morris said a student needs to have a devise to communicate, he has one now but it needs to be upgraded. Ms. Bell will make the assessment to determine which device is appropriate for the student. The device would probably be an Ipad with some type of communication software.

Paulette Bumbalough asked what DMC stood for. Sherrie Castellanos said it was the name of the owner, Dan McAweeney. Ms. Bumbalough said on page 1 of the contract DMV is mentioned. Ms. Castellanos said she would make the change.

Motion made by David Gaboni and seconded by Leslie Girard to approve the items on the consent agenda.

All Board members said Aye.

Consent Items Removed for Comment/Questions

There were not any items removed for comments or questions.

INFORMATION ITEMS

Curriculum and Instruction Update

Diana Jimenez introduced Carla Morris, Special Education Manager, who will be giving a brief overview of Special Education. Ms. Morris distributed a Special Education Program Continuum Chart.

The transition meetings at GHS are taking place this month. They are looking at the student's disabilities to determine what their needs are and what we need to provide. Each student is looked at individually with the parent at the student's IEP. The same review is taking place at KCHS. There will be 85 students coming into the district with disabilities, the majority of the students will be in general education.

Vocational Education will be offered to students who are not at a level where they would be receiving a diploma, but would be receiving a certificate of completion.

There are several students who have more severe needs and require nursing care.

Paulette Bumbalough asked, of the 85 students coming into the district, what is the breakdown of the needs. Ms. Morris said one student will be in the life skills class, five others have medical needs and 3 others are awaiting their transition meetings. At KCHS there will be one student who has severe needs, one student will be going into vocation education, the rest of the students will be doing into the diploma track. Three more students need to be evaluated to determine if they will be on the diploma track or certificate of completion.

Unification Update

Dr. Moirao said School Services had completed reviewing questions 3, 6 and 9 from the initial unification study. It appears as a district we would survive, there would be reduction in administration, certificated, and classified staff.

Paulette Bumbalough said she recalled School Services of California was the agency we contracted to do the study, Dr. Moirao responded that was correct.

Bond Obligation Program

Dr. Moirao said the Board heard the information Mr. Dale Scott presented earlier in the board meeting. He is now asking directions from the Board, do they want him to pursue the process.

Paul Dake asked if we have enough projects to warrant the \$43 million. Dr. Moirao responded yes. We are adding more portables at each of the sites, he would like to make them more permanent and we still want to improve the Portola-Butler campus. The HVAC systems in some of the rooms at KCHS need replacement as well as lighting retro fitting at KCHS.

David Gaboni asked about updating the district office. Dr. Moirao said that could be discussed as well.

Paulette Bumbalough said a priority list would need to be put together.

David Gaboni said he likes the idea of not having to ask the community for more money.

Dr. Moirao said he would need to check into effects of the bond if the separation of KCHS and GHS occurred.

Paulette Bumbalough said she would like to know the time line to work toward the November 2018 election. She wants it to be a successful campaign, and in light of the possibility of unification, what is the best plan for both schools and would it be accepted by the voters.

Paul Dake said he thought it would be good to explore the 2018 elections, it may be best to hold off until 2020. Dr. Moirao said in 2020 is when the bond would be paid off, there would then be a cost to the district to go through the bond process with voters.

Dr. Moirao said he is hearing the Board is giving him direction to pursue the bond process.

Leslie Girard said she felt it would be important to speak to the Greenfield Union School District as well as the City Managers in both towns.

Overnight GEAR UP Trip for KCHS Student to Visit CSU Campuses on April 12 and April 13, 2017

Dr. Moirao said this is an information item only for the Board, the students will be making this trip during spring break.

ACTION ITEMS

Approval of Second Interim Budget Revision Reporting

Motion made by Paul Dake and seconded by David Gaboni to approve the second interim budget revision report.

Paulette Bumbalough thanked Sherri Castellanos for her summary pages explaining the overview of the changes from the First Interim report compared to the Second Interim report, the COLA changes and base grants.

Ms. Castellanos said there was a slight increase in the COLA for the base grant and added there has been a slight increase in the student ADA. She also reviewed the gap funding.

Sherri Castellanos said she showed the changes in the revenue, she prefers to be conservative on the First Interim report. Paulette Bumbalough felt that was the best approach for the district. Ms. Castellanos said she does not want to hold back money for education.

She said there is an increase in the state and local revenues. The budget now reflects the incoming portables and the required hook up and the cost to get the classrooms useable. Included in the expenditures is the transfer to the county for Special Education and the community school, and estimated actuals for salaries and supplies. The projects are not to exceed the expected funding for Prop 39 projects or Erate.

Paulette Bumbalough said she does understand we need to focus on what has been stated in the LCAP in following the budget.

All Board members said Aye.

Approval of Proposal for Use of Prop 39 Funds

Motion made by Leslie Girard and seconded by Joe Santibanez to approve the proposal for use of Prop 39 Funds.

Dr. Moirao said if the Board recalled, originally we were going to use these funds for solar panels. After some investigating it was determined this was going to be a very expensive project for the district and would affect the general fund. At the present time it is in the best interest of the district to use the funds to replace the lighting with more efficient lighting.

All Board members said Aye.

Approval of Consolidated Application Spring Submission

Motion made by Paul Dake and David Gaboni to approve the consolidated application.

Dr. Moirao said this is an annual item which needs to be completed, submitted and approved by the Board.

All Board members said Aye.

Approval of Purchase of 2017 Chevrolet Silverado

Motion made by Joe Santibanez and seconded by David Gaboni to approve the purchase of the 2017 Chevrolet Silverado.

Dr. Moirao said this request is coming from the KCHS Ag Department, they are shifting funds from their grant. The current vehicle is old and does not fit their needs of the department.

David Gaboni asked if the old pick-up would be considered surplus. Dr. Moirao responded yes.

All Board members said Aye.

Immigration Forum

Motion made by David Gaboni and seconded by Leslie Girard to approve the Immigration Forum.

Dr. Moirao said this information was shared with the King City and Greenfield City Managers, we are hosting the event.

All Board members said Aye.

Board Policies – Second Reading

BP 3470 – Debt Issuance and Management (new)

BP 5030 – Student Wellness (revised)

AR 5111.1 – Criteria for Residency (revised)

BP 5116.2 – Involuntary Student Transfers (revised)

BP 5141.21 – Administering Medication and Monitoring Health Conditions (new)

AR 5141.21 – Administering Medication and Monitoring Health Conditions (new)

BP 6146.1 – High School Graduation Requirements (revised)

BP 6154 – Homework/Makeup Work (revised)

BP 6164.6 – Identification and Education Under Section 504 (revised)

AR 6164.6 – Identification and Education Under Section 504 (revised)

BP 6173 – Education for Homeless Children (revised)

AR 6173.3 – Education for Juvenile Court School Students (revised)

BB 9240 – Board Training (new)

BB 9323 – Meeting Conduct (revised)

Motion made by Paul Dake and seconded by Joe Santibanez to approve the board policies second reading.

All Board members said Aye.

Promoting District

The Board felt the GHS students who competed in the speech contest, the students who received the scholarships and the way KCHS handled the situations earlier in the week should be promoted.

Future Agenda Items/Meeting Dates

April 4, 2017 – Study Session – King City

April 26, 2017 – Regular Board Meeting – King City

May 2, 2017 – Study Session – King City

May 24, 2017 – Regular Board Meeting – Greenfield High School

June 6, 2017 – Study Session – King City

June 28, 2017 – Regular Board Meeting – King City

July 5, 2017 – Study Session – King City (if needed)  
July 26, 2017 – Regular Board Meeting – Greenfield High School (if needed)  
August 1, 2017 – Study Session – King City  
August 23, 2017 – Regular Board Meeting – King City  
September 5, 2017 – Study Session – King City  
September 27, 2017 – Regular Board Meeting – Greenfield High School  
October 3, 2017 – Study Session - King City  
October 25, 2017 – Regular Board Meeting – King City  
November 7, 2017 – Study Session – King City  
November 15, 2017 – Regular Board Meeting – Greenfield High School  
December 5, 2017 – Study Session – King City  
December 13, 2017 – Regular Board Meeting – King City

Dr. Moirao reminded the Board the April board meeting date will be changed to April 18.

The comment was made there may be a conflict with the April 4 board study session with other school scheduled events. Dr. Moirao said he would look at an alternate date.

Adjournment

Paulette Bumbalough adjourned the meeting at 8:07 PM.

Signing of Papers

Paulette Bumbalough and Dr. Moirao signed appropriate documents.

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Paulette Bumbalough, Board President

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Date

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

Monday, March 27, 2017

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President – Present

David Gaboni – Clerk – Present

Paul Dake – Member – Present

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 9:15 AM.

Public Comment

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

CLOSED SESSION

Board of Trustees Visit to Dos Palos

The Board members met with individuals in Dos Palos.

Report Out From Closed Session

Paulette Bumbalough said there was no action to report from closed session.

Adjournment

The meeting was adjourned at 7:56 PM.

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Paulette Bumbalough, Board President

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Date



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

Wednesday, April 5, 2017

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President – Present (closed session only)  
David Gaboni – Clerk – Present  
Joe Santibanez – Member – Excused Absence  
Paul Dake – Member – Present  
Leslie Girard – Member – Present

SUPERINTENDENT

Daniel Moirao, Ed.D. – Present

OPEN SESSION:

Call to order

Paulette Bumbalough 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:

Superintendent Employment/Contract

OPEN SESSION: 6:15 PM

Call to Order

Paulette Bumbalough called the meeting to order at 6:33 PM.

Flag Salute

Paulette Bumbalough led in the flag salute.

Report of Closed Session Actions

Paulette Bumbalough said there was no action to report from closed session.

Public Comment

There were not any comments from the public.

INFORMATION

LCAP and Budget Review

Sherrie Castellanos and Diana Jimenez reviewed the LCAP and Ms. Castellanos reviewed the budget.

Adjournment

Paulette Bumbalough adjourned the meeting at 7:38 PM.

\_\_\_\_\_  
Paulette Bumbalough, President

\_\_\_\_\_  
Date

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

**SUBJECT:** Approval of Accounts Payable Warrants  
January – March 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 warrants issued for the third quarter, January – March 2017.

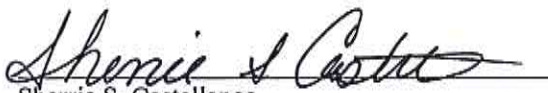
Recommendation:

It is recommended that the Board of Education approve the Accounts Payable Warrants.


Fiscal Impact:

Per the Board approved budget.

Submitted By:

  
Sherrie S. Castellanos  
Chief Business Official

Approved:

  
Daniel R. Moirao, Ed.D.  
Superintendent

## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of           | Fund-Object | Comment   | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------|-------------|---|-----------------|--------------|
| 12283752     | 01/03/2017 | Dariana Sanchez               | 01-3701     | Home visits at feeder schools                     |                 | 107.46       |
| 12283753     | 01/03/2017 | Claudia H. Arellano           | 01-5200     | Mileage Reimbursement for pick-ups                |                 | 204.20       |
| 12283754     | 01/03/2017 | A T & T CALNET 2              | 01-5910     | CALNET  |                 | 3,435.93     |
| 12283755     | 01/03/2017 | Aeries Software Inc           | 01-5200     | Aeries Conference                                 |                 | 600.00       |
| 12283756     | 01/03/2017 | AT&T                          | 01-5910     | Phone line GHS Maintenance                        |                 | 38.10        |
| 12283757     | 01/03/2017 | AUS-WEST Lockbox              | 01-4300     | Staff Uniforms                                    | 74.32           |              |
| 12283758     | 01/03/2017 | B&B STEEL                     | 01-5800     | Shop Towels and Mechanic's Coveralls              | 27.10           | 101.42       |
| 12283759     | 01/03/2017 | Barcodes, Inc.                | 01-4300     | Ag Mech Supplies                                  |                 | 384.32       |
| 12283760     | 01/03/2017 | BUS WEST                      | 01-4400     | ID Printer  |                 | 2,084.32     |
| 12283761     | 01/03/2017 | CA Janitorial Supply Corp     | 01-4300     | Parts for buses                                   |                 | 457.94       |
| 12283762     | 01/03/2017 | CA Water Service Company      | 01-4300     | Custodial Supplies KCHS                           |                 | 1,281.91     |
| 12283763     | 01/03/2017 | Cal-State Tool & Ind Supply   | 01-5530     | Water Fees  |                 | 948.67       |
| 12283764     | 01/03/2017 | Cleantech Env. Inc., DBA      | 01-5800     | Bus Smog Testing                                  |                 | 431.40       |
| 12283765     | 01/03/2017 | Corwin Press                  | 01-5800     | Haz Mat P/U                                       |                 | 145.00       |
| 12283766     | 01/03/2017 | DFE & Associates, Inc         | 01-4300     | Superintendent's reference book                   |                 | 38.33        |
| 12283767     | 01/03/2017 | EAGLE SOFTWARE                | 01-5620     | Project Inspector KCHS Shade Structure            |                 | 1,500.00     |
| 12283768     | 01/03/2017 | Earth Systems Pacific         | 01-5200     | Aeries Conf                                       |                 | 3,125.00     |
| 12283769     | 01/03/2017 | Foster Farms Dairy            | 01-6200     | KCHS Lunch Shelter                                |                 | 1,252.00     |
| 12283770     | 01/03/2017 | GRAINGER INC,W W              | 13-4700     | Dairy / Cafeteria                                 |                 | 88.12        |
| 12283771     | 01/03/2017 | JB Tire                       | 01-5620     | Maintenance Supplies KCHS                         |                 | 70.68        |
| 12283772     | 01/03/2017 | JK Architects, Inc.           | 01-4311     | Tires and Caps                                    |                 | 60.00        |
| 12283773     | 01/03/2017 | Kelsey Councilman             | 25-5800     | Architectural Services Lunch Shelter KCHS         |                 | 1,060.00     |
| 12283774     | 01/03/2017 | KING CITY CHAMBER OF COMMERCE | 01-5200     | Reimbursement for Kelsey Councilman               |                 | 169.61       |
| 12283775     | 01/03/2017 | KING CITY INDUSTRIAL SUPPLY   | 01-5300     | Membership Renewal for Dr. Moirao                 |                 | 50.00        |
| 12283776     | 01/03/2017 | KING CITY TRUE VALUE HARDWARE | 01-4300     | Parts and Supplies                                |                 | 71.77        |
| 12283777     | 01/03/2017 | KLEINFELDER INC               | 01-4300     | Ag Dept. Supplies                                 | 250.44          |              |
| 12283778     | 01/03/2017 | Krehbiel Automotive, dba      |             | Maintenance Supplies                              | 62.58           | 313.02       |
| 12283779     | 01/03/2017 | Lynbrook High School          | 01-6200     | Special Inspection & Testing PBHS Shade Structure |                 | 4,235.92     |
| 12283780     | 01/03/2017 | MCOE                          | 01-5800     | Smog Check Inspections                            |                 | 154.74       |
| 12283781     | 01/03/2017 | MEDCO Supply-Sports Medicine  | 01-5800     | Lynbrook 2nd Man Challenge Wrestling Fees         | 200.00          |              |
|              |            |                               |             | Lynbrook Ladies Wrestling Challenge Fees          | 75.00           | 275.00       |
|              |            |                               | 01-5200     | IC Found. Reg. for Munoz, Radcliff, Mendez        | 3,000.00        |              |
|              |            |                               |             | MCOE Instructional Coaching                       | 1,000.00        |              |
|              |            |                               |             | Surface & Deep Level Teaching (Visible Learning)  | 250.00          | 4,250.00     |
|              |            |                               | 01-4300     | Medical Supplies for athletics                    |                 | 262.20       |

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

ESCAPE **ONLINE**

Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                     | Fund-Object | Comment  | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|--|-----------------|--------------|
| 12283782     | 01/03/2017 | MONTEREY COUNTY OFFICE OF ED            | 01-5200     | C. Allred-Cortes Reg. Visible Learning MCOE      | 250.00          |              |
|              |            |   |             | E. Radcliff Reg Visible Learning                 | 250.00          |              |
|              |            |   |             | Instructional Coaching Found Michelle Silva      | 1,000.00        |              |
|              |            |   |             | M Munoz Reg: Doug Fisher MCOE                    | 250.00          |              |
|              |            |   |             | R. Chen Visible Learning Registration            | 250.00          |              |
|              |            |   |             | Registration for Sherry Anderson Intro to Math   | 325.00          |              |
|              |            |   |             | Visible Learning Registration for Michelle Silva | 250.00          | 2,575.00     |
| 12283783     | 01/03/2017 | NASCO                                   | 01-4400     | Ag Supplies                                      |                 | 1,351.38     |
| 12283784     | 01/03/2017 | Octo Lights LLC                         | 01-5620     | Light Covers for District Office                 |                 | 193.75       |
| 12283785     | 01/03/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4100     | Print AP Research "Student Workbook"             | 36.75           |              |
|              |            |   | 01-4300     | Ag Dept Supplies                                 | 606.77          |              |
|              |            |   |             | Blanket Open PO For Office                       | 188.20          |              |
|              |            |   |             | Depot-Classroom                                  |                 |              |
|              |            |   |             | Blanket Open PO Office Depot-Office              | 380.09          |              |
|              |            |   |             | Supplies   |                 |              |
|              |            |   |             | sped office supplies                             | 5.44            | 1,217.25     |
| -14- 33786   | 01/03/2017 | Pacific Coast Battery Srvc Inc          | 01-4300     | Batteries for Fleet                              |                 | 1,197.23     |
| 12283787     | 01/03/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | sped supplies J. Byrd                            |                 | 81.08        |
| 12283788     | 01/03/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts for Fleet                                  |                 | 347.59       |
| 12283789     | 01/03/2017 | Property Restoration Services           | 01-6200     | Lunch Shelter - Board Approved 9/21/2016         |                 | 41,020.82    |
| 12283790     | 01/03/2017 | RG Fabrication, Inc                     | 01-5620     | Window Grilles GHS Portables                     |                 | 2,338.24     |
| 12283791     | 01/03/2017 | San Diego SU Research Fndtn             | 01-5200     | Registration for Patricia Sifuentes              |                 | 395.00       |
| 12283792     | 01/03/2017 | Scudder Roofing Company                 | 01-5620     | Roofing Repairs ERP Grant                        |                 | 7,937.00     |
| 12283793     | 01/03/2017 | Shade Structures, Inc                   | 01-6200     | Fabric Shade Structure PBHS                      |                 | 26,344.45    |
| 12283794     | 01/03/2017 | Shred-It San Francisco                  | 01-5800     | Shredding Fees                                   |                 | 273.67       |
| 12283795     | 01/03/2017 | Sysco San Francisco                     | 13-4700     | Cafeteria  |                 | 2,745.32     |
| 12283796     | 01/03/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                                     |                 | 124.61       |
| 12283797     | 01/03/2017 | WestAir Gases & Equipment Inc           | 01-4300     | Ag Mech Supplies                                 |                 | 276.15       |
| 12285813     | 01/12/2017 | Lauren N. Peterson                      | 01-5200     | National Association of Ag                       |                 | 310.84       |
| 12285814     | 01/12/2017 | Daniel R. Moirao                        | 01-4300     | Books purchased                                  |                 | 72.95        |
| 12285815     | 01/12/2017 | A & G PUMPING, INC                      | 01-5630     | Portable Restrooms Rental                        |                 | 814.28       |
| 12285816     | 01/12/2017 | A T & T CALNET 2                        | 01-5910     | CALNET   |                 | 1,965.64     |
| 12285817     | 01/12/2017 | Alisal High School                      | 01-5800     | Trojan Wrath Wrestling Tournament Fees           |                 | 40.00        |
| 12285818     | 01/12/2017 | AMERICAN SUPPLY COMPANY                 | 01-4300     | Custodial Supplies GHS                           | 379.53          |              |

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ESCAPE **ONLINE**

## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                      | Fund-Object | Comment                              | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|--------------------------------------|-----------------|--------------|
| 12285818     | 01/12/2017 | AMERICAN SUPPLY COMPANY                  |             | Custodial Supplies KCHS              |                 |              |
| 12285819     | 01/12/2017 | Antonio Hermosillo DBA: Lopez Auto Glass | 01-5620     | Window Repairs                       | 303.64          | 683.17       |
| 12285820     | 01/12/2017 | AUS-WEST Lockbox                         | 01-4300     | Staff Uniforms                       | 29.00           |              |
| 12285821     | 01/12/2017 | BENSON PLUMBING INC                      | 01-5800     | Shop Towels and Mechanic's Coveralls | 145.84          | 174.84       |
| 12285822     | 01/12/2017 | BUS WEST                                 | 01-5620     | Plumbing Renovations Lab Room #116   |                 | 14,900.00    |
| 12285823     | 01/12/2017 | CA ASSOCIATION FFA                       | 01-4300     | Parts for buses                      |                 | 467.62       |
| 12285824     | 01/12/2017 | CA Department of Justice                 | 01-5300     | Ag Students Dues                     |                 | 2,057.00     |
| 12285825     | 01/12/2017 | CA Janitorial Supply Corp                | 01-5860     | Fingerprinting                       |                 | 192.00       |
|              |            |  | 01-4300     | Custodial Supplies                   | 66.87           |              |
|              |            |  |             | Custodial Supplies KCHS              | 36.38           | 103.25       |
| 12285826     | 01/12/2017 | California's Valued Trust                | 01-3202     | Coverage for January 2017            |                 | 81,750.44    |
| 12285827     | 01/12/2017 | CARMEL MARINA CORPORATION                | 01-5550     | KCHS Water & Garbage                 |                 | 3,466.50     |
| 12285828     | 01/12/2017 | Cengage Learning                         | 01-4100     | Level 2 ELD Wookbooks                |                 | 7,337.86     |
| 12285829     | 01/12/2017 | CSM CONSULTING INC                       | 01-5800     | E-Rate Consulting                    |                 | 1,375.00     |
| 12285830     | 01/12/2017 | Culligan Water Conditioning              | 13-5800     | Water Conditioning                   |                 | 85.23        |
| 12285831     | 01/12/2017 | DELL MARKETING LP                        | 01-4300     | Screen Replacement                   |                 | 207.95       |
| 12285832     | 01/12/2017 | Fastenal Company                         | 01-4300     | Maintenance Supplies                 | 243.15          |              |
|              |            |  |             | Maintenance Supplies KCHS            | 355.88          | 599.03       |
| 12285833     | 01/12/2017 | Felice Consulting Services               | 01-5800     | Construction Management              | 2,098.76        |              |
|              |            |  | 25-5800     | Construction Management              | 3,171.24        | 5,270.00     |
| 12285834     | 01/12/2017 | Foster Farms Dairy                       | 13-4700     | Dairy / Cafeteria                    |                 | 97.77        |
| 12285835     | 01/12/2017 | GRAINGER INC,W W                         | 01-4300     | Maintenance Supplies GHS             |                 | 522.51       |
| 12285836     | 01/12/2017 | GREENFIELD TRUE VALUE                    | 01-4300     | Maintenance Supplies                 | 193.47          |              |
|              |            |  |             | Operations Supplies                  | 99.78           | 293.25       |
| 12285837     | 01/12/2017 | Growers Supply                           | 01-4300     | ROP Supplies                         |                 | 2,437.02     |
| 12285838     | 01/12/2017 | HOBART                                   | 13-5600     | Food Service Equipment Repairs       |                 | 264.04       |
| 12285839     | 01/12/2017 | HOLT MCDUGAL                             | 01-4200     | French Workbooks.                    |                 | 1,693.40     |
| 12285840     | 01/12/2017 | Houghton Mifflin Harcourt Publishing Co. | 01-5800     | Scholastic Licenses                  | 12,233.92       |              |
|              |            |  | 01-5850     | Read 180 PBHS                        | 3,093.43        | 15,327.35    |
| 12285841     | 01/12/2017 | KING CITY GLASS                          | 01-5620     | Replacement Windshield-Bus 5         |                 | 452.23       |
| 12285842     | 01/12/2017 | KING CITY TRUE VALUE HARDWARE            | 01-4300     | Maintenance Supplies                 | 111.41          |              |
|              |            |  |             | OPEN PO FOR SUPPLIES                 | 13.06           | 124.47       |
| 12285843     | 01/12/2017 | Law Office of Peter Sansom               | 01-5800     | RE: Alexander Zuniga                 |                 | 292.50       |
| 12285844     | 01/12/2017 | Mail Finance                             | 01-5630     | Postage Machine                      |                 | 158.74       |
| 12285845     | 01/12/2017 | Miguel Milla-Leon                        | 01-5800     | Spare Keys for Drop Boxes            |                 | 47.25        |
| 12285846     | 01/12/2017 | Miracle Springs Resort & Spa             | 01-5200     | Cue National Conf                    |                 | 657.16       |
| 12285847     | 01/12/2017 | NASCO                                    | 01-4300     | Ag Science Livestock Supplies        |                 | 1,348.21     |

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Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                     | Fund-Object | Comment  | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|--|-----------------|--------------|
| 12285848     | 01/12/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4300     | Ag Dept Supplies                               | 31.34           |              |
|              |            |   |             | Blanket Open PO For Office Depot-Classroom     | 751.97          |              |
|              |            |   |             | Blanket Open PO Office Depot-Office Supplies   | 502.55          |              |
|              |            |   |             | DO office supplies                             | 382.20          |              |
|              |            |   |             | Open PO for Instructional Materials & Supplies | 1,446.21        |              |
|              |            |   |             | OPEN PO FOR SUPPLIES                           | 38.05           |              |
|              |            |   |             | Open PO PBCHS instruction                      | 31.11           |              |
| 12285849     | 01/12/2017 | PACIFIC GAS AND ELECTRIC CO             | 01-5800     | HR Brochures                                   | 38.11           | 3,221.54     |
|              |            |   | 01-5510     | PGE  | 6,064.74        |              |
| 12285850     | 01/12/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-5520     | PGE  | 11,583.42       | 17,648.16    |
|              |            |   | 01-4300     | supplies for severe sped--J. Byrd              |                 | 83.42        |
| 12285851     | 01/12/2017 | Park Associates Inc                     | 01-5620     | Lunch Shelter KCHS CMAS Contract               |                 | 56,252.33    |
| 12285852     | 01/12/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts for Fleet                                |                 | 231.31       |
| 12285853     | 01/12/2017 | Planet Headset, Inc                     | 01-4300     | Earpieces for Kenwood Radios                   |                 | 244.32       |
| 12285854     | 01/12/2017 | PRAXAIR DISTRIBUTION INC                | 01-4300     | Open PO for Ag Classess                        |                 | 782.33       |
| 12285855     | 01/12/2017 | Presence Learning                       | 01-5800     | Contracted SPED Services                       |                 | 10,416.20    |
| 12285856     | 01/12/2017 | SAFEWAY INC                             | 01-4300     | Open PO for Foods and Products                 |                 | 4.99         |
| 12285857     | 01/12/2017 | Sandra A. Madrid                        | 01-5800     | Aeries Consultant                              |                 | 720.00       |
| 12285858     | 01/12/2017 | SchoolDude                              | 01-5800     | Maintenance Essentials Pro                     |                 | 2,886.66     |
| 12285859     | 01/12/2017 | Silke Communications Inc                | 01-4400     | Two Way Radios KCHS                            |                 | 117.38       |
| 12285860     | 01/12/2017 | Sysco San Francisco                     | 13-4700     | Cafeteria                                      |                 | 6,740.39     |
| 12285861     | 01/12/2017 | SyTech Solutions                        | 01-5800     | DOCUMENT SCANNING                              |                 | 3,535.69     |
| 12285862     | 01/12/2017 | TORO PETROLEUM CORP                     | 01-4310     | Ag Dept Gas                                    | 48.57           |              |
|              |            |   |             | Diesel, Unleaded, & Vehicle Oils               | 2,918.81        | 2,967.38     |
| 12285863     | 01/12/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                                   |                 | 217.98       |
| 12285864     | 01/12/2017 | Uretsky Security                        | 01-5800     | Security Contract                              |                 | 4,224.00     |
| 12285865     | 01/12/2017 | Virco Inc.                              | 01-4400     | Chairs GHS                                     |                 | 730.02       |
| 12285866     | 01/12/2017 | WARD'S NATURAL SCIENCE                  | 01-4300     | M. Rianda Science Kit                          |                 | 27.42        |
| 12285867     | 01/12/2017 | WestAir Gases & Equipment Inc           | 01-4300     | Wire   |                 | 87.91        |
| 12285868     | 01/12/2017 | WESTAMERICA BANK                        | 25-7438     | West America                                   | 8,623.28        |              |
|              |            |   | 25-7439     | West America                                   | 65,389.30       | 74,012.58    |
| 12285869     | 01/12/2017 | zSpace Inc.                             | 01-4100     | Software Instructional Materials               |                 | 12,000.00    |
| 12285870     | 01/12/2017 | Christine Domingos                      | 01-5800     | CCS VB   |                 | 30.00        |
| 12285871     | 01/12/2017 | FedEx                                   | 01-5930     | Sent to USP by Cristina                        |                 | 20.88        |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                      | Fund-Object | Comment  | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|--|-----------------|--------------|
| 12286918     | 01/19/2017 | Daniel R. Moirao                         | 01-3502     | Travel reimbursement                             |                 | 1,470.57     |
| 12286919     | 01/19/2017 | AAA Fence Company, Inc                   | 01-5620     | Retention bill-KCHS Fence Replacement            |                 | 4,825.00     |
| 12286920     | 01/19/2017 | AMERICAN SUPPLY COMPANY                  | 01-4300     | Custodial Supplies KCHS                          |                 | 40.01        |
| 12286921     | 01/19/2017 | AUS-WEST Lockbox                         | 01-4300     | Staff Uniforms                                   | 74.32           |              |
|              |            |  | 01-5800     | Shop Towels and Mechanic's Coveralls             | 27.10           |              |
|              |            |  | 13-5800     | Services   | 182.92          | 284.34       |
| 12286922     | 01/19/2017 | CA Water Service Company                 | 01-5530     | Water Fees                                       |                 | 29.75        |
| 12286923     | 01/19/2017 | CCSESA                                   | 01-5200     | CISC Leadership 2017 Marisol Cisneros            |                 | 450.00       |
| 12286924     | 01/19/2017 | CDW-G                                    | 01-4300     | Spindle-po16-00753                               |                 | 91.17        |
| 12286925     | 01/19/2017 | CITY OF GREENFIELD                       | 01-5530     | Water, Garbage, Sewer                            | 244.14          |              |
|              |            |  | 01-5540     | Water, Garbage, Sewer                            | 1,120.87        |              |
|              |            |  | 01-5550     | Water, Garbage, Sewer                            | 2,806.92        | 4,171.93     |
| 12286926     | 01/19/2017 | Cruise Authority                         | 01-5200     | Travel Insurance                                 |                 | 467.00       |
| 12286927     | 01/19/2017 | CUE INC                                  | 01-5200     | Cue National Conf                                |                 | 370.00       |
| 12286928     | 01/19/2017 | Foster Farms Dairy                       | 13-4700     | Dairy / Cafeteria                                |                 | 518.64       |
| 12286929     | 01/19/2017 | GREENFIELD TRUE VALUE                    | 01-4300     | Maintenance Supplies                             |                 | 14.21        |
| 12286930     | 01/19/2017 | Houghton Mifflin Harcourt Publishing Co. | 01-5850     | Read 180 PBHS                                    |                 | 1,297.21     |
| 12286931     | 01/19/2017 | INGRAHAM JEWELERS, INC                   | 01-4300     | END of year awards for students                  |                 | 296.69       |
| 12286932     | 01/19/2017 | J. W. Pepper                             | 01-4300     | Instructional Supplies for Music Classes         |                 | 1,275.32     |
| 12286933     | 01/19/2017 | KING CITY TRUE VALUE HARDWARE            | 01-4300     | Maintenance Supplies                             |                 | 63.60        |
| 12286934     | 01/19/2017 | MATRANGA WHOLESALE FLORISTS              | 01-4300     | Open PO for Floral Supply                        |                 | 22.53        |
| 12286935     | 01/19/2017 | Mission Trail Athletic/MTAL              | 01-5800     | Open PO for Mileage                              |                 | 297.00       |
| 12286936     | 01/19/2017 | Monarch Behavior Sltns, Inc.             | 01-5800     | Behavioral Services                              |                 | 2,917.50     |
| 12286937     | 01/19/2017 | Monterey Bay Systems, dba                | 01-5610     | Copier maintenance/usage                         |                 | 34.26        |
| 12286938     | 01/19/2017 | NASCO                                    | 01-4300     | Art class supplies                               | 21.56           |              |
|              |            |  |             | Materials and Supplies for Art Classes           | 6,363.16        | 6,384.72     |
| 12286939     | 01/19/2017 | National Superintd. Roundtable           | 01-5200     | Cuba Educational Travel                          |                 | 500.00       |
| 12286940     | 01/19/2017 | PACIFIC GAS AND ELECTRIC CO              | 01-5510     | PGE  | 2,672.73        |              |
|              |            |  | 01-5520     | PGE  | 11,951.86       | 14,624.59    |
| 12286941     | 01/19/2017 | PARTS & SERVICE CENTER-NAPA              | 01-4300     | Parts for Fleet                                  |                 | 15.11        |
| 12286942     | 01/19/2017 | PRAXAIR DISTRIBUTION INC                 | 01-4300     | Cylinder rental                                  |                 | 2.16         |
| 12286943     | 01/19/2017 | Registrations for You (DBA)              | 01-5200     | Registration Educating for Careers Debbie Benson | 325.00          |              |
|              |            |  |             | Registration Educating for Careers Patrick Smith | 325.00          | 650.00       |
| 12286944     | 01/19/2017 | RG Fabrication, Inc                      | 01-5620     | Sales tax  |                 | 506.27       |
| 12286945     | 01/19/2017 | Riddell All American                     | 01-4300     | Athletic Gear                                    |                 | 1,658.83     |
| 12286946     | 01/19/2017 | San Lorenzo Lumber                       | 01-5620     | Lumber and supplies for repairs GHS              |                 | 25.09        |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of            | Fund-Object | Comment  | Expensed Amount | Check Amount |
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| 12286947     | 01/19/2017 | Sheraton Grand Sacramento      | 01-5200     | Hotel Reservation Debbie Benson                | 397.20          |              |
|              |            |                                |             | Hotel Reservation Patrick Smith                | 667.01          | 1,064.21     |
| 12286948     | 01/19/2017 | Shred-It San Francisco         | 01-5800     | Shredding Fees                                 |                 | 272.56       |
| 12286949     | 01/19/2017 | Sysco San Francisco            | 13-4300     | Cafeteria                                      | 3,008.52        |              |
|              |            |                                | 13-4700     | Cafeteria                                      | 10,453.43       | 13,461.95    |
| 12286950     | 01/19/2017 | Uretsky Security               | 01-5800     | Security Contract                              |                 | 4,048.00     |
| 12286951     | 01/19/2017 | Virco Inc.                     | 01-4400     | Office furniture GHS                           |                 | 4,332.34     |
| 12286952     | 01/19/2017 | VNA Community Services, Inc    | 01-5800     | Contracted Nursing Services                    |                 | 1,450.00     |
| 12286953     | 01/19/2017 | VOX Network Solutions          | 01-5800     | Network Equipment Setup for Avaya Phone System |                 | 4,462.50     |
| 12286954     | 01/19/2017 | Woodwind & Brasswind           | 01-4300     | Educational Supplies for music classes         |                 | 973.44       |
| 12286955     | 01/19/2017 | Embassy Suites Sacramento      | 01-5200     | Mentoring & supervising conference             |                 | 206.45       |
| 12286956     | 01/19/2017 | Stephanie Hart                 | 01-4300     | Weight Management CCS                          |                 | 270.00       |
| 12290038     | 01/31/2017 | Monica Serrato                 | 01-5200     | Pick up payroll                                |                 | 47.65        |
| 12290039     | 01/31/2017 | Christopher S. Houston         | 01-5200     | Acsa Hotel                                     |                 | 217.80       |
| 12290040     | 01/31/2017 | Megan L. Munoz                 | 01-5200     | Doug Fisher workshop                           |                 | 81.20        |
| 12290041     | 01/31/2017 | Francis Lynch                  | 01-5200     | ACSA Travel Expenses                           |                 | 814.36       |
| 12290042     | 01/31/2017 | Jerry M. Garcia                | 01-5200     | Tech to sites                                  |                 | 12.26        |
| 12290043     | 01/31/2017 | Daniel R. Moirao               | 01-4300     | Workshop travel reimbursement                  | 116.68          |              |
|              |            |                                | 01-5200     | Workshop travel reimbursement                  | 705.26          | 821.94       |
| 12290044     | 01/31/2017 | A T & T CALNET 2               | 01-5910     | CALNET   |                 | 2,471.93     |
| 12290045     | 01/31/2017 | AMERICAN SUPPLY COMPANY        | 01-4300     | Custodial Supplies GHS                         | 530.18          |              |
|              |            |                                |             | Custodial Supplies KCHS                        | 386.25          |              |
|              |            |                                |             | Floor Finish for GHS & KCHS                    | 2,548.33        |              |
|              |            |                                |             | Kitchen Cleaning supplies                      | 1,383.40        |              |
| 12290046     | 01/31/2017 | Anthony Andrade                | 13-4300     | Supplies Cafeteria                             | 501.81          | 5,349.97     |
| 12290047     | 01/31/2017 | AT&T                           | 01-8699     | AI Sheid contest winner                        |                 | 750.00       |
| 12290048     | 01/31/2017 | AUS-WEST Lockbox               | 01-5910     | Phone line GHS Maintenance                     |                 | 38.18        |
| 12290049     | 01/31/2017 | B&B STEEL                      | 01-4300     | Staff Uniforms                                 |                 | 485.64       |
| 12290050     | 01/31/2017 | Big Signs.com, Inc             | 01-4300     | Ag Mech Supplies                               |                 | 460.78       |
| 12290051     | 01/31/2017 | CA Ag Teachers' Assoc          | 01-4300     | Gym Wall Pads                                  |                 | 10,883.00    |
| 12290052     | 01/31/2017 | CA State Board of Equalization | 01-5200     | Ag CATA  |                 | 600.00       |
| 12290053     | 01/31/2017 | CA State Board of Equalization | 01-4300     | Fuel tax, school bus                           |                 | 34.44        |
| 12290054     | 01/31/2017 | CA Water Service Company       | 01-5530     | Water Fees                                     |                 | 705.84       |
| 12290055     | 01/31/2017 | CalChamber                     | 01-4300     | HR Posters                                     |                 | 257.14       |
| 12290056     | 01/31/2017 | California Baptist University  | 01-5200     | Recruitment fair -CA Baptist University        |                 | 110.00       |
| 12290056     | 01/31/2017 | CDW-G                          | 01-4300     | OPEN PO FOR TECHNOLOGY EQUIPMENT               | 533.82          |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of             | Fund-Object | Comment                                     | Expensed Amount | Check Amount |
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| 12290056     | 01/31/2017 | CDW-G                           | 01-4400     | Charging Carts                              | 7,741.18        |              |
|              |            |                                 |             | OPEN PO FOR TECHNOLOGY EQUIPMENT            | 695.33          | 8,970.33     |
| 12290057     | 01/31/2017 | CSU Fullerton                   | 01-5200     | Recruitment fair- CSU Fullerton             |                 | 290.00       |
| 12290058     | 01/31/2017 | CSU Long Beach                  | 01-5200     | Recruitment fair- CSU Long Beach            |                 | 275.00       |
| 12290059     | 01/31/2017 | CSU-Monterey Bay/CSUMB          | 01-5200     | Recruitment fair-CSU Monterey               |                 | 300.00       |
| 12290060     | 01/31/2017 | Culligan Water Conditioning     | 13-5800     | Water Conditioning                          |                 | 85.23        |
| 12290061     | 01/31/2017 | Dannis Woliver Kelley / DWK     | 01-5810     | Legal                                       |                 | 1,007.00     |
| 12290062     | 01/31/2017 | EL Achieve                      | 01-5200     | EL Achieve Symposium                        |                 | 445.00       |
| 12290063     | 01/31/2017 | Fastenal Company                | 01-4300     | Maintenance Supplies                        |                 | 192.74       |
| 12290064     | 01/31/2017 | Foster Farms Dairy              | 13-4700     | Dairy / Cafeteria                           |                 | 1,916.86     |
| 12290065     | 01/31/2017 | Generation Ready Inc.           | 01-5800     | Generation Ready                            |                 | 5,000.00     |
| 12290066     | 01/31/2017 | GRAINGER INC,W W                | 01-4300     | Maintenance Supplies KCHS                   | 100.19          |              |
|              |            |                                 |             | OPEN PO FOR SUPPLIES                        | 153.73          |              |
| 12290067     | 01/31/2017 | GREENFIELD TRUE VALUE           | 01-5620     | Maintenance Supplies KCHS                   | 534.73          | 788.65       |
|              |            |                                 | 01-4300     | Maintenance Supplies                        | 252.19          |              |
|              |            |                                 |             | Operations Supplies                         | 11.42           | 263.61       |
| 12290068     | 01/31/2017 | Hollister Powerports            | 01-5620     | Battery/Labor for GEM Electric Car          | 293.00          |              |
| 12290069     | 01/31/2017 | KING CITY GLASS                 | 01-5800     | Diagnostics for GEM Electric Car            | 550.00          | 843.00       |
| 12290070     | 01/31/2017 | KING CITY INDUSTRIAL SUPPLY     | 01-5620     | Window Repairs                              |                 | 194.18       |
| 12290071     | 01/31/2017 | KING CITY TRUE VALUE HARDWARE   | 01-4300     | Parts and Supplies                          |                 | 9.82         |
|              |            |                                 | 01-4300     | Maintenance Supplies                        | 3.43            |              |
|              |            |                                 |             | OPEN PO FOR SUPPLIES                        | .61             |              |
|              |            |                                 |             | Operations Supplies                         | 34.50           | 38.54        |
| 12290072     | 01/31/2017 | Loop1 Systems, Inc              | 01-5200     | Solarwinds Training                         |                 | 5,000.00     |
| 12290073     | 01/31/2017 | LOZANO SMITH                    | 01-5810     | Lozano Smith Contract                       |                 | 481.58       |
| 12290074     | 01/31/2017 | Mail Finance                    | 01-5630     | Postage Machine                             |                 | 842.93       |
| 12290075     | 01/31/2017 | Microsoft Corporation           | 01-4300     | Display Adapters                            | 507.68          |              |
| 12290076     | 01/31/2017 | MONTEREY COUNTY OFFICE OF ED    | 01-4400     | Replacement of Stolen tablets               | 19,842.04       | 20,349.72    |
| 12290077     | 01/31/2017 | North Salinas High School       | 01-5200     | MCOE Rick Morris Confrence                  |                 | 210.00       |
| 12290078     | 01/31/2017 | O'Reilly Automotive Stores, Inc | 01-5800     | BBB Varsity Tournament Fee                  |                 | 325.00       |
| 12290079     | 01/31/2017 | OFFICE DEPOT BUSINESS SERVICES  | 01-4300     | Parts for Buses                             |                 | 455.57       |
|              |            |                                 | 01-4300     | Blanket Open PO Office Depot-Office         | 226.20          |              |
|              |            |                                 |             | Box of Copy Paper                           | 1,941.10        |              |
|              |            |                                 |             | DO office supplies                          | 730.88          |              |
|              |            |                                 |             | Instructional Supplies for Computer Classes | 1,520.12        |              |

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Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                     | Fund-Object | Comment   | Expensed Amount | Check Amount |
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| 12290079     | 01/31/2017 | OFFICE DEPOT BUSINESS SERVICES          |             | Open PO for Instructional Materials & Supplies    | 27.48           |              |
|              |            |   |             | Open PO for Office Supplies                       | 38.18           |              |
|              |            |   |             | OPEN PO FOR SUPPLIES                              | 54.53           |              |
|              |            |   |             | Open PO PBCHS instruction                         | 589.69          |              |
| 12290080     | 01/31/2017 | PACIFIC GAS AND ELECTRIC CO             | 09-4300     | materials for Charter students                    | 27.72           | 5,155.90     |
|              |            |   | 01-5510     | PGE   | 171.70          |              |
|              |            |   | 01-5520     | PGE   | 414.99          | 586.69       |
| 12290081     | 01/31/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | Open PO for ELAC/DELAC Meetings                   |                 | 53.25        |
| 12290082     | 01/31/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts for Fleet                                   |                 | 142.59       |
| 12290083     | 01/31/2017 | PURE WATER                              | 01-5800     | Drinking Water                                    |                 | 223.25       |
| 12290084     | 01/31/2017 | SAFEWAY INC                             | 01-4300     | Open PO for Foods and Products                    | 11.97           |              |
|              |            |   |             | Open PO For Safeway-ELAC                          | 164.46          | 176.43       |
| 12290085     | 01/31/2017 | Supreme School Supply                   | 01-4300     | Office Request Pass                               |                 | 118.93       |
| 12290086     | 01/31/2017 | Susan Brooks                            | 13-5800     | Contract for Food Service Consulting              |                 | 825.00       |
| 12290087     | 01/31/2017 | Sysco San Francisco                     | 13-4300     | Cafeteria   | 1,696.43        |              |
|              |            |   | 13-4700     | Cafeteria   | 15,541.25       | 17,237.68    |
| 12290088     | 01/31/2017 | Teter, LLP                              | 01-5800     | Architectural Services ERP                        |                 | 5,276.10     |
| 12290089     | 01/31/2017 | ThinkWrite Technologies LLC             | 01-4300     | Headphones  |                 | 769.70       |
| 12290090     | 01/31/2017 | TRI-COUNTY FIRE PRCTCN, INC             | 01-4300     | Supplies GHS                                      |                 | 97.12        |
| 12290091     | 01/31/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                                      |                 | 91.95        |
| 12290092     | 01/31/2017 | VOX Network Solutions                   | 01-4300     | AVAYA PRI CARD                                    |                 | 5,119.95     |
| 12290093     | 01/31/2017 | WARD'S NATURAL SCIENCE                  | 01-4300     | NGSS lab supplies                                 |                 | 209.53       |
| 12290094     | 01/31/2017 | Watsonville High School                 | 01-5800     | Apple Cider Classic Wrestling Fees                |                 | 275.00       |
| 12290095     | 01/31/2017 | William C Overfelt High School          | 01-5800     | 53rd Overfelt Wrestling Classic Fees              |                 | 300.00       |
| 12290096     | 01/31/2017 | Work Well                               | 01-5800     | Tb Test and Physicals                             |                 | 30.00        |
| 12290708     | 02/02/2017 | CA Assoc School Bus Off.                | 01-5200     | CASBO Attendance Training                         | 140.00          |              |
|              |            |   |             | CASBO Training                                    | 590.00          | 730.00       |
| 12290709     | 02/02/2017 | California's Valued Trust               | 01-9514     | CVT for January                                   |                 | 86,766.02    |
| 12290710     | 02/02/2017 | Cyberguys / E-Filliate Inc              | 01-4300     | Supplies  |                 | 269.61       |
| 12290711     | 02/02/2017 | KING CITY GLASS                         | 01-5620     | Window Repairs                                    |                 | 5.61         |
| 12290712     | 02/02/2017 | KLEINFELDER INC                         | 01-6200     | Special Inspection & Testing PBHS Shade Structure |                 | 525.00       |
| 12290713     | 02/02/2017 | MATRANGA WHOLESALE FLORISTS             | 01-4300     | Open PO for Floral Supply                         |                 | 130.20       |
| 12290714     | 02/02/2017 | Mission Trail Athletic/MTAL             | 01-5800     | PSI Officials Mileage                             |                 | 289.44       |
| 12290715     | 02/02/2017 | NASCO                                   | 01-4100     | Math Supplies                                     |                 | 590.33       |
| 12290716     | 02/02/2017 | National Steinbeck Center               | 01-4200     | Books   |                 | 1,375.00     |

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## Checks Dated 01/01/2017 through 03/31/2017

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| 12290717     | 02/02/2017 | OFFICE DEPOT BUSINESS SERVICES | 01-4300     | DO office supplies                                | 86.94           |              |
|              |            |                                |             | Instructional Supplies for Computer Classes       | 321.47          |              |
|              |            |                                |             | Office Supplies                                   | 33.23           |              |
|              |            |                                |             | Open Po PBCHS instruction supplies                | 26.80           |              |
|              |            |                                |             | Open Por for Instructional Supplies and Materials | 98.62           |              |
|              |            |                                |             | Toner for GHS                                     | 330.49          |              |
|              |            |                                | 01-5800     | HR Brochures                                      | 76.05           |              |
|              |            |                                | 09-4300     | materials for Charter students                    | 1,083.12        | 2,056.72     |
| 12290718     | 02/02/2017 | Presence Learning              | 01-5800     | Contracted SPED Services                          |                 | 6,399.80     |
| 12290719     | 02/02/2017 | Prospect Wrestling             | 01-5800     | 54th Jim Root Wrestling Tournament                |                 | 320.00       |
| 12290720     | 02/02/2017 | SAFEWAY INC                    | 01-4300     | Open PO for Foods and Products                    |                 | 54.33        |
| 12290721     | 02/02/2017 | Sysco San Francisco            | 13-4300     | Cafeteria   | 303.75          |              |
|              |            |                                | 13-4700     | Cafeteria   | 3,806.87        | 4,110.62     |
| 12290722     | 02/02/2017 | Teter, LLP                     | 01-5800     | Architectural Services ERP                        | 7,000.00        |              |
|              |            |                                |             | Architectural Services Infrastructure Upgrades    | 4,834.13        |              |
| -21- 90723   | 02/02/2017 | TORO PETROLEUM CORP            | 01-6200     | Architectural Services PBHS Lunch Shelter         | 428.40          | 12,262.53    |
| 12292086     | 02/09/2017 | Monica Serrato                 | 01-4310     | Diesel, Unleaded, & Vehicle Oils                  |                 | 2,744.87     |
| 12292087     | 02/09/2017 | Kelsey P. Wettach              | 01-5200     | Payroll Meeting w-2's                             |                 | 47.83        |
| 12292088     | 02/09/2017 | Roianne T. Benjamin            | 01-5200     | Escape 1099 Training                              |                 | 35.63        |
| 12292089     | 02/09/2017 | Jose F. Guerrero               | 01-5200     | Project Lead the Way                              |                 | 377.67       |
| 12292090     | 02/09/2017 | Carla A. Morris                | 01-5200     | AP by the Sea                                     |                 | 163.17       |
| 12292091     | 02/09/2017 | Bernerd B. Barge               | 01-4300     | Little Caesar's Incentive                         |                 | 52.41        |
| 12292092     | 02/09/2017 | Cristina Jimenez               | 01-5200     | Project Lead the Way                              |                 | 956.05       |
|              |            |                                | 01-4300     | Laptop Kep Replacement                            | 14.47           |              |
|              |            |                                | 01-5200     | Travel for phone system set-up                    | 65.54           |              |
|              |            |                                | 01-5850     | Remote Control Software for techs                 | 186.00          | 266.01       |
| 12292093     | 02/09/2017 | Diana M. Jimenez               | 01-5200     | Accountability Conference Title III               | 274.08          |              |
|              |            |                                |             | CISC 2017   | 450.00          | 724.08       |
| 12292094     | 02/09/2017 | A & G PUMPING, INC             | 01-5630     | KC Baseball Field                                 | 71.76           |              |
|              |            |                                |             | Portable Restrooms Rental                         | 478.60          | 550.36       |
| 12292095     | 02/09/2017 | ACCREDITING COMMISSION         | 01-5800     | Pinnacle Charter                                  |                 | 700.00       |
| 12292096     | 02/09/2017 | Alibris                        | 01-4300     | PLTW Materials CSP GHS                            |                 | 411.37       |
| 12292097     | 02/09/2017 | Alum-Line Inc                  | 01-4400     | AG Supplies                                       |                 | 3,213.00     |
| 12292098     | 02/09/2017 | AMERICAN SUPPLY COMPANY        | 01-4300     | Custodial Supplies GHS                            | 158.32          |              |
|              |            |                                |             | Custodial Supplies KCHS                           | 8.09            | 166.41       |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                               | Fund-Object | Comment                                     | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|---|-----------------|--------------|
| 12292099     | 02/09/2017 | APPERSON  | 01-4300     | Scantron Forms                              |                 | 341.38       |
| 12292100     | 02/09/2017 | AUS-WEST Lockbox                                  | 01-4300     | Staff Uniforms                              | 103.32          |              |
|              |            |   | 01-5800     | Shop Towels and Mechanic's Coveralls        | 384.84          | 488.16       |
| 12292101     | 02/09/2017 | BENSON PLUMBING INC                               | 01-5620     | Plumbing Repairs                            |                 | 879.67       |
| 12292102     | 02/09/2017 | Biozone Corporation                               | 01-4200     | Supplemental Materials                      |                 | 1,607.90     |
| 12292103     | 02/09/2017 | BookPal, LLC                                      | 01-4300     | Intructional Materials for LinkCrew Classes |                 | 1,953.46     |
| 12292104     | 02/09/2017 | CA Janitorial Supply Corp                         | 01-4300     | Custodial Supplies KCHS                     |                 | 951.18       |
| 12292105     | 02/09/2017 | CAL POLY  | 01-5200     | Recruitment fair- Cal Poly                  |                 | 200.00       |
| 12292106     | 02/09/2017 | CARMEL MARINA CORPORATION                         | 01-5550     | KCHS Water & Garbage                        |                 | 3,541.30     |
| 12292107     | 02/09/2017 | CDW-G   | 01-4300     | Instructional Supplies for Computer Classes |                 | 4,968.55     |
| 12292108     | 02/09/2017 | Central CA Electronics, Inc                       | 01-5850     | Intercom/Telephone Systems Connect          |                 | 1,155.00     |
| 12292109     | 02/09/2017 | Central Coast Section/CIF                         | 01-4300     | 2017-18 Rulebooks                           |                 | 291.50       |
| 12292110     | 02/09/2017 | CENTRAL COAST SYSTMS INC                          | 01-5800     | KCHS Phone Trouble                          |                 | 190.00       |
| 12292111     | 02/09/2017 | Commercial Truck CO.                              | 01-5620     | Repairs/Parts                               |                 | 830.91       |
| 12292112     | 02/09/2017 | CUE INC   | 01-5800     | Professional Development                    |                 | 3,000.00     |
| 12292113     | 02/09/2017 | Cyberguys / E-Filliate Inc                        | 01-4300     | Supplies                                    |                 | 27.05        |
| 12292114     | 02/09/2017 | DELL MARKETING LP                                 | 01-4400     | Monitors for Computer Labs                  |                 | 2,837.52     |
| 12292115     | 02/09/2017 | Dolce Hayes Mansion                               | 01-5200     | CABE hotel                                  |                 | 525.16       |
| 12292116     | 02/09/2017 | Edges Electrical Group, LLC                       | 01-4300     | Repair Parts and Supplies GHS               | 171.21          |              |
|              |            |   | 01-5620     | Emergency Lights GHS                        | 7,703.00        | 7,874.21     |
| 12292117     | 02/09/2017 | Fastenal Company                                  | 01-4300     | Maintenance Supplies                        |                 | 79.39        |
| 12292118     | 02/09/2017 | Felice Consulting Services                        | 01-5800     | Construction Management                     |                 | 4,960.00     |
| 12292119     | 02/09/2017 | Foster Farms Dairy                                | 13-4700     | Dairy / Cafeteria                           |                 | 644.26       |
| 12292120     | 02/09/2017 | Gilroy High School                                | 01-5800     | Mid-Cals Wrestling Tournament Fee           |                 | 100.00       |
| 12292121     | 02/09/2017 | GRAINGER INC,W W                                  | 01-4300     | Maintenance Supplies KCHS                   | 74.35           |              |
|              |            |   |             | Network Cables for New Phones               | 1,495.93        | 1,570.28     |
| 12292122     | 02/09/2017 | GREENFIELD TRUE VALUE                             | 01-4300     | Maintenance Supplies                        |                 | 52.90        |
| 12292123     | 02/09/2017 | HOME DEPOT CREDIT SERVICES Dept.<br>32-2501271344 | 01-4300     | Maintenance Supplies                        |                 | 278.76       |
| 12292124     | 02/09/2017 | J. W. Pepper                                      | 01-4300     | Music Supplies                              | 126.40          |              |
|              |            |   |             | Music Supplies (PO completed)               | 48.66           | 175.06       |
| 12292125     | 02/09/2017 | JB Tire   | 01-4311     | Tires and Caps                              |                 | 1,216.00     |
| 12292126     | 02/09/2017 | KING CITY GLASS                                   | 01-5620     | Window Repairs                              |                 | 628.74       |
| 12292127     | 02/09/2017 | KING CITY TRUE VALUE HARDWARE                     | 01-4300     | Maintenance Supplies                        | 55.45           |              |
|              |            |   |             | Operations Supplies                         | 161.81          | 217.26       |
| 12292128     | 02/09/2017 | Law Office of Peter Sansom                        | 01-5800     | Alexander Zuniga                            |                 | 900.00       |
| 12292129     | 02/09/2017 | Legacy Roofing & Waterproofing                    | 01-5620     | Per change order                            | 6,270.00        |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number  | Check Date | Pay to the Order of                     | Fund-Object | Comment  | Expensed Amount | Check Amount |
|---------------|------------|---|-------------|--|-----------------|--------------|
| 12292129      | 02/09/2017 | Legacy Roofing & Waterproofing          |             | Reroof of Buildings F and M at KCHS            | 23,730.00       | 30,000.00    |
| 12292130      | 02/09/2017 | Linda Grundhoffer                       | 01-5800     | Professional Services Dec 2016                 | 3,250.00        |              |
|               |            |   |             | Professional Services Jan 2017                 | 3,250.00        | 6,500.00     |
| 12292131      | 02/09/2017 | MATRANGA WHOLESALE FLORISTS             | 01-4300     | Floral Supplies                                |                 | 154.10       |
| 12292132      | 02/09/2017 | MCOE                                    | 01-5200     | Board Trainings                                |                 | 100.00       |
| 12292133      | 02/09/2017 | Michelle Steiner                        | 01-5800     | Consultant- SPED Services                      |                 | 3,656.25     |
| 12292134      | 02/09/2017 | Monterey Bay Systems, dba               | 01-5610     | Copier maintenance/usage                       |                 | 2,214.70     |
| 12292135      | 02/09/2017 | MONTEREY COUNTY OFFICE OF ED            | 01-5200     | Doug Fisher Reg for Marisol Cisneros           |                 | 250.00       |
|               |            |   |             | 1b.1.2   |                 |              |
| 12292136      | 02/09/2017 | NASCO                                   | 01-4100     | Math Supplies                                  | 421.04          |              |
|               |            |   | 01-4300     | Ag Science Livestock Supplies                  | 4,365.69        |              |
|               |            |   |             | Mosiacs Ceramics (PO closed)                   | 107.79          | 4,894.52     |
| 12292137      | 02/09/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4100     | Math Supplies                                  | 489.97          |              |
|               |            |   | 01-4300     | Ag Dept Supplies                               | 192.45          |              |
|               |            |   |             | Blanket Open PO Office Depot-Office Supplies   | 81.33           |              |
|               |            |   |             | Open PO for Instructional Materials & Supplies | 27.27           |              |
| -23-<br>92138 | 02/09/2017 | PACIFIC GAS AND ELECTRIC CO             | 01-5510     | PGE  | 237.23          | 1,028.25     |
|               |            |   | 01-5520     | PGE  | 5,083.38        |              |
| 12292139      | 02/09/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | Open PO for ELAC/DELAC Meetings                | 10,186.40       | 15,269.78    |
|               |            |   |             | sped supplies T. Torres                        | 55.35           |              |
| 12292140      | 02/09/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts for Fleet                                | 68.98           | 124.33       |
| 12292141      | 02/09/2017 | SAFEWAY INC                             | 01-4300     | Open PO for Foods and Products                 |                 | 260.28       |
|               |            |   |             | Open PO sped --Potter                          | 72.71           |              |
| 12292142      | 02/09/2017 | Sysco San Francisco                     | 13-4300     | Cafeteria                                      | 245.16          | 317.87       |
|               |            |   | 13-4700     | Cafeteria                                      | 1,197.70        |              |
| 12292143      | 02/09/2017 | UMSTEAD ELECTRIC (DBA)                  | 01-5620     | Electrical Repairs                             | 7,413.61        | 8,611.31     |
| 12292144      | 02/09/2017 | Varidesk, LLC                           | 01-4400     | Chair for Dr. Moirao (PO closed)               |                 | 2,358.70     |
| 12292863      | 02/14/2017 | A T & T                                 | 01-5920     | fiber optic lines                              |                 | 427.09       |
| 12292864      | 02/14/2017 | AMERICAN SUPPLY COMPANY                 | 01-4300     | Custodial Supplies KCHS                        |                 | 5,375.76     |
| 12292865      | 02/14/2017 | AUS-WEST Lockbox                        | 01-4300     | Staff Uniforms                                 | 61.88           |              |
|               |            |   |             | 29.00  |                 |              |
| 12292866      | 02/14/2017 | CA Janitorial Supply Corp               | 01-5800     | Shop Towels and Mechanic's Coveralls           | 150.28          | 179.28       |
| 12292867      | 02/14/2017 | CENTRAL COAST SYSTMS INC                | 01-4300     | Custodial Supplies KCHS                        |                 | 1,747.67     |
| 12292868      | 02/14/2017 | CITY OF GREENFIELD                      | 01-5620     | KCHS 3rd Quarter Testing                       |                 | 1,995.00     |
|               |            |   | 01-5530     | Water, Garbage, Sewer                          | 256.48          |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of            | Fund-Object | Comment                                      | Expensed Amount | Check Amount |
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| 12292868     | 02/14/2017 | CITY OF GREENFIELD             | 01-5540     | Water, Garbage, Sewer                        | 2,806.92        |              |
| 12292869     | 02/14/2017 | Foster Farms Dairy             | 01-5550     | Water, Garbage, Sewer                        | 1,120.87        | 4,184.27     |
| 12292870     | 02/14/2017 | GREENFIELD TRUE VALUE          | 13-4700     | Dairy / Cafeteria                            |                 | 785.87       |
| 12292871     | 02/14/2017 | Kelly Moore Paint Company      | 01-4300     | Maintenance Supplies                         | 61.15           |              |
| 12292872     | 02/14/2017 | KING CITY TRUE VALUE HARDWARE  |             | Operations Supplies                          | 47.55           | 108.70       |
| 12292873     | 02/14/2017 | MATRANGA WHOLESALE FLORISTS    | 01-4300     | Paint and Sundries                           |                 | 172.58       |
| 12292874     | 02/14/2017 | McConkey Co                    | 01-4300     | Maintenance Supplies                         |                 | 35.87        |
| 12292875     | 02/14/2017 | Newstripe Inc                  | 01-4300     | Open PO for Floral Supply                    |                 | 270.41       |
| 12292876     | 02/14/2017 | OFFICE DEPOT BUSINESS SERVICES | 01-4300     | Horticulture Supplies                        |                 | 137.19       |
| 12292877     | 02/14/2017 | PARTS & SERVICE CENTER-NAPA    | 01-4400     | Stripe Machine KC Athletics                  |                 | 3,026.45     |
| 12292878     | 02/14/2017 | PURE WATER                     | 01-4300     | DO office supplies                           |                 | 1,018.22     |
| 12292879     | 02/14/2017 | SAFEWAY INC                    | 01-4300     | Parts for Fleet                              |                 | 21.15        |
|              |            |                                | 01-5800     | Drinking Water                               |                 | 226.25       |
|              |            |                                | 01-4300     | Open PO For Safeway-ELAC                     | 55.17           |              |
|              |            |                                |             | Teacher Training Supplies                    | 72.49           | 127.66       |
| 12292880     | 02/14/2017 | San Lorenzo Lumber             | 01-5620     | Lumber and supplies for repairs GHS          | 140.74          |              |
|              |            |                                |             | LUMBER TO FOR VENTANA PORTABLE B             | 759.58          | 900.32       |
| - 32881      | 02/14/2017 | So Mo Co Joint Union HSD       | 01-4300     | Janet Sanchez-Matos-Lanyards                 | 399.17          |              |
|              |            |                                |             | Janet Sanchez-Matos-WASC Materials           | 80.53           |              |
|              |            |                                |             | Knights of Columbus                          | 450.00          |              |
|              |            |                                | 01-5200     | Courtyard Costa Mesa                         | 319.68          |              |
|              |            |                                |             | Handlery Union Hotel Hugo security workshop  | 593.68          |              |
|              |            |                                |             | Handlery Union Hotel Laura security workshop | 593.68          |              |
|              |            |                                |             | Hyatt Regency Sacramento                     | 380.70          |              |
|              |            |                                |             | Marriott Riverside-Rosalba G.                | 506.45          |              |
|              |            |                                |             | Michelle Muncy-Silva                         | 383.27          |              |
|              |            |                                |             | National Steinbeck Center                    | 250.00          |              |
|              |            |                                |             | Patricia Sifuentes - Parent Coordinator Conf | 428.96          |              |
|              |            |                                |             | Sheraton Grand Sac Hotel - Aeries            | 711.22          |              |
|              |            |                                | 01-5300     | Cal Poly Cross Country                       | 270.00          |              |
|              |            |                                |             | Mt. Sac Cross County Invitational - KC Athl  | 120.00          |              |
|              |            |                                | 01-5800     | DSA Oakland Region                           | 500.00          | 5,987.34     |
| 12292882     | 02/14/2017 | TEACHERS DISCOVERY             | 01-4300     | Instructional Materials for French Classes   |                 | 87.14        |
| 12292883     | 02/14/2017 | Uretsky Security               | 01-5800     | Security Contract                            |                 | 4,928.00     |
| 12292884     | 02/14/2017 | VERIZON WIRELESS SVCS LLC      | 01-4300     | MOT Phone Replacement                        |                 | 60.69        |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                       | Fund-Object | Comment                                      | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|--|-----------------|--------------|
| 12292885     | 02/14/2017 | Western Psychological Services            | 01-4300     | Protocols sped ed                            |                 | 355.98       |
| 12292886     | 02/14/2017 | WILCO SUPPLY                              | 01-4300     | Door Keys and Hardware                       |                 | 23.40        |
| 12293514     | 02/16/2017 | Michael C. Keema                          | 01-5800     | Fingerprinting, CPR, Physical                |                 | 352.00       |
| 12293515     | 02/16/2017 | Salvador Garibay                          | 01-5800     | Medical Exam                                 |                 | 90.00        |
| 12293516     | 02/16/2017 | Angel Torrez Lopez                        | 01-5800     | Physical                                     |                 | 100.00       |
| 12293517     | 02/16/2017 | Shirley J. Laws                           | 01-5200     | Board Meeting meals                          |                 | 104.90       |
| 12293518     | 02/16/2017 | Ronald C. Allred                          | 01-4300     | Basketball equipment                         |                 | 37.75        |
| 12293519     | 02/16/2017 | APPLE COMPUTER                            | 01-5850     | Communication app for sped student           |                 | 250.00       |
| 12293520     | 02/16/2017 | Arbitersports                             | 01-5800     | ArbeterGame Group Membership                 |                 | 435.00       |
| 12293521     | 02/16/2017 | Associated Services Inc                   | 01-5620     | HVAC Repairs at GHS                          | 1,153.00        |              |
|              |            |   |             | HVAC Repairs KCHS                            | 1,406.00        | 2,559.00     |
| 12293522     | 02/16/2017 | BENSON PLUMBING INC                       | 01-5620     | Plumbing Repairs                             |                 | 127.00       |
| 12293523     | 02/16/2017 | CDW-G                                     | 01-4400     | OPEN PO FOR TECHNOLOGY CLASSROOM EQUIPMENT   | 2,927.22        |              |
|              |            |   | 01-5850     | Firewall Renewal                             | 216.21          | 3,143.43     |
| 12293524     | 02/16/2017 | CENTRAL COAST SYSTMS INC                  | 01-5800     | Quarterly Fire Alarm Monitoring              |                 | 114.00       |
| 12293525     | 02/16/2017 | County of Monterey                        | 11-4300     | MC free libraries-Adult ed classess          |                 | 160.00       |
| 12293526     | 02/16/2017 | CSM CONSULTING INC                        | 01-5850     | ASB software                                 |                 | 2,590.00     |
| 12293527     | 02/16/2017 | Cyberguys / E-Filliate Inc                | 01-4300     | Supplies                                     |                 | 527.63       |
| 12293528     | 02/16/2017 | FLAGHOUSE INC                             | 01-4300     | materials sped-putty kit                     |                 | 22.11        |
| 12293529     | 02/16/2017 | GRAINGER INC,W W                          | 01-4300     | Maintenance Supplies KCHS                    |                 | 461.56       |
| 12293530     | 02/16/2017 | HOBART                                    | 13-5600     | Food Service Equipment Repairs               |                 | 749.75       |
| 12293531     | 02/16/2017 | Houghton Mifflin Harcourt Publ ishing Co. | 01-5850     | Read 180 PBHS                                |                 | 15,734.48    |
| 12293532     | 02/16/2017 | KING CITY INDUSTRIAL SUPPLY               | 01-4300     | Parts and Supplies                           |                 | 267.94       |
| 12293533     | 02/16/2017 | KING CITY TRUE VALUE HARDWARE             | 01-4300     | Maintenance Supplies                         |                 | 34.58        |
| 12293534     | 02/16/2017 | MATRANGA WHOLESALE FLORISTS               | 01-4300     | Open PO for Floral Supply                    |                 | 124.49       |
| 12293535     | 02/16/2017 | NCS Pearson, Inc                          | 01-5800     | Certification Licenses                       |                 | 3,600.00     |
| 12293536     | 02/16/2017 | OFFICE DEPOT BUSINESS SERVICES            | 01-4300     | DO office supplies                           | 72.09           |              |
|              |            |   |             | Open PO for Instructional Supplies/Materials | 1,013.32        |              |
|              |            |   |             | OPEN PO FOR SUPPLIES                         | 906.29          | 1,991.70     |
| 12293537     | 02/16/2017 | PACIFIC GAS AND ELECTRIC CO               | 01-5520     | PGE  |                 | 14,938.44    |
| 12293538     | 02/16/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel   | 01-4300     | sped supplies T. Torres                      |                 | 40.90        |
| 12293539     | 02/16/2017 | PENINSULA SPORTS, INC/PSI                 | 01-5300     | Winter Sports Game Fees                      |                 | 10,600.15    |
| 12293540     | 02/16/2017 | Riddell All American                      | 01-4300     | Softball uniforms                            |                 | 7,679.59     |
| 12293541     | 02/16/2017 | SAFEWAY INC                               | 01-4300     | meeting supplies for sped                    | 29.06           |              |
|              |            |   |             | Wasc visit supplies                          | 54.94           | 84.00        |

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| 12293542     | 02/16/2017 | Silke Communications Inc       | 01-4400     | Two-Way Radios                                   | 373.31          |              |
| 12293543     | 02/16/2017 | Sysco San Francisco            | 01-5940     | Two-Way Radios                                   | 127.23          | 500.54       |
|              |            |                                | 13-4300     | Cafeteria  | 489.48          |              |
|              |            |                                | 13-4700     | Cafeteria  | 6,809.84        | 7,299.32     |
| 12293544     | 02/16/2017 | Teter, LLP                     | 01-5800     | Architectural Services Infrastructure Upgrades   |                 | 950.00       |
| 12293545     | 02/16/2017 | Valley Athletic                | 01-4300     | Field Marking Paint                              |                 | 1,130.43     |
| 12294128     | 02/21/2017 | Sherrie S. Castellanos         | 01-5200     | Governor's Workshop                              |                 | 396.36       |
| 12294129     | 02/21/2017 | Monica Serrato                 | 01-5200     | ACA Training                                     |                 | 47.83        |
| 12294130     | 02/21/2017 | Megan L. Munoz                 | 01-5200     | UCDavis Launch Conference                        |                 | 637.27       |
| 12294131     | 02/21/2017 | Janet Sanchez-Matos            | 01-4300     | Acheivement Awards                               |                 | 500.00       |
| 12294132     | 02/21/2017 | Rosalba S. Guzman              | 01-5200     | PLTW 6th Annual Conference                       |                 | 445.81       |
| 12294133     | 02/21/2017 | Daniel R. Moirao               | 01-5200     | ACSA Superintendents Academy                     |                 | 2,088.47     |
| 12294134     | 02/21/2017 | A T & T CALNET 2               | 01-5910     | CALNET   |                 | 1,246.98     |
| 12294135     | 02/21/2017 | AUS-WEST Lockbox               | 01-4300     | Staff Uniforms                                   | 29.00           |              |
|              |            |                                | 01-5800     | Shop Towels and Mechanic's Coveralls             | 27.10           |              |
|              |            |                                | 13-5800     | Services   | 123.18          | 179.28       |
| 12294136     | 02/21/2017 | CA Department of Justice       | 01-5860     | Fingerprinting                                   |                 | 192.00       |
| 12294137     | 02/21/2017 | CA Water Service Company       | 01-5530     | Water Fees                                       |                 | 104.91       |
| 12294138     | 02/21/2017 | CNC Electric & Outdoor Equip   | 01-4300     | Parts for Fleet                                  |                 | 379.84       |
| 12294139     | 02/21/2017 | Earth Systems Pacific          | 01-6200     | KCHS Lunch Shelter                               |                 | 8,201.56     |
| 12294140     | 02/21/2017 | FLINN SCIENTIFIC INC           | 01-4300     | Science Supplies                                 |                 | 97.98        |
| 12294141     | 02/21/2017 | Foster Farms Dairy             | 13-4700     | Dairy / Cafeteria                                |                 | 607.85       |
| 12294142     | 02/21/2017 | GRAINGER INC,W W               | 01-4300     | Network Cables for New Phones                    |                 | 676.43       |
| 12294143     | 02/21/2017 | KING CITY TRUE VALUE HARDWARE  | 01-4300     | Maintenance Supplies                             |                 | 21.82        |
| 12294144     | 02/21/2017 | MATRANGA WHOLESALE FLORISTS    | 01-4300     | Floral Supplies                                  |                 | 424.72       |
| 12294145     | 02/21/2017 | McGraw-Hill Education, Inc     | 01-4100     | Teachers edition glencoe literature              |                 | 509.10       |
| 12294146     | 02/21/2017 | Musician's Friend, Inc.        | 01-4400     | Music Supplies                                   |                 | 132.99       |
| 12294147     | 02/21/2017 | OFFICE DEPOT BUSINESS SERVICES | 01-4300     | Open Po PBCHS instruction supplies               | 100.96          |              |
|              |            |                                |             | Open PO sped materials                           | 62.98           |              |
|              |            |                                |             | Toner Supplie For Library                        | 390.49          | 554.43       |
| 12294148     | 02/21/2017 | Paxton Patterson LLC           | 01-4300     | Ag Material                                      |                 | 113.58       |
| 12294149     | 02/21/2017 | Pearson Assessment             | 01-4300     | Peason assessment Beery vmi                      |                 | 486.82       |
| 12294150     | 02/21/2017 | S Tech Consulting LLC          | 01-5800     | Mold Assessments-Ventana Campus and GHS Restroom |                 | 5,400.00     |
| 12294151     | 02/21/2017 | SAFEWAY INC                    | 01-4300     | Open PO for Foods and Products                   | 51.44           |              |
|              |            |                                |             | Wasc visit supplies                              | 12.96           | 64.40        |
| 12294152     | 02/21/2017 | The Markerboard People         | 01-4100     | Math Supplies                                    |                 | 217.80       |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of            | Fund-Object | Comment                                | Expensed Amount | Check Amount |
|--------------|------------|--------------------------------|-------------|--|-----------------|--------------|
| 12294153     | 02/21/2017 | TORO PETROLEUM CORP            | 01-4310     | Diesel, Unleaded, & Vehicle Oils       |                 | 10,695.85    |
| 12294154     | 02/21/2017 | WILCO SUPPLY                   | 01-4300     | Door Keys and Hardware                 |                 | 41.50        |
| 12296099     | 02/28/2017 | Monica Serrato                 | 01-5200     | ACA Training/ Pick-up W2's             |                 | 47.83        |
| 12296100     | 02/28/2017 | Kara R. King                   | 01-5200     | Grieffbuster Training                  |                 | 69.55        |
| 12296101     | 02/28/2017 | Megan L. Munoz                 | 01-5200     | CISC                                   |                 | 778.11       |
| 12296102     | 02/28/2017 | A T & T CALNET 2               | 01-5910     | CALNET                                 |                 | 25.92        |
| 12296103     | 02/28/2017 | AMERICAN SUPPLY COMPANY        | 01-4300     | Cleaning Supplies                      |                 | 146.23       |
| 12296104     | 02/28/2017 | AUS-WEST Lockbox               | 01-4300     | Staff Uniforms                         | 210.28          |              |
|              |            |                                | 01-5800     | Shop Towels and Mechanic's Coveralls   | 27.10           |              |
|              |            |                                | 13-5800     | Services                               | 123.18          | 360.56       |
| 12296105     | 02/28/2017 | CA Assoc School Bus Off.       | 01-5200     | CASBO Attendance Training              |                 | 75.00        |
| 12296106     | 02/28/2017 | CA City School Superintendents | 01-5200     | CCSS Registration for Dr. Moirao       |                 | 175.00       |
| 12296107     | 02/28/2017 | CA Valued Trust                | 01-9513     | CVT February                           |                 | 83,518.42    |
| 12296108     | 02/28/2017 | CA Water Service Company       | 01-5530     | Water Fees                             |                 | 797.70       |
| 12296109     | 02/28/2017 | Clarion Hotel Anaheim Resort   | 01-5200     | CABE 2017                              |                 | 263.13       |
| 12296110     | 02/28/2017 | DATAFLOW BUSINESS SYSTEMS      | 01-5610     | Copy Machine                           |                 | 7.50         |
| 12296111     | 02/28/2017 | DELL MARKETING LP              | 01-4400     | Backup                                 | 8,570.87        |              |
|              |            |                                |             | PLTW Laptops                           | 3,383.15        | 11,954.02    |
| 12296112     | 02/28/2017 | EDD-CA Employment Dvlpmnt Dept | 01-3501     | EDD Liability                          |                 | 1,974.00     |
| 12296113     | 02/28/2017 | Edges Electrical Group, LLC    | 01-4300     | Repair Parts and Supplies GHS          |                 | 120.00       |
| 12296114     | 02/28/2017 | Fastenal Company               | 01-4300     | Maintenance Supplies                   |                 | 84.08        |
| 12296115     | 02/28/2017 | Foster Farms Dairy             | 13-4700     | Dairy / Cafeteria                      |                 | 775.21       |
| 12296116     | 02/28/2017 | GRAINGER INC,W W               | 01-4300     | OPEN PO FOR SUPPLIES                   |                 | 291.46       |
| 12296117     | 02/28/2017 | In The News Inc                | 01-4300     | Honor Roll Plaque & Banner             |                 | 324.00       |
| 12296118     | 02/28/2017 | KageWerks, Inc., DBA           | 01-4400     | Ag Supplies                            |                 | 1,336.51     |
| 12296119     | 02/28/2017 | KING CITY TRUE VALUE HARDWARE  | 01-4300     | Maintenance Supplies                   |                 | 14.01        |
| 12296120     | 02/28/2017 | Kyle Peterson                  | 01-4300     | Ag Open PO For Material                |                 | 2,500.00     |
| 12296121     | 02/28/2017 | Mail Finance                   | 01-5630     | Postage Machine                        |                 | 158.74       |
| 12296122     | 02/28/2017 | Monarch Behavior Sltns, Inc.   | 01-5800     | Behavioral Services                    |                 | 6,225.00     |
| 12296123     | 02/28/2017 | Monterey Bay Systems, dba      | 01-5630     | Copier Lease                           |                 | 3,795.31     |
| 12296124     | 02/28/2017 | NASCO                          | 01-4300     | Replacement for damaged item           |                 | 1,065.07     |
| 12296125     | 02/28/2017 | O'Reilly Automotive Stores,Inc | 01-4300     | Parts for Buses                        |                 | 61.13        |
| 12296126     | 02/28/2017 | OFFICE DEPOT BUSINESS SERVICES | 01-4300     | Blanket Open PO for classroom supplies | 429.58          |              |
|              |            |                                |             | Blanket Open PO Office Depot-Office    | 128.90          |              |
|              |            |                                |             | Instructional Materials for Math Dept. | 2,832.43        |              |
|              |            |                                |             | Open PO for Office Supplies            | 174.10          |              |
|              |            |                                |             | Open PO sped materials                 | 169.26          | 3,734.27     |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                     | Fund-Object | Comment                                   | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|---|-----------------|--------------|
| 12296127     | 02/28/2017 | PACIFIC GAS AND ELECTRIC CO             | 01-5510     | PGE                                       |                 | 2,152.49     |
| 12296128     | 02/28/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | Open PO for ELAC/DELAC Meetings           | 22.32           |              |
|              |            |   |             | sped supplies T. Torres                   | 47.25           | 69.57        |
| 12296129     | 02/28/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts for Fleet                           |                 | 57.73        |
| 12296130     | 02/28/2017 | Portofino Inn & Suites                  | 01-5200     | CABE 2017                                 | 1,277.70        |              |
|              |            |   |             | CABE 2017- Angelica Ibarra                | 638.85          |              |
|              |            |   |             | CABE Conference 2017                      | 2,836.20        | 4,752.75     |
| 12296131     | 02/28/2017 | RG Fabrication, Inc                     | 01-5620     | Metal Working Repairs                     | 150.00          |              |
|              |            |   |             | Metal Working Repairs GHS                 | 704.88          | 854.88       |
| 12296132     | 02/28/2017 | Silke Communications Inc                | 01-4400     | Radios                                    | 230.00          |              |
|              |            |   |             | Repeater for GHS Radios                   | 4,759.46        | 4,989.46     |
| 12296133     | 02/28/2017 | SOUTH COUNTY NEWSPAPERS INC             | 01-5800     | Mustang Newspaper                         | 1,500.00        |              |
|              |            |   |             | Newspaper Printing                        | 1,360.32        | 2,860.32     |
| 12296134     | 02/28/2017 | Sysco San Francisco                     | 13-4300     | Cafeteria                                 | 1,624.06        |              |
|              |            |   | 13-4700     | Cafeteria                                 | 13,418.49       | 15,042.55    |
| 12296135     | 02/28/2017 | Taqueria Las Fuentes                    | 01-4300     | Open PO for ELAC/DELAC Meetings           |                 | 721.65       |
| 12296136     | 02/28/2017 | Teter, LLP                              | 01-5800     | Architectural Services Board App. 11-9-16 |                 | 5,172.65     |
| 12296137     | 02/28/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                              |                 | 227.21       |
| 12296138     | 02/28/2017 | VERIZON WIRELESS SVCS LLC               | 01-5940     | Cell Phone and Data                       | 1,356.73        |              |
|              |            |   |             | District Communication                    | 346.43          | 1,703.16     |
| 12297550     | 03/07/2017 | Katie Elen Greenberg-Trujillo           | 01-5200     | CSUMB Mentor Orientation Mileage          |                 | 48.15        |
|              |            |   |             | Reimbursement                             |                 |              |
| 12297551     | 03/07/2017 | Francis Lynch                           | 01-5200     | Cal Poly Pomona Teacher Fair Travel       | 849.55          |              |
|              |            |   |             | Expenses                                  |                 |              |
|              |            |   |             | CalPoly Pomona Teacher Fair Travel        | 24.18           | 873.73       |
|              |            |   |             | Expense                                   |                 |              |
| 12297552     | 03/07/2017 | A T & T CALNET 2                        | 01-5910     | CALNET                                    |                 | 772.18       |
| 12297553     | 03/07/2017 | AMERICAN SUPPLY COMPANY                 | 01-4300     | Custodial Supplies GHS                    | 553.43          |              |
|              |            |   |             | Custodial Supplies KCHS                   | 607.31          |              |
|              |            |   | 13-4300     | Supplies Cafeteria                        | 562.19          | 1,722.93     |
| 12297554     | 03/07/2017 | AssetWorks Appraisal                    | 01-5800     | Final 30% - Receive final Report          |                 | 4,350.00     |
| 12297555     | 03/07/2017 | AUS-WEST Lockbox                        | 01-4300     | Staff Uniforms                            | 74.32           |              |
|              |            |   | 01-5800     | Shop Towels and Mechanic's Coveralls      | 27.10           |              |
|              |            |   | 13-5800     | Services                                  | 123.18          | 224.60       |
| 12297556     | 03/07/2017 | Aztec Software Associates, Inc          | 11-4300     | aztec kaplan hiset prep solutions         |                 | 6,630.47     |
| 12297557     | 03/07/2017 | CA DEPT OF EDUCATION                    | 13-4700     | Dept of Education                         |                 | 218.40       |
| 12297558     | 03/07/2017 | CA Janitorial Supply Corp               | 01-4300     | Custodial Supplies KCHS                   |                 | 1,526.37     |

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## Checks Dated 01/01/2017 through 03/31/2017

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|--------------|------------|---|-------------|---|-----------------|--------------|
| 12297559     | 03/07/2017 | CAL POLY  | 01-5200     | Recruitment fair- Cal Poly                    |                 | 75.00        |
| 12297560     | 03/07/2017 | CARMEL MARINA CORPORATION                         | 01-5550     | KCHS Water & Garbage                          |                 | 1,525.86     |
| 12297561     | 03/07/2017 | CASEY PRINTING, INC                               | 01-5800     | Business cards                                |                 | 263.22       |
| 12297562     | 03/07/2017 | CDW-G   | 01-4300     | Instructional Supplies for Computer Classes   | 227.98          |              |
|              |            |   |             | OPEN PO FOR TECHNOLOGY EQUIPMENT              | 393.56          |              |
|              |            |   |             | Tablet Covers                                 | 5,421.13        |              |
|              |            |   | 01-4400     | Network Switch Replacements                   | 3,971.09        | 10,013.76    |
| 12297563     | 03/07/2017 | CENTRAL COAST SYSTMS INC                          | 01-5800     | Alarm System Repairs                          |                 | 345.00       |
| 12297564     | 03/07/2017 | CITY OF KING                                      | 01-5540     | School Commercial Sewer - Annual KCHS         | 13,575.40       |              |
|              |            |   |             | School Commercial Sewer - Annual PBHS         | 751.26          | 14,326.66    |
| 12297565     | 03/07/2017 | Dannis Woliver Kelley / DWK                       | 01-5810     | Legal   |                 | 344.50       |
| 12297566     | 03/07/2017 | DATAFLOW BUSINESS SYSTEMS                         | 01-5610     | PBHS  |                 | 554.41       |
| 12297567     | 03/07/2017 | DFE & Associates, Inc                             | 01-5620     | Project Inspector KCHS Shade Structure        |                 | 1,800.00     |
| 12297568     | 03/07/2017 | Earth Systems Pacific                             | 01-6200     | KCHS Lunch Shelter                            |                 | 2,479.84     |
| 12297569     | 03/07/2017 | Fagen Friedman & Fulfrost                         | 01-5810     | Legal Services                                |                 | 1,849.00     |
| 12297570     | 03/07/2017 | Fastenal Company                                  | 01-4300     | Maintenance Supplies                          |                 | 47.37        |
| 12297571     | 03/07/2017 | Felice Consulting Services                        | 01-5800     | Construction Management                       |                 | 3,720.00     |
| 12297572     | 03/07/2017 | Foster Farms Dairy                                | 13-4700     | Dairy / Cafeteria                             |                 | 733.37       |
| 12297573     | 03/07/2017 | Frank Padilla Timing                              | 01-5800     | Run Clock/Scoreboard at Basketball Games      |                 | 890.00       |
| 12297574     | 03/07/2017 | GRAINGER INC,W W                                  | 01-4300     | Maintenance Supplies KCHS                     | 14.06           |              |
|              |            |   |             | Network Cables for New Phones                 | 600.65          |              |
|              |            |   |             | OPEN PO FOR SUPPLIES                          | 245.80          | 860.51       |
| 12297575     | 03/07/2017 | GREENFIELD TRUE VALUE                             | 01-4300     | Maintenance Supplies                          |                 | 88.83        |
| 12297576     | 03/07/2017 | HOME DEPOT CREDIT SERVICES Dept.<br>32-2501271344 | 01-4300     | Ag Dept. Supplies                             | 1,513.82        |              |
|              |            |   |             | Maintenance Supplies                          | 234.80          |              |
|              |            |   |             | Open PO for Ag Mech and Holticulture Supplies | 366.88          | 2,115.50     |
| 12297577     | 03/07/2017 | Houghton Mifflin Harcourt Publishing Co.          | 01-5800     | System 44 Licenses                            |                 | 5,790.13     |
| 12297578     | 03/07/2017 | In The News, Inc.                                 | 01-4300     | Plaque with Logo                              |                 | 177.00       |
| 12297579     | 03/07/2017 | International Greenhouse Inc.                     | 01-4300     | Portable steel benches                        |                 | 3,761.38     |
| 12297580     | 03/07/2017 | Ira Sachnoff                                      | 01-5200     | Security workshop                             |                 | 500.00       |
| 12297581     | 03/07/2017 | J. W. Pepper                                      | 01-4300     | Instructional Materials for music classes     |                 | 439.09       |
| 12297582     | 03/07/2017 | Janet Sanchez-Matos                               | 01-5200     | Reimbursements for Janet Sanchez-Matos        |                 | 359.52       |
| 12297583     | 03/07/2017 | KING CITY TRUE VALUE HARDWARE                     | 01-4300     | Maintenance Supplies                          | 3.86            |              |

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## Checks Dated 01/01/2017 through 03/31/2017

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|--------------|------------|---|-------------|---|-----------------|--------------|
| 12297583     | 03/07/2017 | KING CITY TRUE VALUE HARDWARE           |             | Operations Supplies                               | 30.43           | 34.29        |
| 12297584     | 03/07/2017 | KLEINFELDER INC                         | 01-6200     | PBHS Shade Canopy                                 |                 | 86.28        |
| 12297585     | 03/07/2017 | Law Office of Peter Sansom              | 01-5800     | RE: Manana Bravo                                  |                 | 22.50        |
| 12297586     | 03/07/2017 | Linda Grundhoffer                       | 01-5800     | Fee for Professional Services Feb 2017            |                 | 3,250.00     |
| 12297587     | 03/07/2017 | MATRANGA WHOLESALE FLORISTS             | 01-4300     | Floral Supplies                                   |                 | 1,052.10     |
| 12297588     | 03/07/2017 | Monterey Bay Systems, dba               | 01-5610     | Copier Maint (usage)                              |                 | 1,951.46     |
| 12297589     | 03/07/2017 | NASCO                                   | 01-4300     | Ag Science Livestock Supplies                     |                 | 95.17        |
| 12297590     | 03/07/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4100     | Math Modules 2016-17 PBHS                         | 90.56           |              |
|              |            |   | 01-4300     | Office Supplies                                   | 18.03           |              |
|              |            |   |             | OPEN PO FOR SUPPLIES                              | 1,571.83        |              |
|              |            |   |             | Open PO sped materials                            | 11.86           | 1,692.28     |
| 12297591     | 03/07/2017 | PACIFIC GAS AND ELECTRIC CO             | 01-5510     | PGE   | 92.97           |              |
|              |            |   | 01-5520     | PGE   | 470.06          | 563.03       |
| 12297592     | 03/07/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | Open PO for ELAC/DELAC Meetings                   | 113.06          |              |
|              |            |   |             | sped supplies T. Torres                           | 70.80           | 183.86       |
| 12297593     | 03/07/2017 | PARTS & SERVICE CENTER-NAPA             | 01-4300     | Parts & Supplies: Vehicle & Equipment Maintenance |                 | 51.16        |
| 12297594     | 03/07/2017 | Riverside County Office of Ed           | 01-5800     | CTC Program                                       |                 | 22,000.00    |
| 12297595     | 03/07/2017 | SAFEWAY INC                             | 01-4300     | Open PO for Foods and Products                    | 173.43          |              |
|              |            |   |             | Open PO for Safeway                               | 215.03          | 388.46       |
| 12297596     | 03/07/2017 | SCHOOL SERVICES OF CA, INC              | 01-5200     | Budget Workshop                                   | 205.00          |              |
|              |            |   |             | Governor's Jan Budget                             | 205.00          | 410.00       |
| 12297597     | 03/07/2017 | Sysco San Francisco                     | 13-4300     | Cafeteria   | 1,051.52        |              |
|              |            |   | 13-4700     | Cafeteria   | 9,250.18        | 10,301.70    |
| 12297598     | 03/07/2017 | Teter, LLP                              | 01-5800     | Architectural Services ERP                        |                 | 7,000.00     |
| 12297599     | 03/07/2017 | Textbook Warehouse                      | 09-4100     | Pinn charter textbooks approved                   |                 | 636.46       |
| 12297600     | 03/07/2017 | The Row Hotel                           | 01-5200     | Hotel for EL Achieve                              |                 | 572.50       |
| 12297601     | 03/07/2017 | TORO PETROLEUM CORP                     | 01-4310     | Ag Dept Gas                                       | 45.63           |              |
|              |            |   |             | Diesel, Unleaded, & Vehicle Oils                  | 2,551.95        | 2,597.58     |
| 12297602     | 03/07/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                                      |                 | 261.53       |
| 12297603     | 03/07/2017 | Uretsky Security                        | 01-5800     | Security Contract                                 |                 | 3,344.00     |
| 12297604     | 03/07/2017 | Woodwind & Brasswind                    | 01-4300     | Instructional Materials for music classes         |                 | 1,004.56     |
| 12299192     | 03/14/2017 | Elizabeth T. Lopez                      | 01-5200     | CASBO in Costa Mesa hotel reimbursement           | 143.46          |              |
|              |            |   |             | CASBO in Racho hotel reimbursement                | 131.04          |              |
|              |            |   |             | CASBO in SLO hotel reimbursement                  | 102.78          | 377.28       |
| 12299193     | 03/14/2017 | Rosa M. Velazquez                       | 01-4300     | DELAC Parent Meeting                              | 15.95           |              |

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## Checks Dated 01/01/2017 through 03/31/2017

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|--------------|------------|---|-------------|---|-----------------|--------------|
| 12299193     | 03/14/2017 | Rosa M. Velazquez                                 | 01-5200     | PBIS Bakersfield                              | 186.18          | 202.13       |
| 12299194     | 03/14/2017 | Sandra L. Lazzaroni                               | 01-5200     | PBIS Bakersfield                              |                 | 129.47       |
| 12299195     | 03/14/2017 | Ericka A. Radcliff                                | 01-5200     | Mileage Reimbursement - Mtgs and Training     |                 | 104.86       |
| 12299196     | 03/14/2017 | Joan Leslie Girard                                | 01-5800     | MIG Conference hotel reservation & parking    |                 | 202.44       |
| 12299197     | 03/14/2017 | Daniel R. Moirao                                  | 01-5200     | CISC Conference Reimbursement                 |                 | 2,544.02     |
| 12299198     | 03/14/2017 | Michelle R. Muncy-Silva                           | 01-5200     | H/SS Framework & CISC                         |                 | 657.56       |
| 12299199     | 03/14/2017 | Abacheril Fence CO                                | 01-5620     | EXPAND DUG-OUT                                |                 | 1,595.00     |
| 12299200     | 03/14/2017 | AT&T  | 01-5910     | Phone line GHS Maintenance                    |                 | 133.41       |
| 12299201     | 03/14/2017 | AUS-WEST Lockbox                                  | 01-4300     | Staff Uniforms                                | 74.32           |              |
|              |            |   | 01-5800     | Shop Towels and Mechanic's Coveralls          | 54.20           |              |
|              |            |   | 13-5800     | Services                                      | 187.72          | 316.24       |
| 12299202     | 03/14/2017 | CA Water Service Company                          | 01-5530     | Water Fees                                    |                 | 29.93        |
| 12299203     | 03/14/2017 | Cleantech Env. Inc., DBA                          | 01-5800     | Haz Mat P/U                                   |                 | 566.13       |
| 12299204     | 03/14/2017 | CNC Electric & Outdoor Equip                      | 01-4300     | Parts for Fleet                               |                 | 108.45       |
| 12299205     | 03/14/2017 | Coastwide EnvironmntlTech                         | 01-5800     | Construction contract                         |                 | 6,830.00     |
| 12299206     | 03/14/2017 | County of Monterey                                | 11-4300     | MC free libraries-Adult ed classes            |                 | 480.00       |
| 12299207     | 03/14/2017 | DFE & Associates, Inc                             | 01-5620     | Project Inspector KCHS Shade Structure        | 900.00          |              |
| 12299208     | 03/14/2017 | Ericka Radcliff                                   | 01-5800     | Construction Consulting                       | 600.00          | 1,500.00     |
| 12299209     | 03/14/2017 | Foster Farms Dairy                                | 01-5200     | Reimbursement for Ericka Radcliff CISC        |                 | 378.60       |
| 12299210     | 03/14/2017 | GRAINGER INC,W W                                  | 13-4700     | Dairy / Cafeteria                             |                 | 905.82       |
| 12299211     | 03/14/2017 | GREENFIELD TRUE VALUE                             | 01-4300     | Network Cables for New Phones                 |                 | 216.21       |
| 12299212     | 03/14/2017 | HOME DEPOT CREDIT SERVICES Dept.<br>32-2501271344 | 01-4300     | Maintenance Supplies                          |                 | 50.69        |
|              |            |   | 01-4300     | Open PO for Ag Mech and Horticulture Supplies | 536.41          |              |
| 12299213     | 03/14/2017 | Idea Emporium                                     | 01-4400     | Open PO for Ag Supplies                       | 2,464.81        | 3,001.22     |
| 12299214     | 03/14/2017 | KING CITY TRUE VALUE HARDWARE                     | 01-5800     | contracted public relations services          |                 | 1,050.00     |
| 12299215     | 03/14/2017 | MATRANGA WHOLESALE FLORISTS                       | 01-4300     | Maintenance Supplies                          |                 | 17.01        |
|              |            |   | 01-4300     | Open PO for Floral Supply copy of b17-00604   |                 | 278.09       |
| 12299216     | 03/14/2017 | MCOE  | 01-5200     | Mathematical Mindsets                         |                 | 1,375.00     |
| 12299217     | 03/14/2017 | Monterey County Health Dept                       | 01-5800     | MOU Therapist Services                        |                 | 33,500.00    |
| 12299218     | 03/14/2017 | OFFICE DEPOT BUSINESS SERVICES                    | 01-4300     | Office Supplies                               | 222.48          |              |
|              |            |   |             | Open Po PBCHS instruction supplies            | 82.68           |              |
|              |            |   |             | Open PO for Instructional Supplies/Materials  | 394.28          |              |
|              |            |   |             | Open PO sped materials                        | 101.91          | 801.35       |
| 12299219     | 03/14/2017 | PACIFIC GAS AND ELECTRIC CO                       | 01-5510     | PGE   | 6,434.86        |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                  | Fund-Object | Comment   | Expensed Amount | Check Amount |
|--------------|------------|--------------------------------------|-------------|---|-----------------|--------------|
| 12299219     | 03/14/2017 | PACIFIC GAS AND ELECTRIC CO          | 01-5520     | PGE   | 13,367.52       | 19,802.38    |
| 12299220     | 03/14/2017 | PARTS & SERVICE CENTER-NAPA          | 01-4300     | Parts & Supplies: Vehicle & Equipment Maintenance |                 | 393.26       |
| 12299221     | 03/14/2017 | PENINSULA SPORTS, INC/PSI            | 01-5800     | Gme Fees. Please specify GHS on check.            |                 | 3,984.10     |
| 12299222     | 03/14/2017 | RG Fabrication, Inc                  | 01-4300     | Open PO for Ag Classes                            |                 | 405.81       |
| 12299223     | 03/14/2017 | Riddell All American                 | 01-4300     | Mouth Guards and Knee Pads                        |                 | 109.14       |
| 12299224     | 03/14/2017 | SAFEWAY INC                          | 01-4300     | Open PO for Foods and Products                    | 175.44          |              |
|              |            |                                      |             | Open PO for Safeway                               | 7.00            |              |
|              |            |                                      |             | Open PO For Safeway-ELAC                          | 19.98           |              |
|              |            |                                      |             | Project 2 Inspire Orientation                     | 149.13          | 351.55       |
| 12299225     | 03/14/2017 | San Lorenzo Lumber                   | 01-5620     | Lumber and supplies for repairs GHS               |                 | 336.39       |
| 12299226     | 03/14/2017 | Sysco San Francisco                  | 13-4300     | Cafeteria   | 1,473.86        |              |
|              |            |                                      | 13-4700     | Cafeteria   | 16,876.37       | 18,350.23    |
| 12299227     | 03/14/2017 | TORO PETROLEUM CORP                  | 01-4310     | Ag Dept Gas                                       | 124.93          |              |
|              |            |                                      |             | Diesel, Unleaded, & Vehicle Oils                  | 693.22          |              |
|              |            |                                      |             | Open PO for Fuel. Charge to AIG                   | 233.25          | 1,051.40     |
| 12299228     | 03/14/2017 | Trigon Sports International          | 01-4300     | Athletic Equipment and Supplies                   |                 | 4,179.81     |
| 12299229     | 03/14/2017 | UNITED PARCEL SERVICE                | 01-5930     | UPS Services                                      |                 | 98.41        |
| 12299230     | 03/14/2017 | Uretsky Security                     | 01-5800     | Security Contract                                 |                 | 5,632.00     |
| 12299231     | 03/14/2017 | Watsonville High School              | 01-5800     | SB Watsonville JV & Varsity Tournaments           |                 | 675.00       |
| 12299232     | 03/14/2017 | WestAir Gases & Equipment Inc        | 01-4300     | Welding Gloves                                    |                 | 334.34       |
| 12299233     | 03/14/2017 | Greenfield Fire Protection Dis trict | 01-5800     | DSA 810 Form for GHS                              |                 | 71.25        |
| 12299793     | 03/16/2017 | AMERICAN SUPPLY COMPANY              | 01-4300     | Cleaning Supplies                                 | 36.46           |              |
|              |            |                                      |             | Custodial Supplies GHS                            | 818.99          | 855.45       |
| 12299794     | 03/16/2017 | Anaheim Marriott Suites              | 11-5200     | CASAS Summer institute                            | 571.05          |              |
|              |            |                                      |             | CASAS Summer institute for Irina                  | 571.05          |              |
|              |            |                                      |             | CASAS Summer institute for Michael                | 571.05          | 1,713.15     |
| 12299795     | 03/16/2017 | Atkinson Anderson                    | 01-5200     | Advanced Labor Negotiations for Claudia Arellano  |                 | 450.00       |
| 12299796     | 03/16/2017 | Beyond Speech Therapy                | 01-5800     | for Dylan Veysey                                  |                 | 130.00       |
| 12299797     | 03/16/2017 | BSN Sports / US Communities          | 01-4300     | FB Pad Rack, BB Defender, Nets, Clip Boards       |                 | 555.93       |
| 12299798     | 03/16/2017 | CA Assoc School Bus Off.             | 01-5300     | CASBO Membership Fee                              |                 | 190.00       |
| 12299799     | 03/16/2017 | CA Department of Justice             | 01-5860     | Fingerprinting                                    |                 | 160.00       |
| 12299800     | 03/16/2017 | CARMEL MARINA CORPORATION            | 01-5550     | KCHS Water & Garbage                              |                 | 80.50        |
| 12299801     | 03/16/2017 | Cengage Learning                     | 01-4200     | Science Material                                  |                 | 460.11       |
| 12299802     | 03/16/2017 | CITY OF GREENFIELD                   | 01-5530     | Water, Garbage, Sewer                             | 383.00          |              |
|              |            |                                      | 01-5540     | Water, Garbage, Sewer                             | 1,120.87        |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of            | Fund-Object | Comment                             | Expensed Amount | Check Amount |
|--------------|------------|--------------------------------|-------------|-------------------------------------|-----------------|--------------|
| 12299802     | 03/16/2017 | CITY OF GREENFIELD             | 01-5550     | Water, Garbage, Sewer               | 3,183.07        | 4,686.94     |
| 12299803     | 03/16/2017 | Culligan Water Conditioning    | 13-5800     | Water Conditioning                  |                 | 85.23        |
| 12299804     | 03/16/2017 | Debora Bell                    | 01-5800     | RE: Manana Bravo Cadenas            |                 | 1,275.00     |
| 12299805     | 03/16/2017 | FLINN SCIENTIFIC INC           | 01-4300     | Science Supplies                    |                 | 675.23       |
| 12299806     | 03/16/2017 | INGRAHAM JEWELERS, INC         | 01-4300     | Open PO for Athletic awards.        |                 | 376.17       |
| 12299807     | 03/16/2017 | Mission Trail Athletic/MTAL    | 01-5800     | PSI Officials Mileage               |                 | 722.21       |
| 12299808     | 03/16/2017 | OFFICE DEPOT BUSINESS SERVICES | 01-4300     | Blanket Open PO Office Depot-Office | 394.06          |              |
|              |            |                                |             | DO office supplies                  | 203.58          |              |
|              |            |                                |             | Open PO for Instructional           | 379.85          |              |
|              |            |                                |             | Supplies/Materials                  |                 |              |
|              |            |                                |             | Open PO for Office Supplies         | 11.99           | 989.48       |
| 12299809     | 03/16/2017 | SAFEWAY INC                    | 01-4300     | open PO med students                |                 | 59.53        |
| 12299810     | 03/16/2017 | School Savers Corp             | 01-4100     | Math Supplies                       |                 | 473.27       |
| 12299811     | 03/16/2017 | Stromberg's Unlimited Inc      | 01-4400     | Ag Supplies                         | 1,726.68        |              |
|              |            |                                |             | Incubator Accessories               | 408.92          | 2,135.60     |
| 12299812     | 03/16/2017 | TheSignChef.com, Inc           | 01-4300     | Safe Haven District Signs           |                 | 688.32       |
| 12299813     | 03/16/2017 | TORO PETROLEUM CORP            | 01-4300     | Clean Diesel Drums, 55 Gal          | 78.78           |              |
| 03 00660     | 03/21/2017 | Kara R. King                   | 01-4310     | Ag Dept Gas                         | 146.63          | 225.41       |
| 00661        | 03/21/2017 | Oscar Valdes Pena              | 01-5200     | ERWC training                       |                 | 185.11       |
| 12300662     | 03/21/2017 | Hugo Silva                     | 01-5200     | ERWC Training Reimbursement         |                 | 819.21       |
| 12300663     | 03/21/2017 | Patrick M. Smith               | 01-5200     | Peer Education Workshop             |                 | 233.75       |
|              |            |                                | 01-5200     | Educating for Careers Meal          |                 | 35.70        |
|              |            |                                |             | Reimbursement                       |                 |              |
| 12300664     | 03/21/2017 | Francis Lynch                  | 01-5200     | CSUF Education Networking Expo      |                 | 422.56       |
| 12300665     | 03/21/2017 | Moises Moreno                  | 01-5200     | PBIS Bakersfield                    |                 | 181.90       |
| 12300666     | 03/21/2017 | Silviana Sanchez               | 01-5200     | PBIS Bakersfield                    |                 | 181.90       |
| 12300667     | 03/21/2017 | Cristina Jimenez               | 01-5200     | Aeries Conference Reimbursement     |                 | 711.81       |
| 12300668     | 03/21/2017 | Diana M. Jimenez               | 01-5200     | CISC Conference Reimbursement       |                 | 741.71       |
| 12300669     | 03/21/2017 | AMERICAN SUPPLY COMPANY        | 01-4300     | Custodial Supplies GHS              | 955.63          |              |
|              |            |                                | 13-4300     | Supplies Cafeteria                  | 252.30          | 1,207.93     |
| 12300670     | 03/21/2017 | AUS-WEST Lockbox               | 01-4300     | Staff Uniforms                      | 90.64           |              |
|              |            |                                | 13-5800     | Services                            | 123.42          | 214.06       |
| 12300671     | 03/21/2017 | Best Western Plus Pleasanton   | 01-5200     | Hotel for CASBO conference          |                 | 131.04       |
| 12300672     | 03/21/2017 | CA ASSOCIATION FFA             | 01-4300     | Student Leadership Packets          |                 | 102.00       |
| 12300673     | 03/21/2017 | CA Water Service Company       | 01-5530     | Water Fees                          |                 | 124.03       |
| 12300674     | 03/21/2017 | CDW-G                          | 01-4300     | OPEN PO FOR TECHNOLOGY SUPPLIES     | 1,784.24        |              |
|              |            |                                | 01-4400     | OPEN PO FOR TECHNOLOGY              | 2,927.22        | 4,711.46     |
|              |            |                                |             | CLASSROOM EQUIPMENT                 |                 |              |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of                            | Fund-Object | Comment                                   | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|---|-----------------|--------------|
| 12300675     | 03/21/2017 | Cengage Learning                               | 01-5850     | edge books-PBCHS                          |                 | 1,610.63     |
| 12300676     | 03/21/2017 | Christopher High Track Fund                    | 01-5800     | Track and Field trip                      |                 | 450.00       |
| 12300677     | 03/21/2017 | Comfort Suites                                 | 01-5200     | Hotel for CA State Leadership Conference  |                 | 1,505.16     |
| 12300678     | 03/21/2017 | CSU-Fresno Creative Writing Program            | 01-5200     | Young Writer's Conference Registration    |                 | 270.00       |
| 12300679     | 03/21/2017 | D3 LED, LLC                                    | 01-5200     | GHS Marquee                               |                 | 14,115.32    |
| 12300680     | 03/21/2017 | DATAFLOW BUSINESS SYSTEMS                      | 01-5610     | Copy Machine                              |                 | 7.50         |
| 12300681     | 03/21/2017 | Foster Farms Dairy                             | 13-4700     | Dairy / Cafeteria                         |                 | 1,035.49     |
| 12300682     | 03/21/2017 | Generation Ready Inc.                          | 01-5800     | Generation Ready                          |                 | 15,000.00    |
| 12300683     | 03/21/2017 | Heartland Payment System, Inc. Attn: Nutrikids | 01-4300     | Pin Pad Optical Scanner                   |                 | 349.13       |
| 12300684     | 03/21/2017 | Houghton Mifflin Harcourt Publishing Co.       | 01-4100     | TextBook                                  |                 | 2,630.47     |
| 12300685     | 03/21/2017 | Janet Sanchez-Matos                            | 01-5200     | CSUMB Teacher Recruitment Fair            |                 | 37.45        |
| 12300686     | 03/21/2017 | KING CITY INDUSTRIAL SUPPLY                    | 01-4300     | Parts for Fleet                           |                 | 113.03       |
| 12300687     | 03/21/2017 | Law Office of Peter Sansom                     | 01-5800     | RE: Alexander Zuniga                      |                 | 720.00       |
| 12300688     | 03/21/2017 | Musician's Friend, Inc.                        | 01-4300     | Band Supplies                             | 1,294.50        |              |
|              |            |  |             | Software for Music Writing                | 466.02          | 1,760.52     |
| 12300689     | 03/21/2017 | NASCO  | 01-4300     | Ag Science Livestock Supplies             | 47.94           |              |
|              |            |  |             | AG Supplies                               | 24.89           | 72.83        |
| -34-0690     | 03/21/2017 | OFFICE DEPOT BUSINESS SERVICES                 | 01-4300     | Blanket Open PO for classroom supplies    | 924.13          |              |
|              |            |  |             | copy paper sped                           | 293.33          |              |
|              |            |  |             | Open Po PBCHS instruction supplies        | 77.55           | 1,295.01     |
| 12300691     | 03/21/2017 | PACIFIC GAS AND ELECTRIC CO                    | 01-5510     | PGE                                       | 1,007.99        |              |
|              |            |  | 01-5520     | PGE                                       | 12,318.02       | 13,326.01    |
| 12300692     | 03/21/2017 | PRAXAIR DISTRIBUTION INC                       | 01-4400     | Plas Torch SL60 20' 75D. ROP Program      |                 | 65.33        |
| 12300693     | 03/21/2017 | Property Restoration Services                  | 01-6200     | Lunch Shelter - Board Approved 9/21/2016  |                 | 10,816.07    |
| 12300694     | 03/21/2017 | PURE WATER                                     | 01-5800     | Drinking Water                            |                 | 245.75       |
| 12300695     | 03/21/2017 | SAFEWAY INC                                    | 01-4300     | open PO med students                      | 86.87           |              |
|              |            |  |             | Open PO for Foods and Products            | 29.23           |              |
|              |            |  |             | supplies sped severe-M.Potter             | 48.11           | 164.21       |
| 12300696     | 03/21/2017 | Sysco San Francisco                            | 13-4300     | Cafeteria                                 | 2,169.89        |              |
|              |            |  | 13-4700     | Cafeteria                                 | 4,521.96        | 6,691.85     |
| 12300697     | 03/21/2017 | SyTech Solutions                               | 01-5800     | DOCUMENT SCANNING                         |                 | 368.14       |
| 12300698     | 03/21/2017 | Textbook Warehouse                             | 09-4100     | Biology text for charter                  |                 | 113.27       |
| 12300699     | 03/21/2017 | Uncaged Ergonomics                             | 01-4300     | Standing Desk Converter for Diana Jimenez |                 | 119.99       |
| 12300700     | 03/21/2017 | Uretsky Security                               | 01-5800     | Security Contract                         |                 | 12,144.00    |
| 12301408     | 03/23/2017 | AUS-WEST Lockbox                               | 01-4300     | Staff Uniforms                            | 45.32           |              |
|              |            |  | 13-5800     | Services                                  | 58.64           | 103.96       |

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## Checks Dated 01/01/2017 through 03/31/2017

| Check Number                  | Check Date | Pay to the Order of                     | Fund-Object | Comment                                      | Expensed Amount | Check Amount        |
|-------------------------------|------------|---|-------------|--|-----------------|---------------------|
| 12301409                      | 03/23/2017 | CA Assoc School Bus Off.                | 01-5200     | CASBO training                               |                 | 1,145.00            |
| 12301410                      | 03/23/2017 | CA Valued Trust                         | 01-9513     | CVT for April 2017                           |                 | 85,142.22           |
| 12301411                      | 03/23/2017 | CA Water Service Company                | 01-5530     | Water Fees                                   |                 | 874.19              |
| 12301412                      | 03/23/2017 | CDW-G                                   | 01-4300     | OPEN PO FOR TECHNOLOGY SUPPLIES              |                 | 2,904.46            |
| 12301413                      | 03/23/2017 | Foster Farms Dairy                      | 13-4700     | Dairy / Cafeteria                            |                 | 474.82              |
| 12301414                      | 03/23/2017 | INGRAHAM JEWELERS, INC                  | 01-4300     | Open PO for Athletic awards.                 |                 | 159.46              |
| 12301415                      | 03/23/2017 | LOZANO SMITH                            | 01-5810     | Lozano Smith Contract                        |                 | 75.00               |
| 12301416                      | 03/23/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4300     | DO office supplies                           | 381.55          |                     |
|                               |            |   |             | Open PO for Instructional Supplies/Materials | 404.59          |                     |
|                               |            |   |             | Open PO for Office Supplies                  | 92.04           | 878.18              |
| 12301417                      | 03/23/2017 | PAQ Inc. DBA Food 4 Less/Rncho S Miguel | 01-4300     | Open PO for ELAC/DELAC Meetings              |                 | 27.61               |
| 12302818                      | 03/28/2017 | AUS-WEST Lockbox                        | 13-5800     | Services                                     |                 | 64.54               |
| 12302819                      | 03/28/2017 | BENSON PLUMBING INC                     | 01-5620     | Plumbing Repairs                             |                 | 857.00              |
| 12302820                      | 03/28/2017 | CA Janitorial Supply Corp               | 01-4300     | Custodial Supplies KCHS                      |                 | 966.38              |
| 12302821                      | 03/28/2017 | Culligan Water Conditioning             | 13-5800     | Water Conditioning                           |                 | 85.23               |
| 12302822                      | 03/28/2017 | DELL MARKETING LP                       | 01-4400     | Monitor                                      |                 | 342.28              |
| 12302823                      | 03/28/2017 | GREENFIELD TRUE VALUE                   | 01-4300     | Maintenance Supplies                         |                 | 49.37               |
| 12302824                      | 03/28/2017 | Johnson Electronics                     | 01-5800     | Quarterly Monitoring Services                |                 | 102.00              |
| 12302825                      | 03/28/2017 | Mail Finance                            | 01-5630     | Postage Machine                              |                 | 158.74              |
| 12302826                      | 03/28/2017 | McConkey Co                             | 01-4300     | Horticulture Supplies                        |                 | 577.71              |
| 12302827                      | 03/28/2017 | OFFICE DEPOT BUSINESS SERVICES          | 01-4300     | OPEN PO FOR SUPPLIES                         | 64.86           |                     |
|                               |            |   | 11-4300     | classroom supplies Adult Ed                  | 154.12          | 218.98              |
| 12302828                      | 03/28/2017 | SAFEWAY INC                             | 01-4300     | open PO med students                         | 62.91           |                     |
|                               |            |   |             | Parent Involvement                           | 10.57           |                     |
|                               |            |   |             | Teacher Training Supplies                    | 121.90          | 195.38              |
| 12302829                      | 03/28/2017 | Sysco San Francisco                     | 13-4300     | Cafeteria                                    | 584.22          |                     |
|                               |            |   | 13-4700     | Cafeteria                                    | 10,076.21       | 10,660.43           |
| 12302830                      | 03/28/2017 | TORO PETROLEUM CORP                     | 01-4310     | Diesel, Unleaded, & Vehicle Oils             | 1,253.02        |                     |
|                               |            |   |             | Open PO for Fuel. Charge to AIG              | 413.40          | 1,666.42            |
| 12302831                      | 03/28/2017 | UNITED PARCEL SERVICE                   | 01-5930     | UPS Services                                 |                 | 253.03              |
| 12302832                      | 03/28/2017 | VERIZON WIRELESS SVCS LLC               | 01-5940     | Cell Phone and Data                          |                 | 303.48              |
| 12302833                      | 03/28/2017 | VOX Network Solutions                   | 01-4300     | Headset                                      |                 | 271.11              |
| <b>Total Number of Checks</b> |            |   |             |  | <b>586</b>      | <b>1,649,553.46</b> |

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Checks Dated 01/01/2017 through 03/31/2017

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Expensed Amount | Check Amount |
|--------------|------------|---------------------|-------------|---------|-----------------|--------------|
|--------------|------------|---------------------|-------------|---------|-----------------|--------------|

Fund Recap

| Fund                      | Description             | Check Count | Expensed Amount |
|---------------------------|-------------------------|-------------|-----------------|
| 01                        | General Fund            | 545         | 1,425,772.71    |
| 09                        | Charter Schools Fund    | 4           | 1,860.57        |
| 11                        | Adult Education Fund    | 5           | 9,137.74        |
| 13                        | Cafeteria Fund          | 43          | 134,538.62      |
| 25                        | Capital Facilities Fund | 3           | 78,243.82       |
| Total Number of Checks    |                         | 586         | 1,649,553.46    |
| Less Unpaid Tax Liability |                         |             | .00             |
| Net (Check Amount)        |                         |             | 1,649,553.46    |

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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.

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

**SUBJECT:** Approval of Accounts Purchase Orders  
January – March 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 Purchase Orders issued for the third quarter, January – March 2017.

Recommendation:

It is recommended that the Board of Education approve the Purchase Orders.

Fiscal Impact:

Per the Board approved budget.

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

Description

| Includes Purchase Orders dated 01/01/2017 - 03/31/2017 |                     |  |          |          |                      |                    |
|--|---------------------|--|----------|----------|----------------------|--------------------|
| PO Number  | Vendor Name         | Requisition Information                      | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt |
| B17-00281  | Susan Brooks        | Contract for Food Service Consulting         | 029      | 13       | Child Nutrition      | 9,000.00           |
| B17-00282  | Hollister Powerport | Diagnostics for GEM Electric Car             | 009      | 01       | Ongoing & Major      | 550.00             |
| B17-00283  | AMERICAN SUPPLY COM | Custodial Supplies GHS                       | 009      | 01       | UNRESTRICTED R       | 1,000.00           |
| B17-00284  | AMERICAN SUPPLY COM | Custodial Supplies KCHS                      | 10       | 01       | UNRESTRICTED R       | 600.00             |
| B17-00285  | CalChamber          | HR Posters                                   | 029      | 01       | UNRESTRICTED R       | 257.14             |
| B17-00286  | Fastenal Company    | Maintenance Supplies KCHS                    | 009      | 01       | Ongoing & Major      | 600.00             |
| B17-00287  | KING CITY GLASS     | Window Repairs                               | 009      | 01       | Ongoing & Major      | 2,250.00           |
| B17-00288  | B&B STEEL           | Ag Mech Supplies                             | 021      | 01       | ROC/P                | 2,143.00           |
| B17-00289  | CSU-Monterey Bay/CS | Recruitment fair-CSU Monterey                | 029      | 01       | Supplemental         | 300.00             |
| B17-00290  | CAL POLY            | Recruitment fair- Cal Poly                   | 029      | 01       | Supplemental         | 200.00             |
| B17-00291  | California Baptist  | Recruitment fair -CA Baptist University      | 029      | 01       | Supplemental         | 110.00             |
| B17-00292  | CSU Fullerton       | Recruitment fair- CSU Fullerton              | 029      | 01       | Supplemental         | 290.00             |
| B17-00293  | CSU Long Beach      | Recruitment fair- CSU Long Beach             | 029      | 01       | Supplemental         | 275.00             |
| B17-00294  | Hollister Powerport | Battery/Labor for GEM Electric Car           | 009      | 01       | UNRESTRICTED R       | 293.00             |
| B17-00295  | OFFICE DEPOT BUSINE | Open Po PBCHS instruction supplies           | 022      | 01       | State Lottery        | 1,000.00           |
| B17-00296  | GRAINGER INC,W W    | Maintenance Supplles KCHS                    | 10       | 01       | Ongoing & Major      | 1,000.00           |
| B17-00297  | OFFICE DEPOT BUSINE | HR Brochures                                 | 029      | 01       | UNRESTRICTED R       | 76.05              |
| B17-00298  | HOME DEPOT/GECF     | Open PO for Ag Supplies                      | 021      | 01       | CCPT Grant           | 3,000.00           |
| B17-00299  | OFFICE DEPOT BUSINE | Blanket Open PO for classroom supplies       | 021      | 01       | State Lottery        | 2,200.00           |
| B17-00300  | OFFICE DEPOT BUSINE | Open PO sped materials                       | 022      | 01       | Special Educati      | 1,000.00           |
| B17-00301  | Michelle Steiner    | Consultant- SPED Services                    | 022      | 01       | Ment Health          | 12,500.00          |
| B17-00302  | OFFICE DEPOT BUSINE | Open PO for Instructional Supplies/Materials | 023      | 01       | State Lottery        | 5,500.00           |
| B17-00303  | OFFICE DEPOT BUSINE | Open PO for Office Supplies                  | 023      | 01       | State Lottery        | 3,000.00           |
| B17-00304  | JB Tire             | Tires and Caps                               | 009      | 01       | UNRESTRICTED R       | 1,500.00           |
| B17-00305  | CENTRAL COAST SYSTM | Alarm System Repairs                         | 009      | 01       | UNRESTRICTED R       | 1,500.00           |
| B17-00306  | CASEY PRINTING, INC | Business cards                               | 029      | 01       | UNRESTRICTED R       | 263.22             |
| B17-00307  | SAFEWAY INC         | Open PO sped --Potter                        | 022      | 01       | Special Educati      | 300.00             |
| B17-00308  | CDW-G               | OPEN PO FOR TECHNOLOGY CLASSROOM EQUIPMENT   | 029      | 01       | UNRESTRICTED R       | 5,500.00           |
| B17-00309  | BENSON PLUMBING INC | Plumbing Repairs KCHS                        | 10       | 01       | Ongoing & Major      | 1,500.00           |
| B17-00310  | CA Janitorial Suppl | Custodial Supplies KCHS                      | 10       | 01       | UNRESTRICTED R       | 1,000.00           |
| B17-00311  | A & G PUMPING, INC  | Portable Restrooms Rental                    | 009      | 01       | UNRESTRICTED R       | 3,100.00           |
| B17-00312  | SAFEWAY INC         | Teacher Training Supplies                    | 029      | 01       | NCLB Title II,       | 500.00             |
| B17-00313  | SAFEWAY INC         | Wasc visit supplies                          | 022      | 01       | UNRESTRICTED R       | 300.00             |
| B17-00314  | Kyle Peterson       | Ag Open PO For Material                      | 021      | 01       | CCPT Grant           | 2,500.00           |
| B17-00315  | Edges Electrical Gr | Repair Parts and Supplies GHS                | 009      | 01       | Ongoing & Major      | 500.00             |
| B17-00316  | CNC Electric & Outd | Parts for Fleet                              | 009      | 01       | UNRESTRICTED R       | 500.00             |
| B17-00317  | CDW-G               | OPEN PO FOR TECHNOLOGY EQUIPMENT             | 029      | 01       | UNRESTRICTED R       | 5,500.00           |
| B17-00318  | AMERICAN SUPPLY COM | Custodial Supplies KCHS                      | 10       | 01       | UNRESTRICTED R       | 607.31             |
| B17-00319  | HOBART              | Food Service Equipment Repairs               | 029      | 13       | Child Nutrition      | 3,000.00           |

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Includes Purchase Orders dated 01/01/2017 - 03/31/2017

| PO Number  | Vendor Name         | Requisition Information                           | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|---------------------|---|----------|----------|----------------------|--------------------|
| B17-00320  | CA Department of Ju | Fingerprinting                                    | 011      | 01       | UNRESTRICTED R       | 900.00             |
| B17-00321  | KING CITY TRUE VALU | Maintenance Supplies KCHS                         | 10       | 01       | Ongoing & Major      | 900.00             |
| B17-00322  | PARTS & SERVICE CEN | Parts & Supplies: Vehicle & Equipment Maintenance | 009      | 01       | Ongoing & Major      | 1,000.00           |
| B17-00323  | PARTS & SERVICE CEN | Parts for Fleet                                   | 009      | 01       | UNRESTRICTED R       | 300.00             |
| B17-00324  | RG Fabrication, Inc | Metal Covers for Bases GHS                        | 009      | 01       | Ongoing & Major      | 135.60             |
| B17-00325  | UNITED PARCEL SERVI | UPS Services                                      | 011      | 01       | UNRESTRICTED R       | 1,000.00           |
| B17-00326  | Sysco San Francisco | Cafeteria   | 011      | 13       | Child Nutrition      | 100,000.00         |
| B17-00327  | CA Janitorial Suppl | Custodial Supplies KCHS                           | 10       | 01       | UNRESTRICTED R       | 1,051.41           |
| B17-00328  | SAFEWAY INC         | Open PO for Foods and Products                    | 011      | 01       | UNRESTRICTED R       | 500.00             |
| B17-00329  | DFE & Associates,   | Construction Consulting                           | 029      | 01       | Emergency Repai      | 9,900.00           |
| B17-00330  | Coastwide Environmn | Construction contract                             | 029      | 01       | Emergency Repai      | 6,830.00           |
| B17-00331  | D3 LED, LLC         | GHS Marquee                                       | 029      | 01       | Supplemental         | 28,064.00          |
| B17-00332  | Tope's Tree Service | Tree Trimming                                     | 029      | 01       | Ongoing & Major      | 2,800.00           |
| B17-00333  | AMERICAN SUPPLY COM | Custodial Supplies GHS                            | 009      | 01       | UNRESTRICTED R       | 1,000.00           |
| B17-00334  | CAL POLY            | Recruitment fair- Cal Poly                        | 029      | 01       | Supplemental         | 75.00              |
| B17-00335  | CENTRAL COAST SYSTM | Alarm System Repairs                              | 009      | 01       | UNRESTRICTED R       | 3,000.00           |
| B17-00336  | MATRANGA WHOLESAL   | Open PO for Floral Supply copy of b17-00604       | 023      | 01       | ROC/P                | 9,400.00           |
| B17-00337  | AMERICAN SUPPLY COM | Custodial Supplies GHS                            | 009      | 01       | UNRESTRICTED R       | 2,500.00           |
| B17-00338  | CA Janitorial Suppl | Custodial Supplies KCHS                           | 10       | 01       | UNRESTRICTED R       | 2,000.00           |
| B17-00339  | AMERICAN SUPPLY COM | Custodial Supplies KCHS                           | 10       | 01       | UNRESTRICTED R       | 400.00             |
| B17-00340  | SAFEWAY INC         | Parent Involvement                                | 021      | 01       | Title III Limit      | 600.00             |
| B17-00341  | Foster Farms Dairy  | Dairy / Cafeteria                                 | 011      | 13       | Child Nutrition      | 10,000.00          |
| B17-00342  | RG Fabrication, Inc | Open PO for Ag Classes                            | 023      | 01       | ROC/P                | 1,000.00           |
| PO17-00300 | Monterey County Hea | MOU Therapist Services                            | 029      | 01       | Ment Health          | 67,000.00          |
| PO17-00389 | American Modular Sy | New Portables KCHS                                | 009      | 01       | UNRESTRICTED R       | 141,680.00         |
| PO17-00437 | Earth Systems Pacif | Special/In-Plant Inspections KCHS Shade Structure | 009      | 01       | Supplemental         | 13,432.00          |
| PO17-00533 | American Modular Sy | New Portables for KCHS                            | 009      | 01       | UNRESTRICTED R       | 216,480.00         |
| PO17-00663 | MCOE                | Board Trainings                                   | 029      | 01       | UNRESTRICTED R       | 300.00             |
| PO17-00668 | VOX Network Solutio | Network Equipment Setup for Avaya Phone System    | 029      | 01       | UNRESTRICTED R       | 6,729.41           |
| PO17-00669 | Edges Electrical Gr | Emergency Lights GHS                              | 009      | 01       | Ongoing & Major      | 8,338.30           |
| PO17-00670 | Property Restoratio | Lunch Shelter - Board Approved 9/21/2016          | 021      | 01       | Supplemental         | 54,415.42          |
| PO17-00671 | Moharch Behavior SI | Consultant Agreement - Board Approved 12/14/2016  | 029      | 01       | Ment Health          | 50,000.00          |
| PO17-00672 | CUE INC             | Cue National Conf                                 | 029      | 01       | UNRESTRICTED R       | 370.00             |
| PO17-00673 | Miracle Springs Res | Cue National Conf                                 | 029      | 01       | UNRESTRICTED R       | 657.16             |
| PO17-00674 | ThinkWrite Technolo | Headphones  | 021      | 01       | CTE Incent Prog      | 769.70             |
| PO17-00675 | Marriott Riverside  | Hotel for Tobias Lopez                            | 029      | 01       | Supplemental         | 561.96             |
| PO17-00676 | zSpace Inc.         | Software Instructional Materials                  | 023      | 01       | State Lottery        | 18,165.00          |

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| PO Number  | Vendor Name         | Requisition Information                      | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|---------------------|--|----------|----------|----------------------|--------------------|
| PO17-00677 | North Salinas High  | BBB Varsity Tournament Fee                   | 021      | 01       | UNRESTRICTED R       | 325.00             |
| PO17-00678 | OFFICE DEPOT BUSINE | Instructional Supplies for Computer Classes  | 023      | 01       | State Lottery        | 2,000.00           |
| PO17-00679 | CDW-G               | Instructional Supplies for Computer Classes  | 023      | 01       | State Lottery        | 5,552.04           |
| PO17-00680 | APPERSON            | Scantron Forms                               | 023      | 01       | State Lottery        | 341.38             |
| PO17-00681 | International Green | Portable steel benches                       | 023      | 01       | CTE Incent Prog      | 3,761.38           |
| PO17-00682 | OFFICE DEPOT BUSINE | Box of Copy Paper                            | 021      | 01       | State Lottery        | 1,941.10           |
| PO17-00683 | Supreme School Supp | Office Request Pass                          | 023      | 01       | State Lottery        | 118.93             |
| PO17-00685 | NASCO               | Math Supplies                                | 021      | 01       | Lottery: Instr       | 1,058.70           |
| PO17-00686 | OFFICE DEPOT BUSINE | Math Supplies                                | 021      | 01       | Lottery: Instr       | 562.03             |
| PO17-00687 | School Savers Corp  | Math Supplies                                | 021      | 01       | Lottery: Instr       | 473.27             |
| PO17-00688 | The Markerboard Peo | Math Supplies                                | 021      | 01       | Lottery: Instr       | 233.89             |
| PO17-00689 | Silke Communication | Two-Way Radios                               | 029      | 01       | UNRESTRICTED R       | 376.05             |
| PO17-00690 | GRAINGER INC,W W    | Network Cables for New Phones                | 029      | 01       | UNRESTRICTED R       | 3,266.26           |
| PO17-00691 | TEACHERS DISCOVERY  | Instructional Materials for French Classes   | 023      | 01       | State Lottery        | 124.64             |
| PO17-00692 | BookPal, LLC        | Intrucltional Materials for LinkCrew Classes | 023      | 01       | State Lottery        | 1,953.46           |
| PO17-00693 | CDW-G               | Firewall Renewal                             | 029      | 01       | UNRESTRICTED R       | 1,150.00           |
| PO17-00694 | SCHOOL SERVICES OF  | Governor's Budget Update - May Revision      | 029      | 01       | UNRESTRICTED R       | 330.00             |
| PO17-00695 | In The News, Inc.   | Plaque with Logo                             | 029      | 01       | UNRESTRICTED R       | 177.00             |
| PO17-00696 | Loop1 Systems, Inc  | Solarwinds Training                          | 029      | 01       | UNRESTRICTED R       | 5,000.00           |
| PO17-00697 | VERIZON WIRELESS SV | MOT Phone Replacement                        | 029      | 01       | UNRESTRICTED R       | 60.69              |
| PO17-00698 | Pearson Assessment  | Peason assessment Beery vmi                  | 022      | 01       | Special Educati      | 490.22             |
| PO17-00699 | FLAGHOUSE INC       | materials sped--putty kit                    | 022      | 01       | Special Educati      | 22.11              |
| PO17-00700 | In The News Inc     | Honor Roll Plaque & Banner                   | 021      | 01       | State Lottery        | 324.00             |
| PO17-00701 | OFFICE DEPOT BUSINE | Toner Supplie For Library                    | 021      | 01       | State Lottery        | 390.49             |
| PO17-00702 | Riddell All America | Recondition Pads & Helmets                   | 021      | 01       | UNRESTRICTED R       | 5,847.92           |
| PO17-00703 | FLINN SCIENTIFIC IN | Science Supplies                             | 021      | 01       | State Lottery        | 97.98              |
| PO17-00704 | CA Ag Teachers' Ass | Ag CATA                                      | 021      | 01       | Agricultural Vo      | 600.00             |
| PO17-00705 | APPLE COMPUTER      | Communication app for sped student           | 029      | 01       | Special Educati      | 250.00             |
| PO17-00706 | DELL MARKETING LP   | PLTW Laptops                                 | 029      | 01       | UNRESTRICTED R       | 3,763.06           |
| PO17-00707 | J. W. Pepper        | Music Supplies                               | 021      | 01       | Other Local          | 269.33             |
| PO17-00708 | MCOE                | Mathematical Mindsets                        | 029      | 01       | IASA-Title I Ba      | 1,375.00           |
| PO17-00710 | Wolf & Associates   | Engineering 3D Printers                      | 029      | 01       | Supplemental         | 14,834.57          |
| PO17-00711 | Western Psychologic | Protocols sped ed                            | 022      | 01       | Special Educati      | 355.98             |
| PO17-00712 | DELL MARKETING LP   | Screen Replacement                           | 029      | 01       | State Lottery        | 421.99             |
| PO17-00713 | Arbitersports       | ArbeterGame Group Membership                 | 023      | 01       | UNRESTRICTED R       | 435.00             |
| PO17-00714 | EL Achieve          | EL Achieve Symposium                         | 029      | 01       | IASA-Title I Ba      | 445.00             |
| PO17-00716 | CCSESA              | CISC Leadership 2017 Diana Jimenez           | 029      | 01       | NCLB Title II,       | 450.00             |
| PO17-00717 | Ira Sachnoff        | Security workshop                            | 029      | 01       | State Lottery        | 500.00             |

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| PO Number  | Vendor Name          | Requisition Information                          | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|----------------------|--|----------|----------|----------------------|--------------------|
| PO17-00718 | McGraw-Hill Educati  | Teachers edition glencoe literature              | 022      | 01       | Lottery: Instr       | 509.10             |
| PO17-00719 | WestAir Gases & Equ  | Power Welders                                    | 021      | 01       | CTE Incent Prog      | 9,901.50           |
| PO17-00720 | Dale Scott & Compan  | Continuing Disclosure                            | 029      | 01       | UNRESTRICTED R       | 8,000.00           |
| PO17-00721 | Pearson Learning Gr  | TextBooks  | 021      | 01       | Lottery: Instr       | 4,605.46           |
| PO17-00722 | S Tech Consulting L  | Mold Assessments-Ventana Campus and GHS Restroom | 009      | 01       | Ongoing & Major      | 5,400.00           |
| PO17-00723 | Stromberg's Unlimit  | Incubator Accessories                            | 021      | 01       | CCPT Grant           | 408.92             |
| PO17-00724 | OFFICE DEPOT BUSINE  | Instructional Materials for Math Dept.           | 023      | 01       | State Lottery        | 2,832.43           |
| PO17-00725 | San Lorenzo Lumber   | LUMBER TO FOR VENTANA PORTABLE B                 | 023      | 01       | Ongoing & Major      | 759.58             |
| PO17-00726 | OMGA, Inc            | Repair for Equipment                             | 021      | 01       | CTE Incent Prog      | 97.01              |
| PO17-00727 | Valley Athletic      | Field Marking Paint                              | 009      | 01       | UNRESTRICTED R       | 1,130.43           |
| PO17-00728 | Baileigh Industrial  | Ag material                                      | 021      | 01       | CTE Incent Prog      | 2,367.96           |
| PO17-00729 | Paxton Patterson LL  | Ag Material                                      | 021      | 01       | CTE Incent Prog      | 7,097.40           |
| PO17-00730 | Ellis MFG Co, Inc    | Ag Material                                      | 021      | 01       | CTE Incent Prog      | 4,040.00           |
| PO17-00731 | Loda Enterprises In  | Ag Material                                      | 021      | 01       | CTE Incent Prog      | 4,706.15           |
| PO17-00733 | CITY OF KING         | Pool Rental/Expenses                             | 021      | 01       | UNRESTRICTED R       | 7,500.00           |
| PO17-00734 | Generation Ready In  | Professional Svc Generation Ready                | 029      | 01       | IASA-Title I Ba      | 15,000.00          |
| PO17-00735 | National Steinbeck   | Books  | 021      | 01       | Lottery: Instr       | 1,375.00           |
| PO17-00736 | Dolce Hayes Mansion  | CABE hotel                                       | 029      | 01       | Supplemental         | 837.72             |
| PO17-00737 | OFFICE DEPOT BUSINE  | copy paper sped                                  | 022      | 01       | Special Educati      | 320.52             |
| PO17-00738 | Textbook Warehouse   | Pinn charter textbooks approved                  | 022      | 09       | State Lottery        | 1,013.73           |
| PO17-00739 | Center for Ed & Emp  | sped-stu with disabi& sped edu laws              | 022      | 01       | Special Educati      | 346.55             |
| PO17-00740 | Central Coast Secti  | 2017-18 Rulebooks                                | 021      | 01       | UNRESTRICTED R       | 291.50             |
| PO17-00741 | Aztec Software Asso  | aztec kaplan hiset prep solutions                | 022      | 11       | Adult Ed Block       | 6,630.47           |
| PO17-00742 | Trigon Sports Inter  | Athletic Equipment and Supplies                  | 023      | 01       | UNRESTRICTED R       | 5,171.39           |
| PO17-00743 | Textbook Warehouse   | approved literature student textbooks            | 022      | 01       | State Lottery        | 318.26             |
| PO17-00744 | Rolanne Benjamine    | PLTW Inventor Workshop                           | 029      | 01       | Other Local          | 428.98             |
| PO17-00745 | The Bach Company     | Calculators for Math Dept.                       | 023      | 01       | IASA-Title I Ba      | 9,485.47           |
| PO17-00746 | Clarion Hotel Anahe  | CABE 2017  | 029      | 01       | Supplemental         | 263.13             |
| PO17-00747 | Diana Jimenez        | CABE 2017  | 029      | 01       | Supplemental         | 508.63             |
| PO17-00748 | Portofino Inn & Sui  | CABE 2017  | 029      | 01       | Supplemental         | 638.85             |
| PO17-00749 | Dariana Sanchez      | CABE 2017  | 029      | 01       | Supplemental         | 200.00             |
| PO17-00750 | Portofino Inn & Sui  | CABE 2017  | 029      | 01       | Supplemental         | 638.85             |
| PO17-00751 | Portofino Inn & Sui  | CABE 2017- Angelica Ibarra                       | 029      | 01       | Supplemental         | 638.85             |
| PO17-00752 | TMT Enterprises, In  | Open PO for Candlestick Mix. See instructions.   | 023      | 01       | UNRESTRICTED R       | 5,000.00           |
| PO17-00753 | MCOE                 | SPED workshop                                    | 029      | 01       | Special Educati      | 170.00             |
| PO17-00754 | CA Ass'n for Billing | 2017 Cabe  | 029      | 01       | Supplemental         | 8,085.00           |
| PO17-00755 | Rosa Velazquez       | CABE Conference 2017                             | 029      | 01       | Supplemental         | 616.72             |
| PO17-00756 | Angelica Ibarra      | CABE Conference 2017                             | 029      | 01       | Supplemental         | 200.00             |
| PO17-00757 | Portofino Inn & Sui  | CABE Conference 2017                             | 029      | 01       | Supplemental         | 638.85             |

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## Description

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| PO Number  | Vendor Name         | Requisition Information                      | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|---------------------|--|----------|----------|----------------------|--------------------|
| PO17-00758 | Carlos De Jesus Rey | CABE Conference 2017                         | 029      | 01       | Supplemental         | 200.00             |
| PO17-00759 | Portofino Inn & Sui | CABE Conference 2017                         | 029      | 01       | Supplemental         | 638.85             |
| PO17-00760 | Kathy Rodriguez     | CABE Conference 2017                         | 029      | 01       | Supplemental         | 200.00             |
| PO17-00761 | Patricia Sifuentes  | CABE Conference 2017                         | 029      | 01       | Supplemental         | 200.00             |
| PO17-00762 | Mission Trail Athle | NFHS Rule Book Order for 2017-18             | 023      | 01       | UNRESTRICTED R       | 471.50             |
| PO17-00763 | Portofino Inn & Sui | CABE Conference 2017                         | 029      | 01       | Supplemental         | 919.65             |
| PO17-00764 | Pacific Coast Sport | Fill in Cross/track uniforms                 | 023      | 01       | UNRESTRICTED R       | 1,182.00           |
| PO17-00765 | J. W. Pepper        | Instructional Materials for music classes    | 023      | 01       | State Lottery        | 439.09             |
| PO17-00766 | EL Achieve          | EL Achieve Symposium                         | 029      | 01       | IASA-Title I Ba      | 445.00             |
| PO17-00767 | Woodwind & Brasswin | Instructional Materials for music classes    | 023      | 01       | State Lottery        | 1,098.91           |
| PO17-00768 | PENINSULA SPORTS, I | Winter Sports Game Fees                      | 021      | 01       | UNRESTRICTED R       | 10,600.15          |
| PO17-00769 | County of Monterey  | MC free libraries-Adult ed classess          | 022      | 11       | Adult Ed Block       | 1,440.00           |
| PO17-00770 | Aeries Software Inc | Aeries Training                              | 029      | 01       | UNRESTRICTED R       | 935.00             |
| PO17-00771 | ALPHA AIR BALANCING | TESTING AND HVAC BALANCING DO                | 029      | 01       | Ongoing & Major      | 2,200.00           |
| PO17-00772 | CDW-G               | Network Switch Replacements                  | 029      | 01       | UNRESTRICTED R       | 4,339.21           |
| PO17-00773 | CSM CONSULTING INC  | ASB software                                 | 029      | 01       | UNRESTRICTED R       | 2,590.00           |
| PO17-00774 | Houghton Mifflin Ha | System 44 Licenses                           | 029      | 01       | IASA-Title I Ba      | 5,792.06           |
| PO17-00775 | ACCREDITING COMMISS | Creditation Embosser & Banner                | 021      | 01       | State Lottery        | 165.03             |
| PO17-00776 | MONTEREY COUNTY OFF | New History-Social Science                   | 029      | 01       | IASA-Title I Ba      | 100.00             |
| PO17-00777 | Janet Sanchez-Matos | CSUMB Teacher Recruitment Fair               | 029      | 01       | Supplemental         | 37.45              |
| PO17-00778 | Honor's Program, Th | Tassels & Cords For Class of 2017            | 021      | 01       | State Lottery        | 352.80             |
| PO17-00779 | Portofino Inn & Sui | CABE Conference 2017                         | 029      | 01       | Supplemental         | 638.85             |
| PO17-00780 | Heartland Payment S | Pin Pad Optical Scanner                      | 029      | 01       | UNRESTRICTED R       | 349.13             |
| PO17-00781 | Jose Fausto         | Reimbursements for CABE 2017                 | 029      | 01       | Supplemental         | 515.65             |
| PO17-00782 | CDW-G               | Tablet Covers                                | 029      | 01       | UNRESTRICTED R       | 5,421.13           |
| PO17-00783 | Monterey Bay System | Copier Lease                                 | 029      | 01       | State Lottery        | 3,795.31           |
| PO17-00784 | Monterey Bay System | Copier Lease                                 | 029      | 01       | State Lottery        | 1,998.49           |
| PO17-00785 | Musician's Friend,  | Software for Music Writing                   | 021      | 01       | State Lottery        | 466.02             |
| PO17-00786 | FLINN SCIENTIFIC IN | Science Supplies                             | 021      | 01       | State Lottery        | 675.23             |
| PO17-00787 | Cengage Learning    | Science Material                             | 021      | 01       | State Lottery        | 460.11             |
| PO17-00788 | J. W. Pepper        | Marching Band Music                          | 021      | 01       | Other Local          | 300.58             |
| PO17-00789 | Musician's Friend,  | Band Supplies                                | 021      | 01       | Other Local          | 1,294.50           |
| PO17-00790 | NorCal Recognition  | Graduation Material for Class of 2017        | 021      | 01       | State Lottery        | 3,576.80           |
| PO17-00791 | OFFICE DEPOT BUSINE | File Cabnets                                 | 021      | 01       | Other Local          | 312.83             |
| PO17-00793 | Riddell All America | Warmups for track/cross country              | 023      | 01       | UNRESTRICTED R       | 5,196.19           |
| PO17-00794 | VERIZON WIRELESS SV | Cell Phone and Data                          | 029      | 01       | UNRESTRICTED R       | 3,000.00           |
| PO17-00795 | Aeries Software Inc | Aeries Conference                            | 029      | 01       | State Lottery        | 775.00             |
| PO17-00796 | TheSignChef.com, In | Safe Haven District Signs                    | 029      | 01       | UNRESTRICTED R       | 688.32             |
| PO17-00797 | Teter, LLP          | Architectural Services Board App.<br>11-9-16 | 029      | 01       | UNRESTRICTED R       | 39,725.00          |

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| PO Number  | Vendor Name         | Requisition Information                       | Ord Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|---------------------|---|---------|----------|----------------------|--------------------|
| PO17-00798 | Angela Camarena     | CABE 2017                                     | 029     | 01       | Supplemental         | 200.00             |
| PO17-00799 | Gary Cohn           | New History-Social Science                    | 029     | 01       | IASA-Title I Ba      | 19.26              |
| PO17-00800 | Calixto Lopez       | CABE 2017                                     | 029     | 01       | Supplemental         | 200.00             |
| PO17-00801 | Janet Sanchez-Matos | Reimbursements for Janet Sanchez-Matos        | 029     | 01       | Supplemental         | 481.21             |
| PO17-00802 | Oscar Vales         | ERWC Training                                 | 029     | 01       | State Lottery        | 1,400.00           |
| PO17-00803 | APEX Learning       | apex for charter school Ventana               | 022     | 09       | EPA                  | 900.00             |
| PO17-00804 | Pro-ED, Inc.        | clopp-2 exam. booklet sped                    | 022     | 01       | Special Educati      | 162.67             |
| PO17-00805 | Cengage Learning    | edge books-PBCHS                              | 022     | 01       | IASA-Title I Ba      | 1,610.63           |
| PO17-00806 | BSN Sports / US Com | Baseball helmets, catchers gear, balls, & bat | 021     | 01       | UNRESTRICTED R       | 3,391.15           |
| PO17-00807 | SAFEWAY INC         | Project 2 Inspire Orientation                 | 029     | 01       | Supplemental         | 150.00             |
| PO17-00808 | Textbook Warehouse  | Biology text for charter                      | 022     | 09       | State Lottery        | 113.27             |
| PO17-00809 | VOX Network Solutio | Headset                                       | 029     | 01       | UNRESTRICTED R       | 271.11             |
| PO17-00810 | Faronics            | Deep Freeze Renewal                           | 029     | 01       | UNRESTRICTED R       | 1,925.00           |
| PO17-00811 | Cengage Learning    | library books--Edge                           | 022     | 01       | IASA-Title I Ba      | 10,697.16          |
| PO17-00812 | CA Assoc School Bus | CASBO training                                | 029     | 01       | UNRESTRICTED R       | 445.00             |
| PO17-00813 | CA Assoc School Bus | CASBO training                                | 029     | 01       | UNRESTRICTED R       | 445.00             |
| PO17-00814 | CA Assoc School Bus | CASBO training                                | 029     | 01       | UNRESTRICTED R       | 445.00             |
| PO17-00815 | S Tech Consulting L | King City Mechanical Upgrade Project          | 021     | 01       | Emergency Repai      | 3,600.00           |
| PO17-00816 | ASAP Signs & Printi | GHS Marquee                                   | 029     | 01       | Supplemental         | 2,926.30           |
| PO17-00817 | DELL MARKETING LP   | Monitor                                       | 029     | 01       | UNRESTRICTED R       | 342.28             |
| PO17-00818 | EL Achieve          | El Achieve                                    | 029     | 01       | Title III Limit      | 445.00             |
| PO17-00819 | The Row Hotel       | Hotel for EL Achieve                          | 029     | 01       | Title III Limit      | 572.50             |
| PO17-00820 | Ericka Radcliff     | Reimbursements for EL Achieve                 | 029     | 01       | Title III Limit      | 389.14             |
| PO17-00821 | Textbook Warehouse  | textbooks--charter school                     | 022     | 09       | State Lottery        | 318.26             |
| PO17-00822 | Teter, LLP          | Architectural Services GHS New Relos          | 009     | 25       | UNRESTRICTED R       | 41,222.50          |
| PO17-00823 | Watsonville High Sc | SB Watsonville JV & Varsity Tournaments       | 021     | 01       | UNRESTRICTED R       | 675.00             |
| PO17-00824 | Univ Enterprises Co | Courageous Creativity Conf for D. Moirao      | 029     | 01       | UNRESTRICTED R       | 485.00             |
| PO17-00825 | Uncaged Ergonomics  | Standing Desk Converter for Diana Jimenez     | 029     | 01       | UNRESTRICTED R       | 119.99             |
| PO17-00826 | CASAS-Comp Adult St | casas summer Institute--adult ed.             | 022     | 11       | Adult Ed Block       | 2,380.00           |
| PO17-00827 | Gilroy High School  | Avis Kelley T&F Invitational                  | 021     | 01       | UNRESTRICTED R       | 450.00             |
| PO17-00828 | Salinas High Track  | Bill Kearney Invitational Fees                | 021     | 01       | UNRESTRICTED R       | 50.00              |
| PO17-00829 | Los Gatos Athletic  | CCS Top 8 T&F Classic                         | 021     | 01       | UNRESTRICTED R       | 100.00             |
| PO17-00830 | Pacific Grove High  | Pacific Grove Rotary Invitational Fees        | 021     | 01       | UNRESTRICTED R       | 300.00             |
| PO17-00831 | North Salinas High  | North Salinas Relay Invitational Fees         | 021     | 01       | UNRESTRICTED R       | 250.00             |
| PO17-00832 | Christopher High Tr | Track and Field trip                          | 021     | 01       | UNRESTRICTED R       | 450.00             |
| PO17-00833 | EL Achieve          | CM Symposium- Sandra Busch                    | 029     | 01       | Title III Limit      | 445.00             |
| PO17-00834 | Anaheim Marriott Su | CASAS Summer institute                        | 029     | 11       | Adult Ed Block       | 571.05             |
| PO17-00835 | Anaheim Marriott Su | CASAS Summer institute for Irina              | 029     | 11       | Adult Ed Block       | 571.05             |

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 "-----" ordered.

ESCAPE ONLINE

Description

Includes Purchase Orders dated 01/01/2017 - 03/31/2017

| PO Number  | Vendor Name         | Requisition Information                          | Ord: Loc | Req Fund | Resource Description | Req Fund Order Amt |
|------------|---------------------|--|----------|----------|----------------------|--------------------|
| PO17-00836 | Anaheim Marriott Su | CASAS Summer institute for Michael               | 029      | 11       | Adult Ed Block       | 571.05             |
| PO17-00837 | California Western  | Smartboard Replacement Part                      | 029      | 01       | UNRESTRICTED R       | 177.29             |
| PO17-00838 | CA Assoc School Bus | CASBO Membership Fee                             | 029      | 01       | UNRESTRICTED R       | 190.00             |
| PO17-00839 | KING CITY GLASS     | Vandalism to 104-116                             | 021      | 01       | Ongoing & Major      | 1,263.75           |
| PO17-00840 | Atkinson Anderson   | Advanced Labor Negotiations for Claudia Arellano | 029      | 01       | UNRESTRICTED R       | 450.00             |
| PO17-00841 | Sandra Bruschi      | CM Symposium reimbursements for Sandra Bruschi   | 029      | 01       | Title III Limit      | 377.18             |
| PO17-00842 | Debora Benson       | Work Based Learning- Debora Benson               | 029      | 01       | Vocational Prog      | 91.49              |
| PO17-00843 | Comfort Suites      | Hotel for CA State Leadership Conference         | 029      | 01       | Vocational Prog      | 1,505.16           |
| PO17-00844 | Howard Johnson Anah | EL Achieve Symposium                             | 029      | 01       | IASA-Title I Ba      | 837.72             |
| PO17-00845 | Sacramento County O | AP summer workshop-prepaid expense               | 029      | 01       | Supplemental         | 750.00             |
| PO17-00846 | B.E. Publishing     | Workbook   | 021      | 01       | Vocational Prog      | 1,242.05           |
| PO17-00847 | CA Assoc School Bus | Job postings                                     | 029      | 01       | UNRESTRICTED R       | 150.00             |
| PO17-00848 | KING CITY GLASS     | Door Hardware                                    | 023      | 01       | Ongoing & Major      | 1,165.05           |
| PO17-00849 | Baudville, Inc.     | Certificates and seals for Athletic awards       | 023      | 01       | UNRESTRICTED R       | 960.92             |
| PO17-00850 | Sullivan Supply Inc | Materials for Ag Classes                         | 023      | 01       | Vocational Prog      | 461.86             |
| PO17-00851 | SHI International C | Microsoft Licensing                              | 029      | 01       | UNRESTRICTED R       | 6,754.50           |
| PO17-00852 | Novacoast Inc       | License Renewal                                  | 029      | 01       | UNRESTRICTED R       | 6,870.00           |
| PO17-00853 | CSU-Fresno Creative | Young Writer's Conference Registration           | 021      | 01       | State Lottery        | 270.00             |
| PO17-00854 | OFFICE DEPOT BUSINE | Office Chairs                                    | 021      | 01       | State Lottery        | 495.05             |
| PO17-00855 | Jones School Supply | AP Awards  | 021      | 01       | State Lottery        | 492.68             |
| PO17-00856 | TheSignChef.com, In | Safe Haven District Signs                        | 029      | 01       | UNRESTRICTED R       | 166.34             |
| PO17-00857 | S Tech Consulting L | Final Mold Test - Portable B                     | 023      | 01       | Ongoing & Major      | 1,600.00           |
| PO17-00858 | BENSON PLUMBING INC | Repair of Storage Tank                           | 000      | 01       | Ongoing & Major      | 5,200.00           |
| PO17-00859 | RG Fabrication, Inc | REPAIR OF STORAGE TANK                           | 000      | 01       | Ongoing & Major      | 1,763.98           |
| PO17-00860 | B.E. Publishing     | Social Media Essentials                          | 021      | 01       | Vocational Prog      | 807.71             |
| PO17-00861 | Growers Supply      | Sunblocker for Ag Class                          | 023      | 01       | Vocational Prog      | 442.26             |
| PO17-00862 | CDW-G               | Adult ed surfaces                                | 022      | 11       | Adult Ed Block       | 5,477.01           |
| PO17-00863 | Pro-ED, Inc.        | Reading material SPED-T.Torres                   | 022      | 01       | Special Educati      | 1,992.09           |
| PO17-00864 | Property Restoratio | Construction - Gate/Concrete                     | 022      | 01       | Supplemental         | 9,822.00           |
| PO17-00865 | OFFICE DEPOT BUSINE | Open PO sped materials                           | 022      | 01       | Special Educati      | 1,000.00           |
| PO17-00866 | SAFEWAY INC         | Open PO--medical suppl for students              | 022      | 01       | Special Educati      | 200.00             |
| PO17-00867 | Language Line Solut | Translator Services                              | 029      | 01       | Special Educati      | 5,000.00           |
| PO17-00868 | Silke Communication | Two-Way Radios                                   | 029      | 01       | UNRESTRICTED R       | 1,128.15           |
| PO17-00869 | AT&T                | FIBER LINES                                      | 000      | 01       | UNRESTRICTED R       | 21,504.00          |
| PO17-00870 | In The News Inc     | Honor Roll Plaque                                | 023      | 01       | State Lottery        | 160.78             |
| PO17-00871 | NorCal Recognition  | Diplomas, diploma covers, envelopes              | 023      | 01       | State Lottery        | 3,315.04           |
| PO17-00872 | VOX Network Solutio | Phone Headset                                    | 023      | 01       | State Lottery        | 263.56             |

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

**Includes Purchase Orders dated 01/01/2017 - 03/31/2017**

| PO Number    | Vendor Name         | Requisition Information                      | Ordr Loc | Req Fund | Resource Description | Req Fund Order Amt  |
|--------------|---------------------|--|----------|----------|----------------------|---------------------|
| PO17-00873   | La Plaza Bakery     | Open PO for Scholarship Banquet              | 023      | 01       | State Lottery        | 150.00              |
| PO17-00874   | SAFEWAY INC         | Open PO for Scholarhip Banquet               | 023      | 01       | State Lottery        | 250.00              |
| PO17-00875   | LA Hearne Company   | Open PO for livestock consumables            | 023      | 01       | Agricultural Vo      | 500.00              |
| PO17-00876   | HOME DEPOT/GECF     | Shelving for Classroom                       | 023      | 01       | CTE Incent Prog      | 645.43              |
| PO17-00877   | RMI-Airdyne, Econoc | Floral Walk-In Cooler                        | 023      | 01       | CTE Incent Prog      | 18,603.00           |
| PO17-00878   | USI Education & Gov | Film for Laminator machine                   | 023      | 01       | State Lottery        | 207.47              |
| PO17-00879   | International Green | Instructional materials for Ag Classes       | 023      | 01       | CTE Incent Prog      | 4,242.30            |
| PO17-00880   | Honor's Program, Th | Gold Tassels for Class of 2017               | 023      | 01       | State Lottery        | 281.98              |
| PO17-00881   | CDW-G               | Charge Device for new laptops for Ag Classes | 023      | 01       | CTE Incent Prog      | 2,507.58            |
| <b>Total</b> |                     |  |          |          |                      | <b>1,310,684.36</b> |

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~~

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

**SUBJECT:** Approval of Contracts

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

---

**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached are four contracts presented for approval:  
Mission Trails Regional Occupational Program  
The County Of Monterey, City of King, SMCJUHSD, King City USD  
Generation Ready  
Soledad USD – Regional Placements

Recommendation:

It is recommended that the Board of Education approve the four contracts.

Fiscal Impact:

Mission Trails Regional Occupational Program – No impact  
The County Of Monterey, City of King, SMCJUHSD, King City USD (three-year agreement) - \$60,429;  
\$61,882, \$63,373- LCAP Funds  
Generation Ready - \$42,500 Title II Categoricals  
Soledad USD – Regional Placements - \$155,456 (four placements) Special Education Funds

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

## SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

SUBJECT: Approval of Contracts

MEETING: April 18, 2017

AGENDA SECTION:

- ACTION
- INFORMATION
- ACTION/CONSENT

| <u>Description</u>                 | <u>Company or Contractor Name:</u>                            | <u>Contract Description</u> | <u>Original Contract Amount</u>                       | <u>Additional Contract Amount</u> | <u>Funding Source (s)</u> | <u>No Budget Adjustment Required</u> | <u>Requires Budget Adjustment (may impact)</u> | <u>Current Approval Amount</u>                        | <u>Fiscal Year</u>              |
|------------------------------------|---|-----------------------------|---|-----------------------------------|---------------------------|--------------------------------------|--|---|---------------------------------|
| Joint Exercise of Powers Agreement | Mission Trails Regional Occupational Program                  | Annual Renewal              | N/A   | N/A                               | N/A                       | N/A                                  | N/A  | N/A   | 2017-18                         |
| Memorandum of Understanding        | The County of Monterey, City of King, SMCJUHSD, King City USD | Probation Officer           | \$60,429;<br>\$61,882;<br>\$63,373 (3-year agreement) | N/A                               | LCAP Funds                | N/A                                  | N/A  | \$60,429;<br>\$61,882;<br>\$63,373 (3-year agreement) | 2017-18;<br>2018-19;<br>2019-20 |
| Professional Svcs Agreement        | Generation Ready  | Educational Consultant      | \$42,500  | N/A                               | Title II Categoricalcs    | N/A                                  | N/A  | \$42,500  | 2017-18                         |
| Individual Services Agreement      | Soledad USD   | Regional Placements         | \$155,456   | N/A                               | Special Education         | N/A                                  | N/A  | \$155,456   | 2017-18                         |

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

**SUBJECT:** Approval of Joint Powers Agreement with Mission Trails Regional Occupational Program

**MEETING:** April 18, 2017

**AGENDA SECTION:**

- ACTION
- INFORMATION
- ACTION/CONSENT

---

**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The SMCJUHSD has been a part of the Mission Trails Regional Occupational Program for multiple school years. Annually we must renew our Joint Powers Agreement to continue being a part of this consortium. It is this agency through which all of our Regional Occupational Programs (mostly Ag. More and more technology pathways) are funded.

Recommendation:

It is recommended that the Board of Education approve Joint Exercise Powers Agreement with the Mission Trails Regional Occupational Program.

Fiscal Impact:

This is the source that funds our Regional Occupational Programs in the district. This is revenue generating.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

**JOINT EXERCISE OF POWERS AGREEMENT  
FOR THE MISSION TRAILS REGIONAL OCCUPATIONAL PROGRAM**

This is an amended and restated joint exercise of powers agreement ("Agreement") by and between the CARMEL UNIFIED SCHOOL DISTRICT, GONZALES UNIFIED SCHOOL DISTRICT, MONTEREY PENINSULA UNIFIED SCHOOL DISTRICT, NORTH MONTEREY COUNTY UNIFIED SCHOOL DISTRICT, SOLEDAD UNIFIED SCHOOL DISTRICT, SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT (each, a "party" or "participating districts") and SALINAS UNION HIGH SCHOOL DISTRICT ("party" or "lead LEA") and collectively, the "parties" or "participating districts"). The effective date of this Agreement is July 1, 2017-June 30, 2018.

**RECITALS**

WHEREAS, the Parties previously entered in a Joint Exercise of Powers Agreement by which they created and established the Mission Trails Regional Occupational Program to develop, administer, and operate a regional occupational program ("ROP") throughout Monterey County; and

WHEREAS, the Parties now find it desirable to amend and restate that agreement to provide further clarity and conformity with administration of this Agreement.

NOW, THEREFORE, the Parties agree as follows:

**TERMS AND CONDITIONS**

1. ESTABLISHMENT. The parties to this Agreement have determined and declared that it is in the best public interest that these parties cooperate in the establishment of a Regional Occupational Program pursuant to Section 52300 through 52331 of the Education Code.

Section 52301 provides: "The county superintendent of schools of each county, with the consent of the State Board of Education, may establish and maintain, or with one or more counties may establish and maintain, at least one regional occupational center, or regional occupational program, in the county to provide education and training in vocational courses. The governing boards of any school district maintaining high schools in the county may, with the consent of the State Board of Education and of the county superintendent of schools, cooperate in the establishment and maintenance of a regional occupational center, or regional occupational program, except that if such a school district also maintains five hundred (500) or more schools its governing board may establish and maintain one or more regional occupational center, or regional occupational program, without such restrictions. A regional occupational center or regional occupational program may be established by two or more school districts maintaining high schools through the use of the staff and facilities of a community college or community colleges serving the same geographic area as the school districts maintaining the high schools, with the consent of the State Board of Education and the county superintendent of schools. The establishment and maintenance of a regional occupational center, or occupational program, by two or more school districts may be undertaken pursuant to Article 1 (commencing with Section 6500 of Chapter 5 of

Division 7 of Title 1 of the Government Code). If a school district or school districts establish and maintain such a regional occupational center, or regional occupational program, pursuant to this chapter, the county superintendent of schools may, with the consent of the State Board of Education, establish and maintain a separate regional occupational center or centers, or regional occupational program or programs."

It is the purpose of the parties to this Agreement to provide education in occupational areas and to enable a broader curriculum in said area while avoiding unnecessary duplication of courses and expensive training equipment.

2. TERM: The term of this Agreement shall be on a fiscal year basis to be automatically renewed from year to year subject to the provisions herein contained. The JPA agreement shall be brought to the Executive Board meeting for review each year.
3. LOCATION: Each participating district will choose the site or sites for all regional occupational programs it will conduct.
4. CAPITAL INVESTMENT: It is hereby mutually agreed that each participating district has or will make initial capital investments as necessary and desirable for all regional occupational programs that they plan to operate.
5. ADMINISTRATION:
  - a. It is agreed that there shall be an administrative body to be known as the ROP Board ("Board"), which will be the policy-making body and governing board of the JPA. The Board shall consist of two representatives from each of the participating districts, one of whom shall be a governing board member selected by and serving on the governing board of such district, and one of whom shall be an officer or employee of the participating district appointed by the superintendent of that participating district. The Board shall select its own officers, except that the superintendent of the Salinas Union High School District or designee shall serve as Chairperson of the Board. All of the powers of the JPA, except as may be expressly delegated to others pursuant to the provisions of applicable law, this Agreement or by direction of the Board, shall be exercised by and through the Board. Members of the Board shall not receive compensation for serving on the Board.

The Board may adopt bylaws for the conduct of meetings, the selection of a chair and vice chair, and any other matters necessary to perform its duties pursuant to this Agreement. The Board shall establish the time, place, and date of its regular meetings. A majority of the Board shall constitute a quorum for the transaction of business, except that less than a quorum may adjourn meetings from time to time.

The Board shall appoint a chief executive officer of the JPA, to be known as the Director. Said Director shall be accountable to the Board for the operation of the programs that are a part of the regional occupational program. Serving at the will of the Board and subject to its policies, rules, regulations and instructions, the Director



shall have the powers described in this Agreement and those delegated and assigned by the Board, including without limitation:

(i) To enforce all orders, rules and regulations adopted by the Board relating to the regulation, operation or control of educational programs, funds, facilities, and properties of the JPA.

(ii) To act as the Secretary of the Board. The Board may, at any time, appoint someone other than the Director as the Secretary of the Board in accordance with applicable law.

- b. Unless the Board directs otherwise, the JPA will be housed at offices made available for that purpose by the Salinas Union High School District. It is agreed that the Salinas Union High School District, as the fiscal agent of the Career Technical Education Incentive Grant, will receive an indirect fee not to exceed 5% to cover all administrative costs required to manage the grant. Payment of the JPA's budgeted administrative costs is authorized to be made by transfers of funds to be processed through the Monterey County Office of Education.
- c. The JPA shall have an administrative council that shall carry out the daily operations of the ROP programs. Such council shall consist of the participating district superintendent or his or her representative and the ROP Coordinator of each of the participating districts. The Director shall meet with the council members individually and as a group to carry out the daily operations of the ROP.
- d. Meetings. The Board shall hold at least six (6) regular meetings each year. The dates times and locations of regular meetings shall be set annually by resolution of the Board. The Board may also hold special meetings. All meetings of the Board shall be called, held and conducted in accordance with the terms and provisions of Title 5, Division 2, Part 1, Chapter 9 (Sections 54950 et seq.), of the California Government Code, or as said chapter may be modified by subsequent legislation

Except as otherwise provided or permitted by law, all meetings of the Board shall be open and public. The Board shall keep minutes of its meetings and transmit to the Board minutes of the meetings.

The director shall convene meetings of participating districts business officials prior to each regular Board meeting. The superintendent of each participating district shall designate the business official to represent the participating district. The purpose of the business officials meeting will be to review and set business-related agenda items for the next regular Board meeting. Such agenda items would include allocation reports, proposed contracts and agreements and any other fiscally relevant items. Meetings of the business officials shall be open and public unless otherwise provided. The director will provide a report of the each business officials meeting to the Board at its next regular meeting.

The director shall convene at least six (6) meetings of the administrative council (as described in section 5c). The purpose of the administrative council, whose members

will be known as District Coordinators, will be to provide for the daily operations of the ROP.

- e. Treasurer. There shall be a Treasurer of the JPA. Initially, the Treasurer of the JPA shall be the Monterey County Office of Education Treasurer. The Board may, at any time, appoint someone other than the Monterey County Treasurer as the Treasurer of the JPA in accordance with applicable law.
  - f. Controller. There shall be a Controller of the JPA. Initially, the Controller of the JPA shall be the Manager of Fiscal Services of the Salinas Union High School District. The JPA may, at any time, appoint someone other than the Manager of Fiscal Services of the Salinas Union High School District as the Controller of the JPA in accordance with applicable law. The Controller shall draw warrants to pay demands against the JPA when such demands have been approved by the Board or by any other person authorized to so approve such by this Agreement or by resolution of the Board. The Controller shall perform such duties as are set forth in this Agreement and such other duties as are specified by the Board. There shall be strict accountability of all funds and reporting of all receipts and disbursements. The Controller shall establish and maintain such procedures, funds and accounts as may be required by sound accounting practices. The books and records of the JPA in the hands of the Controller shall be open to inspection at all reasonable times by representatives of the parties to this Agreement.
  - g. Unless the Board directs otherwise, the JPA's annual fiscal year shall be from July 1 through the following June 30.
6. **ADMISSION AND RETENTION:** Any pupil eligible to attend a high school of any district party hereto is eligible to attend the regional occupational programs, subject to the following:
- a. General admission requirements as established by the administrative body in concurrence with the participating districts.
  - b. Preference for entrance into regional occupational program classes will be given to students from the operating districts.
  - c. Entrance into regional occupational programs for students from other than the operating district shall be on a space available basis.

Retention of pupils in the regional occupational program shall be governed by the policies established by the administrative body with the concurrence of the participating districts.

Mission Trails Regional Occupational Programs, the parties hereto or contracting agents, will not discriminate on the basis of race, color, national origin, sex, handicap or age, in employment, enrollment or attendance, in any of its educational programs and activities.

Provisions will be made to accommodate students of limited English proficiency or physical handicap in all vocational programs.

7. **CONTRACTING WITH OUTSIDE AGENCIES:** It is hereby agreed and stipulated by each of the participating parties hereto that any of the participating districts may contract with a community college, non-profit organization or private agency for facilities and/or instruction if the needs of the students would best be served in this manner, and if it is in the best interest of the ROP. Contracts affecting more than a single district shall be approved by the Board before being approved by a participating district.
8. **PRORATION OF COST:**
  - a. Participating districts shall establish and submit a budget for each program that is a part of the regional occupational program. This budget will be submitted to the Director by June 1. The format for the budget will be uniform for all districts.
  - b. The district of attendance shall collect and report any required data for the purpose of meeting local, state and federal funding requirements.
9. **AUDIT:**
  - a. JPA Audit - The JPA is responsible for compliance with the requirements of Education Code Section 41023 (effective January 1, 1989). Education Code Section 41023 requires that all JPA's consisting solely of school districts are subject to the same audit reporting requirements applicable to local educational agencies (primarily Education Code Sections 14505 and 41020). The JPA shall fulfill these requirements through the individual audits performed by each participating district as described below.
  - b. District Audit - Each participating district will be responsible at its expense, for compliance with requirements of Education Code Section 41020 for annual financial audits and reports covering regional occupational programs conducted by the district, in accordance with the standards set forth in the publication Standards and Procedures for Audits of California Local Educational Agencies.
10. **REVENUES AND ALLOCATIONS**
  - a. Allocation of Funds Allocation of funding will be determined by the requirements of each grant application.
11. **TRANSPORTATION:** Each participating district is to provide transportation at its expense for students transported to another participating district's program.
12. **LIABILITY:** It is hereby agreed and stipulated by each of the participating parties hereto, as authorized by Section 895.6, Government Code, that each participating party shall assume total liability for injury to its participating students due to any negligent or wrongful acts or

omissions occurring in the performance of this Agreement, without right of indemnification or contribution from each of the other participating parties. In this connection it is further stipulated, recognized and agreed that the County Superintendent of Schools is not a party to this Agreement, but is a consenting agency required by Section 52301, Education Code.

13. **MEDIATION:** It is mutually agreed hereby that whenever an unresolved dispute arises as to any matter concerning the operation or program of the regional occupational program, it shall be submitted to the administrative council and participating district business officials for discussion and a recommended decision to the Board. The Board shall adopt a final decision regarding the dispute.

14. **WITHDRAWAL:** It is hereby agreed that withdrawal by any participating district shall be on an orderly basis.

a. Preliminary Notice of Intent to Withdraw

Any participating District considering withdrawal from this Agreement must provide a written Preliminary Notice of Intent to Withdraw to all Participating Districts, to the MTROP Board, and Director no later than May 31, effective June 30, of the following fiscal year. The Preliminary Notice shall be in the form of a resolution adopted by the withdrawing Participating District's governing board. The Preliminary Withdrawal Notice must describe with particularity the withdrawing party's reasons for its intent to withdraw. The Director shall submit the withdrawing party's reasons for withdrawal to the mediation process outlined in Section 14 of this Agreement.

b. Actual Notice of Withdrawal

After exhausting the dispute resolution process provided in this Agreement, a Participating District may withdraw from this Agreement by giving written notice to all Participating Districts, the MTROP Board and Director no later than December 31 of the fiscal year preceding withdrawal. The withdrawing Participating District must notify all of the Participating Districts' governing boards, the MTROP Board, and the Director, no later than December 31 of its intent to withdraw effective June 30 of the current fiscal year. The written withdrawal notice shall be in the form of a resolution adopted by the withdrawing Participating District's governing board. In order to constitute adequate and sufficient actual notice of withdrawal under this Agreement, the resolution shall affirmatively state that the withdrawing district shall withdraw effective June 30 of the current fiscal year. A resolution stating that the withdrawing district "may" withdraw shall not satisfy this section. If the actual notice to withdraw is not received by December 31, the intent to withdraw becomes null and void.

c. Land, improvements and equipment purchased for the occupational programs shall be the property of and remain with the withdrawing district.

15. **ADMISSION:** A public school district not currently served by MTROP may apply for admission to the JPA. The application to become a participating district would need to be submitted in the form of a letter and specify the number of students in grades 9-12, ROP courses to be offered and include a copy of a resolution to apply for admission to the JPA by the applying district's Board of Trustees along with a copy of the district's Career Technical Education Plan. The applying district also would need to provide a written plan on how it would adhere to ROCP guidelines as set forth

by the California Department of Education. The completed application for admission to the JPA would be considered along with its expected fiscal impact on the JPA and voted upon by the MTROP Board. The Board may set specific terms or requirements for admission to the JPA. A 2/3 approval vote would be required for approval.

16. **ASSIGNMENT:** Neither the JPA nor any participating district shall assign or subcontract any of its obligations, rights, or duties under this Agreement without prior written consent of the other parties. Any assignment or subcontract made without such prior written consent shall be void.
17. **NOTICES:** Notices and other communications under this Agreement to the participating districts shall be sufficient if delivered to the clerk of the governing board of each participating district.
18. **VENUE:** Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Monterey.
19. **COUNTERPARTS:** This Agreement may be signed in one or more counterparts, each of which when signed, irrespective of the date signed and delivered, will be deemed to constitute one instrument. Facsimile signature pages transmitted to other parties to this Agreement shall be deemed equivalent to original signatures on counterparts.
20. **ENTIRE AGREEMENT:** This Agreement, including all attached Exhibits, if any, contains the entire understanding between the parties concerning the matters described in this Agreement. This Agreement supersedes all prior understandings, negotiations, agreements, representations, correspondence and documents relating to the matters contained in this Agreement.
21. **SEVERABILITY:** The provisions of this Agreement are severable. The invalidity or unenforceability of any one provision in this Agreement shall not affect the other provisions.
22. **INTERPRETATION:** The participating districts acknowledge that this Agreement in its final form is the result of the combined efforts of the participating districts and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against any participating district, but rather by construing the terms in accordance with their generally accepted meaning.
23. **WAIVER:** The waiver of any breach of any term, covenant, or condition shall not be deemed to be a waiver any subsequent breach of the same, or any other term, covenant, or condition herein contained.
24. **WARRANTY OF AUTHORITY.** Each of the persons signing this Agreement represents and warrants that such person has been duly authorized to sign this Agreement on behalf of the party indicated, and each of the parties by signing this Agreement warrants and represents that such party is legally authorized and entitled to enter into this Agreement.
25. **AMENDMENTS:** This Agreement may be amended by mutual agreement of all districts party hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of May 3, 2017.

CARMEL UNIFIED SCHOOL DISTRICT  
of Monterey County

SALINAS UNION HIGH SCHOOL  
DISTRICT of Monterey County

By \_\_\_\_\_  
Superintendent

By \_\_\_\_\_  
Superintendent

GONZALES UNIFIED SCHOOL  
DISTRICT of Monterey County

SOLEDAD UNIFIED SCHOOL DISTRICT  
of Monterey County

By \_\_\_\_\_  
Superintendent

By \_\_\_\_\_  
Superintendent

MONTEREY PENINSULA UNIFIED  
SCHOOL DISTRICT of Monterey County

SOUTH MONTEREY COUNTY JOINT UNION HIGH  
SCHOOL DISTRICT of Monterey County

By \_\_\_\_\_  
Superintendent

By \_\_\_\_\_  
State Administrator

NORTH MONTEREY COUNTY UNIFIED  
SCHOOL DISTRICT of Monterey County

MONTEREY COUNTY SUPERINTENDENT  
OF SCHOOLS, as consenting agency only

By \_\_\_\_\_  
Superintendent

By \_\_\_\_\_  
Superintendent

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

**SUBJECT:** Approval MOU with Probation Department

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The City of King, King City Union, the Monterey County Probation Department and South Monterey County has formed a joint partnership to provide a full time Probation Officer to King City Union School District and SMCJUHSD. Two thirds of the time would be devoted to supporting King City High School and one-third of the time would be in the KCUSD.

The city is unable to provide us with a Security Reserve Officer (SRO), and having a Probation Officer will provide the school with inside information about our students that will assist in maintaining a safe and secure campus.

Recommendation:

It is recommended that the Board of Education approve the Memorandum of Understanding among the County of Monterey, the City of King, South Monterey County Joint Union High School District and King City Union School District.

Fiscal Impact:

This will be a part of the LCAP to reinforce the goal of a safe campus. 2017-18 \$60,429; 2018-2019 \$61,882; 2019-2020 \$63,373.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE COUNTY OF MONTEREY,  
CITY OF KING,  
SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT,  
AND  
KING CITY UNION SCHOOL DISTRICT**

This Memorandum of Understanding (MOU) is between the County of Monterey (“County”), by and through the Monterey County Probation Department (“MCPD”), and a collaborative of three South County agencies (collectively: “South County Agencies”): the City of King (“King City”), the South Monterey County Joint Union High School District (“SMCJUHS D”), and the King City Union School District (“KCUSD”).

**PURPOSE**

This Memorandum of Understanding was developed by the Monterey County Probation Department, hereafter known as **MCPD**, and a collaborative of three agencies, hereafter known as **South County Agencies**: the City of King, hereafter known as **KING CITY**, the South Monterey County Joint Union High School District, hereafter known as **SMCJUHS D**, and the King City Union School District, hereafter known as **KCUSD**.

The purpose of this agreement is to provide a coordinated approach, utilizing available resources from both agencies, to closely monitor and supervise juvenile probationers and assist with at-risk students within South County school systems. All agencies believe that a campus-based probation officer will further this goal, and agree to collaborate by coordinating and providing the following services:

**A. PRINCIPLES OF AGREEMENT**

NOW, THEREFORE, the parties mutually agree to the following terms and conditions:

MCPD shall assign 1.00 FTE Deputy Probation Officer (DPO) II to school sites, specifically the King City High school and the Chalone Peaks Middle school, while this Agreement is in effect and in force.

The four partners will support the full cost of the Deputy Probation Officer II as detailed in the **Budget-Exhibit A** for each fiscal year of the program as follows:

- |  |     |
|--|-----|
| 1. Monterey County Probation Department                      | 25% |
| 2. City of King  | 25% |
| 3. South Monterey County Joint Union<br>High School District | 33% |
| 4. King City Union<br>School District                        | 17% |



The DPO will share his/her time on campus between the high school and the middle school, on average 2/3 at the King City High school and 1/3 at the Chalone Peaks Middle school.

Monterey County Probation Department agrees:

1. The duties of the assigned **Deputy Probation Officer II** shall be, but not necessarily limited to, the following:
  - a. Assist in the cooperative effort of probation and schools to closely monitor and supervise juvenile probationers attending specified schools and to improve behavior in the community, home and school;
  - b. Provide supervision of minors on formal and informal probation attending specific school campuses;
  - c. Impose and monitor programs of informal probation and other dispositional options for minors attending specified school campuses who commit crimes and are referred for Intake Services by MCPD;
  - d. Work closely with school administrators and assist faculty in monitoring and ensuring school attendance of probationers and other students attending the Middle School and High School;
  - e. Provide supportive services to the schools in the area of delinquency prevention and diversion;
  - f. Serve as resource person to the specified schools regarding dispositional options and assist the school in making appropriate referrals to collateral agencies or other components of the juvenile justice system;
  - g. Attend, as needed, regular interagency meetings of the participating agencies;
  - h. Coordinate with the King City Police Department on youth –related cases and incidents, collaborate on strategies to prevent acts of violence, and recommend/refer youth for consideration of participation in the City’s pre-diversion program;
  - i. The Deputy Probation Officer will be responsible for filing petitions, preparing court reports, making necessary court appearances, attend all scheduled annual trainings, and perform duties consistent with MCPD requirements;
  - j. If the assigned Deputy Probation Officer is unable to perform his/her duties for an extended period of time, the MCPD shall make a reasonable effort to provide an interim replacement.

The South County Agencies agree:

1. The South County Agencies shall remit an amount equal to a combined **75%** over the term of this agreement for each FY (FY17-18, FY 18-19 and FY 19-20), as detailed in **Exhibit A**,

payable in quarterly installments upon receipt of an invoice by the Probation Department, for the actual cost of the assigned officer, up to the maximum contract amount.

2. The Deputy Probation Officer is an employee of the Monterey County Probation Department that retains supervision responsibility.

The School Districts agree to:

1. Provide a secured work space, telephone, computer and necessary equipment to the Deputy Probation Officer assigned to the specified schools.

## **B. GENERAL PROVISIONS**

- a. To the extent permitted by law, MCPD and South County Agencies agree to share information regarding prospective and enrolled students of the campus-based probation program. The sharing of information relative to specific case histories, as permitted by law, is deemed essential to interagency collaboration. MCPD and South County Agencies acknowledge and agree any shared confidential information shall not be released, disclosed, or otherwise made available to any individual or organization other than the designated personnel for this MOU.
- b. MCPD has the authority to arm the DPO, if it deems it necessary, to ensure officer safety in the performance of his/her duties.
- c. MCPD and South County Agencies shall work together in a cooperative manner to achieve the program's objectives. MCPD and South County Agencies will hold joint responsibility to maintain sufficient attendance and student enrollment numbers to adequately fund the level of service/support.

## **C. MUTUAL INDEMNIFICATION**

- a. Except as otherwise required by applicable law, MCPD and South County Agencies agree that each party shall be responsible for their own actions, including but not limited to any negligent and/or intentional acts and/or omissions of its officers, agents and employees; and neither party shall be responsible for the acts and/or omissions of the other. Each party therefore agrees to hold harmless and indemnify the other party against any and all claims, demands, suits, judgments, expenses and costs of any and every kind, insofar as it may legally do so, on account of the injury to or death of persons or loss of property arising in any manner out of the indemnifying party's performance of the terms of this MOU.
- b. During the term of this MOU, all parties shall take out and maintain: (a) commercial general liability insurance or a program of self-insurance, including but not limited to premises, personal injuries, products, and completed operations, with a combined single limit of not less than \$1,000,000 per occurrence and (b) workers' compensation insurance in accordance with California Labor Code section 3700 or an authorized program of self-insurance, with a minimum of \$1,000,000 per occurrence for employer's liability.

- c. During the performance of this MOU, South County Agencies shall be responsible for providing any statutory benefits and insurance to their respective employees related to the services provided by this MOU.
- d. No party shall assign, sell, mortgage, hypothecate or otherwise transfer its interest or obligations in this MOU without the prior consent of the other party.
- e. No alteration, modification, or variation of the terms of this MOU shall be valid unless made in writing and signed by the parties hereto. No oral understanding or agreement not incorporated herein shall be binding on either party hereto.

**D. TERM**

- a. The initial term of this MOU shall be from July 1, 2017 through June 30, 2020.
- b. If during the term of this MOU it is deemed necessary by any party, the agreement may be reviewed and thereafter revised by mutual consent. Any party may terminate this MOU upon giving at least thirty days written notice of such termination to the other parties. Upon such termination, MCPD shall be reimbursed for all services provided to the South County Agencies, up to and including the date of termination.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized representatives on the dates set forth below.

[Signatures on following page]

We, the undersigned, as authorized representatives of the **MONTEREY COUNTY PROBATION DEPARTMENT**, the **CITY OF KING**, the **SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT**, and the **KING CITY UNION SCHOOL DISTRICT** do hereby approve this document.

**MONTEREY COUNTY**

**CONTRACTORS**

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Marcia Parsons  
Chief Probation Officer

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Steven Adams, City Manager  
City of King

Dated:

Dated:

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Daniel R. Moirao, Superintendent  
South Monterey County Joint Union High  
School District

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Rory Livingston, Superintendent  
King City Union School District

Dated:

Dated:

*Approved as to Fiscal Provisions:*

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**Deputy Auditor/Controller**

Dated:

*Approved as to Liability Provisions:*

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**Risk Management**

Dated:

*Approved as to Form:*

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**Deputy County Counsel**

Dated:

# EXHIBIT A

County of Monterey - Probation Department  
 King City Campus Probation Officer Program  
 FY 2017-18 to FY 2019-20

**Salary & Benefits:**

Probation Officer II (1.0 FTE @ Step 7)

Salary  
 Benefits

**Total Salary and Benefits:**

|  | Program<br>Annual Budget<br>FY2017-18 | Program<br>Annual Budget<br>FY2018-19 | Program<br>Annual Budget<br>FY2019-20 |
|--|---------------------------------------|---------------------------------------|---------------------------------------|
|  | 93,372                                | 96,173                                | 99,058                                |
|  | 60,008                                | 61,208                                | 62,432                                |
|  | <u>153,380</u>                        | <u>157,381</u>                        | <u>161,490</u>                        |

**Services & Supplies & Vehicle Costs:**

Data Processing/ERP/Telcom Services (\$270 per workstation per mo)  
 Qty 1 workstation

Cell phone @ \$40 mo. (Qty 1)

Laboratory Services & Drug Testing Supplies

Office Supplies \$25 per month

Staff Training Charge \$42 per month

Vehicle Lease/Replacement Cost @\$372 per month  
 Vehicle Fuel @ \$300 mo.

**Total Services, Supplies and Vehicle Costs:**

**Sub Total:**

Administrative/Indirect Costs (10%)

**Grand Total**

|  |                |                |                |
|--|----------------|----------------|----------------|
|  | 3,244          | 3,244          | 3,244          |
|  | 480            | 480            | 480            |
|  | 500            | 500            | 500            |
|  | 300            | 300            | 300            |
|  | 504            | 504            | 504            |
|  | 4,464          | 4,464          | 4,464          |
|  | 3,600          | 3,600          | 3,600          |
|  | <u>13,092</u>  | <u>13,092</u>  | <u>13,092</u>  |
|  | 166,472        | 170,473        | 174,582        |
|  | 16,647         | 17,047         | 17,458         |
|  | <u>183,119</u> | <u>187,520</u> | <u>192,040</u> |

| CONTRIBUTIONS  | PERCENTAGE  | FY 17-18       | FY 18-19       | FY 19-20       |
|--|-------------|----------------|----------------|----------------|
| King City  | 25%         | 45,780         | 46,880         | 48,010         |
| South Monterey County Joint Union High School District | 33%         | 60,429         | 61,882         | 63,373         |
| King City Union School District                        | 17%         | 31,130         | 31,879         | 32,647         |
| Monterey County Probation                              | 25%         | 45,780         | 46,879         | 48,010         |
| <b>TOTAL</b>   | <b>100%</b> | <b>183,119</b> | <b>187,520</b> | <b>192,040</b> |

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

**SUBJECT:** Approval of Consultant Contract with Generation Ready for Equity Institute

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

As a school district we continue to recognize an achievement gap among our students. The real gap exists because there is an equity gap of expectations. Until we identify it, acknowledge it and work to eliminate it our achievement gap will continue to exist. To that end, during the 16-17 school year key members of the district staff (including all administrators) participated in an Equity Institute which our district hosted. During the 17-18 school year we wish to continue the Equity Institute in our district with a new cadre of key individuals (including all new administrators) and continue to assist and support the individuals who participated in this school year's Equity Institute.

Recommendation:

It is recommended that the Board of Education approve the consultant contract with Generation Ready to continue with the Equity Institute work in the district.


Fiscal Impact:

\$42,500 paid through Title II categorical funds.

Submitted By:

  
Diana M. Jiménez  
Director of Educational Services

Approved:

  
Daniel R. Moirao, Ed.D.  
Superintendent

**PROFESSIONAL SERVICES AGREEMENT**

**THIS PROFESSIONAL SERVICES AGREEMENT** (the "Agreement") is made as of **April 3, 2017** ("Effective Date") by and between Generation Ready Inc., a New York corporation located at 352 7<sup>th</sup> Avenue, Suite 12A, New York, NY 10001 ("Generation Ready"), and South Monterey Co Joint Union High School District, an institution located at 800 Broadway Street, King City, CA 93930 ("District"). Generation Ready and the District may be collectively referred to herein as the "Parties" or individually as a "Party."

1. **Term.** The District shall retain Generation Ready as educational consultants, trainers, and service providers for the period beginning **July 1, 2017** through **June 30, 2018** (the "Term"). The Term may be modified or extended only by mutual, written agreement of the Parties.
2. **Fee.** The fee for Services is **\$42,500**.
3. **Notice.** Any notice required or permitted to be given hereunder shall be in writing and shall be (i) delivered personally by hand, (ii) sent by registered or certified mail, or (iii) sent by a recognized qualified overnight delivery service (e.g., Federal Express). All such notices shall be sent postage prepaid to the addresses of each Party set forth below or to such other address or addresses as shall be designated in writing in the same manner:

**If to Generation Ready:**

Generation Ready Inc.  
 Attn: President  
 352 7th Avenue, Suite 12A, New York, NY 10001  
 Fax: 601-362-4217  
 Email: [Accountsreceivable@generationready.com](mailto:Accountsreceivable@generationready.com)

**If to the District:**

South Monterey Co Joint Union High School District  
 800 Broadway Street  
 King City, CA 93930

4. **Terms.** This Agreement and the Services are subject to the Generation Ready Inc. Standard Terms and Conditions ("Standard Terms") which are incorporated here by reference. The Standard Terms are located at: <http://www.generationready.com/standard-terms-and-conditions/>. District and Generation Ready agree that any additional terms contained in a Purchase Order are disclaimed and do shall not become part of the Agreement between the Parties. The Standard Terms and all other terms and conditions of the Agreement shall supersede any conflicting, contrary, or additional terms and conditions contained in a Purchase Order.



**Scope of Services**

**Cultural Proficiency Support for South Monterey Co Joint Union HS District**

Generation Ready will provide **17 days** (as outlined below) of consultation to assist the South Monterey County Joint Union High School District with on-going focused support for teachers and administrators to build an awareness of the components of cultural proficiency. This support will begin with a cultural proficiency symposium for the first cohort team which will consist of three days.

Support for district and site administrators and job embedded support for teachers (Equity Institute Cohort 1) – 7 on-site days

New Equity Institute for Cohort 2 – 8 Workshops

Classified Summer Professional Development – 2 Workshops

**Pricing Breakdown**

7 on-site days @ \$2,500/day = \$17,500

10 workshops @ \$2,500/day = \$25,000

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by the District and Generation Ready as of the date first set forth above.

**Generation Ready, Inc.**

BY:  \_\_\_\_\_

Name: Justin Serrano

Title: CEO

Date: \_\_\_\_\_

**South Monterey Co Joint Union High School District**

BY: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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

**SUBJECT:** Approval of Individual Services Agreement with Soledad USD      **MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Due to the high cost, the District is eliminating the Adult Transition Program at Greenfield High School. Starting the 2017/18 school year, we will be placing the students currently enrolled in our program, in a regional adult transition program at Soledad Unified School District. The attached is a single Individual Services Agreement representing the cost of one student. We will be placing four students at Soledad.

Recommendation:

It is recommended that the Board of Education approve the Individual Service Agreements for the placement of four students at Soledad Unified School District Regional Adult Transition Program.

Fiscal Impact:

The cost of each placement is \$38,864. The total cost is \$155,456.

The estimated savings from discontinuing the District's Adult Transition Program is \$206,542.

The total fiscal impact of transitioning to the regional program at Soledad USD is an estimated savings of \$51,086.

Submitted By:

Approved:



Sherrie S. Castellanos  
Chief Business Official



Daniel R. Moirao, Ed.D.  
Superintendent



# Monterey County Special Education Local Plan Area

## Regional Collaboration for Student Success

### Individual Services Agreement

This Individual Services Agreement ("ISA") is made and entered into effective August 14, 2017 between Soledad Unified School District and South Monterey County Joint Union School District in accordance with item 5 of the *Monterey County SELPA Agreement for Regional Operation of Special Education Programs*.

1. This ISA describes the services that the district of operation will provide to \_\_\_\_\_.
2. The district of operation will provide the following services:

| Service                               | Frequency/Duration | Projected Cost     |
|---------------------------------------|--------------------|--------------------|
| Special Class                         | 30 hrs. per week   | \$31,000.00        |
| Related Service: Speech and Language  | minutes per year   | \$3,000.00         |
| Related Service: Occupational Therapy | minutes per year   | \$2,000.00         |
| Related Service: Adaptive PE          | minutes per year   | \$2,864.00         |
| <b>TOTAL COSTS</b>                    |                    | <b>\$38,864.00</b> |

3. The district of operation shall provide the services set forth in item 2 beginning August 14, 2017.
4. This ISA shall terminate upon (check appropriate box):

- End of regular school year on June 7, 2018  
 End of extended school year on (insert date)

This ISA may be amended by mutual consent of the parties.

5. The services set forth in this ISA shall be provided by fully qualified personnel with the appropriate credential or license in accordance with all relevant state requirements and the student's IEP.
6. This ISA is intended to be interpreted consistent with the terms of the *Agreement for Regional Operation Special Education Programs*. In the event of any inconsistency between the two documents, the terms of the *Agreement for Regional Operation Special Education Programs* shall be controlling.

LEA OF OPERATION

LEA OF RESIDENCE

By:

By:

Anthony Miranda

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Director of Special Education

Director of Student Services

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

#### Agreement for Regional Operation of Special Education Programs

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

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

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

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

#### 1. Period Of Agreement

This Agreement is effective for the period beginning July 1, 2016 and ending June 30 2017. This Agreement may be renewed at the end of that period. This agreement may be amended by mutual consent of the parties.

#### 2. Purpose Of Agreement

This Agreement governs the maintenance of a system for delivery of specified services to individuals with exceptional needs whose primary disability is intellectual disability and who reside within the SELPA, and in accordance with the requirements of Education Code Section 56300 et seq.

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

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

#### 3. Definitions

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



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

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

#### 4. Compliance Assurances

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

#### 5. Individual Services Agreement

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

#### 6. Responsibilities of the LEA of Operation

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

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



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

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

#### 7. Responsibilities Of The LEA Of Residence

The LEA of residence is responsible for the following:

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

#### 8. Suspensions And Expulsions

When a student is being considered for disciplinary action that may result in a change of placement (suspension in excess of 10 days or expulsion), the LEA of operation shall notify the LEA of residence immediately. The LEA of operation will complete the manifestation determination, review or revise a behavior plan, if appropriate, and schedule an IEP team meeting to review the manifestation determination and behavior plan. Beginning on the 11<sup>th</sup> day of suspension, the LEA of residence will offer an alternative interim placement pending the outcome of any expulsion hearing. The LEA of residence will hold the expulsion hearing within 30 days. If the student is expelled, the



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

LEA of residence must provide for the student's educational needs during the period of expulsion

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

#### 9. Payment For Services

##### Regional Programs Operated by Monterey County Office of Education

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

##### Regional Programs Operated by a District

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

##### *Special Class*

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

##### *Related Services*

The operating expense for each related service provider assigned to the regional class shall be calculated (including salaries, benefits, specialized materials and equipment, personnel development, travel and conference, mileage).

An average hourly rate shall be established for each type of related service based upon



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

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

#### *Individual Services*

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

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

#### 10. Hold Harmless and Indemnification

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

#### 11. Insurance

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

#### 12. Dispute Resolution

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



## Monterey County Special Education Local Plan Area

### Regional Collaboration for Student Success

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

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

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

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

#### 13. Severability/Waiver

- a. If any provision of this Agreement is determined to be illegal, unenforceable, or invalid, such provision shall in no way affect the validity of any other provision in this Agreement.
- b. No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any





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## Regional Collaboration for Student Success

such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

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

Executed this 1st day of August, 2016

Soledad Unified School District  
LEA OF OPERATION

South Mnty. Cnty. Joint Union H.S.  
LEA OF RESIDENCE

By:

By:

Anthony Miranda  
Typed or Printed Name

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Director of Special Education  
Title

State Administrator  
Title

8/1/2016  
Date

\_\_\_\_\_  
Date

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

**SUBJECT:** Site Enrollment, Attendance and Referral Statistics

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

---

**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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. These reports are for the period of enrollment August through March, and for attendance and discipline January through March.

Recommendation:

This is information only.

Fiscal Impact:

Not Applicable

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Regular Program

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 1160       | 1160                                   | 22          | 1138                                    | 354                        | 970                                   | 20716  | 1090.32                       | 21686                                  | 95.53%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 1160       | 1160                                   | 22          | 1138                                    | 354                        | 970                                   | 20716  | 1090.32                       | 21686                                  | 95.53%                          |
| 2                                  | 9-12        | 19             | 1138                                   | 12         | 1150                                   | 16          | 1134                                    | 195                        | 1139                                  | 20516  | 1079.79                       | 21655                                  | 94.74%                          |
| <b>Month 2 Total</b>               |             | 19             | 1138                                   | 12         | 1150                                   | 16          | 1134                                    | 195                        | 1139                                  | 20516  | 1079.79                       | 21655                                  | 94.74%                          |
| 3                                  | 9-12        | 19             | 1134                                   | 9          | 1143                                   | 12          | 1131                                    | 233                        | 1127                                  | 20357  | 1071.42                       | 21484                                  | 94.75%                          |
| <b>Month 3 Total</b>               |             | 19             | 1134                                   | 9          | 1143                                   | 12          | 1131                                    | 233                        | 1127                                  | 20357  | 1071.42                       | 21484                                  | 94.75%                          |
| 4                                  | 9-12        | 15             | 1131                                   | 9          | 1140                                   | 16          | 1124                                    | 172                        | 955                                   | 15973  | 1064.87                       | 16928                                  | 94.36%                          |
| <b>Month 4 Total</b>               |             | 15             | 1131                                   | 9          | 1140                                   | 16          | 1124                                    | 172                        | 955                                   | 15973  | 1064.87                       | 16928                                  | 94.36%                          |
| 5                                  | 9-12        | 15             | 1124                                   | 7          | 1131                                   | 22          | 1109                                    | 81                         | 828                                   | 16056  | 1070.40                       | 16884                                  | 95.10%                          |
| <b>Month 5 Total</b>               |             | 15             | 1124                                   | 7          | 1131                                   | 22          | 1109                                    | 81                         | 828                                   | 16056  | 1070.40                       | 16884                                  | 95.10%                          |
| 6                                  | 9-12        | 9              | 1109                                   | 26         | 1135                                   | 12          | 1123                                    | 119                        | 705                                   | 9391   | 1043.44                       | 10096                                  | 93.02%                          |
| <b>Month 6 Total</b>               |             | 9              | 1109                                   | 26         | 1135                                   | 12          | 1123                                    | 119                        | 705                                   | 9391   | 1043.44                       | 10096                                  | 93.02%                          |
| 7                                  | 9-12        | 20             | 1123                                   | 8          | 1131                                   | 24          | 1107                                    | 322                        | 1762                                  | 20536  | 1026.80                       | 22298                                  | 92.10%                          |
| <b>Month 7 Total</b>               |             | 20             | 1123                                   | 8          | 1131                                   | 24          | 1107                                    | 322                        | 1762                                  | 20536  | 1026.80                       | 22298                                  | 92.10%                          |
| 8                                  | 9-12        | 19             | 1107                                   | 11         | 1118                                   | 17          | 1101                                    | 275                        | 1133                                  | 19834  | 1043.89                       | 20967                                  | 94.60%                          |
| <b>Month 8 Total</b>               |             | 19             | 1107                                   | 11         | 1118                                   | 17          | 1101                                    | 275                        | 1133                                  | 19834  | 1043.89                       | 20967                                  | 94.60%                          |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 1242       |  | 141         |   | 1751                       | 8619                                  | 143379   | 1062.07                       | 151998                                 | 94.33%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 1242       |  | 141         |   | 1751                       | 8619                                  | 143379   | 1062.07                       | 151998                                 | 94.33%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program H Home-Hospital

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 2          | 2                                      | 0           | 2                                       | 14                         | 0                                     | 24   | 1.26                          | 24                                     | 100.00%                         |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 2          | 2                                      | 0           | 2                                       | 14                         | 0                                     | 24   | 1.26                          | 24                                     | 100.00%                         |
| 2                                  | 9-12        | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 38   | 2.00                          | 38                                     | 100.00%                         |
| <b>Month 2 Total</b>               |             | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 38   | 2.00                          | 38                                     | 100.00%                         |
| 3                                  | 9-12        | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 38   | 2.00                          | 38                                     | 100.00%                         |
| <b>Month 3 Total</b>               |             | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 38   | 2.00                          | 38                                     | 100.00%                         |
| 4                                  | 9-12        | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 30   | 2.00                          | 30                                     | 100.00%                         |
| <b>Month 4 Total</b>               |             | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 30   | 2.00                          | 30                                     | 100.00%                         |
| 5                                  | 9-12        | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 30   | 2.00                          | 30                                     | 100.00%                         |
| <b>Month 5 Total</b>               |             | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 30   | 2.00                          | 30                                     | 100.00%                         |
| 6                                  | 9-12        | 9              | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 18   | 2.00                          | 18                                     | 100.00%                         |
| <b>Month 6 Total</b>               |             | 9              | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 18   | 2.00                          | 18                                     | 100.00%                         |
| 7                                  | 9-12        | 20             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 40   | 2.00                          | 40                                     | 100.00%                         |
| <b>Month 7 Total</b>               |             | 20             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 0                                     | 40   | 2.00                          | 40                                     | 100.00%                         |
| 8                                  | 9-12        | 19             | 2                                      | 1          | 3                                      | 0           | 3                                       | 14                         | 43                                    | 0  | 0.00                          | 43                                     | 0.00%                           |
| <b>Month 8 Total</b>               |             | 19             | 2                                      | 1          | 3                                      | 0           | 3                                       | 14                         | 43                                    | 0  | 0.00                          | 43                                     | 0.00%                           |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 3          |  | 0           |   | 28                         | 43                                    | 218  | 1.61                          | 261                                    | 83.52%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 3          |  | 0           |   | 28                         | 43                                    | 218  | 1.61                          | 261                                    | 83.52%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program I Independent Study

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 8          | 8                                      | 0           | 8                                       | 30                         | 25                                    | 97   | 5.11                          | 122                                    | 79.51%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 8          | 8                                      | 0           | 8                                       | 30                         | 25                                    | 97   | 5.11                          | 122                                    | 79.51%                          |
| 2                                  | 9-12        | 19             | 8                                      | 2          | 10                                     | 0           | 10                                      | 20                         | 38                                    | 132  | 6.95                          | 170                                    | 77.65%                          |
| <b>Month 2 Total</b>               |             | 19             | 8                                      | 2          | 10                                     | 0           | 10                                      | 20                         | 38                                    | 132  | 6.95                          | 170                                    | 77.65%                          |
| 3                                  | 9-12        | 19             | 10                                     | 1          | 11                                     | 0           | 11                                      | 4                          | 42                                    | 163  | 8.58                          | 205                                    | 79.51%                          |
| <b>Month 3 Total</b>               |             | 19             | 10                                     | 1          | 11                                     | 0           | 11                                      | 4                          | 42                                    | 163  | 8.58                          | 205                                    | 79.51%                          |
| 4                                  | 9-12        | 15             | 11                                     | 0          | 11                                     | 0           | 11                                      | 0                          | 19                                    | 146  | 9.73                          | 165                                    | 88.48%                          |
| <b>Month 4 Total</b>               |             | 15             | 11                                     | 0          | 11                                     | 0           | 11                                      | 0                          | 19                                    | 146  | 9.73                          | 165                                    | 88.48%                          |
| 5                                  | 9-12        | 15             | 11                                     | 0          | 11                                     | 7           | 4                                       | 0                          | 42                                    | 123  | 8.20                          | 165                                    | 74.55%                          |
| <b>Month 5 Total</b>               |             | 15             | 11                                     | 0          | 11                                     | 7           | 4                                       | 0                          | 42                                    | 123  | 8.20                          | 165                                    | 74.55%                          |
| 6                                  | 9-12        | 9              | 4                                      | 1          | 5                                      | 1           | 4                                       | 7                          | 14                                    | 24   | 2.67                          | 38                                     | 63.16%                          |
| <b>Month 6 Total</b>               |             | 9              | 4                                      | 1          | 5                                      | 1           | 4                                       | 7                          | 14                                    | 24   | 2.67                          | 38                                     | 63.16%                          |
| 7                                  | 9-12        | 20             | 4                                      | 0          | 4                                      | 2           | 2                                       | 23                         | 30                                    | 27   | 1.35                          | 57                                     | 47.37%                          |
| <b>Month 7 Total</b>               |             | 20             | 4                                      | 0          | 4                                      | 2           | 2                                       | 23                         | 30                                    | 27   | 1.35                          | 57                                     | 47.37%                          |
| 8                                  | 9-12        | 19             | 2                                      | 0          | 2                                      | 1           | 1                                       | 4                          | 34                                    | 0  | 0.00                          | 34                                     | 0.00%                           |
| <b>Month 8 Total</b>               |             | 19             | 2                                      | 0          | 2                                      | 1           | 1                                       | 4                          | 34                                    | 0  | 0.00                          | 34                                     | 0.00%                           |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 12         |  | 11          |   | 88                         | 244                                   | 712  | 5.27                          | 956                                    | 74.48%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 12         |  | 11          |   | 88                         | 244                                   | 712  | 5.27                          | 956                                    | 74.48%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program T SDC Transitional Program

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 7          | 7                                      | 0           | 7                                       | 0                          | 6                                     | 127  | 6.68                          | 133                                    | 95.49%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 7          | 7                                      | 0           | 7                                       | 0                          | 6                                     | 127  | 6.68                          | 133                                    | 95.49%                          |
| 2                                  | 9-12        | 19             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 3                                     | 130  | 6.84                          | 133                                    | 97.74%                          |
| <b>Month 2 Total</b>               |             | 19             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 3                                     | 130  | 6.84                          | 133                                    | 97.74%                          |
| 3                                  | 9-12        | 19             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 4                                     | 129  | 6.79                          | 133                                    | 96.99%                          |
| <b>Month 3 Total</b>               |             | 19             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 4                                     | 129  | 6.79                          | 133                                    | 96.99%                          |
| 4                                  | 9-12        | 15             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 2                                     | 103  | 6.87                          | 105                                    | 98.10%                          |
| <b>Month 4 Total</b>               |             | 15             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 2                                     | 103  | 6.87                          | 105                                    | 98.10%                          |
| 5                                  | 9-12        | 15             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 5                                     | 100  | 6.67                          | 105                                    | 95.24%                          |
| <b>Month 5 Total</b>               |             | 15             | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 5                                     | 100  | 6.67                          | 105                                    | 95.24%                          |
| 6                                  | 9-12        | 9              | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 1                                     | 62   | 6.89                          | 63                                     | 98.41%                          |
| <b>Month 6 Total</b>               |             | 9              | 7                                      | 0          | 7                                      | 0           | 7                                       | 0                          | 1                                     | 62   | 6.89                          | 63                                     | 98.41%                          |
| 7                                  | 9-12        | 20             | 7                                      | 0          | 7                                      | 1           | 6                                       | 9                          | 7                                     | 124  | 6.20                          | 131                                    | 94.66%                          |
| <b>Month 7 Total</b>               |             | 20             | 7                                      | 0          | 7                                      | 1           | 6                                       | 9                          | 7                                     | 124  | 6.20                          | 131                                    | 94.66%                          |
| 8                                  | 9-12        | 19             | 6                                      | 0          | 6                                      | 0           | 6                                       | 0                          | 14                                    | 100  | 5.26                          | 114                                    | 87.72%                          |
| <b>Month 8 Total</b>               |             | 19             | 6                                      | 0          | 6                                      | 0           | 6                                       | 0                          | 14                                    | 100  | 5.26                          | 114                                    | 87.72%                          |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 7          |  | 1           |   | 9                          | 42                                    | 875  | 6.48                          | 917                                    | 95.42%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 7          |  | 1           |   | 9                          | 42                                    | 875  | 6.48                          | 917                                    | 95.42%                          |

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Note - Fields not relatino to cumulative attendance are intentionally left blank.

# Greenfield High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program V Short Term Independent Study

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 2                                  | 9-12        | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 2 Total</b>               |             | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 3                                  | 9-12        | 19             | 0                                      | 2          | 2                                      | 2           | 0                                       | 18                         | 20                                    | 0  | 0.00                          | 20                                     | 0.00%                           |
| <b>Month 3 Total</b>               |             | 19             | 0                                      | 2          | 2                                      | 2           | 0                                       | 18                         | 20                                    | 0  | 0.00                          | 20                                     | 0.00%                           |
| 4                                  | 9-12        | 15             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 4 Total</b>               |             | 15             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 5                                  | 9-12        | 15             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 5 Total</b>               |             | 15             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 6                                  | 9-12        | 9              | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 6 Total</b>               |             | 9              | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 7                                  | 9-12        | 20             | 0                                      | 1          | 1                                      | 1           | 0                                       | 10                         | 10                                    | 0  | 0.00                          | 10                                     | 0.00%                           |
| <b>Month 7 Total</b>               |             | 20             | 0                                      | 1          | 1                                      | 1           | 0                                       | 10                         | 10                                    | 0  | 0.00                          | 10                                     | 0.00%                           |
| 8                                  | 9-12        | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 8 Total</b>               |             | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 3          |  | 3           |   | 28                         | 30                                    | 0  | 0.00                          | 30                                     | 0.00%                           |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 3          |  | 3           |   | 28                         | 30                                    | 0  | 0.00                          | 30                                     | 0.00%                           |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

# Greenfield High School

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2016-2017

## Discipline Distribution Report from 1/1/2017 to 3/31/2017

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| Code # and Name                                  | Total | Grade |    |    |    | Sex |    | Hispanic/Latino? | Race (Not Hispanic) |     |     |     |     |     |     |
|--|-------|-------|----|----|----|-----|----|------------------|---------------------|-----|-----|-----|-----|-----|-----|
|  |       | 9     | 10 | 11 | 12 | F   | M  | Y                | 100                 | 200 | 300 | 400 | 600 | 700 | 999 |
| 02 *Alcohol, Use of (E) 48900 (c)                | 8     | 5     | 2  | 1  | -  | -   | 8  | 8                | -                   | -   | -   | -   | -   | -   | -   |
| 04 *Assault (E) 48900 (a)(2)                     | 5     | 2     | 2  | 1  | -  | 2   | 3  | 5                | -                   | -   | -   | -   | -   | -   | -   |
| 07 *Drugs, Paraphernalia (E) 48900 (b)           | 1     | 1     | -  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 08 *Drugs, Possession of (E) 48900 (c)           | 3     | 1     | 2  | -  | -  | -   | 3  | 3                | -                   | -   | -   | -   | -   | -   | -   |
| 09 *Drugs, Sale of (E) 48900 (d)                 | 1     | -     | 1  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 10 *Drugs, Use of (E) 48900 (c)                  | 1     | -     | 1  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 18 *Property, Destruction of (E) 48900 (e)       | 3     | 2     | -  | -  | 1  | -   | 3  | 3                | -                   | -   | -   | -   | -   | -   | -   |
| 23 *Theft (E) 48900 (g)                          | 3     | 3     | -  | -  | -  | -   | 3  | 3                | -                   | -   | -   | -   | -   | -   | -   |
| 25 *Weapon, Possession of (E) 48900 (h)          | 5     | 4     | 1  | -  | -  | -   | 5  | 5                | -                   | -   | -   | -   | -   | -   | -   |
| 33 Academic Code Violation (Cheating)            | 1     | -     | 1  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 36 Behavior, Defiance (E) 48900 (i)              | 46    | 25    | 19 | 1  | 1  | 6   | 40 | 46               | -                   | -   | -   | -   | -   | -   | -   |
| 37 Behavior, Disobedience (E) 48900 (j)          | 4     | 4     | -  | -  | -  | -   | 4  | 4                | -                   | -   | -   | -   | -   | -   | -   |
| 38 Behavior, Disruptive (E) 48900 (k)            | 23    | 14    | 5  | 2  | 2  | 4   | 19 | 22               | -                   | -   | -   | -   | -   | 1   | -   |
| 39 Behavior, Inappropriate (E) 48900 (l)         | 54    | 25    | 23 | 5  | 1  | 9   | 45 | 54               | -                   | -   | -   | -   | -   | -   | -   |
| 41 Class Rules, Violation of                     | 5     | 3     | 2  | -  | -  | 1   | 4  | 5                | -                   | -   | -   | -   | -   | -   | -   |
| 42 Class, Leave without Permission               | 6     | 3     | 2  | 1  | -  | 1   | 5  | 6                | -                   | -   | -   | -   | -   | -   | -   |
| 45 Dangerous Object                              | 4     | 4     | -  | -  | -  | -   | 4  | 4                | -                   | -   | -   | -   | -   | -   | -   |
| 47 Disruption of School Activities (E) 48900 (m) | 3     | 1     | -  | 2  | -  | 3   | -  | 2                | -                   | -   | -   | -   | 1   | -   | -   |
| 52 Fighting (E) 48900 (a)(1)                     | 13    | 5     | 8  | -  | -  | 5   | 8  | 13               | -                   | -   | -   | -   | -   | -   | -   |
| 58 Harassment (E) 48900.4                        | 9     | 2     | 5  | 2  | -  | 2   | 7  | 9                | -                   | -   | -   | -   | -   | -   | -   |
| 60 Hate Statement (E) 48900.3                    | 5     | 1     | 2  | 2  | -  | 2   | 3  | 5                | -                   | -   | -   | -   | -   | -   | -   |
| 62 Horseplay                                     | 1     | 1     | -  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 64 Language, Obscene (E) 48900 (n)               | 2     | -     | 2  | -  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   |
| 65 Language, Profanity (E) 48900 (o)             | 11    | 8     | 3  | -  | -  | 2   | 9  | 11               | -                   | -   | -   | -   | -   | -   | -   |
| 67 Materials, Inappropriate                      | 1     | 1     | -  | -  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   |
| 74 Profanity (E) 48900 (i)                       | 4     | 2     | 2  | -  | -  | 1   | 3  | 4                | -                   | -   | -   | -   | -   | -   | -   |
| 75 Harassment, Threats or Intimidation           | 7     | 1     | 4  | -  | 2  | -   | 7  | 7                | -                   | -   | -   | -   | -   | -   | -   |



# Greenfield High School

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2016-2017

## Discipline Distribution Report from 1/1/2017 to 3/31/2017

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| Code # and Name                   | Total      | Grade      |           |           |          | Sex       |            | Hispanic/Latino? | Race (Not Hispanic) |          |          |          |          |          |          |          |
|-----------------------------------|------------|------------|-----------|-----------|----------|-----------|------------|------------------|---------------------|----------|----------|----------|----------|----------|----------|----------|
|                                   |            | 9          | 10        | 11        | 12       | F         | M          | Y                | 100                 | 200      | 300      | 400      | 600      | 700      | 999      |          |
| 76 School Rules, Violation of     | 2          | 1          | 1         | -         | -        | 1         | 1          | 2                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 79 Stolen Property, Possession of | 2          | 1          | 1         | -         | -        | -         | 2          | 2                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 81 Tardy, Habitual                | 9          | 5          | 3         | 1         | -        | -         | 9          | 9                | -                   | -        | -        | -        | -        | -        | -        | -        |
| <b>Totals:</b>                    | <b>242</b> | <b>125</b> | <b>92</b> | <b>18</b> | <b>7</b> | <b>39</b> | <b>203</b> | <b>240</b>       | <b>-</b>            | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>1</b> | <b>1</b> | <b>-</b> |

# King City High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Regular Program

| Month                              | Grade Level | A<br>Tchg<br>Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|-------------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19                | 0                                      | 1033       | 1033                                   | 34          | 999                                     | 491                        | 607                                   | 18529  | 975.21                        | 19136                                  | 96.83%                          |
| <b>Month 1 Total</b>               |             | 19                | 0                                      | 1033       | 1033                                   | 34          | 999                                     | 491                        | 607                                   | 18529  | 975.21                        | 19136                                  | 96.83%                          |
| 2                                  | 9-12        | 19                | 999                                    | 11         | 1010                                   | 16          | 994                                     | 196                        | 755                                   | 18239  | 959.95                        | 18994                                  | 96.03%                          |
| <b>Month 2 Total</b>               |             | 19                | 999                                    | 11         | 1010                                   | 16          | 994                                     | 196                        | 755                                   | 18239  | 959.95                        | 18994                                  | 96.03%                          |
| 3                                  | 9-12        | 19                | 994                                    | 4          | 998                                    | 16          | 982                                     | 198                        | 766                                   | 17998  | 947.26                        | 18764                                  | 95.92%                          |
| <b>Month 3 Total</b>               |             | 19                | 994                                    | 4          | 998                                    | 16          | 982                                     | 198                        | 766                                   | 17998  | 947.26                        | 18764                                  | 95.92%                          |
| 4                                  | 9-12        | 15                | 982                                    | 7          | 989                                    | 5           | 984                                     | 77                         | 761                                   | 13997  | 933.13                        | 14758                                  | 94.84%                          |
| <b>Month 4 Total</b>               |             | 15                | 982                                    | 7          | 989                                    | 5           | 984                                     | 77                         | 761                                   | 13997  | 933.13                        | 14758                                  | 94.84%                          |
| 5                                  | 9-12        | 15                | 984                                    | 2          | 986                                    | 8           | 978                                     | 65                         | 695                                   | 14030  | 935.33                        | 14725                                  | 95.28%                          |
| <b>Month 5 Total</b>               |             | 15                | 984                                    | 2          | 986                                    | 8           | 978                                     | 65                         | 695                                   | 14030  | 935.33                        | 14725                                  | 95.28%                          |
| 6                                  | 9-12        | 9                 | 978                                    | 16         | 994                                    | 15          | 979                                     | 103                        | 389                                   | 8454   | 939.33                        | 8843                                   | 95.60%                          |
| <b>Month 6 Total</b>               |             | 9                 | 978                                    | 16         | 994                                    | 15          | 979                                     | 103                        | 389                                   | 8454   | 939.33                        | 8843                                   | 95.60%                          |
| 7                                  | 9-12        | 20                | 979                                    | 11         | 990                                    | 17          | 973                                     | 279                        | 898                                   | 18623  | 931.15                        | 19521                                  | 95.40%                          |
| <b>Month 7 Total</b>               |             | 20                | 979                                    | 11         | 990                                    | 17          | 973                                     | 279                        | 898                                   | 18623  | 931.15                        | 19521                                  | 95.40%                          |
| 8                                  | 9-12        | 19                | 973                                    | 2          | 975                                    | 15          | 960                                     | 171                        | 808                                   | 17546  | 923.47                        | 18354                                  | 95.60%                          |
| <b>Month 8 Total</b>               |             | 19                | 973                                    | 2          | 975                                    | 15          | 960                                     | 171                        | 808                                   | 17546  | 923.47                        | 18354                                  | 95.60%                          |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135               |  | 1086       |  | 126         |   | 1580                       | 5679                                  | 127416   | 943.82                        | 133095                                 | 95.73%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135               |  | 1086       |  | 126         |   | 1580                       | 5679                                  | 127416   | 943.82                        | 133095                                 | 95.73%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

# King City High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program H Home-Hospital

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 1          | 1                                      | 0           | 1                                       | 3                          | 5                                     | 11   | 0.58                          | 16                                     | 68.75%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 1          | 1                                      | 0           | 1                                       | 3                          | 5                                     | 11   | 0.58                          | 16                                     | 68.75%                          |
| 2                                  | 9-12        | 19             | 1                                      | 1          | 2                                      | 0           | 2                                       | 9                          | 13                                    | 16   | 0.84                          | 29                                     | 55.17%                          |
| <b>Month 2 Total</b>               |             | 19             | 1                                      | 1          | 2                                      | 0           | 2                                       | 9                          | 13                                    | 16   | 0.84                          | 29                                     | 55.17%                          |
| 3                                  | 9-12        | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 11                                    | 27   | 1.42                          | 38                                     | 71.05%                          |
| <b>Month 3 Total</b>               |             | 19             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 11                                    | 27   | 1.42                          | 38                                     | 71.05%                          |
| 4                                  | 9-12        | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 13                                    | 17   | 1.13                          | 30                                     | 56.67%                          |
| <b>Month 4 Total</b>               |             | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 13                                    | 17   | 1.13                          | 30                                     | 56.67%                          |
| 5                                  | 9-12        | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 13                                    | 17   | 1.13                          | 30                                     | 56.67%                          |
| <b>Month 5 Total</b>               |             | 15             | 2                                      | 0          | 2                                      | 0           | 2                                       | 0                          | 13                                    | 17   | 1.13                          | 30                                     | 56.67%                          |
| 6                                  | 9-12        | 9              | 2                                      | 3          | 5                                      | 0           | 5                                       | 11                         | 10                                    | 24   | 2.67                          | 34                                     | 70.59%                          |
| <b>Month 6 Total</b>               |             | 9              | 2                                      | 3          | 5                                      | 0           | 5                                       | 11                         | 10                                    | 24   | 2.67                          | 34                                     | 70.59%                          |
| 7                                  | 9-12        | 20             | 3                                      | 1          | 4                                      | 0           | 4                                       | 11                         | 40                                    | 29   | 1.45                          | 69                                     | 42.03%                          |
| <b>Month 7 Total</b>               |             | 20             | 3                                      | 1          | 4                                      | 0           | 4                                       | 11                         | 40                                    | 29   | 1.45                          | 69                                     | 42.03%                          |
| 8                                  | 9-12        | 19             | 4                                      | 0          | 4                                      | 0           | 4                                       | 0                          | 22                                    | 54   | 2.84                          | 76                                     | 71.05%                          |
| <b>Month 8 Total</b>               |             | 19             | 4                                      | 0          | 4                                      | 0           | 4                                       | 0                          | 22                                    | 54   | 2.84                          | 76                                     | 71.05%                          |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 6          |  | 0           |   | 34                         | 127                                   | 195  | 1.44                          | 322                                    | 60.56%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 6          |  | 0           |   | 34                         | 127                                   | 195  | 1.44                          | 322                                    | 60.56%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program I Independent Study

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 10         | 10                                     | 2           | 8                                       | 31                         | 42                                    | 117  | 6.16                          | 159                                    | 73.58%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 10         | 10                                     | 2           | 8                                       | 31                         | 42                                    | 117  | 6.16                          | 159                                    | 73.58%                          |
| 2                                  | 9-12        | 19             | 8                                      | 1          | 9                                      | 0           | 9                                       | 18                         | 25                                    | 128  | 6.74                          | 153                                    | 83.66%                          |
| <b>Month 2 Total</b>               |             | 19             | 8                                      | 1          | 9                                      | 0           | 9                                       | 18                         | 25                                    | 128  | 6.74                          | 153                                    | 83.66%                          |
| 3                                  | 9-12        | 19             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 36                                    | 135  | 7.11                          | 171                                    | 78.95%                          |
| <b>Month 3 Total</b>               |             | 19             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 36                                    | 135  | 7.11                          | 171                                    | 78.95%                          |
| 4                                  | 9-12        | 15             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 21                                    | 114  | 7.60                          | 135                                    | 84.44%                          |
| <b>Month 4 Total</b>               |             | 15             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 21                                    | 114  | 7.60                          | 135                                    | 84.44%                          |
| 5                                  | 9-12        | 15             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 40                                    | 95   | 6.33                          | 135                                    | 70.37%                          |
| <b>Month 5 Total</b>               |             | 15             | 9                                      | 0          | 9                                      | 0           | 9                                       | 0                          | 40                                    | 95   | 6.33                          | 135                                    | 70.37%                          |
| 6                                  | 9-12        | 9              | 9                                      | 4          | 13                                     | 1           | 12                                      | 17                         | 16                                    | 84   | 9.33                          | 100                                    | 84.00%                          |
| <b>Month 6 Total</b>               |             | 9              | 9                                      | 4          | 13                                     | 1           | 12                                      | 17                         | 16                                    | 84   | 9.33                          | 100                                    | 84.00%                          |
| 7                                  | 9-12        | 20             | 13                                     | 0          | 13                                     | 0           | 13                                      | 0                          | 100                                   | 160  | 8.00                          | 260                                    | 61.54%                          |
| <b>Month 7 Total</b>               |             | 20             | 13                                     | 0          | 13                                     | 0           | 13                                      | 0                          | 100                                   | 160  | 8.00                          | 260                                    | 61.54%                          |
| 8                                  | 9-12        | 19             | 10                                     | 1          | 11                                     | 0           | 11                                      | 4                          | 92                                    | 113  | 5.95                          | 205                                    | 55.12%                          |
| <b>Month 8 Total</b>               |             | 19             | 10                                     | 1          | 11                                     | 0           | 11                                      | 4                          | 92                                    | 113  | 5.95                          | 205                                    | 55.12%                          |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135            |  | 16         |  | 3           |   | 70                         | 372                                   | 946  | 7.01                          | 1318                                   | 71.78%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 135            |  | 16         |  | 3           |   | 70                         | 372                                   | 946  | 7.01                          | 1318                                   | 71.78%                          |

Note - Fields not relating to cumulative attendance are intentionally left blank.

# King City High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program T SDC Transitional Program

|                                    |             | A          | B                       | C         | D                      | E        | F                       | G               | H                      | I                               | J                  | K                           | L                    |
|------------------------------------|-------------|------------|-------------------------|-----------|------------------------|----------|-------------------------|-----------------|------------------------|---------------------------------|--------------------|-----------------------------|----------------------|
|                                    |             | Tchg Days  | Enroll-ment Carried Fwd | Gains     | Total Enrollment (B+C) | Losses   | Ending Enrollment (D-E) | Days Not Enroll | Days Non-Apport Attend | Total Apport Attend (A*D) - G-H | Total A.D.A. (I/A) | Max Days Possible (A*D) - G | Percent Attend (I/K) |
| Month                              | Grade Level |            |                         |           |                        |          |                         |                 |                        |                                 |                    |                             |                      |
| 1                                  | 9-12        | 19         | 0                       | 34        | 34                     | 0        | 34                      | 1               | 11                     | 634                             | 33.37              | 645                         | 98.29%               |
| <b>Month 1 Total</b>               |             | <b>19</b>  | <b>0</b>                | <b>34</b> | <b>34</b>              | <b>0</b> | <b>34</b>               | <b>1</b>        | <b>11</b>              | <b>634</b>                      | <b>33.37</b>       | <b>645</b>                  | <b>98.29%</b>        |
| 2                                  | 9-12        | 19         | 34                      | 0         | 34                     | 0        | 34                      | 0               | 34                     | 612                             | 32.21              | 646                         | 94.74%               |
| <b>Month 2 Total</b>               |             | <b>19</b>  | <b>34</b>               | <b>0</b>  | <b>34</b>              | <b>0</b> | <b>34</b>               | <b>0</b>        | <b>34</b>              | <b>612</b>                      | <b>32.21</b>       | <b>646</b>                  | <b>94.74%</b>        |
| 3                                  | 9-12        | 19         | 34                      | 0         | 34                     | 1        | 33                      | 18              | 32                     | 596                             | 31.37              | 628                         | 94.90%               |
| <b>Month 3 Total</b>               |             | <b>19</b>  | <b>34</b>               | <b>0</b>  | <b>34</b>              | <b>1</b> | <b>33</b>               | <b>18</b>       | <b>32</b>              | <b>596</b>                      | <b>31.37</b>       | <b>628</b>                  | <b>94.90%</b>        |
| 4                                  | 9-12        | 15         | 33                      | 0         | 33                     | 0        | 33                      | 0               | 34                     | 461                             | 30.73              | 495                         | 93.13%               |
| <b>Month 4 Total</b>               |             | <b>15</b>  | <b>33</b>               | <b>0</b>  | <b>33</b>              | <b>0</b> | <b>33</b>               | <b>0</b>        | <b>34</b>              | <b>461</b>                      | <b>30.73</b>       | <b>495</b>                  | <b>93.13%</b>        |
| 5                                  | 9-12        | 15         | 33                      | 0         | 33                     | 0        | 33                      | 0               | 16                     | 479                             | 31.93              | 495                         | 96.77%               |
| <b>Month 5 Total</b>               |             | <b>15</b>  | <b>33</b>               | <b>0</b>  | <b>33</b>              | <b>0</b> | <b>33</b>               | <b>0</b>        | <b>16</b>              | <b>479</b>                      | <b>31.93</b>       | <b>495</b>                  | <b>96.77%</b>        |
| 6                                  | 9-12        | 9          | 33                      | 0         | 33                     | 0        | 33                      | 0               | 10                     | 287                             | 31.89              | 297                         | 96.63%               |
| <b>Month 6 Total</b>               |             | <b>9</b>   | <b>33</b>               | <b>0</b>  | <b>33</b>              | <b>0</b> | <b>33</b>               | <b>0</b>        | <b>10</b>              | <b>287</b>                      | <b>31.89</b>       | <b>297</b>                  | <b>96.63%</b>        |
| 7                                  | 9-12        | 20         | 33                      | 1         | 34                     | 0        | 34                      | 10              | 33                     | 637                             | 31.85              | 670                         | 95.07%               |
| <b>Month 7 Total</b>               |             | <b>20</b>  | <b>33</b>               | <b>1</b>  | <b>34</b>              | <b>0</b> | <b>34</b>               | <b>10</b>       | <b>33</b>              | <b>637</b>                      | <b>31.85</b>       | <b>670</b>                  | <b>95.07%</b>        |
| 8                                  | 9-12        | 19         | 34                      | 0         | 34                     | 1        | 33                      | 12              | 36                     | 598                             | 31.47              | 634                         | 94.32%               |
| <b>Month 8 Total</b>               |             | <b>19</b>  | <b>34</b>               | <b>0</b>  | <b>34</b>              | <b>1</b> | <b>33</b>               | <b>12</b>       | <b>36</b>              | <b>598</b>                      | <b>31.47</b>       | <b>634</b>                  | <b>94.32%</b>        |
| <b>Months 1-8 Cumulative 9-12</b>  |             | <b>135</b> |                         | <b>35</b> |                        | <b>2</b> |                         | <b>41</b>       | <b>206</b>             | <b>4304</b>                     | <b>31.88</b>       | <b>4510</b>                 | <b>95.43%</b>        |
| <b>Months 1-8 Cumulative Total</b> |             | <b>135</b> |                         | <b>35</b> |                        | <b>2</b> |                         | <b>41</b>       | <b>206</b>             | <b>4304</b>                     | <b>31.88</b>       | <b>4510</b>                 | <b>95.43%</b>        |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

# King City High School

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## Discipline Distribution Report from 1/1/2017 to 3/31/2017

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| Code # and Name   | Total     | Grade     |          |          |          | Sex      |           | Hispanic/Latino? | Race (Not Hispanic) |          |          |          |          |          |          |          |
|---|-----------|-----------|----------|----------|----------|----------|-----------|------------------|---------------------|----------|----------|----------|----------|----------|----------|----------|
|   |           | 9         | 10       | 11       | 12       | F        | M         | Y                | 100                 | 200      | 300      | 400      | 600      | 700      | 999      |          |
| 02 *Alcohol, Use of (E) 48900 (c)                       | 1         | -         | 1        | -        | -        | -        | 1         | -                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 04 *Assault (E) 48900 (a)(2)                            | 3         | 3         | -        | -        | -        | 1        | 2         | 3                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 07 *Drugs, Paraphernalia (E) 48900 (c)                  | 2         | -         | -        | 1        | 1        | -        | 2         | 2                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 08 *Drugs, Possession of (E) 48900 (c)                  | 6         | 3         | 1        | 1        | 1        | 1        | 5         | 6                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 10 *Drugs, Use of (E) 48900 (c)                         | 5         | -         | 4        | 1        | -        | -        | 5         | 4                | -                   | -        | -        | -        | 1        | -        | -        | -        |
| 17 *Property, Deface/Tag/Graffiti (E) 48900 (a)(1)      | 1         | -         | -        | 1        | -        | -        | 1         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 25 *Weapon, Possession of (E) 48900 (a)(1)              | 1         | 1         | -        | -        | -        | -        | 1         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 36 Behavior, Defiance (E) 48900 (a)(1)                  | 1         | -         | -        | 1        | -        | -        | 1         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 37 Behavior, Disobedience (E) 48900 (a)(1)              | 2         | -         | -        | 2        | -        | -        | 2         | 2                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 38 Behavior, Disruptive (E) 48900 (a)(1)                | 1         | -         | 1        | -        | -        | -        | 1         | -                | -                   | -        | -        | -        | 1        | -        | -        | -        |
| 39 Behavior, Inappropriate (E) 48900 (a)(1)             | 2         | 1         | 1        | -        | -        | -        | 2         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 45 Dangerous Object                                     | 2         | -         | -        | 1        | 1        | -        | 2         | 2                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 52 Fighting (E) 48900 (a)(1)                            | 5         | 4         | -        | 1        | -        | -        | 5         | 4                | -                   | -        | -        | -        | -        | -        | 1        | -        |
| 71 Off Limits   | 1         | 1         | -        | -        | -        | -        | 1         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 75 Harassment, Threats or Intimidation (E) 48900 (a)(1) | 1         | -         | 1        | -        | -        | -        | 1         | 1                | -                   | -        | -        | -        | -        | -        | -        | -        |
| 88 Tobacco, Use of (E) 48900 (h)                        | 1         | 1         | -        | -        | -        | 1        | -         | -                | -                   | -        | -        | -        | -        | -        | 1        | -        |
| <b>Totals:</b>  | <b>35</b> | <b>14</b> | <b>9</b> | <b>9</b> | <b>3</b> | <b>3</b> | <b>32</b> | <b>29</b>        | <b>-</b>            | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>2</b> | <b>2</b> | <b>-</b> |

# Portola-Butler Contin. High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Regular Program

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-ment Carried Fwd | C<br>Gains | D<br>Total Enrollment (B+C) | E<br>Losses | F<br>Ending Enrollment (D-E) | G<br>Days Not Enroll | H<br>Days Non-Apport Attend | I<br>Total Apport Attend (A*D) - G-H | J<br>Total A.D.A. (I/A) | K<br>Max Days Possible (A*D) - G | L<br>Percent Attend (I/K) |
|------------------------------------|-------------|----------------|------------------------------|------------|-----------------------------|-------------|------------------------------|----------------------|-----------------------------|--------------------------------------|-------------------------|----------------------------------|---------------------------|
| 1                                  | 9-12        | 19             | 0                            | 59         | 59                          | 6           | 53                           | 190                  | 8                           | 923                                  | 48.58                   | 931                              | 99.14%                    |
| <b>Month 1 Total</b>               |             | 19             | 0                            | 59         | 59                          | 6           | 53                           | 190                  | 8                           | 923                                  | 48.58                   | 931                              | 99.14%                    |
| 3                                  | 9-12        | 19             | 59                           | 5          | 64                          | 7           | 57                           | 136                  | 0                           | 1080                                 | 56.84                   | 1080                             | 100.00%                   |
| <b>Month 3 Total</b>               |             | 19             | 59                           | 5          | 64                          | 7           | 57                           | 136                  | 0                           | 1080                                 | 56.84                   | 1080                             | 100.00%                   |
| 4                                  | 9-12        | 15             | 57                           | 8          | 65                          | 2           | 63                           | 65                   | 0                           | 910                                  | 60.67                   | 910                              | 100.00%                   |
| <b>Month 4 Total</b>               |             | 15             | 57                           | 8          | 65                          | 2           | 63                           | 65                   | 0                           | 910                                  | 60.67                   | 910                              | 100.00%                   |
| 5                                  | 9-12        | 15             | 63                           | 0          | 63                          | 8           | 55                           | 32                   | 0                           | 913                                  | 60.87                   | 913                              | 100.00%                   |
| <b>Month 5 Total</b>               |             | 15             | 63                           | 0          | 63                          | 8           | 55                           | 32                   | 0                           | 913                                  | 60.87                   | 913                              | 100.00%                   |
| 6                                  | 9-12        | 9              | 55                           | 6          | 61                          | 8           | 53                           | 56                   | 0                           | 493                                  | 54.78                   | 493                              | 100.00%                   |
| <b>Month 6 Total</b>               |             | 9              | 55                           | 6          | 61                          | 8           | 53                           | 56                   | 0                           | 493                                  | 54.78                   | 493                              | 100.00%                   |
| 7                                  | 9-12        | 20             | 53                           | 12         | 65                          | 3           | 62                           | 96                   | 0                           | 1204                                 | 60.20                   | 1204                             | 100.00%                   |
| <b>Month 7 Total</b>               |             | 20             | 53                           | 12         | 65                          | 3           | 62                           | 96                   | 0                           | 1204                                 | 60.20                   | 1204                             | 100.00%                   |
| 8                                  | 9-12        | 19             | 62                           | 4          | 66                          | 3           | 63                           | 46                   | 4                           | 1204                                 | 63.37                   | 1208                             | 99.67%                    |
| <b>Month 8 Total</b>               |             | 19             | 62                           | 4          | 66                          | 3           | 63                           | 46                   | 4                           | 1204                                 | 63.37                   | 1208                             | 99.67%                    |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 116            |                              | 94         |                             | 37          |                              | 621                  | 12                          | 6727                                 | 57.99                   | 6739                             | 99.82%                    |
| <b>Months 1-8 Cumulative Total</b> |             | 116            |                              | 94         |                             | 37          |                              | 621                  | 12                          | 6727                                 | 57.99                   | 6739                             | 99.82%                    |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

# Portola-Butler Contin. High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program I Independent Study

| Month                              | Grade Level | A<br>Tchg Days | B<br>Enroll-<br>ment<br>Carried<br>Fwd | C<br>Gains | D<br>Total<br>Enroll-<br>ment<br>(B+C) | E<br>Losses | F<br>Ending<br>Enroll-<br>ment<br>(D-E) | G<br>Days<br>Not<br>Enroll | H<br>Days<br>Non-<br>Apport<br>Attend | I<br>Total<br>Apport<br>Attend<br>(A*D) -<br>G-H | J<br>Total<br>A.D.A.<br>(I/A) | K<br>Max Days<br>Possible<br>(A*D) - G | L<br>Percent<br>Attend<br>(I/K) |
|------------------------------------|-------------|----------------|--|------------|--|-------------|---|----------------------------|---------------------------------------|--|-------------------------------|--|---------------------------------|
| 1                                  | 9-12        | 19             | 0                                      | 6          | 6                                      | 1           | 5                                       | 26                         | 12                                    | 76   | 4.00                          | 88                                     | 86.36%                          |
| <b>Month 1 Total</b>               |             | 19             | 0                                      | 6          | 6                                      | 1           | 5                                       | 26                         | 12                                    | 76   | 4.00                          | 88                                     | 86.36%                          |
| 3                                  | 9-12        | 19             | 5                                      | 0          | 5                                      | 0           | 5                                       | 0                          | 21                                    | 74   | 3.89                          | 95                                     | 77.89%                          |
| <b>Month 3 Total</b>               |             | 19             | 5                                      | 0          | 5                                      | 0           | 5                                       | 0                          | 21                                    | 74   | 3.89                          | 95                                     | 77.89%                          |
| 4                                  | 9-12        | 15             | 5                                      | 0          | 5                                      | 0           | 5                                       | 0                          | 4                                     | 71   | 4.73                          | 75                                     | 94.67%                          |
| <b>Month 4 Total</b>               |             | 15             | 5                                      | 0          | 5                                      | 0           | 5                                       | 0                          | 4                                     | 71   | 4.73                          | 75                                     | 94.67%                          |
| 5                                  | 9-12        | 15             | 5                                      | 0          | 5                                      | 2           | 3                                       | 0                          | 3                                     | 72   | 4.80                          | 75                                     | 96.00%                          |
| <b>Month 5 Total</b>               |             | 15             | 5                                      | 0          | 5                                      | 2           | 3                                       | 0                          | 3                                     | 72   | 4.80                          | 75                                     | 96.00%                          |
| 6                                  | 9-12        | 9              | 3                                      | 0          | 3                                      | 3           | 0                                       | 15                         | 12                                    | 0  | 0.00                          | 12                                     | 0.00%                           |
| <b>Month 6 Total</b>               |             | 9              | 3                                      | 0          | 3                                      | 3           | 0                                       | 15                         | 12                                    | 0  | 0.00                          | 12                                     | 0.00%                           |
| 7                                  | 9-12        | 20             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 7 Total</b>               |             | 20             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| 8                                  | 9-12        | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Month 8 Total</b>               |             | 19             | 0                                      | 0          | 0                                      | 0           | 0                                       | 0                          | 0                                     | 0  | 0.00                          | 0                                      | 0.00%                           |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 116            |  | 6          |  | 6           |   | 41                         | 52                                    | 293  | 2.53                          | 345                                    | 84.93%                          |
| <b>Months 1-8 Cumulative Total</b> |             | 116            |  | 6          |  | 6           |   | 41                         | 52                                    | 293  | 2.53                          | 345                                    | 84.93%                          |

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Note - Fields not relating to cumulative attendance are intentionally left blank.



# Portola-Butler Contin. High School

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## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program V Short Term Independent Study

| Month Grade Level                  |      | A         | B                       | C     | D                      | E      | F                       | G               | H                      | I                               | J                  | K                           | L                    |
|------------------------------------|------|-----------|-------------------------|-------|------------------------|--------|-------------------------|-----------------|------------------------|---------------------------------|--------------------|-----------------------------|----------------------|
|                                    |      | Tchg Days | Enroll-ment Carried Fwd | Gains | Total Enrollment (B+C) | Losses | Ending Enrollment (D-E) | Days Not Enroll | Days Non-Apport Attend | Total Apport Attend (A*D) - G-H | Total A.D.A. (I/A) | Max Days Possible (A*D) - G | Percent Attend (I/K) |
| 1                                  | 9-12 | 19        | 0                       | 1     | 1                      | 0      | 1                       | 8               | 11                     | 0                               | 0.00               | 11                          | 0.00%                |
| <b>Month 1 Total</b>               |      | 19        | 0                       | 1     | 1                      | 0      | 1                       | 8               | 11                     | 0                               | 0.00               | 11                          | 0.00%                |
| 3                                  | 9-12 | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 3 Total</b>               |      | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| 4                                  | 9-12 | 15        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 4 Total</b>               |      | 15        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| 5                                  | 9-12 | 15        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 5 Total</b>               |      | 15        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| 6                                  | 9-12 | 9         | 0                       | 2     | 2                      | 0      | 2                       | 1               | 17                     | 0                               | 0.00               | 17                          | 0.00%                |
| <b>Month 6 Total</b>               |      | 9         | 0                       | 2     | 2                      | 0      | 2                       | 1               | 17                     | 0                               | 0.00               | 17                          | 0.00%                |
| 7                                  | 9-12 | 20        | 2                       | 0     | 2                      | 2      | 0                       | 10              | 30                     | 0                               | 0.00               | 30                          | 0.00%                |
| <b>Month 7 Total</b>               |      | 20        | 2                       | 0     | 2                      | 2      | 0                       | 10              | 30                     | 0                               | 0.00               | 30                          | 0.00%                |
| 8                                  | 9-12 | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 8 Total</b>               |      | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Months 1-8 Cumulative 9-12</b>  |      | 116       |                         | 3     |                        | 2      |                         | 19              | 58                     | 0                               | 0.00               | 58                          | 0.00%                |
| <b>Months 1-8 Cumulative Total</b> |      | 116       |                         | 3     |                        | 2      |                         | 19              | 58                     | 0                               | 0.00               | 58                          | 0.00%                |

Note - Fields not relating to cumulative attendance are intentionally left blank.

# Portola-Butler Contin. High School

4/4/2017  
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2016-2017

## MONTHLY ATTENDANCE SUMMARY TOTALS

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Month 1-8 (8/8/2016 - 3/17/2017)

### Program X Fifth year senior

|                                    |             | A         | B                       | C     | D                      | E      | F                       | G               | H                      | I                               | J                  | K                           | L                    |
|------------------------------------|-------------|-----------|-------------------------|-------|------------------------|--------|-------------------------|-----------------|------------------------|---------------------------------|--------------------|-----------------------------|----------------------|
|                                    |             | Tchg Days | Enroll-ment Carried Fwd | Gains | Total Enrollment (B+C) | Losses | Ending Enrollment (D-E) | Days Not Enroll | Days Non-Apport Attend | Total Apport Attend (A*D) - G-H | Total A.D.A. (I/A) | Max Days Possible (A*D) - G | Percent Attend (I/K) |
| Month                              | Grade Level |           |                         |       |                        |        |                         |                 |                        |                                 |                    |                             |                      |
| 1                                  | 9-12        | 19        | 0                       | 5     | 5                      | 0      | 5                       | 14              | 0                      | 81                              | 4.26               | 81                          | 100.00%              |
| <b>Month 1 Total</b>               |             | 19        | 0                       | 5     | 5                      | 0      | 5                       | 14              | 0                      | 81                              | 4.26               | 81                          | 100.00%              |
| 3                                  | 9-12        | 19        | 5                       | 0     | 5                      | 1      | 4                       | 4               | 0                      | 91                              | 4.79               | 91                          | 100.00%              |
| <b>Month 3 Total</b>               |             | 19        | 5                       | 0     | 5                      | 1      | 4                       | 4               | 0                      | 91                              | 4.79               | 91                          | 100.00%              |
| 4                                  | 9-12        | 15        | 4                       | 0     | 4                      | 1      | 3                       | 6               | 0                      | 54                              | 3.60               | 54                          | 100.00%              |
| <b>Month 4 Total</b>               |             | 15        | 4                       | 0     | 4                      | 1      | 3                       | 6               | 0                      | 54                              | 3.60               | 54                          | 100.00%              |
| 5                                  | 9-12        | 15        | 3                       | 0     | 3                      | 3      | 0                       | 0               | 0                      | 45                              | 3.00               | 45                          | 100.00%              |
| <b>Month 5 Total</b>               |             | 15        | 3                       | 0     | 3                      | 3      | 0                       | 0               | 0                      | 45                              | 3.00               | 45                          | 100.00%              |
| 6                                  | 9-12        | 9         | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 6 Total</b>               |             | 9         | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| 7                                  | 9-12        | 20        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 7 Total</b>               |             | 20        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| 8                                  | 9-12        | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Month 8 Total</b>               |             | 19        | 0                       | 0     | 0                      | 0      | 0                       | 0               | 0                      | 0                               | 0.00               | 0                           | 0.00%                |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 116       |                         | 5     |                        | 5      |                         | 24              | 0                      | 271                             | 2.34               | 271                         | 100.00%              |
| <b>Months 1-8 Cumulative Total</b> |             | 116       |                         | 5     |                        | 5      |                         | 24              | 0                      | 271                             | 2.34               | 271                         | 100.00%              |

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Note - Fields not relating to cumulative attendance are intentionally left blank.

# Portola-Butler Contin. High School

4/4/2017

2016-2017

## Discipline Distribution Report from 1/1/2017 to 3/31/2017

Page 1

| Code # and Name                     | Total | Grade |    |    | Sex |    | Hispanic/Latino? | Race (Not Hispanic) |     |     |     |     |     |     |   |
|-------------------------------------|-------|-------|----|----|-----|----|------------------|---------------------|-----|-----|-----|-----|-----|-----|---|
|                                     |       | 10    | 11 | 12 | F   | M  | Y                | 100                 | 200 | 300 | 400 | 600 | 700 | 999 |   |
| 07 *Drugs, Paraphernalia (E) 489C   | 2     | -     | 1  | 1  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| 08 *Drugs, Possession of (E) 489C   | 1     | -     | 1  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   | - |
| 10 *Drugs, Use of (E) 48900 (c)     | 1     | 1     | -  | -  | -   | 1  | -                | -                   | -   | -   | -   | -   | 1   | -   | - |
| 17 *Property, Deface/Tag/Graffiti ( | 1     | -     | 1  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   | - |
| 36 Behavior, Defiance (E) 48900 (   | 5     | 3     | 1  | 1  | -   | 5  | 5                | -                   | -   | -   | -   | -   | -   | -   | - |
| 37 Behavior, Disobedience (E) 489   | 2     | -     | 2  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| 38 Behavior, Disruptive (E) 48900   | 3     | 2     | -  | 1  | -   | 3  | 2                | -                   | -   | -   | -   | -   | 1   | -   | - |
| 39 Behavior, Inappropriate (E) 489  | 4     | 3     | 1  | -  | -   | 4  | 4                | -                   | -   | -   | -   | -   | -   | -   | - |
| 45 Dangerous Object                 | 2     | -     | 1  | 1  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| 52 Fighting (E) 48900 (a)(1)        | 2     | 2     | -  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| 74 Profanity (E) 48900 (i)          | 2     | 2     | -  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| Totals:                             | 25    | 13    | 8  | 4  | -   | 25 | 23               | -                   | -   | -   | -   | 2   | -   | -   | - |

# Pinnacles Charter School

4/4/2017  
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2016-2017

## MONTHLY ATTENDANCE SUMMARY TOTALS

Page 1

Month 1-8 (8/8/2016 - 3/17/2017)

### Program I Independent Study

| Month                              | Grade Level | A         | B                       | C     | D                      | E      | F                       | G               | H                      | I                               | J                  | K                           | L                    |
|------------------------------------|-------------|-----------|-------------------------|-------|------------------------|--------|-------------------------|-----------------|------------------------|---------------------------------|--------------------|-----------------------------|----------------------|
|                                    |             | Tchg Days | Enroll-ment Carried Fwd | Gains | Total Enrollment (B+C) | Losses | Ending Enrollment (D-E) | Days Not Enroll | Days Non-Apport Attend | Total Apport Attend (A*D) - G-H | Total A.D.A. (I/A) | Max Days Possible (A*D) - G | Percent Attend (I/K) |
| 1                                  | 9-12        | 19        | 0                       | 6     | 6                      | 0      | 6                       | 74              | 17                     | 23                              | 1.21               | 40                          | 57.50%               |
| <b>Month 1 Total</b>               |             | 19        | 0                       | 6     | 6                      | 0      | 6                       | 74              | 17                     | 23                              | 1.21               | 40                          | 57.50%               |
| 2                                  | 9-12        | 19        | 6                       | 8     | 14                     | 0      | 14                      | 64              | 89                     | 113                             | 5.95               | 202                         | 55.94%               |
| <b>Month 2 Total</b>               |             | 19        | 6                       | 8     | 14                     | 0      | 14                      | 64              | 89                     | 113                             | 5.95               | 202                         | 55.94%               |
| 3                                  | 9-12        | 19        | 14                      | 11    | 25                     | 1      | 24                      | 48              | 157                    | 270                             | 14.21              | 427                         | 63.23%               |
| <b>Month 3 Total</b>               |             | 19        | 14                      | 11    | 25                     | 1      | 24                      | 48              | 157                    | 270                             | 14.21              | 427                         | 63.23%               |
| 4                                  | 9-12        | 15        | 24                      | 1     | 25                     | 0      | 25                      | 2               | 122                    | 251                             | 16.73              | 373                         | 67.29%               |
| <b>Month 4 Total</b>               |             | 15        | 24                      | 1     | 25                     | 0      | 25                      | 2               | 122                    | 251                             | 16.73              | 373                         | 67.29%               |
| 5                                  | 9-12        | 15        | 25                      | 2     | 27                     | 1      | 26                      | 14              | 177                    | 214                             | 14.27              | 391                         | 54.73%               |
| <b>Month 5 Total</b>               |             | 15        | 25                      | 2     | 27                     | 1      | 26                      | 14              | 177                    | 214                             | 14.27              | 391                         | 54.73%               |
| 6                                  | 9-12        | 9         | 26                      | 8     | 34                     | 0      | 34                      | 13              | 207                    | 86                              | 9.56               | 293                         | 29.35%               |
| <b>Month 6 Total</b>               |             | 9         | 26                      | 8     | 34                     | 0      | 34                      | 13              | 207                    | 86                              | 9.56               | 293                         | 29.35%               |
| 7                                  | 9-12        | 20        | 34                      | 7     | 41                     | 0      | 41                      | 87              | 174                    | 559                             | 27.95              | 733                         | 76.26%               |
| <b>Month 7 Total</b>               |             | 20        | 34                      | 7     | 41                     | 0      | 41                      | 87              | 174                    | 559                             | 27.95              | 733                         | 76.26%               |
| 8                                  | 9-12        | 19        | 41                      | 6     | 47                     | 0      | 47                      | 24              | 80                     | 789                             | 41.53              | 869                         | 90.79%               |
| <b>Month 8 Total</b>               |             | 19        | 41                      | 6     | 47                     | 0      | 47                      | 24              | 80                     | 789                             | 41.53              | 869                         | 90.79%               |
| <b>Months 1-8 Cumulative 9-12</b>  |             | 135       |                         | 49    |                        | 2      |                         | 326             | 1023                   | 2305                            | 17.07              | 3328                        | 69.26%               |
| <b>Months 1-8 Cumulative Total</b> |             | 135       |                         | 49    |                        | 2      |                         | 326             | 1023                   | 2305                            | 17.07              | 3328                        | 69.26%               |

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Note - Fields not relatino to cumulative attendance are intentionally left blank.

# Pinnacles Charter School

4/4/2017

2016-2017

## Discipline Distribution Report from 1/1/2017 to 3/31/2017

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 | 999 |   |
| 07 *Drugs, Paraphernalia (E) 4890  | 1     | -     | -  | 1  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   | - |
| 10 *Drugs, Use of (E) 48900 (c)    | 2     | -     | 1  | 1  | -  | -   | 2  | 1                | -                   | -   | -   | -   | 1   | -   | -   | - |
| 36 Behavior, Defiance (E) 48900 (  | 3     | 2     | -  | 1  | -  | -   | 3  | 3                | -                   | -   | -   | -   | -   | -   | -   | - |
| 37 Behavior, Disobedience (E) 489  | 1     | -     | -  | 1  | -  | -   | 1  | 1                | -                   | -   | -   | -   | -   | -   | -   | - |
| 38 Behavior, Disruptive (E) 48900  | 2     | 1     | 1  | -  | -  | -   | 2  | 1                | -                   | -   | -   | -   | 1   | -   | -   | - |
| 39 Behavior, Inappropriate (E) 489 | 2     | 2     | -  | -  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| 45 Dangerous Object                | 2     | 1     | -  | 1  | -  | -   | 2  | 2                | -                   | -   | -   | -   | -   | -   | -   | - |
| Totals:                            | 13    | 6     | 2  | 5  | -  | -   | 13 | 11               | -                   | -   | -   | -   | 2   | -   | -   | - |

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

**SUBJECT:** Casflow Summary 2016/17 (Through March 2017)

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

---

**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Cashflow Summary Report – Through March 2017

- Fund 01 – General Fund
- Fund 11 – Adult Education
- Fund 13 – Cafeteria Fund (Fund 13 usually runs a negative balance as there are no advance apportionments)
- Fund 17 – Special Reserve Fund
- Fund 25 – Capital Facilities Program
- Fund 35 – School Facility Program
- Fund 56 – Debt Service

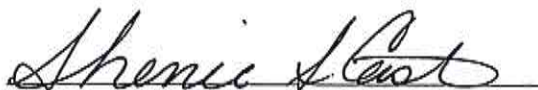
Recommendation:

This is information only.

Fiscal Impact:

None

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

Fund 01 - Actuals through March

Fiscal Year 2016/17

| Object                              | Beginning Balance | July          | August        | September    | October       | November      | December     |              |
|-------------------------------------|-------------------|---------------|---------------|--------------|---------------|---------------|--------------|--------------|
| BEGINNING CASH                      | 9110              | 10,390,803.30 | 10,294,433.20 | 9,543,059.20 | 10,148,898.14 | 10,252,620.73 | 8,549,164.01 |              |
| <b>RECEIPTS</b>                     |                   |               |               |              |               |               |              |              |
| LCFF Revenue Sources                |                   |               |               |              |               |               |              |              |
| Principal Apportionment             | 8010-8019         | 2,047,738.00  | 2,047,738.00  | 2,811,898.00 | 2,047,738.00  |               | 765,800.00   |              |
| Property Taxes                      | 8020-8079         | 2,186.59      |               | 5,844.68     | 164,787.06    | 30,359.70     | 2,655,621.13 |              |
| Miscellaneous Funds                 | 8080-8099         |               |               |              |               |               |              |              |
| Federal Revenues                    | 8100-8299         |               |               | 79,990.80    |               |               | 217,543.00   |              |
| Other State Revenues                | 8300-8599         | 132,497.85    |               | 1,792,282.86 | 29,180.25     | 306,668.30    | 24,482.00    |              |
| Other Local Revenues                | 8600-8799         | 350.00        | 76,476.00     | 65,991.19    | 139,847.78    | 192,933.82    | 80,188.02    |              |
| Interfund Transfers In              | 8910-8929         |               |               |              |               |               |              |              |
| All Other Financing Sources         | 8930-8979         |               |               |              |               |               |              |              |
| Undefined Objects                   |                   |               |               |              |               |               |              |              |
| <b>TOTAL RECEIPTS</b>               |                   | .00           | 2,182,072.44  | 2,124,214.00 | 4,756,007.53  | 2,381,553.09  | 529,961.82   | 3,743,634.15 |
| <b>DISBURSEMENTS</b>                |                   |               |               |              |               |               |              |              |
| Certificated Salaries               | 1000-1999         | 114,859.47    | 919,162.89    | 894,657.35   | 926,997.50    | 914,555.45    | 942,852.17   |              |
| Classified Salaries                 | 2000-2999         | 140,752.49    | 260,359.57    | 260,627.40   | 252,332.78    | 260,199.37    | 284,395.53   |              |
| Employee Benefits                   | 3000-3999         | 114,915.54    | 399,119.48    | 381,795.37   | 387,612.82    | 391,809.85    | 392,515.75   |              |
| Books and Supplies                  | 4000-4999         | 102,582.23    | 281,987.30    | 166,460.46   | 143,851.01    | 137,230.63    | 73,067.64    |              |
| Supplies                            | 5000-5999         | 372,263.43    | 546,413.82    | 481,820.30   | 391,214.55    | 378,862.83    | 331,717.11   |              |
| Capital Outlay                      | 6000-6599         |               | 119,955.98    | 17,035.00    | 13,252.38     | 50,934.84     | 60,470.23    |              |
| Other Outgo                         | 7000-7499         | 5,583.00      | 39,318.04     | 41,242.90    | 35,944.53     | 41,274.46     | 5,784.03     |              |
| Interfund Transfers Out             | 7600-7629         |               |               |              |               |               |              |              |
| All Other Financing Uses            | 7630-7699         |               |               |              |               |               |              |              |
| Undefined Objects                   |                   |               |               |              |               |               |              |              |
| <b>TOTAL DISBURSEMENTS</b>          |                   | .00           | 850,956.16    | 2,566,317.08 | 2,243,638.78  | 2,151,205.57  | 2,174,867.43 | 2,090,802.46 |
| <b>BALANCE SHEET ITEMS</b>          |                   |               |               |              |               |               |              |              |
| <u>Assets and Deferred Outflows</u> |                   |               |               |              |               |               |              |              |
| Cash Not In Treasury                | 9111-9199         | 967,879.07    | 246,543.38    | 246,543.38   | 219,333.75    | 246,543.38    |              |              |
| Accounts Receivable                 | 9200-9299         | 415,658.94    | 132,992.29    |              | 84,001.12     | 66,784.60     | 24,600.71    |              |
| Due From Other Funds                | 9310              | 5,563.00      |               |              |               |               |              |              |
| Stores                              | 9320              |               |               |              |               |               |              |              |
| Prepaid Expenditures                | 9330              | 42,483.94     | 42,483.94     |              |               |               |              |              |
| Other Current Assets                | 9340              |               |               |              |               |               |              |              |
| Deferred Outflows of Resrcs         | 9490              |               |               |              |               |               |              |              |
| Undefined Objects                   |                   |               |               |              |               |               |              |              |
| <b>SUBTOTAL ASSETS</b>              |                   | 1,431,584.95  | 71,067.15     | 246,543.38   | 135,332.63    | 179,758.78    | 24,600.71    | 98,072.91    |
| (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 2016/17

|   | Object    | Beginning Balance   | July                 | August              | September            | October              | November            | December             |
|---|-----------|---------------------|----------------------|---------------------|----------------------|----------------------|---------------------|----------------------|
| <b>Liabilities and Deferred Inflows</b>         |           |                     |                      |                     |                      |                      |                     |                      |
| Accounts Payable                                | 9500-9599 | 1,862,979.71        | 1,359,454.23-        | 62,727.54-          | 35,847.05            | 51,179.98            | 37,596.86-          | 140,692.15           |
| Due To Other Funds                              | 9610      |                     |                      |                     |                      |                      |                     |                      |
| Current Loans                                   | 9640      |                     |                      |                     |                      |                      |                     |                      |
| Unearned Revenues                               | 9650      | 1,802,055.36        |                      |                     | 1,802,055.36-        |                      |                     |                      |
| Deferred Inflows of Resrcs                      | 9690      |                     |                      |                     |                      |                      |                     |                      |
| Undefined Objects                               |           |                     |                      |                     |                      |                      |                     |                      |
| <b>SUBTOTAL LIABILITIES</b>                     |           | <b>3,665,035.07</b> | <b>1,356,419.23-</b> | <b>62,727.54-</b>   | <b>1,771,197.18-</b> | <b>53,133.85</b>     | <b>33,950.40-</b>   | <b>140,692.15</b>    |
| <b>Nonoperating</b>                             |           |                     |                      |                     |                      |                      |                     |                      |
| Suspense Clearing                               | 9910      |                     | 3,035.00             |                     | 4,988.87-            | 1,953.87             | 3,646.46            |                      |
| <b>TOTAL BALANCE SHEET ITEMS</b>                |           | <b>2,233,450.12</b> | <b>1,427,486.38-</b> | <b>309,270.92-</b>  | <b>1,906,529.81-</b> | <b>126,624.93-</b>   | <b>58,551.11-</b>   | <b>238,765.06</b>    |
| <b>NET INCREASE/DECREASE</b>                    |           |                     |                      |                     |                      |                      |                     |                      |
| B - C + D                                       |           |                     | 96,370.10-           | 751,374.00-         | 605,838.94           | 103,722.59           | 1,703,456.72-       | 1,891,596.75         |
| <b>ENDING CASH (A + E)</b>                      |           |                     | <b>10,294,433.20</b> | <b>9,543,059.20</b> | <b>10,148,898.14</b> | <b>10,252,620.73</b> | <b>8,549,164.01</b> | <b>10,440,760.76</b> |
| Ending Cash, Plus Cash accruals and Adjustments |           |                     |                      |                     |                      |                      |                     |                      |

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| Fund 01 - Actuals through March     |           | Fiscal Year 2016/17 |               |              |       |     |      |               |               |
|-------------------------------------|-----------|---------------------|---------------|--------------|-------|-----|------|---------------|---------------|
|                                     | Object    | January             | February      | March        | April | May | June | Total         | Budget        |
| <b>BEGINNING CASH</b>               |           | 10,440,760.76       | 10,225,643.28 | 9,888,160.39 |       |     |      |               |               |
| <b>RECEIPTS</b>                     |           |                     |               |              |       |     |      |               |               |
| LCFF Revenue Sources                |           |                     |               |              |       |     |      |               |               |
| Principal Apportionment             | 8010-8019 | 819,095.00          | 1,045,902.00  | 2,040,776.00 |       |     |      | 13,626,685.00 | 17,361,834.00 |
| Property Taxes                      | 8020-8079 | 168,740.48          | 118,859.89    | 103,082.50   |       |     |      | 3,249,482.03  | 5,656,115.00  |
| Miscellaneous Funds                 | 8080-8099 |                     |               |              |       |     |      |               | 26,458.00-    |
| Federal Revenues                    | 8100-8299 |                     | 339.34        | 356,451.70   |       |     |      | 654,324.84    | 1,439,036.02  |
| Other State Revenues                | 8300-8599 | 496,831.09          | 128,175.00    | 86,626.68    |       |     |      | 2,996,744.03  | 4,014,345.18  |
| Other Local Revenues                | 8600-8799 | 194,891.58          | 102,215.11    | 39,018.06    |       |     |      | 891,211.56    | 1,800,021.32  |
| Interfund Transfers In              | 8910-8929 |                     |               |              |       |     |      |               |               |
| All Other Financing Sources         | 8930-8979 |                     |               |              |       |     |      |               |               |
| Undefined Objects                   |           | 1,207.49            | 1,207.49-     |              |       |     |      |               |               |
| <b>TOTAL RECEIPTS</b>               |           | 1,680,765.64        | 1,394,283.85  | 2,625,954.94 | .00   | .00 | .00  | 21,418,447.46 | 30,244,893.52 |
| <b>DISBURSEMENTS</b>                |           |                     |               |              |       |     |      |               |               |
| Certificated Salaries               | 1000-1999 | 916,690.14          | 871,992.70    | 900,043.52   |       |     |      | 7,401,811.19  | 10,579,321.51 |
| Classified Salaries                 | 2000-2999 | 249,642.40          | 235,861.29    | 276,360.17   |       |     |      | 2,220,531.00  | 3,138,140.41  |
| Employee Benefits                   | 3000-3999 | 383,623.12          | 375,363.63    | 384,121.25   |       |     |      | 3,210,876.81  | 5,143,486.76  |
| Board Supplies                      | 4000-4999 | 120,828.63          | 97,539.35     | 66,398.86    |       |     |      | 1,189,946.11  | 2,273,481.54  |
| Services                            | 5000-5999 | 136,374.24          | 227,344.30    | 237,988.34   |       |     |      | 3,103,998.92  | 6,751,313.26  |
| Capital Outlay                      | 6000-6599 | 178,149.77          | 9,154.96      | 13,382.19    |       |     |      | 462,335.35    | 1,367,181.00  |
| Other Outgo                         | 7000-7499 | 43,143.15           | 104,609.88    | 65,326.60    |       |     |      | 382,226.59    | 1,939,529.00  |
| Interfund Transfers Out             | 7600-7629 |                     |               |              |       |     |      |               |               |
| All Other Financing Uses            | 7630-7699 |                     |               |              |       |     |      |               |               |
| Undefined Objects                   |           |                     |               |              |       |     |      |               |               |
| <b>TOTAL DISBURSEMENTS</b>          |           | 2,028,451.45        | 1,921,866.11  | 1,943,620.93 | .00   | .00 | .00  | 17,971,725.97 | 31,192,453.48 |
| <b>BALANCE SHEET ITEMS</b>          |           |                     |               |              |       |     |      |               |               |
| <u>Assets and Deferred Outflows</u> |           |                     |               |              |       |     |      |               |               |
| Cash Not In Treasury                | 9111-9199 |                     |               |              |       |     |      | 958,963.89-   |               |
| Accounts Receivable                 | 9200-9299 | 77,509.00           | 238,845.66    | 8,478.02-    |       |     |      | 665,126.85    |               |
| Due From Other Funds                | 9310      |                     |               | 5,563.00     |       |     |      | 5,563.00      |               |
| Stores                              | 9320      |                     |               |              |       |     |      |               |               |
| Unrepaid Expenditures               | 9330      |                     |               |              |       |     |      | 42,483.94     |               |
| Other Current Assets                | 9340      |                     |               |              |       |     |      |               |               |
| Deferred Outflows of Resources      | 9490      |                     |               |              |       |     |      |               |               |
| Undefined Objects                   |           |                     |               |              |       |     |      |               |               |
| <b>UBTOTAL ASSETS</b>               |           | 77,509.00           | 238,845.66    | 2,915.02-    | .00   | .00 | .00  | 245,790.10-   |               |
| (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)

| Fund 01 - Actuals through March         |           | Fiscal Year 2016/17 |              |               |       |     |      |              |            |
|---|-----------|---------------------|--------------|---------------|-------|-----|------|--------------|------------|
|   | Object    | January             | February     | March         | April | May | June | Total        | Budget     |
| <b>Liabilities and Deferred Inflows</b> |           |                     |              |               |       |     |      |              |            |
| Accounts Payable                        | 9500-9599 | 55,059.33           | 48,746.29    | 42,637.92     |       |     |      | 1,183,108.49 |            |
| Due To Other Funds                      | 9610      |                     |              |               |       |     |      |              |            |
| Current Loans                           | 9640      |                     |              |               |       |     |      |              |            |
| Unearned Revenues                       | 9650      |                     |              |               |       |     |      | 1,802,055.36 |            |
| Deferred Inflows of Resrcs              | 9690      |                     |              |               |       |     |      |              |            |
| Undefined Objects                       |           |                     |              |               |       |     |      |              |            |
| <b>UBTOTAL LIABILITIES</b>              |           | 55,059.33           | 48,746.29    | 42,620.20     | .00   | .00 | .00  | 2,981,535.11 |            |
| <b>Operating</b>                        |           |                     |              |               |       |     |      |              |            |
| Expense Clearing                        | 9910      |                     |              | 17.72         |       |     |      | 3,628.74     |            |
| <b>TOTAL BALANCE SHEET ITEMS</b>        |           | 132,568.33          | 190,099.37   | 39,705.18     | .00   | .00 | .00  | 3,227,325.21 |            |
| <b>NET INCREASE/DECREASE</b>            |           |                     |              |               |       |     |      |              |            |
| <b>B - C + D</b>                        |           | 215,117.48          | 337,482.89   | 722,039.19    | .00   | .00 | .00  | 219,396.28   | 947,559.96 |
| <b>ENDING CASH (A + E)</b>              |           | 10,225,643.28       | 9,888,160.39 | 10,610,199.58 |       |     |      |              |            |
| Ending Cash, Plus Cash                  |           |                     |              |               |       |     |      |              |            |
| Transfers and Adjustments               |           |                     |              |               |       |     |      |              |            |

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Fund 09 - Actuals through March

Fiscal Year 2016/17

| Object                       | Beginning Balance | July | August | September | October | November | December |           |
|------------------------------|-------------------|------|--------|-----------|---------|----------|----------|-----------|
| BEGINNING CASH               | 9110              |      | .00    | .00       | .00     | .00      | .00      | 4,649.59- |
| RECEIPTS                     |                   |      |        |           |         |          |          |           |
| LCFF Revenue Sources         |                   |      |        |           |         |          |          |           |
| Principal Apportionment      | 8010-8019         |      |        |           |         |          | 5,802.00 |           |
| 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      | 5,802.00 |           |
| DISBURSEMENTS                |                   |      |        |           |         |          |          |           |
| Certificated Salaries        | 1000-1999         |      |        |           |         | 3,423.24 | 5,439.30 |           |
| Classified Salaries          | 2000-2999         |      |        |           |         | 384.38   | 384.38   |           |
| Employee Benefits            | 3000-3999         |      |        |           |         | 834.97   | 2,279.93 |           |
| Books and Supplies           | 4000-4999         |      |        |           |         |          |          |           |
| Services                     | 5000-5999         |      |        |           |         | 7.00     | 3.50     |           |
| Capital Outlay               | 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     | 4,649.59 | 8,107.11 |           |
| BALANCE SHEET ITEMS          |                   |      |        |           |         |          |          |           |
| Assets and Deferred Outflows |                   |      |        |           |         |          |          |           |
| Cash Not In Treasury         | 9111-9199         |      |        |           |         |          |          |           |
| Accounts Receivable          | 9200-9299         |      |        |           |         |          |          |           |
| Due From Other Funds         | 9310              |      |        |           |         |          |          |           |
| Stores                       | 9320              |      |        |           |         |          |          |           |
| Prepaid Expenditures         | 9330              |      |        |           |         |          |          |           |
| Other Current Assets         | 9340              |      |        |           |         |          |          |           |
| Deferred Outflows of Resrcs  | 9490              |      |        |           |         |          |          |           |
| Undefined Objects            |                   |      |        |           |         |          |          |           |
| SUBTOTAL ASSETS              |                   | .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)

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| Fund 09 - Actuals through March         |           | Fiscal Year 2016/17 |      |        |           |         |           |           |
|---|-----------|---------------------|------|--------|-----------|---------|-----------|-----------|
|   | Object    | Beginning Balance   | July | August | September | October | November  | December  |
| <b>Liabilities and Deferred Inflows</b> |           |                     |      |        |           |         |           |           |
| Accounts Payable                        | 9500-9599 |                     |      |        |           |         |           |           |
| Due To Other Funds                      | 9610      |                     |      |        |           |         |           |           |
| Current Loans                           | 9640      |                     |      |        |           |         |           |           |
| Unearned Revenues                       | 9650      |                     |      |        |           |         |           |           |
| Deferred Inflows of Resrcs              | 9690      |                     |      |        |           |         |           |           |
| Undefined Objects                       |           |                     |      |        |           |         |           |           |
| <b>SUBTOTAL LIABILITIES</b>             |           | .00                 | .00  | .00    | .00       | .00     | .00       | .00       |
| <b>Nonoperating</b>                     |           |                     |      |        |           |         |           |           |
| Suspense Clearing                       | 9910      |                     |      |        |           |         |           |           |
| <b>TOTAL BALANCE SHEET ITEMS</b>        |           | .00                 | .00  | .00    | .00       | .00     | .00       | .00       |
| <b>NET INCREASE/DECREASE</b>            |           |                     |      |        |           |         |           |           |
| B - C + D                               |           |                     | .00  | .00    | .00       | .00     | 4,649.59- | 2,305.11- |
| <b>ENDING CASH (A + E)</b>              |           |                     | .00  | .00    | .00       | .00     | 4,649.59- | 6,954.70- |
| Ending Cash, Plus Cash                  |           |                     |      |        |           |         |           |           |
| accruals and Adjustments                |           |                     |      |        |           |         |           |           |

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| Fund 09 - Actuals through March |           | Fiscal Year 2016/17 |            |            |       |     |      |           |            |
|---------------------------------|-----------|---------------------|------------|------------|-------|-----|------|-----------|------------|
|                                 | Object    | January             | February   | March      | April | May | June | Total     | Budget     |
| BEGINNING CASH                  | 9110      | 6,954.70-           | 17,820.19- | 12,287.86- |       |     |      |           |            |
| <b>RECEIPTS</b>                 |           |                     |            |            |       |     |      |           |            |
| LCFF Revenue Sources            |           |                     |            |            |       |     |      |           |            |
| Principal Apportionment         | 8010-8019 |                     | 13,777.00  | 15,016.00  |       |     |      | 34,595.00 | 82,454.00  |
| Property Taxes                  | 8020-8079 |                     |            |            |       |     |      |           |            |
| Miscellaneous Funds             | 8080-8099 |                     |            |            |       |     |      |           | 26,458.00  |
| Federal Revenues                | 8100-8299 |                     |            |            |       |     |      |           |            |
| Other State Revenues            | 8300-8599 |                     |            |            |       |     |      |           | 2,248.00   |
| Other Local Revenues            | 8600-8799 |                     | 6.91-      |            |       |     |      | 6.91-     |            |
| Interfund Transfers In          | 8910-8929 |                     |            |            |       |     |      |           |            |
| All Other Financing Sources     | 8930-8979 |                     |            |            |       |     |      |           |            |
| Undefined Objects               |           |                     |            |            |       |     |      |           |            |
| <b>TOTAL RECEIPTS</b>           |           | .00                 | 13,770.09  | 15,016.00  | .00   | .00 | .00  | 34,588.09 | 111,160.00 |
| <b>DISBURSEMENTS</b>            |           |                     |            |            |       |     |      |           |            |
| Certificated Salaries           | 1000-1999 | 7,792.87            | 4,620.47   | 7,067.75   |       |     |      | 28,343.63 | 42,206.00  |
| Classified Salaries             | 2000-2999 | 384.38              | 384.38     | 384.38     |       |     |      | 1,921.90  | 3,076.00   |
| Employee Benefits               | 3000-3999 | 2,657.02            | 2,146.29   | 2,539.07   |       |     |      | 10,457.28 | 16,908.00  |
| Books and Supplies              | 4000-4999 | 27.72               | 1,083.12   | 749.73     |       |     |      | 1,860.57  | 6,526.00   |
| Supplies                        | 5000-5999 | 3.50                | 3.50       | 3.50       |       |     |      | 21.00     | 1,032.00   |
| Capital Outlay                  | 6000-6599 |                     |            |            |       |     |      |           |            |
| Other Outgo                     | 7000-7499 |                     |            |            |       |     |      |           |            |
| Interfund Transfers Out         | 7600-7629 |                     |            |            |       |     |      |           |            |
| All Other Financing Uses        | 7630-7699 |                     |            |            |       |     |      |           |            |
| Undefined Objects               |           |                     |            |            |       |     |      |           |            |
| <b>TOTAL DISBURSEMENTS</b>      |           | 10,865.49           | 8,237.76   | 10,744.43  | .00   | .00 | .00  | 42,604.38 | 69,748.00  |
| <b>BALANCE SHEET ITEMS</b>      |           |                     |            |            |       |     |      |           |            |
| Assets and Deferred Outflows    |           |                     |            |            |       |     |      |           |            |
| Cash Not In Treasury            | 9111-9199 |                     |            |            |       |     |      |           |            |
| Accounts Receivable             | 9200-9299 |                     |            |            |       |     |      |           |            |
| Due From Other Funds            | 9310      |                     |            |            |       |     |      |           |            |
| Stores                          | 9320      |                     |            |            |       |     |      |           |            |
| Prepaid Expenditures            | 9330      |                     |            |            |       |     |      |           |            |
| Other Current Assets            | 9340      |                     |            |            |       |     |      |           |            |
| Deferred Outflows of Resrcs     | 9490      |                     |            |            |       |     |      |           |            |
| Undefined Objects               |           |                     |            |            |       |     |      |           |            |
| <b>SUBTOTAL ASSETS</b>          |           | .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)

Fund 09 - Actuals through March

Fiscal Year 2016/17

|   | Object    | January    | February   | March     | April | May | June | Total     | Budget    |
|---|-----------|------------|------------|-----------|-------|-----|------|-----------|-----------|
| <b>Liabilities and Deferred Inflows</b>         |           |            |            |           |       |     |      |           |           |
| Accounts Payable                                | 9500-9599 |            |            |           |       |     |      |           |           |
| Due To Other Funds                              | 9610      |            |            |           |       |     |      |           |           |
| Current Loans                                   | 9640      |            |            |           |       |     |      |           |           |
| Unearned Revenues                               | 9650      |            |            |           |       |     |      |           |           |
| Deferred Inflows of Resrcs                      | 9690      |            |            |           |       |     |      |           |           |
| Undefined Objects                               |           |            |            |           |       |     |      |           |           |
| <b>SUBTOTAL LIABILITIES</b>                     |           | .00        | .00        | .00       | .00   | .00 | .00  | .00       |           |
| <b>nonoperating</b>                             |           |            |            |           |       |     |      |           |           |
| Suspense Clearing                               | 9910      |            |            |           |       |     |      |           |           |
| <b>TOTAL BALANCE SHEET ITEMS</b>                |           | .00        | .00        | .00       | .00   | .00 | .00  | .00       |           |
| <b>NET INCREASE/DECREASE</b>                    |           |            |            |           |       |     |      |           |           |
| B - C + D                                       |           | 10,865.49- | 5,532.33   | 4,271.57  | .00   | .00 | .00  | 8,016.29- | 41,412.00 |
| <b>ENDING CASH (A + E)</b>                      |           | 17,820.19- | 12,287.86- | 8,016.29- |       |     |      |           |           |
| Ending Cash, Plus Cash accruals and Adjustments |           |            |            |           |       |     |      |           |           |

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**Fund 11 - Actuals through March** **Fiscal Year 2016/17**

| Object                      | Beginning Balance | July       | August     | September  | October    | November   | December   |            |
|-----------------------------|-------------------|------------|------------|------------|------------|------------|------------|------------|
| <b>BEGINNING CASH</b>       | 9110              |            | 35,752.23- | 37,078.59- | 41,543.53- | 43,240.65- | 13,477.08- | 20,326.67- |
| <b>RECEIPTS</b>             |                   |            |            |            |            |            |            |            |
| LCFF Revenue Sources        |                   |            |            |            |            |            |            |            |
| Principal Apportionment     | 8010-8019         |            |            |            |            |            |            |            |
| Property Taxes              | 8020-8079         |            |            |            |            |            |            |            |
| Miscellaneous Funds         | 8080-8099         |            |            |            |            |            |            |            |
| Federal Revenues            | 8100-8299         |            |            |            |            |            |            |            |
| Other State Revenues        | 8300-8599         |            |            |            | 37,528.29  |            |            |            |
| Other Local Revenues        | 8600-8799         |            |            |            |            | 246.10-    |            |            |
| Interfund Transfers In      | 8910-8929         |            |            |            |            |            |            |            |
| All Other Financing Sources | 8930-8979         |            |            |            |            |            |            |            |
| Undefined Objects           |                   |            |            |            |            |            |            |            |
| <b>TOTAL RECEIPTS</b>       |                   | .00        | .00        | .00        | .00        | 37,528.29  | 246.10-    | .00        |
| <b>DISBURSEMENTS</b>        |                   |            |            |            |            |            |            |            |
| Certificated Salaries       | 1000-1999         |            |            |            |            | 6,038.89   | 5,121.16   | 6,662.04   |
| Classified Salaries         | 2000-2999         |            |            |            | 1,065.49   | 676.81     | 307.71     | 353.57     |
| Employee Benefits           | 3000-3999         |            |            |            | 236.43     | 835.83     | 663.96     | 835.69     |
| Books and Supplies          | 4000-4999         |            |            | 4,464.94   | 304.88     | 213.19     | 600.98     |            |
| Severance Pay               | 5000-5999         |            |            |            |            |            |            |            |
| Capital Outlay              | 6000-6599         |            |            |            |            |            |            |            |
| Other Outgo                 | 7000-7499         |            |            |            |            |            |            |            |
| Interfund Transfers Out     | 7600-7629         |            |            |            |            |            |            |            |
| All Other Financing Uses    | 7630-7699         |            |            |            |            |            |            |            |
| Undefined Objects           |                   |            |            |            |            |            |            |            |
| <b>TOTAL DISBURSEMENTS</b>  |                   | .00        | .00        | 4,464.94   | 1,606.80   | 7,764.72   | 6,693.81   | 7,851.30   |
| <b>BALANCE SHEET ITEMS</b>  |                   |            |            |            |            |            |            |            |
| Cash Not In Treasury        | 9111-9199         |            |            |            |            |            |            |            |
| Accounts Receivable         | 9200-9299         | 61,734.31- |            |            |            |            |            |            |
| Due From Other Funds        | 9310              |            |            |            |            |            |            |            |
| Stores                      | 9320              |            |            |            |            |            |            |            |
| Prepaid Expenditures        | 9330              |            |            |            |            |            |            |            |
| Other Current Assets        | 9340              |            |            |            |            |            |            |            |
| Deferred Outflows of Resrcs | 9490              |            |            |            |            |            |            |            |
| Undefined Objects           |                   |            |            |            |            |            |            |            |
| <b>UBTOTAL ASSETS</b>       |                   | 61,734.31- | .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)

**Fund 11 - Actuals through March** **Fiscal Year 2016/17**

|  | Object    | Beginning Balance | July       | August     | September  | October    | November   | December   |       |
|--|-----------|-------------------|------------|------------|------------|------------|------------|------------|-------|
| <b>Liabilities and Deferred Inflows</b>                  |           |                   |            |            |            |            |            |            |       |
| Accounts Payable   | 9500-9599 | 1,342.88          | 1,326.36-  |            | 90.32-     |            | 90.32      |            |       |
| Due To Other Funds                                       | 9610      |                   |            |            |            |            |            |            |       |
| Current Loans  | 9640      |                   |            |            |            |            |            |            |       |
| Unearned Revenues  | 9650      |                   |            |            |            |            |            |            |       |
| Deferred Inflows of Resrcs                               | 9690      |                   |            |            |            |            |            |            |       |
| Undefined Objects  |           |                   |            |            |            |            |            |            |       |
| <b>SUBTOTAL LIABILITIES</b>                              |           | 1,342.88          | 1,326.36-  | .00        | 90.32-     | .00        | 90.32      | .00        |       |
| <b>Nonoperating</b>                                      |           |                   |            |            |            |            |            |            |       |
| Suspense Clearing  | 9910      |                   |            |            |            |            |            |            |       |
| <b>TOTAL BALANCE SHEET ITEMS</b>                         |           | 60,391.43-        | 1,326.36-  | .00        | 90.32-     | .00        | 90.32      | .00        |       |
| <b>. NET INCREASE/DECREASE</b>                           |           |                   |            |            |            |            |            |            |       |
| B - C + D  |           |                   | 1,326.36-  | 4,464.94-  | 1,697.12-  | 29,763.57  | 6,849.59-  | 7,851.30-  |       |
| <b>. ENDING CASH (A + E)</b>                             |           |                   | 37,078.59- | 41,543.53- | 43,240.65- | 13,477.08- | 20,326.67- | 28,177.97- |       |
| <b>. Ending Cash, Plus Cash accruals and Adjustments</b> |           |                   |            |            |            |            |            |            | WHAT? |

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Fund 11 - Actuals through March

Fiscal Year 2016/17

|                              | Object    | January    | February   | March      | April | May | June | Total     | Budget     |
|------------------------------|-----------|------------|------------|------------|-------|-----|------|-----------|------------|
| BEGINNING CASH               | 9110      | 28,177.97- | 35,924.09- | 36,442.42- |       |     |      |           |            |
| <b>RECEIPTS</b>              |           |            |            |            |       |     |      |           |            |
| LCFF Revenue Sources         |           |            |            |            |       |     |      |           |            |
| Principal Apportionment      | 8010-8019 |            |            |            |       |     |      |           |            |
| Property Taxes               | 8020-8079 |            |            |            |       |     |      |           |            |
| Miscellaneous Funds          | 8080-8099 |            |            |            |       |     |      |           |            |
| Federal Revenues             | 8100-8299 |            |            |            |       |     |      |           |            |
| Other State Revenues         | 8300-8599 |            |            |            |       |     |      | 37,528.29 | 78,500.00  |
| Other Local Revenues         | 8600-8799 |            | 59.84-     |            |       |     |      | 305.94-   |            |
| Interfund Transfers In       | 8910-8929 |            |            |            |       |     |      |           |            |
| All Other Financing Sources  | 8930-8979 |            |            |            |       |     |      |           |            |
| Undefined Objects            |           |            |            |            |       |     |      |           |            |
| <b>TOTAL RECEIPTS</b>        |           | .00        | 59.84-     | .00        | .00   | .00 | .00  | 37,222.35 | 78,500.00  |
| <b>DISBURSEMENTS</b>         |           |            |            |            |       |     |      |           |            |
| Certificated Salaries        | 1000-1999 | 6,594.06   |            | 8,837.40   |       |     |      | 33,253.55 | 43,729.00  |
| Classified Salaries          | 2000-2999 | 310.18     | 241.63     | 693.70     |       |     |      | 3,649.09  | 7,500.00   |
| Employee Benefits            | 3000-3999 | 841.88     | 56.86      | 1,281.77   |       |     |      | 4,752.42  | 8,192.00   |
| Books and Supplies           | 4000-4999 |            | 160.00     | 7,264.59   |       |     |      | 13,008.58 | 22,793.00  |
| Services                     | 5000-5999 |            |            | 1,713.15   |       |     |      | 1,713.15  | 20,925.20  |
| Capital Outlay               | 6000-6599 |            |            |            |       |     |      |           |            |
| Other Outgo                  | 7000-7499 |            |            |            |       |     |      |           |            |
| Interfund Transfers Out      | 7600-7629 |            |            |            |       |     |      |           |            |
| All Other Financing Uses     | 7630-7699 |            |            |            |       |     |      |           |            |
| Undefined Objects            |           |            |            |            |       |     |      |           |            |
| <b>TOTAL DISBURSEMENTS</b>   |           | 7,746.12   | 458.49     | 19,790.61  | .00   | .00 | .00  | 56,376.79 | 103,139.20 |
| <b>BALANCE SHEET ITEMS</b>   |           |            |            |            |       |     |      |           |            |
| Assets and Deferred Outflows |           |            |            |            |       |     |      |           |            |
| Cash Not In Treasury         | 9111-9199 |            |            |            |       |     |      |           |            |
| Accounts Receivable          | 9200-9299 |            |            |            |       |     |      |           |            |
| Due From Other Funds         | 9310      |            |            |            |       |     |      |           |            |
| Stores                       | 9320      |            |            |            |       |     |      |           |            |
| Unrepaid Expenditures        | 9330      |            |            |            |       |     |      |           |            |
| Other Current Assets         | 9340      |            |            |            |       |     |      |           |            |
| Deferred Outflows of Resrcs  | 9490      |            |            |            |       |     |      |           |            |
| Undefined Objects            |           |            |            |            |       |     |      |           |            |
| <b>UBTOTAL ASSETS</b>        |           | .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)

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| Fund 11 - Actuals through March                    |           |            |            |            |       |     |      |            | Fiscal Year 2016/17 |  |
|--|-----------|------------|------------|------------|-------|-----|------|------------|---------------------|--|
|  | Object    | January    | February   | March      | April | May | June | Total      | Budget              |  |
| <b>Liabilities and Deferred Inflows</b>            |           |            |            |            |       |     |      |            |                     |  |
| Accounts Payable                                   | 9500-9599 |            |            |            |       |     |      | 1,326.36-  |                     |  |
| Due To Other Funds                                 | 9610      |            |            |            |       |     |      |            |                     |  |
| Current Loans                                      | 9640      |            |            |            |       |     |      |            |                     |  |
| Unearned Revenues                                  | 9650      |            |            |            |       |     |      |            |                     |  |
| Deferred Inflows of Resrcs                         | 9690      |            |            |            |       |     |      |            |                     |  |
| Undefined Objects                                  |           |            |            |            |       |     |      |            |                     |  |
| <b>SUBTOTAL LIABILITIES</b>                        |           | .00        | .00        | .00        | .00   | .00 | .00  | 1,326.36-  |                     |  |
| <b>Nonoperating</b>                                |           |            |            |            |       |     |      |            |                     |  |
| Suspense Clearing                                  | 9910      |            |            |            |       |     |      |            |                     |  |
| <b>TOTAL BALANCE SHEET ITEMS</b>                   |           | .00        | .00        | .00        | .00   | .00 | .00  | 1,326.36-  |                     |  |
| <b>NET INCREASE/DECREASE</b>                       |           |            |            |            |       |     |      |            |                     |  |
| B - C + D  |           | 7,746.12-  | 518.33-    | 19,790.61- | .00   | .00 | .00  | 20,480.80- | 24,639.20-          |  |
| <b>ENDING CASH (A + E)</b>                         |           | 35,924.09- | 36,442.42- | 56,233.03- |       |     |      |            |                     |  |
| Ending Cash, Plus Cash<br>accruals and Adjustments |           |            |            |            |       |     |      |            |                     |  |

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**Fund 13 - Actuals through March** **Fiscal Year 2016/17**

| Object                       | Beginning Balance | July      | August     | September  | October    | November  | December  |           |
|------------------------------|-------------------|-----------|------------|------------|------------|-----------|-----------|-----------|
| BEGINNING CASH               | 9110              |           | 171,862.02 | 159,649.47 | 104,894.46 | 46,426.54 | 26,641.81 | 23,158.32 |
| RECEIPTS                     |                   |           |            |            |            |           |           |           |
| LCFF Revenue Sources         |                   |           |            |            |            |           |           |           |
| Principal Apportionment      | 8010-8019         |           |            |            |            |           |           |           |
| Property Taxes               | 8020-8079         |           |            |            |            |           |           |           |
| Miscellaneous Funds          | 8080-8099         |           |            |            |            |           |           |           |
| Federal Revenues             | 8100-8299         |           |            |            | 49,758.63  | 12,373.69 |           |           |
| Other State Revenues         | 8300-8599         |           |            |            | 110.60     |           |           |           |
| Other Local Revenues         | 8600-8799         |           |            |            | 1,284.75   | 794.40    |           |           |
| Interfund Transfers In       | 8910-8929         |           |            |            |            |           |           |           |
| All Other Financing Sources  | 8930-8979         |           |            |            |            |           |           |           |
| Undefined Objects            |                   |           |            |            |            |           |           |           |
| TOTAL RECEIPTS               |                   | .00       | .00        | .00        | .00        | 51,153.98 | 13,168.09 | .00       |
| DISBURSEMENTS                |                   |           |            |            |            |           |           |           |
| Certificated Salaries        | 1000-1999         |           |            |            |            |           |           |           |
| Classified Salaries          | 2000-2999         |           | 2,298.56   | 12,170.51  | 15,129.05  | 14,744.78 | 14,021.10 | 14,570.73 |
| Employee Benefits            | 3000-3999         |           | 1,171.16   | 6,687.53   | 7,111.18   | 6,985.28  | 7,035.00  | 7,202.25  |
| Books and Supplies           | 4000-4999         |           | 20.91      | 30,036.75  | 39,745.44  | 46,324.66 | 40,393.08 | 21,303.29 |
| Supplies                     | 5000-5999         |           | 1,207.00   | 315.38     | 563.63     | 2,883.99  | 1,235.23  | 1,437.51  |
| Capital Outlay               | 6000-6599         |           |            |            |            |           |           |           |
| Other Outgo                  | 7000-7499         |           |            |            |            |           |           |           |
| Interfund Transfers Out      | 7600-7629         |           |            |            |            |           |           |           |
| All Other Financing Uses     | 7630-7699         |           |            |            |            |           |           |           |
| Undefined Objects            |                   |           |            |            |            |           |           |           |
| TOTAL DISBURSEMENTS          |                   | .00       | 4,697.63   | 49,210.17  | 62,549.30  | 70,938.71 | 62,684.41 | 44,513.78 |
| BALANCE SHEET ITEMS          |                   |           |            |            |            |           |           |           |
| Assets and Deferred Outflows |                   |           |            |            |            |           |           |           |
| Cash Not in Treasury         | 9111-9199         | 3,849.06  |            |            | 3,797.57   |           |           |           |
| Accounts Receivable          | 9200-9299         | 64,675.05 |            |            | 283.81     |           | 283.81    |           |
| Due From Other Funds         | 9310              |           |            |            |            |           |           |           |
| Stores                       | 9320              |           |            |            |            |           |           |           |
| Prepaid Expenditures         | 9330              |           |            |            |            |           |           |           |
| Other Current Assets         | 9340              |           |            |            |            |           |           |           |
| Deferred Outflows of Resrcs  | 9490              |           |            |            |            |           |           |           |
| Undefined Objects            |                   |           |            |            |            |           |           |           |
| SUBTOTAL ASSETS              |                   | 68,524.11 | .00        | .00        | 4,081.38   | .00       | 283.81    | .00       |
| (continued)                  |                   |           |            |            |            |           |           |           |

| Fund 13 - Actuals through March                        |           | Fiscal Year 2016/17 |                   |                   |                  |                  |                   |                   |
|--|-----------|---------------------|-------------------|-------------------|------------------|------------------|-------------------|-------------------|
|  | Object    | Beginning Balance   | July              | August            | September        | October          | November          | December          |
| <b>Liabilities and Deferred Inflows</b>                |           |                     |                   |                   |                  |                  |                   |                   |
| Accounts Payable                                       | 9500-9599 | 13,059.76           | 7,514.92-         | 5,544.84-         |                  |                  |                   |                   |
| Due To Other Funds                                     | 9610      |                     |                   |                   |                  |                  |                   |                   |
| Current Loans  | 9640      |                     |                   |                   |                  |                  |                   |                   |
| Unearned Revenues                                      | 9650      |                     |                   |                   |                  |                  |                   |                   |
| Deferred Inflows of Resrcs                             | 9690      |                     |                   |                   |                  |                  |                   |                   |
| Undefined Objects                                      |           |                     |                   |                   |                  |                  |                   |                   |
| <b>SUBTOTAL LIABILITIES</b>                            |           | <b>13,059.76</b>    | <b>7,514.92-</b>  | <b>5,544.84-</b>  | <b>.00</b>       | <b>.00</b>       | <b>.00</b>        | <b>.00</b>        |
| <b>Nonoperating</b>                                    |           |                     |                   |                   |                  |                  |                   |                   |
| Suspense Clearing                                      | 9910      |                     |                   |                   |                  |                  |                   |                   |
| <b>TOTAL BALANCE SHEET ITEMS</b>                       |           | <b>55,464.35-</b>   | <b>7,514.92-</b>  | <b>5,544.84-</b>  | <b>4,081.38</b>  | <b>.00</b>       | <b>283.81-</b>    | <b>.00</b>        |
| <b>NET INCREASE/DECREASE</b>                           |           |                     |                   |                   |                  |                  |                   |                   |
| B - C + D  |           |                     | 12,212.55-        | 54,755.01-        | 58,467.92-       | 19,784.73-       | 49,800.13-        | 44,513.78-        |
| <b>ENDING CASH (A + E)</b>                             |           |                     | <b>159,649.47</b> | <b>104,894.46</b> | <b>46,426.54</b> | <b>26,641.81</b> | <b>23,158.32-</b> | <b>67,672.10-</b> |
| <b>Ending Cash, Plus Cash Accruals and Adjustments</b> |           |                     |                   |                   |                  |                  |                   |                   |

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**Fund 13 - Actuals through March** **Fiscal Year 2016/17**

|                                     | Object    | January    | February  | March      | April | May | June | Total      | Budget     |
|-------------------------------------|-----------|------------|-----------|------------|-------|-----|------|------------|------------|
| <b>1. BEGINNING CASH</b>            | 9110      | 67,672.10- | 43,359.45 | 15,659.21- |       |     |      |            |            |
| <b>3. RECEIPTS</b>                  |           |            |           |            |       |     |      |            |            |
| LCFF Revenue Sources                |           |            |           |            |       |     |      |            |            |
| Principal Apportionment             | 8010-8019 |            |           |            |       |     |      |            |            |
| Property Taxes                      | 8020-8079 |            |           |            |       |     |      |            |            |
| Miscellaneous Funds                 | 8080-8099 |            |           |            |       |     |      |            |            |
| Federal Revenues                    | 8100-8299 | 170,106.70 |           | 19,161.11  |       |     |      | 251,400.13 | 455,000.00 |
| Other State Revenues                | 8300-8599 | 6,763.73   |           | 7,463.85   |       |     |      | 14,338.18  | 36,500.00  |
| Other Local Revenues                | 8600-8799 |            | 48.08     | 151,100.00 |       |     |      | 153,227.23 | 165,343.00 |
| Interfund Transfers In              | 8910-8929 |            |           |            |       |     |      |            |            |
| All Other Financing Sources         | 8930-8979 |            |           |            |       |     |      |            |            |
| Undefined Objects                   |           |            |           |            |       |     |      |            |            |
| <b>TOTAL RECEIPTS</b>               |           | 176,870.43 | 48.08     | 177,724.96 | .00   | .00 | .00  | 418,965.54 | 656,843.00 |
| <b>2. DISBURSEMENTS</b>             |           |            |           |            |       |     |      |            |            |
| Certificated Salaries               | 1000-1999 |            |           |            |       |     |      |            |            |
| Classified Salaries                 | 2000-2999 | 14,010.66  | 13,265.09 | 11,982.59  |       |     |      | 112,193.07 | 151,758.00 |
| Employee Benefits                   | 3000-3999 | 7,077.26   | 6,928.55  | 6,533.39   |       |     |      | 56,731.60  | 99,798.00  |
| Books and Supplies                  | 4000-4999 | 43,308.54  | 37,876.99 | 50,186.60  |       |     |      | 309,196.26 | 397,413.00 |
| Services                            | 5000-5999 | 1,442.42   | 996.11    | 727.96     |       |     |      | 10,809.23  | 28,341.00  |
| Capital Outlay                      | 6000-6599 |            |           |            |       |     |      |            |            |
| Other Outgo                         | 7000-7499 |            |           |            |       |     |      |            |            |
| Interfund Transfers Out             | 7600-7629 |            |           |            |       |     |      |            |            |
| All Other Financing Uses            | 7630-7699 |            |           |            |       |     |      |            |            |
| Undefined Objects                   |           |            |           |            |       |     |      |            |            |
| <b>TOTAL DISBURSEMENTS</b>          |           | 65,838.88  | 59,066.74 | 69,430.54  | .00   | .00 | .00  | 488,930.16 | 677,310.00 |
| <b>1. BALANCE SHEET ITEMS</b>       |           |            |           |            |       |     |      |            |            |
| <u>Assets and Deferred Outflows</u> |           |            |           |            |       |     |      |            |            |
| Cash Not In Treasury                | 9111-9199 |            |           |            |       |     |      | 3,797.57   |            |
| Accounts Receivable                 | 9200-9299 |            |           |            |       |     |      |            |            |
| Due From Other Funds                | 9310      |            |           |            |       |     |      |            |            |
| Stores                              | 9320      |            |           |            |       |     |      |            |            |
| Prepaid Expenditures                | 9330      |            |           |            |       |     |      |            |            |
| Other Current Assets                | 9340      |            |           |            |       |     |      |            |            |
| Deferred Outflows of Resrcs         | 9490      |            |           |            |       |     |      |            |            |
| Undefined Objects                   |           |            |           |            |       |     |      |            |            |
| <b>SUBTOTAL ASSETS</b>              |           | .00        | .00       | .00        | .00   | .00 | .00  | 3,797.57   |            |
| (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)

| Fund 13 - Actuals through March  |           | Fiscal Year 2016/17 |            |            |       |     |      |            |            |
|----------------------------------|-----------|---------------------|------------|------------|-------|-----|------|------------|------------|
|                                  | Object    | January             | February   | March      | April | May | June | Total      | Budget     |
| Liabilities and Deferred Inflows |           |                     |            |            |       |     |      |            |            |
| Accounts Payable                 | 9500-9599 |                     |            |            |       |     |      | 13,059.76- |            |
| Due To Other Funds               | 9610      |                     |            |            |       |     |      |            |            |
| Current Loans                    | 9640      |                     |            |            |       |     |      |            |            |
| Earned Revenues                  | 9650      |                     |            |            |       |     |      |            |            |
| Deferred Inflows of Resrcs       | 9690      |                     |            |            |       |     |      |            |            |
| Undefined Objects                |           |                     |            |            |       |     |      |            |            |
| UBTOTAL LIABILITIES              |           | .00                 | .00        | .00        | .00   | .00 | .00  | 13,059.76- |            |
| Operating                        |           |                     |            |            |       |     |      |            |            |
| Expense Clearing                 | 9910      |                     |            |            |       |     |      |            |            |
| TOTAL BALANCE SHEET ITEMS        |           | .00                 | .00        | .00        | .00   | .00 | .00  | 9,262.19-  |            |
| NET INCREASE/DECREASE            |           |                     |            |            |       |     |      |            |            |
| B - C + D                        |           | 111,031.55          | 59,018.66- | 108,294.42 | .00   | .00 | .00  | 79,226.81- | 20,467.00- |
| ENDING CASH (A + E)              |           | 43,359.45           | 15,659.21- | 92,635.21  |       |     |      |            |            |
| Ending Cash, Plus Cash           |           |                     |            |            |       |     |      |            |            |
| Transfers and Adjustments        |           |                     |            |            |       |     |      |            |            |

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Fund 17 - Actuals through March

Fiscal Year 2016/17

|                              | Object    | Beginning Balance | July         | August       | September    | October      | November     | December     |  |
|------------------------------|-----------|-------------------|--------------|--------------|--------------|--------------|--------------|--------------|--|
| BEGINNING CASH               | 9110      |                   | 3,021,838.60 | 3,021,838.60 | 3,021,838.60 | 3,029,642.83 | 3,029,642.83 | 3,041,566.14 |  |
| <b>RECEIPTS</b>              |           |                   |              |              |              |              |              |              |  |
| LCFF Revenue Sources         |           |                   |              |              |              |              |              |              |  |
| 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 |                   |              |              |              |              | 19,727.54    |              |  |
| Interfund Transfers In       | 8910-8929 |                   |              |              |              |              |              |              |  |
| All Other Financing Sources  | 8930-8979 |                   |              |              |              |              |              |              |  |
| Undefined Objects            |           |                   |              |              |              |              |              |              |  |
| <b>TOTAL RECEIPTS</b>        |           | .00               | .00          | .00          | .00          | .00          | 19,727.54    | .00          |  |
| <b>DISBURSEMENTS</b>         |           |                   |              |              |              |              |              |              |  |
| Certificated Salaries        | 1000-1999 |                   |              |              |              |              |              |              |  |
| Classified Salaries          | 2000-2999 |                   |              |              |              |              |              |              |  |
| Employee Benefits            | 3000-3999 |                   |              |              |              |              |              |              |  |
| Books and Supplies           | 4000-4999 |                   |              |              |              |              |              |              |  |
| Services                     | 5000-5999 |                   |              |              |              |              |              |              |  |
| Capital Outlay               | 6000-6599 |                   |              |              |              |              |              |              |  |
| Other Outgo                  | 7000-7499 |                   |              |              |              |              |              |              |  |
| Interfund Transfers Out      | 7600-7629 |                   |              |              |              |              |              |              |  |
| All Other Financing Uses     | 7630-7699 |                   |              |              |              |              |              |              |  |
| Undefined Objects            |           |                   |              |              |              |              |              |              |  |
| <b>TOTAL DISBURSEMENTS</b>   |           | .00               | .00          | .00          | .00          | .00          | .00          | .00          |  |
| <b>BALANCE SHEET ITEMS</b>   |           |                   |              |              |              |              |              |              |  |
| Assets and Deferred Outflows |           |                   |              |              |              |              |              |              |  |
| Cash Not in Treasury         | 9111-9199 |                   |              |              |              |              |              |              |  |
| Accounts Receivable          | 9200-9299 |                   |              |              | 7,804.23     |              | 7,804.23     |              |  |
| Due From Other Funds         | 9310      |                   |              |              |              |              |              |              |  |
| Stores                       | 9320      |                   |              |              |              |              |              |              |  |
| Unrepaid Expenditures        | 9330      |                   |              |              |              |              |              |              |  |
| Other Current Assets         | 9340      |                   |              |              |              |              |              |              |  |
| Deferred Outflows of Resrcs  | 9490      |                   |              |              |              |              |              |              |  |
| Undefined Objects            |           |                   |              |              |              |              |              |              |  |
| <b>UBTOTAL ASSETS</b>        |           | .00               | .00          | .00          | 7,804.23     | .00          | 7,804.23     | .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 

Fund 17 - Actuals through March

Fiscal Year 2016/17

|                                  | Object    | Beginning Balance | July         | August       | September    | October      | November     | December     |  |
|----------------------------------|-----------|-------------------|--------------|--------------|--------------|--------------|--------------|--------------|--|
| Liabilities and Deferred Inflows |           |                   |              |              |              |              |              |              |  |
| Accounts Payable                 | 9500-9599 |                   |              |              |              |              |              |              |  |
| Due To Other Funds               | 9610      |                   |              |              |              |              |              |              |  |
| Current Loans                    | 9640      |                   |              |              |              |              |              |              |  |
| Earned Revenues                  | 9650      |                   |              |              |              |              |              |              |  |
| Deferred Inflows of Resrcs       | 9690      |                   |              |              |              |              |              |              |  |
| Undefined Objects                |           |                   |              |              |              |              |              |              |  |
| UBTOTAL LIABILITIES              |           | .00               | .00          | .00          | .00          | .00          | .00          | .00          |  |
| Operating                        |           |                   |              |              |              |              |              |              |  |
| Expense Clearing                 | 9910      |                   |              |              |              |              |              |              |  |
| TOTAL BALANCE SHEET ITEMS        |           | .00               | .00          | .00          | 7,804.23     | .00          | 7,804.23     | .00          |  |
| NET INCREASE/DECREASE            |           |                   |              |              |              |              |              |              |  |
| B - C + D                        |           |                   | .00          | .00          | 7,804.23     | .00          | 11,923.31    | .00          |  |
| ENDING CASH (A + E)              |           |                   | 3,021,838.60 | 3,021,838.60 | 3,029,642.83 | 3,029,642.83 | 3,041,566.14 | 3,041,566.14 |  |
| Ending Cash, Plus Cash           |           |                   |              |              |              |              |              |              |  |
| Transfers and Adjustments        |           |                   |              |              |              |              |              |              |  |

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| Fund 17 - Actuals through March   |           | Fiscal Year 2016/17 |              |              |       |     |      |           |              |
|-----------------------------------|-----------|---------------------|--------------|--------------|-------|-----|------|-----------|--------------|
|                                   | Object    | January             | February     | March        | April | May | June | Total     | Budget       |
| BEGINNING CASH                    | 9110      | 3,041,566.14        | 3,041,566.14 | 3,050,445.87 |       |     |      |           |              |
| <b>RECEIPTS</b>                   |           |                     |              |              |       |     |      |           |              |
| LCFF Revenue Sources              |           |                     |              |              |       |     |      |           |              |
| 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 |                     | 8,879.73     |              |       |     |      | 28,607.27 | 16,266.00    |
| Interfund Transfers In            | 8910-8929 |                     |              |              |       |     |      |           |              |
| All Other Financing Sources       | 8930-8979 |                     |              |              |       |     |      |           |              |
| Undefined Objects                 |           |                     |              |              |       |     |      |           |              |
| <b>TOTAL RECEIPTS</b>             |           | .00                 | 8,879.73     | .00          | .00   | .00 | .00  | 28,607.27 | 16,266.00    |
| <b>DISBURSEMENTS</b>              |           |                     |              |              |       |     |      |           |              |
| Certificated Salaries             | 1000-1999 |                     |              |              |       |     |      |           |              |
| Classified Salaries               | 2000-2999 |                     |              |              |       |     |      |           |              |
| Employee Benefits                 | 3000-3999 |                     |              |              |       |     |      |           |              |
| Books and Supplies                | 4000-4999 |                     |              |              |       |     |      |           |              |
| Services                          | 5000-5999 |                     |              |              |       |     |      |           |              |
| Capital Outlay                    | 6000-6599 |                     |              |              |       |     |      |           |              |
| Other Outgo                       | 7000-7499 |                     |              |              |       |     |      |           |              |
| Interfund Transfers Out           | 7600-7629 |                     |              |              |       |     |      |           | 2,500,000.00 |
| All Other Financing Uses          | 7630-7699 |                     |              |              |       |     |      |           |              |
| Undefined Objects                 |           |                     |              |              |       |     |      |           |              |
| <b>TOTAL DISBURSEMENTS</b>        |           | .00                 | .00          | .00          | .00   | .00 | .00  | .00       | 2,500,000.00 |
| <b>BALANCE SHEET ITEMS</b>        |           |                     |              |              |       |     |      |           |              |
| <u>sets and Deferred Outflows</u> |           |                     |              |              |       |     |      |           |              |
| Cash Not In Treasury              | 9111-9199 |                     |              |              |       |     |      |           |              |
| Accounts Receivable               | 9200-9299 |                     |              |              |       |     |      |           |              |
| Due From Other Funds              | 9310      |                     |              |              |       |     |      |           |              |
| Stores                            | 9320      |                     |              |              |       |     |      |           |              |
| Prepaid Expenditures              | 9330      |                     |              |              |       |     |      |           |              |
| Other Current Assets              | 9340      |                     |              |              |       |     |      |           |              |
| Deferred Outflows of Resrcs       | 9490      |                     |              |              |       |     |      |           |              |
| Undefined Objects                 |           |                     |              |              |       |     |      |           |              |
| <b>TOTAL ASSETS</b>               |           | .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)

| Fund 17 - Actuals through March  |           |              |              |              |       |     |      |           | Fiscal Year 2016/17 |  |
|----------------------------------|-----------|--------------|--------------|--------------|-------|-----|------|-----------|---------------------|--|
|                                  | Object    | January      | February     | March        | April | May | June | Total     | Budget              |  |
| Liabilities and Deferred Inflows |           |              |              |              |       |     |      |           |                     |  |
| Accounts Payable                 | 9500-9599 |              |              |              |       |     |      |           |                     |  |
| Due To Other Funds               | 9610      |              |              |              |       |     |      |           |                     |  |
| Current Loans                    | 9640      |              |              |              |       |     |      |           |                     |  |
| Earned Revenues                  | 9650      |              |              |              |       |     |      |           |                     |  |
| Deferred Inflows of Resrcs       | 9690      |              |              |              |       |     |      |           |                     |  |
| Undefined Objects                |           |              |              |              |       |     |      |           |                     |  |
| UBTOTAL LIABILITIES              |           | .00          | .00          | .00          | .00   | .00 | .00  | .00       |                     |  |
| Operating                        |           |              |              |              |       |     |      |           |                     |  |
| Expense Clearing                 | 9910      |              |              |              |       |     |      |           |                     |  |
| TOTAL BALANCE SHEET ITEMS        |           | .00          | .00          | .00          | .00   | .00 | .00  | .00       |                     |  |
| NET INCREASE/DECREASE            |           |              |              |              |       |     |      |           |                     |  |
| B - C + D                        |           | .00          | 8,879.73     | .00          | .00   | .00 | .00  | 28,607.27 | 2,483,734.00-       |  |
| ENDING CASH (A + E)              |           | 3,041,566.14 | 3,050,445.87 | 3,050,445.87 |       |     |      |           |                     |  |
| Ending Cash, Plus Cash           |           |              |              |              |       |     |      |           |                     |  |
| Transfers and Adjustments        |           |              |              |              |       |     |      |           |                     |  |

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**Fund 25 - Actuals through March** **Fiscal Year 2016/17**

|                                     | Object    | Beginning Balance | July       | August     | September  | October    | November   | December   |  |
|-------------------------------------|-----------|-------------------|------------|------------|------------|------------|------------|------------|--|
| <b>BEGINNING CASH</b>               | 9110      |                   | 237,085.37 | 131,516.38 | 131,516.38 | 149,475.07 | 182,134.74 | 173,465.99 |  |
| <b>RECEIPTS</b>                     |           |                   |            |            |            |            |            |            |  |
| LCFF Revenue Sources                |           |                   |            |            |            |            |            |            |  |
| 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 |                   |            |            |            | 33,022.56  | 1,766.31   | 48,220.32  |  |
| Interfund Transfers In              | 8910-8929 |                   |            |            |            |            |            |            |  |
| All Other Financing Sources         | 8930-8979 |                   |            |            |            |            |            |            |  |
| Undefined Objects                   |           |                   |            |            |            |            |            |            |  |
| <b>TOTAL RECEIPTS</b>               |           | .00               | .00        | .00        | .00        | 33,022.56  | 1,766.31   | 48,220.32  |  |
| <b>DISBURSEMENTS</b>                |           |                   |            |            |            |            |            |            |  |
| Certificated Salaries               | 1000-1999 |                   |            |            |            |            |            |            |  |
| Classified Salaries                 | 2000-2999 |                   |            |            |            |            |            |            |  |
| Employee Benefits                   | 3000-3999 |                   |            |            |            |            |            |            |  |
| Books and Supplies                  | 4000-4999 |                   |            |            |            |            |            |            |  |
| Salaries                            | 5000-5999 |                   |            |            |            | 362.89     | 2,120.00   | 1,130.00   |  |
| Capital Outlay                      | 6000-6599 |                   |            |            | 40,586.83  |            | 7,595.70   |            |  |
| Other Outgo                         | 7000-7499 |                   |            |            |            |            |            |            |  |
| Interfund Transfers Out             | 7600-7629 |                   |            |            |            |            |            |            |  |
| All Other Financing Uses            | 7630-7699 |                   |            |            |            |            |            |            |  |
| Undefined Objects                   |           |                   |            |            |            |            |            |            |  |
| <b>TOTAL DISBURSEMENTS</b>          |           | .00               | .00        | .00        | 40,586.83  | 362.89     | 9,715.70   | 1,130.00   |  |
| <b>BALANCE SHEET ITEMS</b>          |           |                   |            |            |            |            |            |            |  |
| <u>Assets and Deferred Outflows</u> |           |                   |            |            |            |            |            |            |  |
| Cash Not In Treasury                | 9111-9199 | 57,826.16         |            |            | 57,826.16  |            |            |            |  |
| Accounts Receivable                 | 9200-9299 |                   |            |            | 719.36     |            | 719.36     |            |  |
| Due From Other Funds                | 9310      |                   |            |            |            |            |            |            |  |
| Stores                              | 9320      |                   |            |            |            |            |            |            |  |
| Prepaid Expenditures                | 9330      |                   |            |            |            |            |            |            |  |
| Other Current Assets                | 9340      |                   |            |            |            |            |            |            |  |
| Deferred Outflows of Resrcs         | 9490      |                   |            |            |            |            |            |            |  |
| Undefined Objects                   |           |                   |            |            |            |            |            |            |  |
| <b>SUBTOTAL ASSETS</b>              |           | 57,826.16         | .00        | .00        | 58,545.52  | .00        | 719.36     | .00        |  |
| (continued)                         |           |                   |            |            |            |            |            |            |  |

**Fund 25 - Actuals through March** **Fiscal Year 2016/17**

|  | Object    | Beginning Balance | July        | August     | September  | October    | November   | December   |  |
|--|-----------|-------------------|-------------|------------|------------|------------|------------|------------|--|
| <b>Liabilities and Deferred Inflows</b>                  |           |                   |             |            |            |            |            |            |  |
| Accounts Payable   | 9500-9599 | 105,568.99        | 105,568.99- |            |            |            |            |            |  |
| Due To Other Funds                                       | 9610      | 5,563.00          |             |            |            |            |            |            |  |
| Current Loans  | 9640      |                   |             |            |            |            |            |            |  |
| Unearned Revenues  | 9650      |                   |             |            |            |            |            |            |  |
| Deferred Inflows of Resrcs                               | 9690      |                   |             |            |            |            |            |            |  |
| Undefined Objects  |           |                   |             |            |            |            |            |            |  |
| <b>SUBTOTAL LIABILITIES</b>                              |           | 111,131.99        | 105,568.99- | .00        | .00        | .00        | .00        | .00        |  |
| <b>Nonoperating</b>                                      |           |                   |             |            |            |            |            |            |  |
| Suspense Clearing  | 9910      |                   |             |            |            |            |            |            |  |
| <b>TOTAL BALANCE SHEET ITEMS</b>                         |           | 53,305.83         | 105,568.99- | .00        | 58,545.52  | .00        | 719.36-    | .00        |  |
| <b>. NET INCREASE/DECREASE</b>                           |           |                   |             |            |            |            |            |            |  |
| <b>B - C + D</b>   |           |                   | 105,568.99- | .00        | 17,958.69  | 32,659.67  | 8,668.75-  | 47,090.32  |  |
| <b>. ENDING CASH (A + E)</b>                             |           |                   | 131,516.38  | 131,516.38 | 149,475.07 | 182,134.74 | 173,465.99 | 220,556.31 |  |
| <b>. Ending Cash, Plus Cash accruals and Adjustments</b> |           |                   |             |            |            |            |            |            |  |

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**Fund 25 - Actuals through March** **Fiscal Year 2016/17**

|                                     | Object    | January          | February        | March            | April      | May        | June       | Total             | Budget            |
|-------------------------------------|-----------|------------------|-----------------|------------------|------------|------------|------------|-------------------|-------------------|
| 1. BEGINNING CASH                   | 9110      | 220,556.31       | 180,367.37      | 186,905.92       |            |            |            |                   |                   |
| <b>3. RECEIPTS</b>                  |           |                  |                 |                  |            |            |            |                   |                   |
| LCFF Revenue Sources                |           |                  |                 |                  |            |            |            |                   |                   |
| 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 | 38,054.88        | 6,538.55        | 31,107.72        |            |            |            | 158,710.34        | 174,685.00        |
| Interfund Transfers In              | 8910-8929 |                  |                 |                  |            |            |            |                   |                   |
| All Other Financing Sources         | 8930-8979 |                  |                 |                  |            |            |            |                   |                   |
| Undefined Objects                   |           |                  |                 |                  |            |            |            |                   |                   |
| <b>TOTAL RECEIPTS</b>               |           | <b>38,054.88</b> | <b>6,538.55</b> | <b>31,107.72</b> | <b>.00</b> | <b>.00</b> | <b>.00</b> | <b>158,710.34</b> | <b>174,685.00</b> |
| <b>4. DISBURSEMENTS</b>             |           |                  |                 |                  |            |            |            |                   |                   |
| Certificated Salaries               | 1000-1999 |                  |                 |                  |            |            |            |                   |                   |
| Classified Salaries                 | 2000-2999 |                  |                 |                  |            |            |            |                   |                   |
| Employee Benefits                   | 3000-3999 |                  |                 |                  |            |            |            |                   |                   |
| Books and Supplies                  | 4000-4999 |                  |                 |                  |            |            |            |                   | 10,000.00         |
| Salaries                            | 5000-5999 | 4,231.24         |                 |                  |            |            |            | 7,844.13          | 72,961.00         |
| Capital Outlay                      | 6000-6599 |                  |                 |                  |            |            |            | 48,182.53         | 50,900.00         |
| Other Outgo                         | 7000-7499 | 74,012.58        |                 |                  |            |            |            | 74,012.58         | 105,224.00        |
| Interfund Transfers Out             | 7600-7629 |                  |                 |                  |            |            |            |                   |                   |
| All Other Financing Uses            | 7630-7699 |                  |                 |                  |            |            |            |                   |                   |
| Undefined Objects                   |           |                  |                 |                  |            |            |            |                   |                   |
| <b>TOTAL DISBURSEMENTS</b>          |           | <b>78,243.82</b> | <b>.00</b>      | <b>.00</b>       | <b>.00</b> | <b>.00</b> | <b>.00</b> | <b>130,039.24</b> | <b>239,085.00</b> |
| <b>5. BALANCE SHEET ITEMS</b>       |           |                  |                 |                  |            |            |            |                   |                   |
| <u>Assets and Deferred Outflows</u> |           |                  |                 |                  |            |            |            |                   |                   |
| Cash Not In Treasury                | 9111-9199 |                  |                 |                  |            |            |            | 57,826.16         |                   |
| Accounts Receivable                 | 9200-9299 |                  |                 |                  |            |            |            |                   |                   |
| Due From Other Funds                | 9310      |                  |                 |                  |            |            |            |                   |                   |
| Stores                              | 9320      |                  |                 |                  |            |            |            |                   |                   |
| Prepaid Expenditures                | 9330      |                  |                 |                  |            |            |            |                   |                   |
| Other Current Assets                | 9340      |                  |                 |                  |            |            |            |                   |                   |
| Deferred Outflows of Resrcs         | 9490      |                  |                 |                  |            |            |            |                   |                   |
| Undefined Objects                   |           |                  |                 |                  |            |            |            |                   |                   |
| <b>SUBTOTAL ASSETS</b>              |           | <b>.00</b>       | <b>.00</b>      | <b>.00</b>       | <b>.00</b> | <b>.00</b> | <b>.00</b> | <b>57,826.16</b>  |                   |
| (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 2016/17 |            |
|----------------------------------|-----------|------------|------------|------------|-------|-----|------|---------------------|------------|
|                                  | Object    | January    | February   | March      | April | May | June | Total               | Budget     |
| Liabilities and Deferred Inflows |           |            |            |            |       |     |      |                     |            |
| Accounts Payable                 | 9500-9599 |            |            |            |       |     |      | 105,568.99-         |            |
| Due To Other Funds               | 9610      |            |            | 5,563.00-  |       |     |      | 5,563.00-           |            |
| Current Loans                    | 9640      |            |            |            |       |     |      |                     |            |
| Earned Revenues                  | 9650      |            |            |            |       |     |      |                     |            |
| Deferred Inflows of Resrcs       | 9690      |            |            |            |       |     |      |                     |            |
| Undefined Objects                |           |            |            |            |       |     |      |                     |            |
| UBTOTAL LIABILITIES              |           | .00        | .00        | 5,563.00-  | .00   | .00 | .00  | 111,131.99-         |            |
| Nonoperating                     |           |            |            |            |       |     |      |                     |            |
| Expense Clearing                 | 9910      |            |            |            |       |     |      |                     |            |
| TOTAL BALANCE SHEET ITEMS        |           | .00        | .00        | 5,563.00-  | .00   | .00 | .00  | 53,305.83-          |            |
| NET INCREASE/DECREASE            |           |            |            |            |       |     |      |                     |            |
| B - C + D                        |           | 40,188.94- | 6,538.55   | 25,544.72  | .00   | .00 | .00  | 24,634.73-          | 64,400.00- |
| ENDING CASH (A + E)              |           | 180,367.37 | 186,905.92 | 212,450.64 |       |     |      |                     |            |
| Ending Cash, Plus Cash           |           |            |            |            |       |     |      |                     |            |
| Reversals and Adjustments        |           |            |            |            |       |     |      |                     |            |

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**Fund 56 - Actuals through March** **Fiscal Year 2016/17**

| Object                              | Beginning Balance | July         | August | September | October | November | December |  |
|-------------------------------------|-------------------|--------------|--------|-----------|---------|----------|----------|--|
| BEGINNING CASH                      | 9110              |              | .00    | .00       | .00     | .00      | .00      |  |
| <b>RECEIPTS</b>                     |                   |              |        |           |         |          |          |  |
| LCFF Revenue Sources                |                   |              |        |           |         |          |          |  |
| 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                   |                   |              |        |           |         |          |          |  |
| <b>TOTAL RECEIPTS</b>               |                   | .00          | .00    | .00       | .00     | .00      | .00      |  |
| <b>DISBURSEMENTS</b>                |                   |              |        |           |         |          |          |  |
| Certificated Salaries               | 1000-1999         |              |        |           |         |          |          |  |
| Classified Salaries                 | 2000-2999         |              |        |           |         |          |          |  |
| Employee Benefits                   | 3000-3999         |              |        |           |         |          |          |  |
| Books and Supplies                  | 4000-4999         |              |        |           |         |          |          |  |
| Supplies                            | 5000-5999         |              |        |           |         |          |          |  |
| Capital Outlay                      | 6000-6599         |              |        |           |         |          |          |  |
| Other Outgo                         | 7000-7499         |              |        |           |         |          |          |  |
| Interfund Transfers Out             | 7600-7629         |              |        |           |         |          |          |  |
| All Other Financing Uses            | 7630-7699         |              |        |           |         |          |          |  |
| Undefined Objects                   |                   |              |        |           |         |          |          |  |
| <b>TOTAL DISBURSEMENTS</b>          |                   | .00          | .00    | .00       | .00     | .00      | .00      |  |
| <b>BALANCE SHEET ITEMS</b>          |                   |              |        |           |         |          |          |  |
| <u>Assets and Deferred Outflows</u> |                   |              |        |           |         |          |          |  |
| 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              |              |        |           |         |          |          |  |
| Deferred Outflows of Resrcs         | 9490              |              |        |           |         |          |          |  |
| Undefined Objects                   |                   |              |        |           |         |          |          |  |
| <b>SUBTOTAL ASSETS</b>              |                   | 1,248,727.02 | .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)

| Fund 56 - Actuals through March                    |           | Fiscal Year 2016/17 |      |        |           |         |          |          |  |
|--|-----------|---------------------|------|--------|-----------|---------|----------|----------|--|
|  | Object    | Beginning Balance   | July | August | September | October | November | December |  |
| <b>Liabilities and Deferred Inflows</b>            |           |                     |      |        |           |         |          |          |  |
| Accounts Payable                                   | 9500-9599 |                     |      |        |           |         |          |          |  |
| Due To Other Funds                                 | 9610      |                     |      |        |           |         |          |          |  |
| Current Loans                                      | 9640      |                     |      |        |           |         |          |          |  |
| Unearned Revenues                                  | 9650      |                     |      |        |           |         |          |          |  |
| Deferred Inflows of Resrcs                         | 9690      |                     |      |        |           |         |          |          |  |
| Undefined Objects                                  |           |                     |      |        |           |         |          |          |  |
| <b>SUBTOTAL LIABILITIES</b>                        |           | .00                 | .00  | .00    | .00       | .00     | .00      | .00      |  |
| <b>Nonoperating</b>                                |           |                     |      |        |           |         |          |          |  |
| Expense Clearing                                   | 9910      |                     |      |        |           |         |          |          |  |
| <b>TOTAL BALANCE SHEET ITEMS</b>                   |           | 1,248,727.02        | .00  | .00    | .00       | .00     | .00      | .00      |  |
| <b>NET INCREASE/DECREASE</b>                       |           |                     |      |        |           |         |          |          |  |
| B - C + D  |           |                     | .00  | .00    | .00       | .00     | .00      | .00      |  |
| <b>ENDING CASH (A + E)</b>                         |           |                     | .00  | .00    | .00       | .00     | .00      | .00      |  |
| Ending Cash, Plus Cash<br>Receipts and Adjustments |           |                     |      |        |           |         |          |          |  |

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Fund 56 - Actuals through March

Fiscal Year 2016/17

|                             | Object    | January | February | March | April | May | June | Total | Budget       |
|-----------------------------|-----------|---------|----------|-------|-------|-----|------|-------|--------------|
| BEGINNING CASH              | 9110      | .00     | .00      | .00   |       |     |      |       |              |
| RECEIPTS                    |           |         |          |       |       |     |      |       |              |
| LCFF Revenue Sources        |           |         |          |       |       |     |      |       |              |
| 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 |         |          |       |       |     |      |       | 2,500,000.00 |
| All Other Financing Sources | 8930-8979 |         |          |       |       |     |      |       |              |
| Undefined Objects           |           |         |          |       |       |     |      |       |              |
| TOTAL RECEIPTS              |           | .00     | .00      | .00   | .00   | .00 | .00  | .00   | 2,500,000.00 |
| DISBURSEMENTS               |           |         |          |       |       |     |      |       |              |
| Certificated Salaries       | 1000-1999 |         |          |       |       |     |      |       |              |
| Classified Salaries         | 2000-2999 |         |          |       |       |     |      |       |              |
| Employee Benefits           | 3000-3999 |         |          |       |       |     |      |       |              |
| Books and Supplies          | 4000-4999 |         |          |       |       |     |      |       |              |
| Services                    | 5000-5999 |         |          |       |       |     |      |       |              |
| Capital Outlay              | 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   |              |
| BALANCE SHEET ITEMS         |           |         |          |       |       |     |      |       |              |
| Cash and Deferred Outflows  |           |         |          |       |       |     |      |       |              |
| Cash Not In Treasury        | 9111-9199 |         |          |       |       |     |      |       |              |
| Accounts Receivable         | 9200-9299 |         |          |       |       |     |      |       |              |
| Due From Other Funds        | 9310      |         |          |       |       |     |      |       |              |
| Stores                      | 9320      |         |          |       |       |     |      |       |              |
| Unrepaid Expenditures       | 9330      |         |          |       |       |     |      |       |              |
| Other Current Assets        | 9340      |         |          |       |       |     |      |       |              |
| Deferred Outflows of Resrcs | 9490      |         |          |       |       |     |      |       |              |
| Undefined Objects           |           |         |          |       |       |     |      |       |              |
| UBTOTAL 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 2016/17

|                                | Object    | January | February | March | April | May | June | Total | Budget       |
|--------------------------------|-----------|---------|----------|-------|-------|-----|------|-------|--------------|
| Utilities and Deferred Inflows |           |         |          |       |       |     |      |       |              |
| Accounts Payable               | 9500-9599 |         |          |       |       |     |      |       |              |
| Due To Other Funds             | 9610      |         |          |       |       |     |      |       |              |
| Current Loans                  | 9640      |         |          |       |       |     |      |       |              |
| Earned Revenues                | 9650      |         |          |       |       |     |      |       |              |
| Deferred Inflows of Resrcs     | 9690      |         |          |       |       |     |      |       |              |
| Undefined Objects              |           |         |          |       |       |     |      |       |              |
| UBTOTAL LIABILITIES            |           | .00     | .00      | .00   | .00   | .00 | .00  | .00   |              |
| Operating                      |           |         |          |       |       |     |      |       |              |
| Expense Clearing               | 9910      |         |          |       |       |     |      |       |              |
| TOTAL BALANCE SHEET ITEMS      |           | .00     | .00      | .00   | .00   | .00 | .00  | .00   |              |
| NET INCREASE/DECREASE          |           |         |          |       |       |     |      |       |              |
| 3 - C + D                      |           | .00     | .00      | .00   | .00   | .00 | .00  | .00   | 2,500,000.00 |
| ENDING CASH (A + E)            |           | .00     | .00      | .00   |       |     |      |       |              |
| Ending Cash, Plus Cash         |           |         |          |       |       |     |      |       |              |
| Reversals and Adjustments      |           |         |          |       |       |     |      |       |              |

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

**SUBJECT:** Revenue and Expenditures for 2016/17

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 Revenues and Expenditures Report for each Fund.

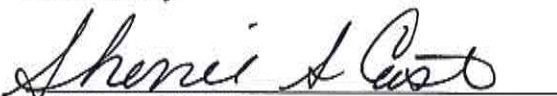
Recommendation:

This is information only.

Fiscal Impact:

Per the 2016/17 approved budget.

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

| Fund 01 - General Fund                   |                                    | Fiscal Year 2017 through 03/31/2017 |                      |                       |                     |            |
|--|------------------------------------|-------------------------------------|----------------------|-----------------------|---------------------|------------|
|  |                                    | Budget                              | Actual               | Encumbrance           | Balance             | Avail      |
| <b>REVENUES</b>                          |                                    |                                     |                      |                       |                     |            |
| LCFF Revenue Sources                     | (8010-8099)                        | 22,991,491.00                       | 16,876,167.03        |                       | 6,115,323.97        | 27%        |
| Federal Revenue                          | (8100-8299)                        | 1,439,036.02                        | 654,324.84           |                       | 784,711.18          | 55%        |
| Other State Revenue                      | (8300-8599)                        | 4,014,345.18                        | 2,996,744.03         |                       | 1,017,601.15        | 25%        |
| Other Local Revenue                      | (8600-8799)                        | 1,800,021.32                        | 891,211.56           |                       | 908,809.76          | 50%        |
| <b>Total Revenues</b>                    |                                    | <b>30,244,893.52</b>                | <b>21,418,447.46</b> |                       | <b>8,826,446.06</b> | <b>29%</b> |
| <b>EXPENDITURES</b>                      |                                    |                                     |                      |                       |                     |            |
| Certificated Salaries                    | (1000-1999)                        | 10,579,321.51                       | 7,401,811.19         | 2,607,789.58          | 569,720.74          | 5%         |
| Classified Salaries                      | (2000-2999)                        | 3,138,140.41                        | 2,220,531.00         | 630,266.32            | 287,343.09          | 9%         |
| Employee Benefits                        | (3000-3999)                        | 5,143,486.76                        | 3,210,876.81         | 1,090,568.01          | 842,041.94          | 16%        |
| Books and Supplies                       | (4000-4999)                        | 2,273,481.54                        | 1,189,946.11         | 299,996.04            | 783,539.39          | 34%        |
| Services & Operating Expenses            | (5000-5999)                        | 6,751,313.26                        | 3,103,998.92         | 1,460,347.17          | 2,186,967.17        | 32%        |
| Capital Outlay                           | (6000-6999)                        | 1,367,181.00                        | 462,335.35           | 548,159.34            | 356,686.31          | 26%        |
| Other Outgo                              | (7100-7299, 7400-7499)             | 1,939,529.00                        | 382,226.59           | .00                   | 1,557,302.41        | 80%        |
| <b>Total Expenditures</b>                |                                    | <b>31,192,453.48</b>                | <b>17,971,725.97</b> | <b>6,637,126.46</b>   | <b>6,583,601.05</b> | <b>21%</b> |
| <b>Operating Surplus/(Deficit)</b>       |                                    | <b>(947,559.96)</b>                 | <b>3,446,721.49</b>  | <b>(3,190,404.97)</b> |                     |            |
| <b>Beginning Fund Balance</b>            |                                    | <b>8,157,353.48</b>                 | <b>8,157,353.18</b>  | <b>8,157,353.18</b>   |                     |            |
| <b>Net Ending Fund Balance</b>           |                                    | <b>7,209,793.52</b>                 | <b>11,604,074.67</b> | <b>4,966,948.21</b>   |                     |            |
|  | <i>*** calculated ***</i>          |                                     |                      |                       |                     |            |
| <b>Components of Ending Fund Balance</b> |                                    |                                     |                      |                       |                     |            |
|  | Undesignated/Unappropriated - 9790 | 7,209,793.52                        | .00                  |                       |                     |            |
|  | <b>Ending Fund Balance</b>         | <b>7,209,793.52</b>                 | <b>.00</b>           |                       |                     |            |

| Fund 09 - Charter Schools Fund           |                                    | Fiscal Year 2017 through 03/31/2017 |                   |                    |                  |            |
|--|------------------------------------|-------------------------------------|-------------------|--------------------|------------------|------------|
|  |                                    | Budget                              | Actual            | Encumbrance        | Balance          | Avail      |
| <b>REVENUES</b>                          |                                    |                                     |                   |                    |                  |            |
| LCFF Revenue Sources                     | (8010-8099)                        | 108,912.00                          | 34,595.00         |                    | 74,317.00        | 68%        |
| Other State Revenue                      | (8300-8599)                        | 2,248.00                            | .00               |                    | 2,248.00         | 100%       |
| Other Local Revenue                      | (8600-8799)                        | .00                                 | (6.91)            |                    | 6.91             | 0%         |
| <b>Total Revenues</b>                    |                                    | <b>111,160.00</b>                   | <b>34,588.09</b>  |                    | <b>76,571.91</b> | <b>69%</b> |
| <b>EXPENDITURES</b>                      |                                    |                                     |                   |                    |                  |            |
| Certificated Salaries                    | (1000-1999)                        | 42,206.00                           | 28,343.63         | 13,861.41          | 0.96             | 0%         |
| Classified Salaries                      | (2000-2999)                        | 3,076.00                            | 1,921.90          | 1,153.14           | 0.96             | 0%         |
| Employee Benefits                        | (3000-3999)                        | 16,908.00                           | 10,457.28         | 6,440.94           | 9.78             | 0%         |
| Books and Supplies                       | (4000-4999)                        | 6,526.00                            | 1,860.57          | 2,731.46           | 1,933.97         | 30%        |
| Services & Operating Expenses            | (5000-5999)                        | 1,032.00                            | 21.00             | 10.50              | 1,000.50         | 97%        |
| <b>Total Expenditures</b>                |                                    | <b>69,748.00</b>                    | <b>42,604.38</b>  | <b>24,197.45</b>   | <b>2,946.17</b>  | <b>4%</b>  |
| <b>Operating Surplus/(Deficit)</b>       |                                    | <b>41,412.00</b>                    | <b>(8,016.29)</b> | <b>(32,213.74)</b> |                  |            |
| <b>Net Ending Fund Balance</b>           |                                    | <b>41,412.00</b>                    | <b>(8,016.29)</b> | <b>(32,213.74)</b> |                  |            |
|  | <i>*** calculated ***</i>          |                                     |                   |                    |                  |            |
| <b>Components of Ending Fund Balance</b> |                                    |                                     |                   |                    |                  |            |
|  | Undesignated/Unappropriated - 9790 | 41,412.00                           | .00               |                    |                  |            |
|  | <b>Ending Fund Balance</b>         | <b>41,412.00</b>                    | <b>.00</b>        |                    |                  |            |

| Fund 11 - Adult Education Fund     |             | Fiscal Year 2017 through 03/31/2017 |                    |                    |                  |            |
|------------------------------------|-------------|-------------------------------------|--------------------|--------------------|------------------|------------|
|                                    |             | Budget                              | Actual             | Encumbrance        | Balance          | Avail      |
| <b>REVENUES</b>                    |             |                                     |                    |                    |                  |            |
| Other State Revenue                | (8300-8599) | 78,500.00                           | 37,528.29          |                    | 40,971.71        | 52%        |
| Other Local Revenue                | (8600-8799) | .00                                 | (305.94)           |                    | 305.94           | 0%         |
| <b>Total Revenues</b>              |             | <b>78,500.00</b>                    | <b>37,222.35</b>   |                    | <b>41,277.65</b> | <b>53%</b> |
| <b>EXPENDITURES</b>                |             |                                     |                    |                    |                  |            |
| Certificated Salaries              | (1000-1999) | 43,729.00                           | 33,253.55          | .00                | 10,475.45        | 24%        |
| Classified Salaries                | (2000-2999) | 7,500.00                            | 3,649.09           | .00                | 3,850.91         | 51%        |
| Employee Benefits                  | (3000-3999) | 8,192.00                            | 4,752.42           | .00                | 3,439.58         | 42%        |
| Books and Supplies                 | (4000-4999) | 22,793.00                           | 13,008.58          | 6,911.47           | 2,872.95         | 13%        |
| Services & Operating Expenses      | (5000-5999) | 20,925.20                           | 1,713.15           | 2,380.00           | 16,832.05        | 80%        |
| <b>Total Expenditures</b>          |             | <b>103,139.20</b>                   | <b>56,376.79</b>   | <b>9,291.47</b>    | <b>37,470.94</b> | <b>36%</b> |
| <b>Operating Surplus/(Deficit)</b> |             | <b>(24,639.20)</b>                  | <b>(19,154.44)</b> | <b>(28,445.91)</b> |                  |            |
| <b>Beginning Fund Balance</b>      |             | <b>24,639.20</b>                    | <b>24,639.20</b>   | <b>24,639.20</b>   |                  |            |
| <b>Net Ending Fund Balance</b>     |             | <b>.00</b>                          | <b>5,484.76</b>    | <b>(3,806.71)</b>  |                  |            |
| <i>*** calculated ***</i>          |             |                                     |                    |                    |                  |            |

| Fund 13 - Cafeteria Fund                 |                                    | Fiscal Year 2017 through 03/31/2017 |                    |                     |                   |            |
|--|------------------------------------|-------------------------------------|--------------------|---------------------|-------------------|------------|
|  |                                    | Budget                              | Actual             | Encumbrance         | Balance           | Avail      |
| <b>REVENUES</b>                          |                                    |                                     |                    |                     |                   |            |
| Federal Revenue                          | (8100-8299)                        | 455,000.00                          | 251,400.13         |                     | 203,599.87        | 45%        |
| Other State Revenue                      | (8300-8599)                        | 36,500.00                           | 14,338.18          |                     | 22,161.82         | 61%        |
| Other Local Revenue                      | (8600-8799)                        | 165,343.00                          | 153,227.23         |                     | 12,115.77         | 7%         |
| <b>Total Revenues</b>                    |                                    | <b>656,843.00</b>                   | <b>418,965.54</b>  |                     | <b>237,877.46</b> | <b>36%</b> |
| <b>EXPENDITURES</b>                      |                                    |                                     |                    |                     |                   |            |
| Classified Salaries                      | (2000-2999)                        | 151,758.00                          | 112,193.07         | 21,497.99           | 18,066.94         | 12%        |
| Employee Benefits                        | (3000-3999)                        | 99,798.00                           | 56,731.60          | 11,432.68           | 31,633.72         | 32%        |
| Books and Supplies                       | (4000-4999)                        | 397,413.00                          | 309,196.26         | 47,936.20           | 40,280.54         | 10%        |
| Services & Operating Expenses            | (5000-5999)                        | 28,341.00                           | 10,809.23          | 13,589.75           | 3,942.02          | 14%        |
| <b>Total Expenditures</b>                |                                    | <b>677,310.00</b>                   | <b>488,930.16</b>  | <b>94,456.62</b>    | <b>93,923.22</b>  | <b>14%</b> |
| <b>Operating Surplus/(Deficit)</b>       |                                    | <b>(20,467.00)</b>                  | <b>(69,964.62)</b> | <b>(164,421.24)</b> |                   |            |
| <b>Beginning Fund Balance</b>            |                                    | <b>227,326.37</b>                   | <b>227,326.37</b>  | <b>227,326.37</b>   |                   |            |
| <b>Net Ending Fund Balance</b>           |                                    | <b>206,859.37</b>                   | <b>157,361.75</b>  | <b>62,905.13</b>    |                   |            |
|  | <i>*** calculated ***</i>          |                                     |                    |                     |                   |            |
| <b>Components of Ending Fund Balance</b> |                                    |                                     |                    |                     |                   |            |
|  | Undesignated/Unappropriated - 9790 | 206,859.37                          | .00                |                     |                   |            |
|  | <b>Ending Fund Balance</b>         | <b>206,859.37</b>                   | <b>.00</b>         |                     |                   |            |

| Fund 17 - Special Reserve Fund for Other  |             | Fiscal Year 2017 through 03/31/2017 |                  |              |                       |              |
|---|-------------|-------------------------------------|------------------|--------------|-----------------------|--------------|
|   |             | Budget                              | Actual           | Encumbrance  | Balance               | Avail        |
| <b>REVENUES</b>                           |             |                                     |                  |              |                       |              |
| Other Local Revenue                       | (8600-8799) | 16,266.00                           | 28,607.27        |              | (12,341.27)           | (76)%        |
| <b>Total Revenues</b>                     |             | <b>16,266.00</b>                    | <b>28,607.27</b> |              | <b>(12,341.27)</b>    | <b>(76)%</b> |
| Operating Surplus/(Deficit)               |             | 16,266.00                           | 28,607.27        | 28,607.27    |                       |              |
| <b>OTHER FINANCING SOURCES/USES</b>       |             |                                     |                  |              |                       |              |
| Interfund Transfers Out                   | (7600-7629) | 2,500,000.00                        | .00              | .00          | 2,500,000.00          | 100%         |
| <b>Total Other Financing Sources/Uses</b> |             | <b>(2,500,000.00)</b>               | <b>.00</b>       | <b>.00</b>   | <b>(2,500,000.00)</b> | <b>100%</b>  |
| Net Surplus/(Deficit)                     |             | (2,483,734.00)                      | 28,607.27        | 28,607.27    |                       |              |
| Beginning Fund Balance                    |             | 3,021,838.60                        | 3,021,838.60     | 3,021,838.60 |                       |              |
| Net Ending Fund Balance                   |             | 538,104.60                          | 3,050,445.87     | 3,050,445.87 |                       |              |
|   |             | *** calculated ***                  |                  |              |                       |              |
| <b>Components of Ending Fund Balance</b>  |             |                                     |                  |              |                       |              |
| Undesignated/Unappropriated - 9790        |             | 538,104.60                          | .00              |              |                       |              |
| <b>Ending Fund Balance</b>                |             | <b>538,104.60</b>                   | <b>.00</b>       |              |                       |              |



| Fund 25 - Capital Facilities Fund        |                        | Fiscal Year 2017 through 03/31/2017 |                   |                    |                  |            |
|--|------------------------|-------------------------------------|-------------------|--------------------|------------------|------------|
|  |                        | Budget                              | Actual            | Encumbrance        | Balance          | Avail      |
| <b>REVENUES</b>                          |                        |                                     |                   |                    |                  |            |
| Other Local Revenue                      | (8600-8799)            | 174,685.00                          | 158,710.34        |                    | 15,974.66        | 9%         |
| <b>Total Revenues</b>                    |                        | <b>174,685.00</b>                   | <b>158,710.34</b> |                    | <b>15,974.66</b> | <b>9%</b>  |
| <b>EXPENDITURES</b>                      |                        |                                     |                   |                    |                  |            |
| Books and Supplies                       | (4000-4999)            | 10,000.00                           | .00               | .00                | 10,000.00        | 100%       |
| Services & Operating Expenses            | (5000-5999)            | 72,961.00                           | 7,844.13          | 55,281.26          | 9,835.61         | 13%        |
| Capital Outlay                           | (6000-6999)            | 50,900.00                           | 48,182.53         | 875.00             | 1,842.47         | 4%         |
| Other Outgo                              | (7100-7299, 7400-7499) | 105,224.00                          | 74,012.58         | .00                | 31,211.42        | 30%        |
| <b>Total Expenditures</b>                |                        | <b>239,085.00</b>                   | <b>130,039.24</b> | <b>56,156.26</b>   | <b>52,889.50</b> | <b>22%</b> |
| <b>Operating Surplus/(Deficit)</b>       |                        | <b>(64,400.00)</b>                  | <b>28,671.10</b>  | <b>(27,485.16)</b> |                  |            |
| <b>Beginning Fund Balance</b>            |                        | <b>183,779.54</b>                   | <b>183,779.54</b> | <b>183,779.54</b>  |                  |            |
| <b>Net Ending Fund Balance</b>           |                        | <b>119,379.54</b>                   | <b>212,450.64</b> | <b>156,294.38</b>  |                  |            |
|  |                        | <i>*** calculated ***</i>           |                   |                    |                  |            |
| <b>Components of Ending Fund Balance</b> |                        |                                     |                   |                    |                  |            |
| Undesignated/Unappropriated - 9790       |                        | 119,379.54                          | .00               |                    |                  |            |
| <b>Ending Fund Balance</b>               |                        | <b>119,379.54</b>                   | <b>.00</b>        |                    |                  |            |

| Fund 56 - Debt Service Fund                                 |                     | Fiscal Year 2017 through 03/31/2017 |                     |                     |             |
|---|---------------------|-------------------------------------|---------------------|---------------------|-------------|
|   | Budget              | Actual                              | Encumbrance         | Balance             | Avail       |
| <b>OTHER FINANCING SOURCES/USES</b>                         |                     |                                     |                     |                     |             |
| Interfund Transfers In (8900-8929)                          | 2,500,000.00        | .00                                 |                     | 2,500,000.00        | 100%        |
| <b>Total Other Financing Sources/Uses</b>                   | <b>2,500,000.00</b> | <b>.00</b>                          |                     | <b>2,500,000.00</b> | <b>100%</b> |
| <b>Net Surplus/(Deficit)</b>                                | <b>2,500,000.00</b> | <b>.00</b>                          | <b>.00</b>          |                     |             |
| <b>Beginning Fund Balance</b>                               | <b>1,248,727.02</b> | <b>1,248,727.02</b>                 | <b>1,248,727.02</b> |                     |             |
| <b>Net Ending Fund Balance</b><br><i>*** calculated ***</i> | <b>3,748,727.02</b> | <b>1,248,727.02</b>                 | <b>1,248,727.02</b> |                     |             |
| <b>Components of Ending Fund Balance</b>                    |                     |                                     |                     |                     |             |
| Undesignated/Unappropriated - 9790                          | 3,748,727.02        | .00                                 |                     |                     |             |
| <b>Ending Fund Balance</b>                                  | <b>3,748,727.02</b> | <b>.00</b>                          |                     |                     |             |

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

**SUBJECT:** Greenfield High School Williams Facility Report  
Through March 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 Quarterly Williams Facility Report for Greenfield High School. It shows the progress made to date remedying the deficiencies noted in the original inspection in Spring of 2015.

Recommendation:

This is information only.

Fiscal Impact:

Not Applicable

Submitted By:



Sherrie S. Castellanos  
Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent



**Monterey County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**THIRD QUARTERLY REPORT FOR SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT**  
**APRIL 2017**

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 January through March 2017.

**SCHOOL FACILITIES:**

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

\* "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.

| School          | Overall Rating | Review Date | Room / Area        | Facility Deficiencies Identified           | Item # / Category             | Emergency | Correction / Action Taken  | Corrected On |
|-----------------|----------------|-------------|--------------------|--|-------------------------------|-----------|----------------------------|--------------|
| Greenfield High | Good           | 8/22/16     | Attendance Office  | Screen is torn on window                   | 15 Windows/Doors/Gates/Fences |           | Repaired                   | 6/16/16      |
|                 |                |             | Attendance Office  | Window has hole                            | 15 Windows/Doors/Gates/Fences |           | Repaired                   | 1/24/17      |
|                 |                |             | Activities Work RM | Water stain ceiling tiles                  | 4 Interior Surfaces           |           | Tiles replaced             | 6/16/16      |
|                 |                |             | Men's RR           | Water stains ceiling tiles in hallway      | 4 Interior Surfaces           |           | Tiles replaced             | 6/16/16      |
|                 |                |             | P RM 601           | Ceiling tile is missing and loose          | 4 Interior Surfaces           |           | Tiles replaced             | 5/11/16      |
|                 |                |             | P RM 601           | Rust / hole on exterior eaves / frame      | 13 Roofs                      |           | Repaired and repainted     | 9/15/16      |
|                 |                |             | P RM 602           | Rust is present on exterior eaves          | 11 Hazardous Materials        |           | Repaired and repainted     | 9/15/16      |
|                 |                |             | P RM 602           | Paint is peeling exterior                  | 11 Hazardous Materials        |           | Repainted                  | 9/15/16      |
|                 |                |             | P RM 603           | Ceiling tile is missing                    | 4 Interior Surfaces           |           | Tiles replaced             | 5/11/16      |
|                 |                |             | P RM 603           | Rust under exterior eaves / deteriorating  | 11 Hazardous Materials        |           | Repaired and repainted     | 9/15/16      |
|                 |                |             | P RM 605           | Wallpaper is torn                          | 4 Interior Surfaces           |           | In Progress/Summer Project |              |
|                 |                |             | P RM 606           | Inadequate lighting 5 lights bulbs are out | 7 Electrical                  |           | Lights replaced            | 5/24/16      |

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| School                   | Overall Rating | Review Date | Room / Area            | Facility Deficiencies Identified                 | Item # / Category             | Emergency | Correction / Action Taken  | Corrected On |
|--------------------------|----------------|-------------|------------------------|--|-------------------------------|-----------|----------------------------|--------------|
|                          |                |             | Boy's Restroom         | Ceiling tiles are missing                        | 4 Interior Surfaces           |           | Tiles replaced             | 6/23/16      |
|                          |                |             | Boy's Restroom         | Door vent cover is broken                        | 15 Windows/Doors/Gates/Fences |           | Repaired                   | 2/28/17      |
|                          |                |             | P RM 609               | No skid paint is peeling on ramp / slip hazard   | 11 Hazardous Materials        |           | Repainted                  | 6/23/16      |
|                          |                |             | P RM 609               | Trip hazard @ ramp entry                         | 14 Playground/School Grounds  |           | Repaired                   | 6/23/16      |
|                          |                |             | P RM 610               | Carpet has stains / worn                         | 4 Interior Surfaces           |           | Carpet replaced            | 6/22/16      |
| Greenfield High (Cont'd) |                |             | P RM 610               | Wallpaper is torn                                | 4 Interior Surfaces           |           | In Progress/Summer Project |              |
|                          |                |             | P RM 612               | No skid paint is peeling on ramp / slip hazard   | 11 Hazardous Materials        |           | Repainted                  | 6/23/16      |
|                          |                |             | P RM 613               | No skid paint is peeling on ramp / slip hazard   | 11 Hazardous Materials        |           | Repainted                  | 6/23/16      |
|                          |                |             | P RM 614               | Dirty vents                                      | 2 Mech/HVAC                   |           | Vents cleaned              | 9/2/16       |
|                          |                |             | P RM 614               | No skid paint is peeling on ramp / slip hazard   | 11 Hazardous Materials        |           | Repainted                  | 6/23/16      |
|                          |                |             | P RM 615               | No skid paint is peeling on ramp / slip hazard   | 11 Hazardous Materials        |           | Repainted                  | 6/23/16      |
|                          |                |             | P RM 616               | Carpet is worn and stained                       | 4 Interior Surfaces           |           | Carpet replaced            | 6/22/16      |
|                          |                |             | Weight Room            | Trip hazard @ asphalt cement seam                | 14 Playground/School Grounds  |           | Ground down                | 3/14/16      |
|                          |                |             | Wrestling / Dance Room | Trip hazard @ asphalt cement seam                | 14 Playground/School Grounds  |           | Ground down                | 3/14/16      |
|                          |                |             | Concession             | Ceiling tiles are cracked and missing            | 4 Interior Surfaces           |           | Tiles replaced             | 5/17/16      |
|                          |                |             | Athletic Director      | Water stains ceiling tiles / hallway             | 4 Interior Surfaces           |           | Tiles replaced             | 5/24/16      |
|                          |                |             | RM 403 Diagnosis       | A/C unit is not working                          | 2 Mech/HVAC                   |           | Replaced                   | 11/15/16     |
|                          |                |             | Student Union          | Water stains ceiling tiles in hallway to kitchen | 4 Interior Surfaces           |           | Tiles replaced             | 5/17/16      |

| School | Overall Rating | Review Date | Room / Area          | Facility Deficiencies Identified    | Item # / Category             | Emergency | Correction / Action Taken | Corrected On |
|--------|----------------|-------------|----------------------|-------------------------------------|-------------------------------|-----------|---------------------------|--------------|
|        |                |             | Kitchen              | Paint is chipping on wall           | 11 Hazardous Materials        |           | Repaired                  | 5/30/16      |
|        |                |             | Media Center         | Water stain ceiling tiles           | 4 Interior Surfaces           |           | Tiles replaced            | 6/16/16      |
|        |                |             | RM 106 Computer Room | 5 wall outlets missing cover plates | 7 Electrical                  | X         | Cover plates replaced     | 9/1/16       |
|        |                |             | RM 106 Computer Room | Screens torn                        | 15 Windows/Doors/Gates/Fences |           | Screens repaired          | 6/13/16      |
|        |                |             | Library              | Dry rot and cracks at fascia boards | 13 Roofs                      |           | Spring Break/Summer       |              |
|        |                |             | Library              | Rust on gutters                     | 13 Roofs                      |           | Spring Break/Summer       |              |
|        |                |             | Boy's RR by Library  | Light out                           | 8 Restroom                    |           | Light replaced            | 8/23/16      |
|        |                |             | Main Gym             | Fire extinguisher box damaged       | 10 Fire Safety                |           | Repaired                  | 2/2/17       |

| School                   | Overall Rating | Review Date | Room / Area | Facility Deficiencies Identified     | Item # / Category             | Emergency | Correction / Action Taken | Corrected On |
|--------------------------|----------------|-------------|-------------|--------------------------------------|-------------------------------|-----------|---------------------------|--------------|
| Greenfield High (Cont'd) |                |             | Quad        | Weeds and gum at concrete throughout | 14 Playground/School Grounds  |           | Continuous Project        |              |
|                          |                |             | RM 103      | Screen torn                          | 15 Windows/Doors/Gates/Fences |           | Repaired                  | 1/17/207     |
| <b>Follow-up</b>         |                | 9/20/16     | RM 106      | Exit partially blocked by desk       | 10 Fire Safety                |           | Desk moved                | 9/1/16       |
|                          |                |             | RM 106      | Fire extinguisher blocked by de      | 10 Fire Safety                |           | Desk moved                | 9/1/16       |
|                          |                |             | Campus      | Fire alarm panel in trouble          | 10 Fire Safety                |           | Reset panel               | 9/1/16       |

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

**SUBJECT:** College & Career Access Pathways Partnership Agreement

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

AB 288 allows for a school district and a community college to enter into a partnership to allow our students to access college courses during the school day that will eventually lead them into the community college. Courses would be taught on our high school campuses and opened exclusively to our students.

By mandate of the legislation, we must conduct an informational conversation about this act, then have public comment before finally approving or disapproving the concept.

This could impact staffing on our campuses, dependent on enrollment.

Recommendation:

This is for informational purposes only.

Fiscal Impact:

None

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent



**DUAL ENROLLMENT  
COLLEGE & CAREER ACCESS PATHWAYS  
PARTNERSHIP AGREEMENT**

**This is a “College and Career Access Pathways Partnership Agreement (CCAP) hereinafter known as “Agreement” between Hartnell Community College District hereinafter known as “College” and South Monterey County Joint Union High School District hereinafter known as “District.”**

For clarity this document includes all sections of Education Code 76004.

AB 288, Holden. Public schools: College and Career Access Pathways partnerships filed with the California Secretary of State October 8, 2015. Section 76004 is added to the Education Code, to read:

**76004.** Notwithstanding Section 76001 or any other law:

(a) The governing board of a community college district may enter into a College and Career Access Pathways (CCAP) partnership with the governing board of a school district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

(b) A participating community college district may enter into a CCAP partnership with a school district partner that is governed by a CCAP partnership agreement approved by the governing boards of both districts. As a condition of, and before adopting, a CCAP partnership agreement, the governing board of each district, at an open public meeting of that board, shall present the dual enrollment partnership agreement as an informational item. The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.

**Hartnell Community College District Board Meetings:**

(a) Information Board Meeting Date: \_\_\_\_\_

(b) Public Comment Board Meeting Date: \_\_\_\_\_

**SMCJUHS District Board Meetings:**

(a) Information Board Meeting Date: \_\_\_\_\_

(b) Public Comment Board Meeting Date: \_\_\_\_\_

(c)(1) The CCAP partnership agreement shall outline the terms of the CCAP partnership and shall include, but not necessarily be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those

students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP partnership agreement shall also establish protocols for information sharing, in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses.

- (a) Total number of high school students to be served: 40 per semester.
- (b) Total number of FTES projected to be claimed under this Agreement 3 per semester.
- (c) Scope, nature, time, location and listing of community college courses to be offered will be appended to this document each semester during the term of this Agreement and shall be known as Appendix A. Appendix A shall accompany the original submission of this document to the Chancellor's Office and shall subsequently be submitted per Chancellor's Office instructions.

(2) The CCAP partnership agreement shall identify a point of contact for the participating community college district and school district partner.

**Point of Contact: Hartnell Community College District**

**Name: Renate Funke**

**Title: Dean of Academic Affairs – South County Educational Center**

**Contact Information: 831-386-7101**

**Point of Contact: SMCJUHS District**

**Name:**

**Title:,**

**Contact Information:**

(3) A copy of the CCAP partnership agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department before the start of the CCAP partnership. The chancellor may void any CCAP partnership agreement it determines has not complied with the intent of the requirements of this section.

**Date of CCAP submission to the Chancellor's Office: \_\_\_\_\_**

**By Whom: Name: \_\_\_\_\_ Title: \_\_\_\_\_**

(d) A community college district participating in a CCAP partnership shall not provide physical education course opportunities to high school pupils pursuant to this section or any other course opportunities that do not assist in the attainment of at least one of the goals listed in subdivision (a).

(e) A community college district shall not enter into a CCAP partnership with a school district within the service area of another community college district, except where an agreement exists, or is established, between those community college districts authorizing that CCAP partnership.

(f) A high school pupil enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011. Student Enrollment Fees and Student Activities Fees for high school pupils enrolled in a college course will be waived.

The college and the high school district shall share equal costs of books, supplies and materials. The College shall assume responsibility for purchasing and invoicing. At the end of the fall and spring semester the College shall invoice the District for reimbursement. Payment will be due within 30 days. The District shall be responsible to catalog, distribute, collect and store all books.

**The College agrees to abide by sections (d), (e), and (f) above.**

**The District agrees to abide by section (f) above.**

(g) The CCAP partnership agreement shall certify that any community college instructor teaching a course on a high school campus has not been convicted of any sex offense as defined in Section 87010, or any controlled substance offense as defined in Section 87011.

**Under the terms of this Agreement, any community college instructor teaching at a high school campus must submit to a live scan fingerprint analysis, which will be kept on file at the College and the District.**

(h) The CCAP partnership agreement shall certify that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.

(i) The CCAP partnership agreement shall certify that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. The District shall recruit qualified college instructors from among district teachers.

(j) The CCAP partnership agreement shall include a certification by the participating community college district of all of the following:

(1) A community college course offered for college credit at the partnering high school campus does not reduce access to the same course offered at the partnering community college campus.

**The College hereby certifies that the courses listed in Appendix A of this Agreement do not reduce access to the same courses offered at Hartnell College.**

(2) A community college course that is oversubscribed or has a waiting list shall not be offered in the CCAP partnership.

**The College hereby certifies that college departments offering the courses listed in Appendix A of this Agreement do not have completely oversubscribed sections prior to commencement of the semester.**

(3) Participation in a CCAP partnership is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP partnership will not lead to enrollment displacement of otherwise eligible adults in the community college.

**The College hereby certifies that pupils participating in this Agreement will not lead to enrollment displacement of otherwise eligible students at Hartnell College.**

(k) The CCAP partnership agreement shall certify that both the school district and community college district partners comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP partnership course offered for high school credit.

**The District and the College hereby certify that this Agreement complies with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching courses listed in Appendix A of this document.**

**Further, the College hereby certifies that all instructors teaching courses listed in Appendix A of this Agreement have met Minimum Qualifications prescribed according to the document "Minimum Qualifications for Faculty and Administrators in California Community Colleges" dated January 2012.**

(l) The CCAP partnership agreement shall specify both the following:

(1) Which participating district will be the employer of record for purposes of assignment monitoring and reporting to the county office of education.

**The District will be the employer of record for all District-paid teachers participating in this Agreement.**

**The College will be the employer of record for all community college-paid faculty teaching at the high schools listed in this Agreement.**

(2) Which participating district will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.

**The District will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.**

**The College participating in this Agreement will direct the respective college departments to conduct evaluation of all faculty teaching under this Agreement according to the regular college faculty evaluation guidelines and timelines.**

(3) The participating college will obtain FERPA releases on all high school students taking college courses.

**The College participating in this Agreement will share attendance information with the District high schools.**

(m) The CCAP partnership agreement shall certify that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both based on an interim assessment in grade 10 or 11, as determined by the partnering school district, and the delivery of these remedial courses shall involve a collaborative effort between high school and community college faculty to deliver an innovative remediation course(s) as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon high school graduation.

**The District and the College hereby certify that any remedial course taught by community college faculty at King City or Greenfield High School shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the District, and shall involve a collaborative effort between high school and community college faculty to deliver an innovative remediation course(s) as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation.**

(n) (1) A community college district may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP partnership agreement.

(2) For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus pursuant to paragraph (1) of subdivision (p) shall be credited with

those units of full-time equivalent students attributable to the attendance of eligible high school pupils.

(o) A community college district may allow a special part-time student participating in a CCAP partnership agreement established pursuant to this article to enroll in up to a maximum of 15 units per term if all of the following circumstances are satisfied:

(1) The units constitute no more than four community college courses per term.

(2) The units are part of an academic program that is part of a CCAP partnership agreement established pursuant to this article.

(3) The units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.

(p) The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.

**The College hereby agrees to the conditions specified above in (n)(1), (2), and (3).**

(q) A district shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment.

**The District and the College agree that the District shall claim full Average Daily Attendance (ADA) per pupil for at least 240 minutes of non-college instruction.**

**The College agrees to restrict college course enrollment to pupils affected by this Agreement to no more than two college sections during the regular high school day.**

**Pursuant to section (o) above, pupils under this Agreement could take up to 15 units or a maximum of four college courses per term, but the other two community college courses must occur either in zero period, after school, at the community college campus, or online.**

(r) The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity.

(s) All high school students enrolling in 6.0 units or more must complete the College's Step to Success process and must submit a Concurrent Enrollment packet each semester that the student enrolls.

(t) Students who need to withdrawal from their college class due to academic deficiencies must complete a total withdrawal form and submit it to the College's Admissions & Records Office immediately. Once the instructor has been alerted that the student will be withdrawing, they will then refer the student to their high school Counselor who will reassign them to another high school course.

(u) All high school students are expected to comply with Hartnell College's Standards of Student Conduct as outlined in Board Policy 5500.

(v) (1) For each CCAP partnership agreement entered into pursuant to this section, the affected community college district and school district shall report annually to the office of the Chancellor of the California Community Colleges all of the following information:

(A) The total number of high school pupils by school site enrolled in each CCAP partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws.

(B) The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants.

(C) The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants.

(D) The total number of full-time equivalent students generated by CCAP partnership community college district participants.

**The College and the District agree to annually report to the office of Chancellor of the California Community College sections A through D above.**

(2) On or before January 1, 2021, the chancellor shall prepare a summary report that includes an evaluation of the CCAP partnerships, an assessment of trends in the growth of special admits systemwide and by campus, and, based upon the data collected pursuant to this section, recommendations for program improvements, including, but not necessarily limited to, both of the following:

(A) Any recommended changes to the statewide cap on special admit full-time equivalent students to ensure that adults are not being displaced.

(B) Any recommendation concerning the need for additional student assistance or academic resources to ensure the overall success of the CCAP partnerships.

(3) The chancellor shall ensure that the number of full-time equivalent students generated by CCAP partnerships is reported pursuant to the reporting requirements in Section 76002.

(u) The annual report required by subdivision (t) shall also be transmitted to all of the following:

(1) The Legislature, in compliance with Section 9795 of the Government Code.

(2) The Director of Finance.

(3) The Superintendent.

(v) A community college district that violates this article, including, but not

necessarily limited to, any restriction imposed by the board of governors pursuant to this article, shall be subject to the same penalty as may be imposed pursuant to subdivision (d) of Section 78032.

(w) The statewide number of full-time equivalent students claimed as special admits shall not exceed 10 percent of the total number of full-time equivalent students claimed statewide.

(x) Nothing in this section is intended to affect a dual enrollment partnership agreement existing on the effective date of this section under which an early college high school, a middle college high school, or California Career Pathways Trust existing on the effective date of this section is operated. An early college high school, middle college high school, or California Career Pathways Trust partnership agreement existing on the effective date of this section shall not operate as a CCAP partnership unless it complies with the provisions of this section.

(y) This section shall remain in effect only until January 1, 2022, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2022, deletes or extends that date.

**Hartnell Community College District**

Date \_\_\_\_\_

\_\_\_\_\_  
Dr. Willard Lewallen  
Hartnell College  
Superintendent/President

Board Approval Date: \_\_\_\_\_

**South Monterey County Joint Union High School District**

Date \_\_\_\_\_

\_\_\_\_\_  
Dr. Daniel Moirao  
SMCJUHS Superintendent

Board Approval Date: \_\_\_\_\_

Commencement date: August 14, 2017

End Date: December 31, 2020



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

**SUBJECT:** Overnight GEAR UP Trip for GHS Students to  
Visit CSU Campuses on April 12 and April 13, 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

---

**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Approximately 12 to 18 students from Greenfield High School will be touring several CSU campuses through the UCSC GEAR UP Program on April 12 and April 13, 2017. This trip will require an overnight stay, there will be 3 to 4 adult chaperones traveling with the students.

Recommendation:

This is an information item only.

Fiscal Impact:

There is no fiscal impact to the district. UCSC GEAR UP will be providing the transportation, hotel costs, all meals and snacks for the students.

Submitted By:



Emilio Guerrero  
College Facilitator, UC Santa Cruz Educational  
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Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

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

**SUBJECT:** Board Policies - First Reading

**MEETING:** April 18, 2017

**AGENDA SECTION:**

ACTION

INFORMATION

ACTION/CONSENT

- 
- Improve, Monitor and Sustain Student Achievement
  - Improve School Climate in Support of Teaching, Learning and Student Safety
  - Develop/Sustain Fiscal Solvency
  - 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 0460 Local Control and Accountability Plan (revised)

BP 3260 Fees and Charges (revised)

AR 3260 Fees and Charges (revised)

AR 3350 - Travel Expenses (revised)

AR 4112.22 - Staff Teaching English Learners (new)

E 4112.9 - Employee Notification (revised)

AR4161.1, 4361.1 - Personal Illness, Injury Leave (revised)

AR 4261.1 - Personal Illness Injury Leave (revised)

BP 5111 - Residency (revised)

BP 5111.1 - District Residency (new)

BP 5113 - Absences and Excuses (revised)

AR 5113 - Absences and Excuses (revised)

BP 9250 - Remuneration, Reimbursement, and other Benefits (revised)


Recommendation:

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

Fiscal Impact:

No fiscal impact

Submitted By:



Daniel R. Moirao Ed. D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

## Philosophy, Goals, Objectives and Comprehensive Plans

### Local Control And Accountability Plan

The Governing Board desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060. The LCAP shall be effective for three years and shall be updated on or before July 1 of each year. (Education Code 52060)

In addition, the LCAP shall address any local priorities adopted by the Board.

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

The /Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

#### Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)  
(cf. 4140/4240/4340 - Bargaining Units)  
(cf. 6020 - Parent Involvement)

#### Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 15495)

The /Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The /Superintendent or designee shall notify members of the public of the

opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

~~\*\*\*Note: Pursuant to Education Code 305, as amended by Proposition 58 (November 2016) and effective July 1, 2017, the LCAP parent and community engagement process must include solicitation of input as described in the following paragraph. Also see BP/AR 6174 - Education for English Language Learners for further information regarding the types of language-acquisition programs that may be offered to students.\*\*\*~~

**As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)**

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the district budget in accordance with Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 3100 - Budget)  
(cf. 3460 - Financial Reports and Accountability)  
(cf. 9320 - Meetings and Notices)

#### Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

#### Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP or the annual update to the LCAP, the Board shall file the LCAP or the annual update with the County Superintendent of Schools.

(Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations.  
(Education Code 52070)

#### Monitoring Progress

The /Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

#### Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP

2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

- 17002 State School Building Lease-Purchase Law, including definition of good repair
- 41020 Audits
- 42127 Public hearing on budget adoption
- 42238.01-42238.07 Local control funding formula
- 44258.9 County superintendent review of teacher assignment
- 48985 Parental notices in languages other than English
- 51210 Course of study for grades 1-6
- 51220 Course of study for grades 7-12
- 52052 Academic Performance Index; numerically significant student subgroups
- 52060-52077 Local control and accountability plan
- 52302 Regional occupational centers and programs
- 52372.5 Linked learning pilot program
- 54692 Partnership academies
- 60119 Sufficiency of textbooks and instructional materials; hearing and resolution
- 60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
- 60811.3 Assessment of language development
- 64001 Single plan for student achievement
- 99300-99301 Early Assessment Program

UNITED STATES CODE, TITLE 20

- 6312 Local educational agency plan
- 6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

- Impact of Local Control Funding Formula on Board Policies, November 2013
- 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

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

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

10/13

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Adopted: King City, California



## Business and Noninstructional Operations

### Fees And Charges

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the district's educational program are made available to them at no cost.

No student shall be required to pay a fee, deposit, or other charge for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (Education Code 49010, 49011; 5 CCR 350)

(cf. 3100 - Budget)

(cf. 6145 - Extracurricular and Cocurricular Activities)

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. When approving such fees, deposits, or charges, establishing fee schedules, or determining whether waivers or exceptions should be granted, the Board shall consider relevant data, including the socio-economic conditions of district students' families and their ability to pay.

(cf. 3250 - Transportation Fees)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5143 - Insurance)

(cf. 9323.2 - Actions by the Board)

~~The prohibition against student fees shall not restrict the district from soliciting for voluntary donations, participating in fundraising activities, and providing prizes or other recognition for participants in such activities and events. However, the district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student and shall not remove, or threaten to remove, from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.~~

~~(cf. 1321 - Solicitation of Funds from and by Students)~~

~~(cf. 3290 - Gifts, Grants and Bequests)~~

~~\*\*\*Note: The following optional paragraph may be revised to reflect district practice. The prohibition against student fees pursuant to Education Code 49011 does not restrict districts from soliciting for voluntary donations, participating in fundraising activities, or providing prizes or other recognition for participants in such fundraising activities. However, according to the-~~

~~California Department of Education's (CDE) Fiscal Management Advisory 15-01, Pupil Fees- Parent Service Hours, the prohibition against student fees does bar a district from requiring volunteer hours or payment in lieu of performing volunteer hours as a condition of admission, enrollment, continued enrollment, sibling preference, attendance, participation in educational activities, or receipt of credit or privileges related to educational activities.\*\*\*~~

**The prohibition against student fees shall not restrict the district from soliciting for donations, participating in fundraising activities, or providing prizes or other recognition for participants in such activities and events. The Superintendent or designee shall emphasize that participation of students, parents/guardians, district employees, volunteers, or educational or civic organizations in such activities and events is voluntary. The district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student. It also shall not remove or threaten to remove from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.**

**(cf. 1321 - Solicitation of Funds from and by Students)**

**(cf. 3290 - Gifts, Grants and Bequests)**

~~Whenever district employees, volunteers, students, parents/guardians, or educational or civic organizations participate in such events or activities, the State Administrator/Superintendent or designee shall emphasize that participation in the event or activity is voluntary.~~

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

(cf. 1312.3 - Uniform Complaint Procedures)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to all affected students and parents/guardians in accordance with 5 CCR 4600.

Information related to the prohibition against requiring students to pay fees for participation in an educational activity shall be included in the district's annual notification required to be provided to all students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 49013)

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

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee may provide additional information or professional development opportunities to administrators, teachers, and other personnel regarding permissible fees.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Legal Reference:

EDUCATION CODE

8239 Preschool and wraparound child care services

8250 Child care and development services for children with disabilities

8263 Child care eligibility

8482.6 After School Education and Safety programs

8760-8774 Outdoor science and conservation programs

17453.1 District sale or lease of Internet appliances or personal computers to students or parents

17551 Property fabricated by students

19910-19911 Offenses against libraries

32033 Eye protective devices

32221 Insurance for athletic team member

32390 Fingerprinting program

35330-35332 Excursions and field trips

35335 School camp programs

38080-38086 Cafeteria establishment and use

38120 Use of school band equipment on excursions to foreign countries

39801.5 Transportation for adults

39807.5 Payment of transportation costs

39837 Transportation of students to places of summer employment

48050 Residents of adjoining states

48052 Tuition for foreign residents

48904 Liability of parent or guardian

49010-49013 Student fees

49065 Charge for copies

49066 Grades, effect of physical education class apparel

49091.14 Prospectus of school curriculum

51810-51815 Community service classes

52612 Tuition for adult classes

52613 Nonimmigrant aliens

56504 School records; students with disabilities

60410 Students in classes for adults

GOVERNMENT CODE

6253 Request for copy; fee

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 8

1184 Foreign students

COURT DECISIONS

Driving School Assn of CA v. San Mateo Union HSD (1993) 11 Cal. App. 4th 1513

Arcadia Unified School District v. State Department of Education (1992) 2 Cal 4th 251

Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739

Hartzell v. Connell (1984) 35 Cal. 3d 899

CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges: Cap and Gown for High School Graduation Ceremony,  
Addendum to Fiscal Management Advisory 12-02, October 4, 2013

Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

WEB SITES

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

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

(7/00 11/12) 4/14

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Second Reading:

King City, California

Business and Noninstructional Operations

Fees And Charges

When approved by the Governing Board, the Superintendent or designee may impose a fee for the following: (5 CCR 350)

1. Insurance for athletic team members, with an exemption providing for the district to pay the cost of the insurance for any team member who is financially unable to pay (Education Code 32221)

(cf. 5143 - Insurance)

2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)

3. Expenses of students' participation in a field trip or excursion to another state, the District of Columbia, or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)

(cf. 6153 - School-Sponsored Trips)

4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)

(cf. 5142.1 - Identification and Reporting of Missing Children)

5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-8774, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee (Education Code 35335)

(cf. 6142.5 - Environmental Education)

6. Reimbursement for the direct cost of materials provided by the district to a student for the fabrication of nonperishable personal property the student will take home for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student (Education Code 17551)

7. Home-to-school transportation and transportation between regular, full-time day schools and regional occupational centers, programs, or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student and exemptions are made for indigent and disabled students (Education Code 39807.5)

(cf. 3250 - Transportation Fees)

8. Transportation for students to and from their places of employment in connection with any summer employment program for youth (Education Code 39837)

9. Deposit for school band instruments, music, uniforms, and other regalia which school band members take on excursions to foreign countries (Education Code 38120)

~~10. Sale or lease of Internet appliances or personal computers for the purpose of providing access to the district's educational computer network, at no more than cost, as long as the district provides network access for families who cannot afford it (Education Code 17453.1)~~

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

~~(cf. 6163.4 - Student Use of Technology)~~

**10. Sale or lease of personal computers or of Internet appliances that allow a person to connect to or access the district's educational network, provided that the items are sold or leased to parents/guardians at no more than cost and the district provides network access for families who cannot afford it (Education Code 17453.1)**

**(cf. 0440 - District Technology Plan)**

**11. An adult education or secondary school community service class in civic, vocational, literacy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the class (Education Code 51810-51815)**

**(cf. 6142.4 - Service Learning/Community Service Classes)**

~~11. Fees for any community service class in civic, vocational, illiteracy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the class (Education Code 51810, 51815)~~

~~(cf. 6142.4 - Service Learning/Community Service Classes)~~

12. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)

(cf. 3514.1 - Hazardous Substances)

(cf. 5142 - Safety)

13. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the

parent/guardian from exercising the right to receive the copies (Education Code 49065, 56504)

(cf. 5125 - Student Records)

14. Actual costs of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)

(cf. 1340 - Access to District Records)

(cf. 5020 - Parent Rights and Responsibilities)

15. Food sold at school, subject to free and reduced-price meal program eligibility and other restrictions specified in law (Education Code 38084)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3551 - Food Service Operations/Cafeteria Funds)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3554 - Other Food Sales)

16. As allowed in law, replacement cost or reimbursement for lost or damaged district books, supplies, or property, or for district property loaned to a student that he/she fails to return (Education Code 19910-19911, 48904)

(cf. 3515.4 - Recovery for Property Loss or Damage)

17. Tuition for district school attendance by an out-of-state or out-of-country resident

(Education Code 48050, 48052, 52613; 8 USC 1184)

(cf. 5111.2 - Nonresident Foreign Students)

18. Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects or for which high school credit is granted when taken by a person who does not hold a high school diploma or, effective

July 1, 2015, classes in English and citizenship (Education Code 39801.5, 52612, 60410)

(cf. 6200 - Adult Education)

19. Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is for severely disabled children and the student is eligible to enroll in it (Education Code 8239, 8250, 8263)

(cf. 5148 - Child Care and Development)  
(cf. 5148.3 - Preschool/Early Childhood Education)

~~20. — After School Education and Safety Programs, as long as no eligible student is denied the ability to participate because of inability to pay the fee— (Education Code 8482.6)~~

~~\*\*\*Note: Pursuant to Education Code 8422 and 8482.6, as amended by AB 2615 (Ch. 470, Statutes of 2016), districts are permitted to charge family fees for participation in After School Education and Safety (ASES) programs, 21st Century Community Learning Centers (21st CCLC), and 21st Century High School After School Safety and Enrichment for Teens programs, as long as fees are waived or reduced for families with students who are eligible for free or reduced-price meals. In regard to ASES and 21st CCLC, commencing July 1, 2017, no fees may be charged if the district knows the student is a homeless youth or in foster care.\*\*\*~~

**20. Participation in a before-school or after-school program that is funded as an After School Education and Safety (ASES) program, 21st Century Community Learning Center (21st CCLC), or 21st Century High School After School Safety and Enrichment for Teens program, provided that fees are waived or reduced for families with students who are eligible for free or reduced-price meals and, in regard to ASES and 21st CCLC programs, fees are not charged if the district knows the student is a homeless or foster youth (Education Code 8422, 8482.6)**

(cf. 5148.2 - Before/After School Programs)  
(cf. 6173 - Education for Homeless Children)  
(cf. 6173.1 - Education for Foster Youth)

21. Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course

(cf. 6141.5 - Advanced Placement

~~———— (7/00–11/12)–4/14~~

~~\*\*\*Note: In its Addendum to Fiscal Management Advisory 12-02 issued in October 2013, the CDE clarifies that a district that requires its students to wear a cap and gown as a condition for their participation in the high school graduation ceremony may not require such students to purchase the cap and gown. CDE recommends that such districts provide the graduates with a cap and gown for their use at the graduation ceremony and inform them that those interested may purchase a cap and gown from a vendor.\*\*\*~~

(11/12 4/14) 3/17  
Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT  
First Reading: April 18, 2017  
Adopted: King City, California



## Business and Noninstructional Operations

### Travel Expenses/Reimbursements

The Superintendent or designee is authorized to attend meetings and conferences which are of interest to the district. With prior approval, members of the district staff may be authorized to attend meetings and conferences providing professional development or are of interest to the district.

#### Purpose

The purpose of this document is to define the district's expectations of its employees who are required to travel in connection with their work responsibilities and to clarify which expenses the district will reimburse and which expenses are considered the personal responsibility of the employee.

Business travel is defined as authorized attendance at conferences, meetings, and seminars or authorized travel for any other purpose in connection with official district responsibilities. Business travel includes day trips and trips requiring one or more overnight stays.

#### General

There is an assumption of mutual trust between the district and its employees. The district expects to pay all ordinary and necessary costs incurred by district employees when traveling on district business, and district employees are expected to use good judgment in their expenditure of public funds.

Each district administrator shall be responsible and accountable for ensuring compliance with these procedures. The district will pay expenses not specifically addressed in this document provided the district administrator determines the expenses are ordinary and necessary. Employees are expected to obtain prior approval on expenses that are not specifically addressed in this document. Expenses not identified in the travel approval are at risk of not being reimbursed.

Travel Approval/Authorization for staff members to attend meetings and conferences:

1. The appropriate site or district administrator may approve travel within a 100 mile radius of King City.
2. The Superintendent must approve travel outside of a 100-mile radius of King City.
3. The Board must approve travel outside of the State of California.

4. No special written approval is necessary for travel in connection with an employee's job assignment within the County of Monterey.
5. When an employee's district assignment/contract specifically requires travel between sites, the mileage expense is considered the personal responsibility of the employee.
6. Travel that is to be funded with federal or state categorical funds require program manager/director/administrator approval – travel must be specifically allowable by the program guidelines/budget.
7. Employees must obtain approval from a district administrator in advance of business travel requiring one or more overnight stays. An individual shall not approve their own overnight travel or approve their own travel documentation.

#### Travel Arrangements

Travel arrangements shall be made as far in advance as possible to obtain the best possible fare and rates. A minimum of two weeks in advance is encouraged for all reservations. If travel arrangements must be cancelled for any reason, the person who made the arrangements shall cancel them in sufficient time to prevent the district from incurring unnecessary costs.

The Budget and Accounting Coordinators are available to assist district employees with their business travel or travel questions; e.g. appropriate approvals, forms, funding, etc. The individual traveler/employee are asked to make their own travel arrangements/reservations, being sure to follow the guidelines described within this document. The district does not maintain a credit card that can be used to secure airline and/or hotel reservations.

#### Transportation

Travelers shall use whatever mode of transportation is the most logical and least expensive. Consideration should be given to distance, time and total cost to the district.

If an employee elects to use a mode of transportation other than the most logical and least expensive, the district will pay only the cost of the most logical and least expensive mode of transportation. The difference between the selected mode and the least expensive mode shall be considered the employee's personal expense. Any additional lodging and meal expenses required as a result of the employee's selection should be paid by the employee.

Any additional time spent traveling prior to or after a conference and is above and beyond the most expeditious and logical form of travel time shall be charged to the employee's sick leave (personal necessity), or vacation balance, if applicable. This paragraph does not apply to special accommodations made to qualified employees under the Americans with Disabilities Act provided that the alternate mode of transportation is approved in advance by a district administrator.

Employees shall not limit their air travel options by specifying an airline. The airline offering the lowest fare for a logical route shall be selected.

Employees shall be compensated for the use of their private vehicles at the prevailing Internal Revenue Service standard mileage rate. Compensation shall be based upon the number of miles between the travel destination and either the employee's designated work location or residence; whichever is the shortest distance. Employees who receive a car allowance will be compensated at the current Internal Revenue Service standard mileage rate for all miles outside Monterey County.

The district will pay all expenses, such as bridge tolls and parking fees, incurred as the result of an employee's authorized use of a vehicle while traveling on district business. Receipts for parking are required.

Hotel courtesy buses, local shuttle services or public transportation, should provide supplementary transportation within the destination city if available and logical. Taxi service shall be used only when no other convenient, less costly mode of transportation is available. Rental vehicles shall be used only when no other mode of transportation is available or when alternate transportation would be more expensive or impractical and must be authorized in advance by the Department Manager. If a rental vehicle is authorized, employees shall request the least expensive vehicle category that meets their needs and the employee shall make the rental car reservation as far in advance as possible to get the best rates. Employees purchasing optional insurance offered by the rental agency will do so at their own expense.

#### Meals

Actual and necessary expenses for meals shall be reimbursed if accompanied by receipts. While attending an approved meeting or conference requiring an overnight stay, the district will pay for an employee's meals during business travel, including tax and tips, at a rate up to ~~\$50.00~~ **\$65.00** per day, with no meal costing more than ~~\$30.00~~ **\$55.00** while attending. Payment of any amount in excess of the standard per diem rate(s) will only be made upon approval of the Superintendent or designee. In lieu of actual and necessary expenses for meals and with prior approval, half-rate per diem allowances, in accordance with State Department of Education guidelines, may be reimbursed without receipts.

At the discretion of the Superintendent, based on location and other cost factors, meal claims which exceed the limitations, but do not exceed the maximum per day limit, are authorized. Approval of the Superintendent is specifically required. Meal claims exceeding authority, shall be submitted to the Board for specific approval, with statements of necessary justification attached.

A banquet breakfast, luncheon, or dinner which is an official part of a conference and for which there is a prescribed fee may exceed a meal limitation amount as previously designated and may be reimbursed at actual cost.

If meals are included in the cost of the conference or seminar registration fee but the employee elects to purchase the meal from another source, the cost of that meal will not be paid by the district. The additional cost shall be the responsibility of the employee.

Reimbursement for alcoholic beverages is prohibited. Alcoholic beverages consumed with meals shall be considered a personal expense of the employee.

#### Gratuities/Tips

The district will pay reasonable and customary gratuities and tips during district business travel. Tips for meals are included in the standard per diem/meal rates, as defined in previous sections.

#### Lodging

The district will pay lodging expenses for district employees during business travel requiring one or more overnight stays. The district will pay for lodging for the evening preceding or subsequent to a meeting or business event when the employee would have to travel at unreasonably early or late hours to reach his or her destination.

Employees shall make an effort to obtain lodging at or near the facility where official district business is to take place to minimize travel time and transportation costs. The district will pay only for standard single rooms for individual employees. Single standard rooms at conference, government or corporate rates shall be requested.

Employees shall cancel any reservations for lodging they will not use. Any charge for an unused reservation shall be considered the employee's personal expense unless failure to cancel the reservation was due to circumstances beyond the employee's control.

#### Offsets

If the cost of a meal or lodging is included in the registration fee for the meeting or conference and per diem is used, the per diem shall be reduced by the amount of allowance for the meal or lodging.

#### Business Expenses

The district will pay for goods and/or services deemed necessary for the completion of official business, such as faxes, copier and computer usage, etc. Whenever possible, employees shall anticipate the need for supplies and shall take whatever they will need with them instead of buying supplies at their destination.

### Personal Expenses

The district will not pay personal expenses. In addition to those items identified as personal expenses through this document, personal expenses include in-room movies, spas and gyms, optional quasi-social functions or events in connection with a conference, laundry or dry cleaning, miscellaneous sundries, or other items of a personal nature.

Personal travel shall not be mixed with business travel if it will cost the district anything in dollars or lost time.

The district will not pay for any expenses of another person who accompanies an employee on business travel, unless that individual also is a District employee and authorized to participate.

### Conference Materials/Services

Claims for reimbursement for material/service purchases shall be submitted on a separate form from the expenses incurred for conference expenses (fees, transportation, hotel, meals).

### Required Documentation for Reimbursement of Expenses

All reimbursements for travel, conference, meals and lodging expenses shall be submitted on the TRAVEL EXPENSE CLAIM form. An original receipt must be attached to support each item being claimed for reimbursement. Absent original receipts, copies and/or a signed statement by the claimant certifying the cost shall be attached. This certification shall include a written statement regarding the reasons that original receipts are not provided. The claimant shall certify by signature that all amounts were actual, accurate and necessary.

Payment for non-employees (Board members, etc.) is permitted when program rules and regulations specify it is allowed.

All claims should be submitted to the district Business office within 14 days of the event. The business office shall review each claim and obtain Superintendent approval as needed.

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First reading: April 18, 2017

Adopted:

King City, California

## Personnel

### Staff Teaching English Learners

~~\*\*\*Note: To be assigned to provide English language development (ELD), specially designed academic instruction in English (SDAIE), and/or primary language instruction, as defined below, a teacher must hold an appropriate authorization from the Commission on Teacher Credentialing (CTC).\*\*\*~~

~~\*\*\*Note: Education Code 44258.9 requires the County Superintendent of Schools to monitor district teacher assignments and vacancies and to investigate district efforts to ensure that a teacher in an assignment requiring authorization to teach English learners completes the necessary requirements. See BP 4113 Assignment.\*\*\*~~

### Definitions

~~\*\*\*Note: Proposition 58 (November 2016) amended Education Code 306 to revise the definition of "English learner" to conform with federal law, as follows.\*\*\*~~

English learner means a student who is age 3-21 years, who is enrolled or is preparing to enroll in an elementary or secondary school, and whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the student the ability to meet state academic standards, the ability to successfully achieve in classrooms where the language of instruction is English, or the opportunity to participate fully in society. An English learner may include a student who was not born in the United States or whose native language is a language other than English; a student who is Native American or Alaska Native, or a native resident of the outlying areas, who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or a student who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant. (Education Code 306; 20 USC 7801)

Instruction for English language development (ELD) means instruction designed specifically for English learners to develop their listening, speaking, reading, and writing skills in English. (Education Code 44253.2)

Specially designed academic instruction in English (SDAIE) means instruction in a subject area, delivered in English, that is specially designed to meet the needs of English learners. (Education Code 44253.2)

Primary language instruction includes both primary language development designed to develop English learners' listening, speaking, reading, and writing skills in their primary language and content instruction delivered in the primary language in any subject area. (Education Code 44253.2)

(cf. 6174 - Education for English Learners)

### Teacher Qualifications

~~\*\*\*Note:— Education Code 44253.1-44253.11, related Title 5 regulations, and CTC leaflet CL 622, Serving English Learners, describe requirements pertaining to the qualifications of teachers of English learners.\*\*\*~~

~~\*\*\*Note:— It is the authorization listed on a document issued by the CTC, not the title of the document, which determines if and how an individual is authorized to serve English learners. Teacher preparation programs for multiple subject, single subject, and education specialist candidates include embedded coursework that allows them to earn an English learner authorization (authorizing ELD and SDAIE instruction) or a bilingual authorization (authorizing ELD, SDAIE, and primary language instruction) directly on their teaching credential. A teacher also may qualify to provide ELD and SDAIE instruction by completing coursework and/or passing CTC approved examinations leading to a Crosscultural, Language and Academic Development (CLAD) certificate. The CTC is no longer issuing new Bilingual, Crosscultural, Language and Academic Development (BCLAD) certificates, but current holders of valid BCLAD certificates may continue to provide ELD, SDAIE, and primary language instruction.\*\*\*~~

~~\*\*\*Note:— Pursuant to Education Code 44253.11, a teacher with an appropriate prerequisite credential may enroll in a CTC approved staff development program and, upon successful completion, may apply to the CTC for a Certificate of Completion of Staff Development authorizing the teacher to provide instruction in SDAIE.\*\*\*~~

~~\*\*\*Note:— 5 CCR 80021 and 80021.1 provide that all Short-Term Staff Permits and Provisional Internship Permits will be issued with an English learner authorization, unless the district requests the bilingual authorization and the applicant verifies target language proficiency. The CTC also may issue emergency CLAD and bilingual authorization permits pursuant to 5 CCR 80024.7-80024.8. See AR 4112.2— Certification.\*\*\*~~

~~\*\*\*Note:— The CTC's "Frequently Asked Questions Concerning Appropriate Assignment and Authorizations to Serve English Learners in California" clarifies that any teacher with one or more K-12 English learner students in his/her class is required to have a CTC authorization to provide ELD, SDAIE, and/or primary language instruction, as appropriate. State law does not specify any exemption based on the number of English learners in a class, the type of class (e.g., elective), or type of setting (e.g., special education or career technical education). According to the FAQs, districts have discretion to establish an employment requirement that all teachers, even those who currently have no English learners, possess an authorization to teach English learners. Districts that choose to do so should modify the following paragraph accordingly.\*\*\*~~

Only a teacher who possesses an appropriate authorization issued by the Commission on Teacher Credentialing (CTC) shall provide ELD, SDAIE, and/or primary language instruction in a class

with one or more English learners.

(cf. 1312.4 - Williams Uniform Complaint Procedures)  
 (cf. 4112.2 - Certification)  
 (cf. 4112.21 - Interns)  
 (cf. 4113 - Assignment)  
 (cf. 4131 - Staff Development)  
 (cf. 4222 - Teacher Aides/Paraprofessionals)

The district may, for the purpose of providing primary language instruction, hire bilingual teachers who are employed in public or private schools of a foreign country, state, territory, or possession, provided such teachers speak English fluently and hold the necessary sojourn credential issued by the CTC. After the initial two-year sojourn credential expires, the teacher may annually apply to the CTC for an extension for a total period of not more than five years. Any application for renewal shall include verification by the Superintendent or designee that termination of the employment would adversely affect an existing bilingual program and that attempts to secure the employment of a qualified certificated California teacher have been unsuccessful. (Education Code 44856)

Legal Reference:

EDUCATION CODE

306 Definition, English learner

44253.1-44253.11 Qualifications of teachers of English learners

44258.9 County superintendent review of teacher assignments

44259.5 Standards for teachers of all students, including English language learners

44380-44386 Alternative certification

44856 Employment of teachers from foreign countries

52160-52178 Bilingual-Bicultural Act of 1976

62001-62005. 5 Evaluation and sunseting of programs

CODE OF REGULATIONS, TITLE 5

80015 Requirements for the CLAD certification or English learner authorization

80015.1-80015.4 Requirements for CLAD, English learner authorization or bilingual authorization

80021 Short-Term Staff Permit

80021.1 Provisional Internship Program

80024.7-80024.8 Emergency CLAD and bilingual permits

UNITED STATES CODE, TITLE 20

6601-6651 Training and recruiting high-quality teachers

6801-7014 Language instruction for English learners and immigrant students

7801 Definition of English learner

COURT DECISIONS

Teresa P. et al v. Berkeley Unified School District et al (1989) 724 F.Supp. 698



Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Administrator's Assignment Manual

Frequently Asked Questions Concerning Appropriate Assignment and Authorizations to Serve English Learners in California

CL-622 Serving English Learners

CL-626B Bilingual Authorizations

CL-626C Crosscultural, Language and Academic Development (CLAD) Certificate

CL-568 The Sojourn Certificated Employee Credential

CL-824 Certificate of Completion of Staff Development

WEB SITES

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

California Association for Bilingual Education: <http://www.gocabe.org>

California Department of Education, English Learners: <http://www.cde.ca.gov/sp/el>

California Teachers of English to Speakers of Other Languages: <http://www.catesol.org>

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

U.S. Department of Education: <http://www.ed.gov>

(3/07 7/11) 3/17

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 17, 2017

Adopted:

King City, California

Personnel

Employee Notifications

I. To All Employees

When/Whom to Notify: At the beginning of school year or upon employment  
Legal Code: Education Code 231.5, Government Code 12950, 2 CCR 7288.0  
Board Policy/Administrative Regulation #: AR 4119.11/4219.11/4319.11  
Subject: The district's policy on sexual harassment, legal remedies, complaints

When/Whom to Notify: Annually to all employees  
Legal Code: Education Code 17612  
Board Policy/Administrative Regulation #: AR 3514.2  
Subject: Use of pesticide product, active ingredients, Internet address to access information

When/Whom to Notify: To all employees, prior to  
Legal Code: Education Code 37616  
Board Policy/Administrative Regulation #: AR 6112  
Subject: Public hearing on year-round implementing year-round program schedule

When/Whom to Notify: To all employees, prior to  
Legal Code: Education Code 46162  
Board Policy/Administrative Regulation #: AR 6112  
Subject: Public hearing on block implementing block schedule schedule

When/Whom to Notify: Annually to all employees  
Legal Code: 49013; 5 CCR 4622  
Board Policy/Administrative Regulation #: AR 1312.3 BP 3260  
Subject: Uniform complaint procedures, appeals, civil law remedies, coordinator, complaints about student fees and local control and accountability plan

When/Whom to Notify: To all employees  
Legal Code: Government Code 1126  
Board Policy/Administrative Regulation #: BP 4136/4236/4336  
Subject: Prohibition of activities that are inconsistent, incompatible, in conflict with, or inimical to duties; discipline; appeal

When/Whom to Notify: Prior to beginning employment  
Legal Code: Government Code 3102  
Board Policy/Administrative Regulation #: AR 4112.3/4212.3/4312.3  
Subject: Oath or affirmation of allegiance required of public employees

When/Whom to Notify: To all employees

Legal Code: Government Code 8355; 41 USC 8102  
Board Policy/Administrative Regulation #: BP 4020, BP 4159/4259/4359  
Subject: District's drug- and alcohol-free workplace; actions that will be taken if violated; available employee assistance programs

**When/Whom to Notify: Upon employment**

**Education or Other Legal Code: Government Code 21029**

**Board Policy/Administrative Regulation #: None**

**Subject: Right to purchase PERS service credit for military service performed prior to public employment**

When/Whom to Notify: To all employees, if the district receives Tobacco-Use Prevention Education funds

When/Whom to Notify: Upon placement of automated external defibrillator (AED) in school, and annually thereafter

Education or Other Legal Code: Health and Safety Code 1797.196

Board Policy/Administrative Regulation #: AR 5141

Subject: Proper use of AED; location of all AEDs on campus, sudden cardiac arrest, school's emergency response plan

Legal Code: Health and Safety Code 104420

Board Policy/Administrative Regulation #: AR 3513.3

Subject: District's tobacco-free schools policy and enforcement procedures

When/Whom to Notify: Annually to all employees

Legal Code: Health and Safety Code 120875, 120880

Board Policy/Administrative Regulation #: AR 4119.43/4219.43/4319.43

Subject: AIDS and hepatitis B, methods to prevent exposure

When/Whom to Notify: To all employees, with each paycheck

Legal Code: Labor Code 246

Board Policy/Administrative Regulation #: AR 4161.1/4261.1/4361.1

Subject: Amount of sick leave available

When/Whom to Notify: To covered employees and former employees

Legal Code: Labor Code 2800.2

Board Policy/Administrative Regulation #: AR4154/4254/4354

Subject: Availability of COBRA/Cal-COBRA continuation and conversion coverage; statement encouraging careful examination of options before declining coverage

When/Whom to Notify: Upon employment or by end of first pay period

Legal Code: Labor Code 3551

Board Policy/Administrative Regulation #: BP 4157.1/4257.1/ 4357.1

Subject: Workers' compensation benefits, how to obtain medical care, role of primary physician, form for reporting personal physician/chiropractor

When/Whom to Notify: Prior to beginning employment

Legal Code: Penal Code 11165.7, 11166.5

Board Policy/Administrative Regulation #: AR 5141.4

Subject: Status as a mandated reporter of child abuse, reporting obligations, confidentiality rights, copy of law

When/Whom to Notify: Upon employment, and when employee goes on leave for specified reasons

Legal Code: Unemployment Insurance Code 2613

Board Policy/Administrative Regulation #: AR 4154/4254/4354

Subject: Disability insurance rights and benefits

When/Whom to Notify: Annually to all employees

Legal Code: 5 CCR 4622

Board Policy/Administrative Regulation #: AR 1312.3

Subject: Uniform complaint procedures, available appeals, civil law remedies, identity of coordinator

When/Whom to Notify: To all employees

Legal Code: Education Code 49414

Board Policy/Administrative Regulation #: AR 5141.21

Subject: Request for volunteers to be trained to administer epinephrine auto-injectors

~~When/Whom to Notify: To all employees~~

~~Legal Code: Education Code 49414.7~~

~~Board Policy/Administrative Regulation #: AR 5141.21~~

~~Subject: Request for volunteers to administer emergency antiseizure medication; training to be provided~~

When/Whom to Notify: To all employees via employee handbook, or to each new employee

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Benefits through Family and Medical Leave Act

When/Whom to Notify: To all employees and job applicants

Legal Code: 34 CFR 104.8, 106.

Board Policy/Administrative Regulation #: BP 0410, BP 4030

Subject: District's policy on nondiscrimination and related complaint procedures

When/Whom to Notify: Annually to all employees

Legal Code: 40 CFR 763.84, 763.93

Board Policy/Administrative Regulation #: AR3514

Subject: Availability of asbestos management plan; any inspections, response actions or post-response actions planned or in progress

## II. To Certificated Employees

When/Whom to Notify: To eligible certificated employees in a timely manner, and to part-time and substitute certificated employees within 30 days of hire

Legal Code: Education Code 22455.5

Board Policy/Administrative Regulation #: AR 4121

Subject: Criteria for membership in retirement system; right to elect membership at any time

When/Whom to Notify: Upon employment of a retired certificated individual

Legal Code: Education Code 22461

Board Policy/Administrative Regulation #: AR 4117.14/4317.14

Subject: Postretirement compensation limitation

When/Whom to Notify: To certificated employees

Legal Code: Education Code 35171

Board Policy/Administrative Regulation #: AR 4115, BP 4315

Subject: District regulations related to performance evaluations

When/Whom to Notify: 30 days before last day of school year for instructional staff, or by June 30 for noninstructional certificated staff, in any year in which employee is evaluated

Legal Code: Education Code 44663

Board Policy/Administrative Regulation #: AR 4115

Subject: Copy of employee's evaluation

When/Whom to Notify: To a certificated employee with unsatisfactory evaluation

Legal Code: Education Code 44664

Board Policy/Administrative Regulation #: AR 4115

Subject: Notice and description of the unsatisfactory performance

When/Whom to Notify: By May 30, if district elects to issue reemployment notices to certificated employees

Legal Code: Education Code 44842

Board Policy/Administrative Regulation #: AR 4112.1

Subject: Request to notify district of intent to remain in service for the following school year; copy of law

When/Whom to Notify: To certificated employees upon employment  
Legal Code: Education Code 44916  
Board Policy/Administrative Regulation #: AR 4112.1, AR 4121  
Subject: Employment status and salary

When/Whom to Notify: To probationary employees in district with ADA of 250 or more, by March 15 of employee's second consecutive year of employment

Legal Code: Education Code 44929.21  
Board Policy/Administrative Regulation #: AR 4117.6  
Subject: Whether or not employee is reelected for next school year

When/Whom to Notify: When certificated employee is subject to disciplinary action for cause  
Legal Code: Education Code 4493  
Board Policy/Administrative Regulation #: AR 4117.4, AR 4118  
Subject: Notice of charges, procedures, and employee rights; intent to dismiss or suspend 30 days after notice

When/Whom to Notify: To certificated employee charged with unprofessional conduct  
Legal Code: Education Code 44938  
Board Policy/Administrative Regulation #: AR 4118  
Subject: Notice of deficiency and opportunity to correct

When/Whom to Notify: To certificated employee charged with mandatory leave of absence offense, within 10 days of entry of judgment in proceedings  
Legal Code: Education Code 44940.5

Board Policy/Administrative Regulation #: AR 4118  
Subject: Notice of intent to dismiss 30 days from notice

When/Whom to Notify: To probationary employees 30 days prior to dismissal, or not later than March 15 for second- year probationary employees  
Legal Code: Education Code 44948.3  
Board Policy/Administrative Regulation #: AR 4117.4  
Subject: Reasons for dismissal and opportunity to appeal

When/Whom to Notify: To probationary employees in districts with less than 250 ADA, before notice of nonreelection but no later than March 15, with final notice by May 15  
Legal Code: Education Code 44948.5  
Board Policy/Administrative Regulation #: AR 4117.4  
Subject: Recommendation of nonreelection notice for reason other than personnel reduction; statement of reasons upon request

When/Whom to Notify: By March 15 when necessary to reduce certificated personnel, with

final notice by May 15

Legal Code: Education Code 44949, 44955

Board Policy/Administrative Regulation #: BP 4117.3

Subject: Reasons for personnel reduction and employees' right to hearing; final notice of Board decision re: termination

When/Whom to Notify: On or before June 30, to temporary employee who served 75 percent of school year but will be released

Legal Code: Education Code 44954

Board Policy/Administrative Regulation #: BP 4121

Subject: District's decision not to reelect employee for following school year

When/Whom to Notify: To teacher, when student engages in or is reasonably suspected of specified acts

Legal Code: Education Code 49079

Board Policy/Administrative Regulation #: AR 4158/4258/4358

Subject: Student has committed specified act that constitutes ground for suspension or expulsion

When/Whom to Notify: To certificated employee upon change in employment status due to alleged misconduct

Legal Code: 5 CCR 80303

Board Policy/Administrative Regulation #: AR 4117.7

Subject: Contents of state regulation re: report to Commission on Teacher Credentialing

### III. To Classified Employees

When/Whom to Notify: To teachers when school is identified for Title I program improvement restructuring

Legal Code: 20 USC 6316

Board Policy/Administrative Regulation #: AR 0520.2

Subject: School identified for restructuring opportunity to comment and participate

When/Whom to Notify: To classified employee charged with mandatory leave of absence offense, in merit system district

Legal Code: Education Code 44940.5

Board Policy/Administrative Regulation #: AR 4218

Subject: Notice of intent to dismiss in 30 days

When/Whom to Notify: When classified employee is subject to disciplinary action for cause, in nonmerit district

Legal Code: Education Code 45113

Board Policy/Administrative Regulation #: AR 4218

Subject: Notice of charges, procedures, and employee rights

When/Whom to Notify: To classified employees, at least 45 days prior to layoff, or by April 29 if specially funded program is expiring

Legal Code: Education Code 45117

Board Policy/Administrative Regulation #: AR 4217.3

Subject: Notice of layoff and reemployment rights

When/Whom to Notify: To classified employees upon employment and upon each change in classification

Legal Code: Education Code 45169

Board Policy/Administrative Regulation #: AR 4212

Subject: Employee's class specification, salary data, assignment or work location, duty hours, prescribed workweek

When/Whom to Notify: To classified permanent employee whose leave is exhausted

Legal Code: Education Code 45192, 45195

Board Policy/Administrative Regulation #: AR 4261.1, AR 4261.11

Subject: Exhaustion of leave, opportunity to request additional leave

When/Whom to Notify: To school bus drivers, prior to district drug testing program and thereafter upon employment Legal Code: 49 CFR 382.601

Board Policy/Administrative Regulation #: BP 4112.42/4212.42/4312.42

Subject: Explanation of federal requirements for drug testing program and district's policy

When/Whom to Notify: To school bus drivers and school activity bus drivers upon employment and at least one per year thereafter

Legal Code: 13 CCR 2480

Board Policy/Administrative Regulation #: AR 3542

Subject: Limitations on vehicle idling; consequences of not complying

When/Whom to Notify: To school bus drivers, prior to district drug testing program and thereafter upon employment

Legal Code: 49 CFR 382.601

Board Policy/Administrative Regulation #: BP 4112.42/4212.42/4312.42

Subject: Explanation of federal requirements for drug testing program and district's policy

#### IV. To Administrative/Supervisory Personnel

When/Whom to Notify: To deputy, associate, or assistant superintendent or senior manager of classified service, at least 45 days before expiration of contract

Legal Code: Education Code 35031

Board Policy/Administrative Regulation #: BP 4312.1



Subject: Decision not to reelect or reemploy upon expiration of contract or term

When/Whom to Notify: Upon request by administrative or supervisory employee transferred to teaching position

Legal Code: Education Code 44896

Board Policy/Administrative Regulation #: AR 4313.2

Subject: Statement of the reasons for the release or reassignment

When/Whom to Notify: By March 15 to employee who may be released/reassigned the following school year

Legal Code: Education Code 44951

Board Policy/Administrative Regulation #: AR 4313.2

Subject: Notice that employee may be released or reassigned the following school year

#### V. To Individual Employees Under Special Circumstances

**When/Whom to Notify: In the event of a breach of security of district records to affected employees**

**Education or Other Legal Code: Civil Code 1798.21**

**Board Policy/Administrative Regulation # BP 3580**

**Subject: Types of records affected, date of breach, description of incident, and, as applicable, contact information for credit reporting agencies**

When/Whom to Notify: Prior to placing derogatory information in personnel file

Legal Code: Education Code 44031

Board Policy/Administrative Regulation #: AR 4112.6/4212.6 /4312.6

Subject: Notice of derogatory information, opportunity to review and comment

When/Whom to Notify: 24 hours before Board meets in closed session to hear complaints or charges against employee

Legal Code: Government Code 54957

Board Policy/Administrative Regulation #: BB 9321

Subject: Employee's right to have complaints/charges heard in open session

When/Whom to Notify: Notice or training to employee with access to confidential information

Legal Code: Government Code 54963

Board Policy/Administrative Regulation #: BP 4119.23/4219.23/4319.23

Subject: Law prohibiting disclosure of confidential information obtained in closed session

When/Whom to Notify: Within one working day of work-related injury or victimization of crime at workplace

Legal Code: Labor Code 3553, 5401  
Board Policy/Administrative Regulation #: BP 4157.1/4257.1/4357.1  
Subject: Potential eligibility for workers' compensation benefits, claim form

When/Whom to Notify: When adverse employment action is based on DOJ criminal history information or subsequent arrest notification

Legal Code: Penal Code 11105, 11105.2  
Board Policy/Administrative Regulation #: AR 4112.5/4212.5/4312.5  
Subject: Copy of DOJ notification

When/Whom to Notify: Within five days of employee's request for family care and medical leave

Legal Code: 2 CCR 11049, 29 CFR 825.300  
Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8  
Subject: Whether or not employee is eligible for FMLA leave

When/Whom to Notify: To any employee with exposure to bloodborne pathogens, upon initial employment and at least annually thereafter  
Legal Code: 8 CCR 3204, 5193

Board Policy/Administrative Regulation #: AR 4119.42/4219.42/4319.42  
Subject: The existence, location, and availability of exposure and medical records; person responsible for maintaining and providing access to records; right to access records

When/Whom to Notify: To any employee assigned to a work area where hazardous chemicals are present, upon initial assignment and upon new exposure situation  
Legal Code: 8 CCR 5191  
Board Policy/Administrative Regulation #: AR 3514.1  
Subject: Location and availability of chemical hygiene plan, exposure limits, signs and symptoms of exposure, location of reference material

When/Whom to Notify: To any employee who may be exposed to hazardous substance in the work area, upon initial assignment and when new hazard is introduced into work area  
Legal Code: 8 CCR 5194  
Board Policy/Administrative Regulation #: AR 3514.1  
Subject: Any presence of hazardous substances in the work area, location and availability of hazard communication program, new material safety data sheet, employee rights

When/Whom to Notify: To employee eligible for military leave  
Legal Code: 38 USC 4334  
Board Policy/Administrative Regulation #: AR 4161.5/4261.5/4361.5  
Subject: Notice of rights, benefits, and obligations under military leave

When/Whom to Notify: Within five days of employee's request for family care and medical leave

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Whether or not employee is eligible for FMLA leave, rights and obligations; consequences of failure to meet obligations

When/Whom to Notify: Whenever notice of eligibility for FMLA is provided to employee

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Rights and responsibilities re: use of FMLA; consequence of failure to meet obligations

When/Whom to Notify: Within five days of receiving information to determine if leave qualifies for FMLA

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Designation of leave as FMLA or non-FMLA; any requirement to use paid leave; any requirement for fitness- for-duty certification; any subsequent changes in designation notice

7/12

Exhibit SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Adopted:

King City, California

## Personnel

Certificated employees employed five school days a week are entitled to 10 days' leave of absence with full pay for personal illness or injury (sick leave), per school year of service. Employees who work less than five school days per week (part-time employees) shall be granted sick leave in proportion to the time they work. However, any part-time employee who is entitled to less than three days of paid sick leave due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if he/she is eligible. (Education Code 44978; Labor Code 245-249)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)

## Use of Sick Leave

Certificated employees may use sick leave for absences due to:

1. Accident or illness, whether or not the absence arises out of or in the course of employment; quarantine which results from contact with other persons having a contagious disease during the employee's performance of his/her duties; or temporary inability to perform assigned duties because of illness, accident, or quarantine (Education Code 44964)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

2. Pregnancy, miscarriage, childbirth, and related recovery (Education Code 44965, 44978)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

3. Personal necessity (Education Code 44981)

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

4. Medical and dental appointments, in increments of not less than one hour

5. Industrial accidents or illnesses when leave granted specifically for that purpose has been exhausted (Education Code 44984)

(cf. 4161.11/4361.11 - Industrial Accident/Illness Leave)

6. In any calendar year, an employee may use the amount of sick leave he/she would accrue during six months at his/her current rate of entitlement for the following: (Labor Code 233, 246.5)

- a. Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care
- b. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking

An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)

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

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)

At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated.

The district shall not require new employees to waive leave accumulated in a previous district. (Education Code 44979, 44980)

The Superintendent or designee shall notify any certificated employee who leaves the district after at least one school year of employment that if the employee accepts a certificated position in another district, county office of education, or community college district within one year, he/she may request that the district transfer his/her accumulated sick leave to the new employer. (Education Code 44979, 44980)

#### **Additional Leave for Disabled Military Veterans**

~~\*\*\*Note: Education Code 44978.2, as added by SB 1180 (Ch. 728, Statutes of 2016), provides that an employee hired on or after January 1, 2017, who is a military veteran with a qualifying military service-connected disability (i.e., an injury or disease that occurred during active duty or was made worse by active military service and that has a disability rating by the U.S. Department of Veterans Affairs of 30 percent or higher) is entitled to additional sick leave with pay for up to 10 days. Such leave may only be taken during the first year of employment for the purpose of undergoing medical treatment, as specified below.\*\*\*~~

**In addition to any other entitlement for sick leave with pay, a newly hired certificated employee who is a military veteran with a military service-connected disability rated at 30 percent or more by the U.S. Department of Veterans Affairs shall be entitled to sick leave**

**with pay of up to 10 days for the purpose of undergoing medical treatment for his/her military service-connected disability. An eligible employee employed less than five days per week shall be entitled to such leave in proportion to the time he/she works. (Education Code 44978.2)**

**The amount of leave shall be credited to the employee on the first day of employment and shall remain available for the following 12 months of employment. Leave not used during the 12-month period shall not be carried over and shall be forfeited. (Education Code 44978.2)**

~~\*\*\*Note: Pursuant to Education Code 44978.2, the district may require proof that a leave granted under this law is used for treatment of a military service-connected disability. The following paragraph may be revised to reflect district practice.\*\*\*~~

**The Superintendent or designee may require verification, in accordance with the section "Verification Requirements" below, that the employee used the leave to obtain treatment of a military service-connected disability.**

#### Notification of Absence

An employee shall notify the district of his/her need to be absent as soon as such need is known, so that substitute services may be secured. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock in the afternoon of the day preceding the day on which he/she intends to return to work. If the employee fails to notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

(cf. 4121 - Temporary/Substitute Personnel)

#### Continued Absence After Available Sick Leave Is Exhausted/Differential Pay

During each school year, when a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or injury, continues to be absent from his/her duties for an additional period up to five school months, the employee shall receive his/her regular salary minus the actual cost of a substitute to fill the position. If the district has made every reasonable effort to secure the services of a substitute and has been unable to do so, the amount that would have been paid to a substitute shall be deducted from the employee's salary.

An employee shall not be provided more than one five-month period per illness or injury. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

In addition, during each school year, any certificated employee who has exhausted all available sick leave, including accumulated sick leave, and continues to be absent on account of maternity or paternity leave (baby bonding) pursuant to Government Code 12945.2 shall receive, for up to 12 school weeks, his/her regular salary minus the actual cost of a substitute to fill the position or, if no substitute was employed, the amount that would have been paid had a substitute been employed. The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of such maternity or paternity leave. (Education Code 44977.5)

If a certificated employee is not medically able to resume his/her duties after the five-month period provided pursuant to Education Code 44977, the employee shall be placed either in another position or on a reemployment list. Placement on the reemployment list shall be for 24 months for probationary employees or 39 months for permanent employees and shall begin at the expiration of the five-month period. If during this time the employee becomes medically able, he/she shall be returned to employment in a position for which he/she is credentialed and qualified. (Education Code 44978.1)

(cf. 4116 - Probationary/Permanent Status)

#### Verification Requirements

After any absence due to illness or injury, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may require verification whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever available evidence clearly indicates that an absence is not related to illness or injury.

In addition, the Superintendent or designee may require an employee to visit a physician selected by the district, at district expense, in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny further leave.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return to duty and stipulating any necessary restrictions or limitations.

(cf. 4032 - Reasonable Accommodation)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

#### Healthy Workplaces, Healthy Families Act Requirements

No employee shall be denied the right to use accrued sick days, and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
  - a. That an employee is entitled to accrue, request, and use paid sick days
  - b. The amount of sick days provided by Labor Code 245-249
  - c. The terms of use of paid sick days
  - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her
2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available

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

4. Keep a record documenting the hours worked and paid sick days accrued and used by



each eligible employee for three years

Legal Reference:

EDUCATION CODE

- 44964 Power to grant leave of absence in case of illness, accident, or quarantine
- 44965 Granting of leaves of absence for pregnancy and childbirth
- 44976 Transfer of leave rights when school is transferred to another district
- 44977 Salary deduction during absence from duties up to five months after sick leave is exhausted
- 44977.5 Salary deduction during absence from duties for maternity or paternity leave up to 12 weeks after sick leave is exhausted
- 44978 Provisions for sick leave of certificated employees
- 44978.1 Inability to return to duty; placement in another position or on reemployment list
- 44979 Transfer of accumulated sick leave to another district
- 44980 Transfer of accumulated sick leave to a county office of education
- 44981 Leave of absence for personal necessity
- 44983 Exception to sick leave when district adopts specific rule
- 44984 Industrial accident or illness
- 44986 Leave of absence for disability allowance applicant

LABOR CODE

- 220 Sections inapplicable to public employees
- 230 Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off
- 230.1 Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off
- 233 Illness of child, parent, spouse or domestic partner
- 234 Absence control policy
- 245-249 Healthy Workplaces, Healthy Families Act of 2014

CODE OF REGULATIONS, TITLE 5

5601 Transfer of accumulated sick leave

UNITED STATES CODE, TITLE 42

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

CODE OF FEDERAL REGULATIONS, TITLE 29

1635.1-1635.12 Genetic Information Nondiscrimination Act of 2008

COURT DECISIONS

Veguez v. Governing Board of Long Beach Unified School District, (2005) 127 Cal.App.4th 406

~~(7/10-12/14)~~ 3/16

(12/14 3/16) 3/17

AR 4161.1 (g)  
4361.1

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT  
First Reading: April 18, 2017  
Adopted: King City, California

## Personnel

~~Classified employees employed five days a week, 12 months per year are entitled to 12 days leave of absence with full pay per fiscal year for personal illness or injury (sick leave). Employees who work less than a full fiscal year or fewer than five days a week (part-time employees) shall be granted sick leave in proportion to the time they work. (ef. 4161/4261/4361—Leaves)~~

## Personal Illness/Injury Leave

Purposes of Leave

~~A classified employee may use personal illness or injury leave granted by the district for the following purposes:~~

~~1. Absences caused by accident or illness, whether or not the absence arises out of or in the course of employment, or by quarantine which results from contact during the performance of the employee's duties with other persons having a contagious disease (Education Code 45199)~~

~~2. Absences due to pregnancy, childbirth, and recovery (Education Code 45193)~~

~~(ef. 4161.8/4261.8/4361.8—Family Care and Medical Leave)~~

~~3. Cases of personal necessity as specified in Education Code 45207~~

~~(ef. 4161.2/4261.2/4361.2—Personal Leaves)~~

~~4. Medical or dental appointments, in increments of not less than one hour~~

~~5. Cases of industrial accident or illness when leave granted specifically for that purpose has been exhausted (Education Code 45192)~~

~~(ef. 4261.11—Industrial Accident/Illness Leave)~~

~~6. Illness of the employee's child, parent, spouse, registered domestic partner, or domestic partner's child, up to the amount of leave that would be accrued during six months for personal illness or injury (Labor Code 233)~~

~~Classified employees employed five days a week, 12 months per year are entitled to 12 days leave of absence with full pay per fiscal year for personal illness or injury (sick leave). Employees who work less than a full fiscal year or fewer than five days a week (part-time employees) shall be granted sick leave in proportion to the time they work (ef. 4161/4261/4361—Leaves)~~

~~The State Administrator/Superintendent or designee shall notify any classified employee whose employment with the district is terminated after at least one calendar year for reasons other than for cause that, if he/she accepts employment in another district, county office of education, or community college district within one year of the termination of employment, he/she shall be entitled to request that the district transfer his/her accumulated sick leave to his/her new employer. (Education Code 45202)~~

~~\*\*\*Note: The following administrative regulation is subject to collective bargaining. Twelve days of paid personal illness or injury leave (sick leave) per year is the minimum prescribed by Education Code 45191 for classified employees employed five days a week in both merit and non-merit system districts. The Governing Board may allow more sick leave at its discretion; if it does so, the following paragraph should be revised accordingly.\*\*\*~~

~~\*\*\*Note: Labor Code 245-249 (the Healthy Workplaces, Healthy Families Act), as added by AB 1522 (Ch. 317, Statutes of 2014), require districts to grant a minimum of one hour of paid sick leave for every 30 hours worked to their employees who work for 30 days within a year of their employment, including classified employees. Pursuant to Labor Code 246, as amended by AB 304 (Ch. 67, Statutes of 2015), a district may use a different sick leave accrual method which provides for the accrual to be on a regular basis so that an employee accrues at least 24 hours of sick leave or paid time off by the 120th calendar day of his/her employment or each calendar year or 12-month period. Additional requirements of Labor Code 245-249 include, but are not limited to, display of a poster containing specified information at every workplace, provision of each employee's sick leave balance on his/her wage statements, and maintenance of leave usage documentation for three years.\*\*\*~~

~~\*\*\*Note: The provisions of Labor Code 245-249 are very broad and only district employees covered by a valid collective bargaining agreement may be exempted from them, if the collective bargaining agreement expressly provides paid sick leave in an amount equal to or exceeding the amount of leave required pursuant to Labor Code 246, includes final and binding arbitration of disputes regarding the application of the paid sick days provisions, and provides premium wage rates for all overtime hours worked and a regular hourly rate of pay of not less than 30 percent more than the state minimum wage rate. Since many districts may not satisfy all the conditions for this exemption, this administrative regulation reflects the requirements of Labor Code 245-249. Any district whose collective bargaining agreement meets all the conditions for exemption may modify this administrative regulation accordingly.\*\*\*~~

~~\*\*\*Note: See sections titled "Short-Term and Substitute Employees" and "Healthy Workplaces, Healthy Families Act Requirements" below for more details of AB 1522 requirements. For sick leave for certificated employees, see AR 4161.1/4361.1 Personal Illness/Injury Leave.\*\*\*~~

**Classified employees employed five days a week are entitled to 12 days leave of absence with full pay for personal illness or injury (sick leave) per fiscal year. Employees who work less than a full fiscal year or fewer than five days a week (part-time employees) shall be granted sick leave in proportion to the time they work. However, any part-time employee**

whose work hours are so few as to entitle him/her to less than 24 hours of paid sick leave per fiscal year shall be granted sick leave pursuant to Labor Code 246, if he/she is eligible. (Education Code 45191; Labor Code 245-249)

(cf. 4161/4261/4361 - Leaves)

#### Use of Sick Leave

A classified employee may use sick leave for absences due to:

1. Accident or illness, whether or not the absence arises out of or in the course of employment, or by quarantine which results from contact with other persons having a contagious disease during the employee's performance of his/her duties (Education Code 45199)

2. Pregnancy, childbirth, and recovery (Education Code 45193)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

3. Personal necessity as specified in Education Code 45207

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

~~\*\*\*Note: Optional item #4 below may be revised to specify a different minimum increment.\*\*\*~~

4. Medical or dental appointments, in increments of not less than one hour

5. Industrial accident or illness when leave granted specifically for that purpose has been exhausted (Education Code 45192)

(cf. 4261.11 - Industrial Accident/Illness Leave)

~~\*\*\*Note: Pursuant to Labor Code 246.5, as added by AB 1522 (Ch. 317, Statutes of 2014), paid sick leave may also be used for the purposes specified in item #6 below.\*\*\*~~

~~\*\*\*Note: Pursuant to Labor Code 233, as amended by SB 579 (Ch. 802, Statutes of 2015), any district that provides sick leave to its employees is required to permit them to use sick leave, in an amount not less than the sick leave that would be accrued during six months at the employee's then current rate of entitlement, to attend to the illness of their family members as specified in item #6 below. Family members include, but are not limited to, an employee's grandparent, grandchild, and sibling, not just his/her child, parent, spouse, or domestic partner. In addition, the law defines child as a "biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis."\*\*\*~~

~~\*\*\*Note: For more details of AB 1522 requirements, see sections titled "Short-Term and Substitute Employees" and "Healthy Workplaces, Healthy Families Act Requirements" below. For additional information about leaves for victims of domestic violence, sexual assault, or stalking, see AR 4161.2/4261.2/4361.2 - Personal Leaves.\*\*\*~~

6. In any calendar year, an employee may use the amount of sick leave he/she would accrue during six months at his/her current rate of entitlement for the following: (Labor Code 233, 245.5, 246.5)

a. Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care

b. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking

An employee may take leave for personal illness or injury at any time during the year, even if credit for such leave has not yet been accrued. However, a new full-time classified employee shall not be entitled to more than six days of sick leave until he/she has completed six months of active service with the district. (Education Code 45191)

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 45191)

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

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

The district shall not require newly employed classified employees to waive leave accumulated in a previous district. However, if the employee's previous employment was terminated for cause, the transfer of the accumulated leave shall be made only if approved by the Governing Board. (Education Code 45202)

~~\*\*\*Note: Pursuant to Education Code 45202, a classified employee who is terminated after at least one year of employment for any reason unrelated to discipline is entitled to have his/her accumulated sick leave transferred with him/her in certain circumstances. The following paragraph, which provides for the notification of employees as a way to implement this provision, is optional and may be revised to reflect district practice.\*\*\*~~

The Superintendent or designee shall notify any classified employee whose employment with the district is terminated after at least one calendar year for reasons other than for cause that, if he/she accepts employment in another district, county office of education, or community college district within one year of the termination of employment, he/she shall

**be entitled to request that the district transfer his/her accumulated sick leave to his/her new employer. (Education Code 45202)**

### **Additional Leave for Disabled Military Veterans**

~~\*\*\*Note: Education Code 45191.5, as added by SB 1180 (Ch. 728, Statutes of 2016), provides that an employee hired on or after January 1, 2017, who is a military veteran with a qualifying military service-connected disability (i.e., an injury or disease that occurred during active duty or was made worse by active military service and that has a disability rating by the U.S. Department of Veterans Affairs of 30 percent or higher) is entitled to additional sick leave with pay for up to 12 days. Such leave may only be taken during the first year of employment for the purpose of undergoing medical treatment, as specified below.\*\*\*~~

**In addition to any other entitlement for sick leave with pay, a newly hired classified employee who is a military veteran with a military service-connected disability rated at 30 percent or higher by the U.S. Department of Veterans Affairs shall be entitled to sick leave with pay of up to 12 days for the purpose of undergoing medical treatment for his/her military service-connected disability. An eligible employee employed less than five days per week shall be entitled to such leave in proportion to the time he/she works. (Education Code 45191.5)**

**The amount of leave shall be credited to the employee on the first day of employment and shall remain available for the following 12 months of employment. Leave not used during the 12-month period shall not be carried over and shall be forfeited. (Education Code 45191.5)**

~~\*\*\*Note: Pursuant to Education Code 45191.5, the district may require proof that a leave granted under this law is used for treatment of a military service-connected disability. The following paragraph may be revised to reflect district practice.\*\*\*~~

**The Superintendent or designee may require verification, in accordance with the section "Verification Requirements" below, that the employee used the leave to obtain treatment of a military service-connected disability.**

### Notification of Absence

~~An employee shall notify the State Administrator/Superintendent or the designated manager or supervisor of his/her need to be absent as soon as such need is known so that the services of a substitute may be secured as necessary. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than 3 p.m. of the day proceeding the day on which he/she intends to return to work.~~

An employee shall notify the Superintendent or the designated manager or supervisor of his/her need to be absent as soon as such need is known so that the services of a substitute may be secured as necessary. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock in the afternoon of the day preceding the day on which he/she intends to return to work. If the employee fails to notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

### Continued Absence After Available Sick Leave Is Exhausted/Differential Pay

~~\*\*\*Note: Pursuant to Education Code 45196, a district is authorized to pay any employee who has exhausted his/her paid leaves his/her salary minus the actual pay received by a substitute for the remainder of a five-month absence to which the employee is entitled (Option 1 below). Alternatively, such an employee may be compensated at 50 percent or more of his/her salary for up to 100 working days, regardless of whether or not a substitute is hired (Option 2 below).\*\*\*~~

~~\*\*\*Note: Districts that maintain a catastrophic leave program for their classified employees should specify how the program will affect the differential leave pay to which the employee may be entitled.\*\*\*~~

#### OPTION 1:

~~\*\*\*Note: In 53 Ops. Cal. Atty. Gen. 111 (1970), the Attorney General clarified that a classified employee is entitled to a total period of five months, commencing with the first day of illness, during which the amount deducted from his/her salary may not exceed the sum which is actually paid a substitute. This five-month period runs concurrently with any other paid leave. After the employee has exhausted all paid leaves, he/she is entitled to differential pay for the balance of the five-month period.\*\*\*~~

~~\*\*\*Note: In California School Employees Association v. Tustin Unified School District, the court ruled that a district could deduct from the absent employee's salary only the cost of an outside substitute employee, not the cost of existing classified employee(s) working additional hours to fill the position during the absence.\*\*\*~~

~~\*\*\*Note: Pursuant to Education Code 45196, the amount paid to a substitute must be less than the absent employee's salary unless the Board has adopted a salary schedule for substitutes.\*\*\*~~

**A classified employee who has exhausted all paid leaves, including sick leave, shall for the remainder of the five-month period of absence to which he/she is entitled, receive his/her salary minus the actual amount paid a substitute to fill the employee's position during his/her absence. (Education Code 45196)**



**The five-month period shall commence on the first day of the leave of absence and shall run concurrently with any other paid leave.**

**OPTION 2:**

~~\*\*\*Note: Education Code 45196 authorizes, but does not require, a district to annually credit regular classified employees with at least 100 working days of paid sick leave, and to compensate any such employee at 50 percent or more of the employee's regular salary for the remainder of the 100 working days after the employee has exhausted all leaves for which he/she would be entitled to a full salary. Any district that chooses this option is mandated to adopt a rule to that effect. Such districts should note that this option is exclusive of other paid leave, holidays, or vacation. In California School Employees Association v. Colton Joint Unified School District, the court ruled that the district's practice of coordinating or combining vacation with the 100 days differential leave contradicts the express provision of Education Code 45196.\*\*\*~~

~~\*\*\*Note: The following paragraph may be revised to specify more than 100 working days and/or the level of compensation the district will pay an employee, if it chooses to pay more than 50 percent of the employee's salary.\*\*\*~~

~~Each year, each regular classified employee shall be credited with no fewer than 100 working days of paid leave for personal illness or injury, including current year and accumulated days of leave. When the current year and accumulated days at full pay are exhausted, the remainder of the 100 days shall be compensated at 50 percent of the employee's regular salary. Any of the 100 days of leave not used during the year in which they are credited shall be forfeited and shall not accumulate from year to year. This paid leave shall be exclusive of any other paid leave, holidays, vacation, or compensatory time to which the employee may be entitled. (Education Code 45196)~~

**Extension of Leave**

~~\*\*\*Note: Pursuant to Education Code 45195, the following extension of leave may be either paid or unpaid, and the Board may grant full pay for the full 18 months' allowable absence, if desired.\*\*\*~~

**A permanent employee who is absent because of a personal illness or injury and who has exhausted all available sick leave, vacation, compensatory overtime, and any other paid leave shall be so notified, in writing, and offered an opportunity to request additional leave. The Board may grant the employee additional leave, paid or unpaid, for a period not to exceed six months and may renew this leave for two additional six-month periods or for lesser periods. The total additional leave granted shall not exceed 18 months. (Education Code 45195)**

**(cf. 4216 - Probationary/Permanent Status)**

**If the employee is still unable to resume his/her duties after all available paid and unpaid leaves have been exhausted, the employee shall be placed on a reemployment list for a period of 39 months. If during this time the employee becomes able to resume the duties of his/her position, he/she shall be offered reemployment in the first vacancy in the classification of his/her previous assignment. During the 39 months, the employee's reemployment shall take preference over all other applicants except those laid off for lack of work or lack of funds, in which case the employee shall be ranked according to his/her seniority. (Education Code 45195)**

#### Verification Requirements

After any absence due to illness or injury, the employee shall submit a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may, at any time, require additional written verification by the employee's physician or medical practitioner. Such verification shall be required whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever clear evidence indicates that an absence is not related to illness or injury.

The Superintendent or designee may require an employee to visit a physician selected by the district and at district expense in order to receive a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the statement concludes that the employee's condition does not warrant continued absence, the Superintendent or designee, after giving notice to the employee, may deny further leave.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return and stipulating any recommended restrictions or limitations.

*(cf. 4032 - Reasonable Accommodation)*

*(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)*

Verification requirements shall not discriminate against any employee on the basis of his/her religious practice.

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 4031 - Complaints Concerning Discrimination in Employment)*

### **Short-Term and Substitute Employees**

~~\*\*\*Note: Pursuant to Labor Code 245-249, as added by AB 1522 (Ch. 317, Statutes of 2014), the district is required to grant a minimum of one hour of paid sick leave for every 30 hours worked by an employee who works for 30 days within a year of his/her employment. In implementing this requirement, Labor Code 246, as amended by AB 304 (Ch. 67, Statutes of 2015), permits the district to use any of the options specified below. Option 1 provides for paid leave accrual based on one hour for every 30 hours worked. Option 2 allows an accrual method that provides for a regular accrual basis and ensures that the employee receives 24 hours of paid sick leave by the 120th calendar day of his/her employment. Option 3 is for any district that credits employees with 24 hours of paid sick leave at the beginning of each year and does not allow unused sick leave to carry over to the next year. In addition, pursuant to Labor Code 245.5, as amended by AB 304, retired annuitants who have not reinstated to the applicable public retirement system are excluded from participation in these leave benefit provisions. The district should select the option below which corresponds to its approach under Labor Code 246.\*\*\*~~

~~\*\*\*Note: See section below titled "Healthy Workplaces, Healthy Families Act Requirements" for additional details of AB 1522 requirements.\*\*\*~~

~~OPTION 1: Except for a retired annuitant who is not reinstated to the retirement system, any short term or substitute employee who works for 30 or more days within a year of his/her employment shall be entitled to one hour of paid sick leave for every 30 hours worked. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. (Labor Code 246)~~

~~OPTION 2: Except for a retired annuitant who is not reinstated to the retirement system, any short term or substitute employee who works for 30 or more days within a year of his/her employment shall accrue, on a regular basis, paid sick leave of up to 24 hours by the 120th calendar day of his/her employment or each calendar year or 12 month period. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. (Labor Code 246)~~

~~OPTION 3: Except for a retired annuitant who is not reinstated to the retirement system, any short-term or substitute employee who works for 30 or more days within a year of his/her employment shall be credited with 24 hours of paid sick leave for that year. Unused sick leave shall not carry over to the following year of employment. (Labor Code 246)~~

~~\*\*\*Note: The following paragraph applies to all the above options.\*\*\*~~

~~Any short-term or substitute employee may begin to use accrued paid sick days on the 90th day of his/her employment, after which he/she may use the sick days as they are accrued.~~

**(Labor Code 246)**

~~\*\*\*Note: The following paragraph applies to all of the above options and reflects the intent of the Healthy Workplaces, Healthy Families Act to enable California workers to address their own and their family's health needs and to provide them with economic security when they need to take time off work for reasons of domestic violence, sexual assault, or stalking. The following paragraph may be revised to include additional reasons for which short-term or substitute employees may use sick leave, pursuant to district policy or practice. Pursuant to Labor Code 247.5, as amended by AB 304 (Ch. 67, Statutes of 2015), a district is not required to inquire into the purposes for which an employee uses paid leave.\*\*\*~~

**A short-term or substitute employee may use accrued sick leave for absences due to:  
(Labor Code 246.5)**

1. **His/her own need or the need of a family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care**
2. **Need of the employee to obtain or seek any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking**

**Healthy Workplaces, Healthy Families Act Requirements**

~~\*\*\*Note: Pursuant to Labor Code 245-249, as added by AB 1522 (Ch. 317, Statutes of 2014), all employers, including those that provide paid time off to their employees under existing policy or other law, must comply with the requirements specified in the following section. Pursuant to Labor Code 248.5, noncompliance with the Healthy Workplaces, Healthy Families Act could result in enforcement action against the employer, including the imposition of civil and monetary penalties. Any district with questions regarding the applicability of this new law should consult its legal counsel.\*\*\*~~

**No employee, including a short-term or substitute employee, shall be denied the right to use accrued sick days and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.**

**To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:**

1. **At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:**
  - a. **That an employee is entitled to accrue, request, and use paid sick days**

- b. The amount of sick days provided by Labor Code 245-249
  - c. The terms of use of paid sick days
  - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her
- 2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
  - 3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available
- (cf. 4112.9/4212.9/4312.9 - Employee Notifications)
- 4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

**Legal Reference:**

**EDUCATION CODE**

45103 Substitute employees

45190 Leaves of absence and vacations

45191 Leaves of absence for illness and injury

45193 Leave of absence for pregnancy (re use of sick leave under certain circumstances)

45195 Additional leave for nonindustrial accident or illness; reemployment preference

45196 Salary; deductions during sick leave

45202 Transfer of accumulated sick leave and other benefits

**LABOR CODE**

230 Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off

230.1 Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off

233 Illness of child, parent, spouse or domestic partner

245-249 Healthy Workplaces, Healthy Families Act of 2014

**COURT DECISIONS**

California School Employees Association v. Colton Joint Unified School District, (2009) 170 Cal.App.4th 957

California School Employees Association v. Tustin Unified School District, (2007) 148 Cal.App.4th 510

**ATTORNEY GENERAL OPINIONS**

53 Ops.Cal.Atty.Gen. 111 (1970)

(12/14 12/15) 3/16

Extension of Leave

~~A permanent employee who is absent because of a personal illness or injury and who has exhausted all available sick leave, vacation, compensatory overtime, and any other paid leave shall be so notified, in writing, and offered an opportunity to request additional leave. The Board may grant the employee additional leave, paid or unpaid, for a period not to exceed six months and may renew this leave for two additional six-month periods or for lesser periods. The total additional leave granted shall not exceed 18 months. (Education Code 45195)~~

~~(cf. 4216 – Probationary/Permanent Status)~~

~~If the employee is still unable to resume his/her duties after all available paid and unpaid leaves have been exhausted, the employee shall be placed on a reemployment list for a period of 39 months. If during this time the employee becomes able to resume the duties of his/her position, he/she shall be offered reemployment in the first vacancy in the classification of his/her previous assignment. During the 39 months, the employee's reemployment shall take preference over all other applicants except those laid off for lack of work or lack of funds, in which case the employee shall be ranked according to his/her seniority. (Education Code 45195)~~

Accrual of Leave

Any classified employees employed five days a week is entitled to 12 days leave of absence, with full pay, for personal illness or injury per fiscal year. An employee who serves less than a full fiscal year or fewer than five days a week shall be granted comparable leave in proportion to the time he/she works. (Education Code 45191)

*(cf. 4161/4261/4361 - Leaves)*

*(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)*

An employee may take leave for personal illness or injury at any time during the year, even if credit for such leave has not yet been accrued. However, a new employee shall not be entitled to more than six days of such leave until he/she has completed six months of active service with the district. (Education Code 45191)

Unused days of personal illness or injury leave shall be accumulated from year to year without limitation. (Education Code 45191)

At the beginning of each school year, each employee shall be notified of the amount of leave which he/she has accumulated.

Upon employment with the district, a new classified employee shall receive credit for any personal illness or injury leave accumulated in a previous school district, county office of education, or community college district if he/she left employment with that district within the

previous year and had been employed by the previous district for at least one year. If the employee's previous employment had been terminated for cause, the Governing Board may determine whether to accept the transfer of the accumulated leave. (Education Code 45202)

An employee who does not complete a given year of service shall be charged for any unearned personal illness or injury leave used as of the date of termination.

### Compensation

A classified employee who has exhausted all paid leave, including personal illness or injury leave shall receive his/her salary, minus the actual amount paid a substitute employed to fill the position during the employee's absence for the remaining days within a total five-month period of absence. (Education Code 45196) The five-month period shall commence on the first day of the leave of absence and shall run concurrently with any other paid leave.

### Short Term and Substitute Employees

~~OPTION 3: Except for a retired annuitant who is not reinstated to the retirement system, any short term or substitute employee who works for 30 or more days within a year of his/her employment shall be credited with 24 hours of paid sick leave for that year. Unused sick leave shall not carry over to the following year of employment. (Labor Code 246)~~

~~Any short term or substitute employee may begin to use accrued paid sick days on the 90th day of his/her employment, after which he/she may use the sick days as they are accrued. (Labor Code 246)~~

~~Walk on coaches shall have the 24 hours of paid sick leave required under AB 1522, incorporated into the annual coaching stipend.~~

~~A short term or substitute employee may use accrued sick leave for absences due to: (Labor Code 246.5)~~

- ~~1. His/her own need or the need of a family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care~~
- ~~2. Need of the employee to obtain or seek any relief or medical attention specified in Labor Code 230(e) and 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking~~

### Healthy Workplaces, Healthy Families Act Requirements

~~No employee, including a short term or substitute employee, shall be denied the right to use accrued sick days and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor~~

~~Commissioner, or alleging district violation of Labor Code 245-249.~~

~~To ensure the district's compliance with Labor Code 245-249, the State Administrator/Superintendent or designee shall:~~

~~1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:~~

~~a. That an employee is entitled to accrue, request, and use paid sick days~~

~~b. The amount of sick days provided by Labor Code 245-249~~

~~c. The terms of use of paid sick days~~

~~d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her~~

~~2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request~~

~~3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available~~

~~(cf. 4112.9/4212.9/4312.9—Employee Notifications)~~

~~4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years~~

Legal Reference:

EDUCATION CODE

45103 Substitute employees

45190 Leaves of absence and vacations

45191 Leaves of absence for illness and injury

45193 Leave of absence for pregnancy (re use of sick leave under certain circumstances)

45195 Additional leave for nonindustrial accident or illness; reemployment preference

45196 Salary; deductions during sick leave

45202 Transfer of accumulated sick leave and other benefits

LABOR CODE

230 Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off

230.1 Employers with 25 or more employees; domestic violence, sexual assault and stalking



victims, right to time off

233 Illness of child, parent, spouse or domestic partner

245-249 Healthy Workplaces, Healthy Families Act of 2014

COURT DECISIONS

California School Employees Association v. Colton Joint Unified School District, (2009) 170  
Cal.App.4th 957

California School Employees Association v. Tustin Unified School District, (2007) 148  
Cal.App.4th 510

ATTORNEY GENERAL OPINIONS

53 Ops.Cal.Atty.Gen. 111 (1970)

(7/07 12/14) 12/15

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT  
First Reading: April 18, 2017  
Adopted: King City, California

## Students

### ~~Admission—~~

~~The Governing Board desires to admit all students who reside within district boundaries or who fulfill the district residency requirements through other means as allowed by law. The State Administrator/Superintendent or designee shall develop procedures to facilitate the receipt and verification of students' proof of residency.~~

~~(cf. 5116—School Attendance Boundaries)~~

~~The State Administrator/Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)~~

~~(cf. 5116.1—Intradistrict Open Enrollment)~~

~~(cf. 5117—Interdistrict Attendance)~~

~~(cf. 5145.6—Parental Notifications)~~

~~All resident students who are enrolling either in the school in their attendance area or in another district school shall be subject to the timelines established by the Board in BP/AR 5116.1—Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.~~

~~(cf. 5116.1—Intradistrict Open Enrollment)~~

~~(cf. 5117—Interdistrict Attendance)~~

~~(cf. 5118—Open Enrollment Act Transfers)~~

~~The State Administrator/Superintendent or designee shall require parents/guardians to provide documentation of the student's residency upon admission to a district school. A copy of the document or written statement offered as verification of residency shall be maintained in the student's mandatory permanent record. (5 CCR 432)~~

~~(cf. 5111—Admission)~~

~~(cf. 5125—Student Records)~~

~~When establishing a student's residency for enrollment purposes, the State Administrator/Superintendent or designee shall not inquire into a student's citizenship or immigration status.~~

~~A student's enrollment may be denied when the submitted documentation is insufficient to establish district residency. In any such case, the State Administrator/Superintendent or designee shall notify the parent/guardian in writing, including specific reasons for the denial.~~

### Investigation of Residency

~~When the State Administrator/Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets district residency requirements. An investigation may be initiated when the State Administrator/Superintendent or designee is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable evidence of residency. (Education Code 48204.1, 48204.2)~~

~~The State Administrator/Superintendent or designee may assign a trained district employee to conduct the investigation. The investigation may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency.~~

~~If necessary, the State Administrator/Superintendent or designee may employ the services of a private investigator to conduct the investigation. Before hiring a private investigator, the State Administrator/Superintendent or designee shall make other reasonable efforts to determine whether the student resides in the district. (Education Code 48204.2)~~

~~The investigation shall not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view. (Education Code 48204.2)~~

~~Any employee or contractor engaged in the investigation shall truthfully identify himself/herself as an investigator to individuals contacted or interviewed during the course of the investigation. (Education Code 48204.2)~~

### Appeal of Enrollment Denial

~~If the State Administrator/Superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student's enrollment in the district, he/she shall provide the student's parent/guardian an opportunity to appeal that determination. (Education Code 48204.2)~~

~~The State Administrator/Superintendent or designee shall send the student's parent/guardian written notice specifying the basis for the district's determination. This notice shall also inform the parent/guardian that he/she may, within 10 school days, appeal the decision and provide new evidence of residency.~~

~~The burden shall be on the parent/guardian to show why the district's determination to deny enrollment should be overruled. (Education Code 48204.2)~~

~~A student who is currently enrolled in the district shall be allowed to remain in attendance at his/her school pending the results of the appeal. A student who is not currently enrolled in the district shall not be permitted to attend any district school unless his/her appeal is successful.~~

~~OPTION 1: In an appeal to the State Administrator/Superintendent of a determination that district residency requirements were not met, the State Administrator/Superintendent shall review any evidence provided by the parent/guardian or obtained during the district's investigation and shall make a decision within 10 school days of receipt of the parent/guardian's request for the appeal. The State Administrator/Superintendent's decision shall be final.~~

#### ~~Enrollment Not Requiring District Residency~~

~~When approved by the Board and the appropriate agency, the district may enroll students from other countries who are in the United States on an F-1 visa or are participating in an international exchange program under the sponsorship of a government approved agency.~~

~~(cf. 5111.2—Nonresident Foreign Students)~~

~~(cf. 6145.6—International Exchange)~~

~~The district may enroll a nonresident student living in an adjoining state or foreign country in accordance with Education Code 48050-48052.~~

~~District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)~~

~~(cf. 6178.2—Regional Occupational Center/Program)~~

#### ~~Legal Reference:~~

##### ~~EDUCATION CODE~~

~~220—Prohibition of discrimination~~

~~35160.5—Intradistrict open enrollment~~

~~35351—Assignment of students to particular schools~~

~~46600-46611—Interdistrict attendance permits~~

~~48050-48054—Nonresidents~~

~~48200-48208—Compulsory education law, especially:~~

~~48204—Residency requirements~~

~~48204.1-48204.2—Evidence of residency~~

~~48300-48316—Student attendance alternatives, school district of choice program~~

~~48350-48361—Open Enrollment Act transfers~~

~~48852.7—Education of homeless students; immediate enrollment~~

~~48853.5—Education of foster youth; immediate enrollment~~

~~48980—Notifications at beginning of term~~

~~52317—Regional occupational program, admission of persons including nonresidents~~

##### ~~FAMILY CODE~~

~~6550-6552—Caregivers~~

##### ~~GOVERNMENT CODE~~

~~6205-6210—Confidentiality of residence for victims of domestic violence~~

~~CODE OF REGULATIONS, TITLE 5~~

~~432 Retention of student records~~

~~UNITED STATES CODE, TITLE 42~~

~~11431-11435 McKinney-Vento Homeless Assistance Act~~

~~COURT DECISIONS~~

~~Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47~~

~~Management Resources:~~

~~CSBA PUBLICATIONS~~

~~Legal Guidance Regarding International Student Exchange Placement Organizations, April 2014~~

~~OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Information on the Rights of All Children to Enroll in School: Questions and Answers for States, School Districts and Parents, 2012~~

~~WEB SITES~~

~~CSBA: <http://www.esba.org>~~

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

~~California Secretary of State, Safe at Home Program: <http://www.sos.ca.gov/safeathome>~~

~~U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>~~

~~—12/15~~

~~—(6/91-11/11)-4/15~~

BP 5111 (a)

**Students**

**Admission**

**\*\*\*Note:** Pursuant to Education Code 48200, all children ages 6-18 years are subject to compulsory full-time education, unless specifically exempted. See BP/AR 5112.1 Exemptions from Attendance for further information about such exemptions.\*\*\*

**The Governing Board encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of children entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.**

**\*\*\*Note:** Admission requirements include age criteria for grades K-1; see the accompanying administrative regulation. Other admission requirements are addressed in AR 5111.1 District Residency, BP/AR 5141.31 Immunizations, and AR 5141.32 Health Screening for School Entry.\*\*\*

**Before enrolling any child in a district school, the Superintendent or designee shall verify**

the child's age, residency, immunization, and other applicable eligibility criteria specified in law, the accompanying administrative regulation, or other applicable Board policy or administrative regulation.

- (cf. 5111.1 - District Residency)
- (cf. 5125 - Student Records)
- (cf. 5141.3 - Health Examinations)
- (cf. 5141.31 - Immunizations)
- (cf. 5141.32 - Health Screening for School Entry)

~~\*\*\*Note: State and federal law require the immediate enrollment of homeless youth (Education Code 48850, 48852.7; 42 USC 11432) and foster youth (Education Code 48853.5), regardless of their ability to provide the school with records normally required for enrollment; see BP/AR 6173—Education for Homeless Children and AR 6173.1—Education for Foster Youth. In addition, Education Code 49701 requires the district to facilitate the enrollment of children of military families and to ensure that they are not placed at a disadvantage due to difficulty in the transfer of their records from previous school districts and/or variations in entrance or age requirements; see BP/AR 6173.2—Education of Children of Military Families.\*\*\*~~

**The Superintendent or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child's last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.**

- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)
- (cf. 6173.2 - Education of Children of Military Families)

~~\*\*\*Note: Education Code 48645.5 prohibits the district from denying enrollment to a child solely for reason of his/her contact with the juvenile justice system as specified in the following paragraph. Also see AR 6173.3—Education for Juvenile Court School Students. Pursuant to Education Code 48647, districts are strongly encouraged to work together with other agencies, including, but not limited to, the county office of education and the county probation department, to facilitate smooth transition of children from the juvenile court schools into regular schools.\*\*\*~~

**In addition, no child shall be denied enrollment in a district school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)**

- (cf. 5119 - Students Expelled from Other Districts)
- (cf. 6173.3 - Education for Juvenile Court School Students)

~~\*\*\*Note: In Plyler v. Doe, the U.S. Supreme Court ruled that, under the Fourteenth Amendment~~

~~of the U.S. Constitution, students cannot be denied a free public education on the basis of their citizenship or immigration status, including their status as undocumented children. As discussed in a Dear Colleague Letter and fact sheet, Information on the Rights of All Children to Enroll in School, jointly issued by the U.S. Department of Justice's Civil Rights Division and U.S. Department of Education's Office for Civil Rights, it may be a violation of federal law for districts to adopt a policy or procedure that prohibits or discourages children from enrolling in school because they or their parents/guardians are not United States citizens or are undocumented.\*\*\*~~

~~\*\*\*Note: Undocumented children in California not only have a right to attend school, but are mandated to do so under state compulsory education laws (Education Code 48200). Furthermore, every student has a right to attend school free from discrimination, harassment, violence, intimidation, and bullying; see BP 0410—Nondiscrimination in District Programs and Activities and BP/AR 5145.3—Nondiscrimination/Harassment.\*\*\*~~

~~\*\*\*Note: Although districts may require proof of residency within the district (e.g., utility or phone bill, property tax payment receipt, rental property lease agreement, etc.), they should not request visas, passports, or other documentation that would discourage undocumented children from enrolling in school; see BP/AR 5111.1—District Residency.\*\*\*~~

~~\*\*\*Note: If the district becomes aware of the citizenship or immigration status of any student, it is prohibited from disclosing such information to U.S. Immigration and Customs Enforcement, as such disclosure is not among the limited exceptions specified in law for which student records may be released without parental consent or a lawful judicial order.\*\*\*~~

~~\*\*\*Note: For further discussion of these issues, see CSBA's Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status. The legal guidance also includes a sample board resolution that may be used to inform students, parents/guardians, and the community of students' rights under current law to attend a district school regardless of their citizenship or immigration status.\*\*\*~~

**The Superintendent or designee shall not inquire into or request documentation of a student's citizenship or immigration status, and shall not deny a student enrollment in a district school on the basis of the citizenship or immigration status of the student or his/her parents/guardians. Any information obtained about a student's or parent/guardian's citizenship or immigration status shall not be shared without parent/guardian consent or a lawful judicial order, in accordance with laws pertaining to the confidentiality of student records.**

**(cf. 0410 - Nondiscrimination in District Programs and Activities)  
(cf. 5145.3 - Nondiscrimination/Harassment)**

~~\*\*\*Note: The following optional paragraph is for use by districts that request the social security number of a student or his/her parent/guardian for enrollment purposes. 5 USC 552a Note~~

~~provides that a district may not deny enrollment to a student if he/she or his/her parent/guardian chooses not to provide a social security number. Thus, while CSBA's Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status recommends against requesting social security numbers, a district that chooses to do so must inform the enrolling student or parent/guardian that the disclosure is voluntary.\*\*\*~~

**A student shall not be denied enrollment based on the parent/guardian's refusal to provide the student's or parent/guardian's social security number. During the enrollment process, students and parents/guardians shall be informed that disclosure of their social security number is voluntary. (5 USC 552a Note)**

~~\*\*\*Note: The following optional paragraph may be revised to reflect district practice. Education Code 48354 requires the district to give priority for enrollment to students residing in the district, including students applying for intradistrict open enrollment, over students transferring from a school identified under the Open Enrollment Act (Education Code 48350-48361). Thus, the district needs to align the application windows for various attendance options in a manner that will allow the district to meet legal requirements pertaining to admissions priorities. See BP/AR 5116.1—Intradistrict Open Enrollment and BP/AR 5118—Open Enrollment Act Transfers for application windows applicable to those options.\*\*\*~~

**When enrolling in any district school, including a school in their attendance area, children whose parents/guardians reside within district boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the district or who are not otherwise eligible for enrollment in the district may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.**

**(cf. 5116.1 - Intradistrict Open Enrollment)  
(cf. 5117 - Interdistrict Attendance)  
(cf. 5118 - Open Enrollment Act Transfers)**

~~\*\*\*Note: Education Code 49452.9, as amended by AB 2308 (Ch. 570, Statutes of 2016), extends beyond the 2017-18 school year the requirement that district enrollment forms include an informational item about affordable health care options and available enrollment assistance. Pursuant to Education Code 49452.9, the district could accomplish this by developing an informational item or amending its existing forms, or by using a template or attaching a fact sheet to be developed by the California Department of Education.\*\*\*~~

**The district's enrollment application shall include information about the health care options and enrollment assistance available to families within the district. The district shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family.  
(Education Code 49452.9)**



**Legal**

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 17, 2017

Adopted:

King City, California

## Students

### District Residency

~~\*\*\*Note: Education Code 48200 requires the district to provide an education to any student who resides within the district's attendance area. Education Code 48204, as amended by AB 224 (Ch. 554, Statutes of 2015), specifies additional circumstances under which students will be deemed to meet the residency requirements for school attendance, including, but not limited to, through parent/guardian employment within district boundaries under certain conditions and interdistrict transfers; see the accompanying administrative regulation.\*\*\*~~

~~\*\*\*Note: If the Governing Board elects to authorize investigations to verify students' residency, it is mandated to adopt policy with specified components pursuant to Education Code 48204.2, as added by AB 1101 (Ch. 170, Statutes of 2015). See sections "Investigation of Residency" and "Appeal of Enrollment Denial" below.\*\*\*~~

The Governing Board desires to admit all students who reside within district boundaries or who fulfill the district residency requirements through other means as allowed by law. The Superintendent or designee shall develop procedures to facilitate the receipt and verification of students' proof of residency.

(cf. 5116 - School Attendance Boundaries)

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall require parents/guardians to provide documentation of the student's residency upon admission to a district school. A copy of the document or written statement offered as verification of residency shall be maintained in the student's mandatory permanent record. (5 CCR 432)

(cf. 5111 - Admission)

(cf. 5125 - Student Records)

~~\*\*\*Note: In Plyler v. Doe, the U.S. Supreme Court ruled that, under the Fourteenth Amendment of the U.S. Constitution, students cannot be denied a free public education on the basis of their citizenship or immigration status, including their status as undocumented children. As discussed in a Dear Colleague Letter and fact sheet, Information on the Rights of All Children to Enroll in School, jointly issued by the U.S. Department of Justice's Civil Rights Division and U.S. Department of Education's Office for Civil Rights, it may be a violation of federal law for~~

~~districts to adopt a policy or procedure that prohibits or discourages children from enrolling in school because they or their parents/guardians are not United States citizens or are undocumented. Thus, while the district may require proof that a student resides within the district (see accompanying administrative regulation for allowable evidence of residency), it should not request visas, passports, or other documentation that would discourage undocumented children from enrolling in school. Also see BP 5111—Admission and CSBA's Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status.\*\*\*~~

**When establishing a student's residency for enrollment purposes, the Superintendent or designee shall not inquire into a student's citizenship or immigration status.**

~~\*\*\*Note: When a district chooses to grant residency status to students whose parent/guardian is employed within district boundaries for at least 10 hours per school week (see section "Residency Based on Parent/Guardian Employment (Allen Bill Transfers)" in the accompanying administrative regulation), Education Code 48204 encourages the district to notify the parent/guardian in writing when admission is denied and to provide reasons for the denial. The following optional paragraph provides that written notice will be provided to parents/guardians whenever enrollment is denied on any basis related to residency and may be revised to reflect district practice.\*\*\*~~

**A student's enrollment may be denied when the submitted documentation is insufficient to establish district residency. In any such case, the Superintendent or designee shall notify the parent/guardian in writing, including specific reasons for the denial.**

### **Investigation of Residency**

~~\*\*\*Note: The following section should be revised to reflect district practice. To conduct an investigation into the residency claim of a student as authorized by Education Code 48204.1, a district is mandated, pursuant to Education Code 48204.2, as added by AB 1101 (Ch. 170, Statutes of 2015), to adopt a policy with specified components. The policy must (1) identify the circumstances under which the district may initiate an investigation, including, at a minimum, a requirement that the district is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable evidence of residency; (2) describe the investigatory methods that may be used, including whether the district may employ the services of a private investigator; (3) require staff to make reasonable efforts to determine whether the student resides in the district before hiring a private investigator (if allowed at all); (4) prohibit surreptitious photographing or video recording of students who are being investigated; and (5) provide for an appeals process.\*\*\*~~

~~\*\*\*Note:—The district should consult legal counsel if questions arise regarding the appropriateness of efforts to verify residency.\*\*\*~~

**When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts**

to determine that the student meets district residency requirements. An investigation may be initiated when the Superintendent or designee is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable evidence of residency. (Education Code 48204.1, 48204.2)

The Superintendent or designee may assign a trained district employee to conduct the investigation. The investigation may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency.

If necessary, the Superintendent or designee may employ the services of a private investigator to conduct the investigation. Before hiring a private investigator, the Superintendent or designee shall make other reasonable efforts to determine whether the student resides in the district. (Education Code 48204.2)

The investigation shall not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view. (Education Code 48204.2)

Any employee or contractor engaged in the investigation shall truthfully identify himself/herself as an investigator to individuals contacted or interviewed during the course of the investigation. (Education Code 48204.2)

### **Appeal of Enrollment Denial**

~~\*\*\*Note: If the district chooses to authorize investigations into the residency claim of a student as described in the section "Investigation of Residency" above, it is mandated pursuant to Education Code 48204.2, as added by AB 1101 (Ch. 170, Statutes of 2015), to adopt a policy which provides for an appeals process. The timelines specified in the following section may be revised to reflect district practice.\*\*\*~~

If the Superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student's enrollment in the district, he/she shall provide the student's parent/guardian an opportunity to appeal that determination. (Education Code 48204.2)

The Superintendent or designee shall send the student's parent/guardian written notice specifying the basis for the district's determination. This notice shall also inform the parent/guardian that he/she may, within 10 school days, appeal the decision and provide new evidence of residency.

The burden shall be on the parent/guardian to show why the district's determination to deny enrollment should be overruled. (Education Code 48204.2)

A student who is currently enrolled in the district shall be allowed to remain in attendance

at his/her school pending the results of the appeal. A student who is not currently enrolled in the district shall not be permitted to attend any district school unless his/her appeal is successful.

~~\*\*\*Note: The district may select and/or revise either of the following options to indicate who will be responsible for making the final decision regarding the student's residency claim. Option 1 is for use by districts that assign a district employee other than the Superintendent to make the initial residency determination, and provides that the Superintendent will make the final decision following the appeals process. Option 2 is for use by districts in which the Superintendent is responsible for the initial residency determination, and provides that the decision may be appealed to the Governing Board.\*\*\*~~

**OPTION 1:** In an appeal to the Superintendent of a determination that district residency requirements were not met, the Superintendent shall review any evidence provided by the parent/guardian or obtained during the district's investigation and shall make a decision within 10 school days of receipt of the parent/guardian's request for the appeal. The Superintendent's decision shall be final.

**OPTION 2:** In an appeal of the Superintendent's determination that district residency requirements were not met, the Board shall review any evidence provided by the parent/guardian or obtained during the district's investigation and shall make a decision at its next regularly scheduled meeting following the parent/guardian's request for the appeal. The Board's decision shall be final.

### **Enrollment Not Requiring District Residency**

~~\*\*\*Note: The following optional paragraph is for use by any district maintaining grades 9-12 that (1) has petitioned for certification from the U.S. Department of Homeland Security's Student and Exchange Visitor Program to enroll a nonimmigrant foreign student who is in the United States on an F-1 visa and/or (2) admits high school students from other countries through an international exchange program under the sponsorship of a government approved agency. For further information about enrollment of nonresident foreign students, see AR 5111.2—Nonresident Foreign Students, BP/AR 6145.6—International Exchange, and CSBA's Legal Guidance Regarding International Student Exchange Placement Organizations.\*\*\*~~

When approved by the Board and the appropriate agency, the district may enroll students from other countries who are in the United States on an F-1 visa or are participating in an international exchange program under the sponsorship of a government-approved agency.

(cf. 5111.2 - Nonresident Foreign Students)  
(cf. 6145.6 - International Exchange)

~~\*\*\*Note: The following optional paragraph is for use by any district adjacent to another state or foreign country from which students may commute to the district and should be revised to reflect~~

~~district circumstances. Pursuant to Education Code 48050 and 48052, any district that admits such students must be reimbursed by the parents/guardians of the students or by the district of residence for the total cost of educating the student and may not include such students in computing average daily attendance for purpose of obtaining apportionment of state funds.\*\*\*~~

**The district may enroll a nonresident student living in an adjoining state or foreign country in accordance with Education Code 48050-48052.**

**District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)**

**(cf. 6178.2 - Regional Occupational Center/Program)**

**Legal Reference:**

**EDUCATION CODE**

**220 Prohibition of discrimination**

**35160.5 Intradistrict open enrollment**

**35351 Assignment of students to particular schools**

**46600-46611 Interdistrict attendance permits**

**48050-48054 Nonresidents**

**48200-48208 Compulsory education law, especially:**

**48204 Residency requirements**

**48204.1-48204.2 Evidence of residency**

**48300-48316 Student attendance alternatives, school district of choice program**

**48350-48361 Open Enrollment Act transfers**

**48645.5 Former juvenile court school students, enrollment**

**48852.7 Education of homeless students; immediate enrollment**

**48853.5 Education of foster youth; immediate enrollment**

**48980 Notifications at beginning of term**

**52317 Regional occupational program, admission of persons including nonresidents**

**FAMILY CODE**

**6550-6552 Caregivers**

**GOVERNMENT CODE**

**6205-6210 Confidentiality of residence for victims of domestic violence**

**CODE OF REGULATIONS, TITLE 5**

**432 Retention of student records**

**UNITED STATES CODE, TITLE 42**

**11431-11435 McKinney-Vento Homeless Assistance Act**

**COURT DECISIONS**

**Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47**

**Management Resources:**

**CSBA PUBLICATIONS**

**Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017**

**Legal Guidance Regarding International Student Exchange Placement Organizations, April 2014**

**U.S. DEPARTMENT OF JUSTICE CIVIL RIGHTS DIVISION AND U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS JOINT PUBLICATIONS**

**Fact Sheet: Information on the Rights of All Children to Enroll in School**

**Dear Colleague Letter: School Enrollment Procedures, May 8, 2014**

**WEB SITES**

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

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

**California Secretary of State, Safe at Home Program: <http://www.sos.ca.gov/safeathome>**

**U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>**

**U.S. Department of Justice: <http://www.justice.gov>**

(12/15) 3/17

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Adopted:

King City, California

## Students

### ~~Absences And Excuses~~

~~The Governing Board believes that regular attendance plays an important role in student achievement. Parents/guardians of children aged 6 to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.~~

~~(cf. 5112.1—Exemptions from Attendance)~~

~~(cf. 5112.2—Exclusions from Attendance)~~

~~(cf. 5113.1—Chronic Absence and Truancy)~~

### Excused Absences

Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, Board policy, and administrative regulations. (Education Code 48205)

Inasmuch as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

At the beginning of each school year, the Superintendent or designee shall send a notification to the parents/guardians of all students, and to all students in grades 9–12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

*(cf. 5145.6—Parental Notifications)*

Students shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulations. (Education Code 46014)

### Effect of Absence on Grades/Credits

If a student's absence is excused under Education Code 48205, he/she shall be allowed to complete any missed assignment or test that can be reasonably given, as determined by the

teacher of that class. The student shall be given full credit for the assignment or test if he/she satisfactorily completes the assignment or test within a reasonable period of time. (Education Code 48205)



~~A student's grades may be affected by excessive unexcused absences in accordance with Board policy.~~

~~(cf. 5121—Grades/Evaluation of Student Achievement)~~

~~(cf. 6154—Homework/Makeup Work)~~

Legal Reference:

~~EDUCATION CODE~~

~~1740 Employment of personnel to supervise attendance (county superintendent)~~

~~2550-2558.6 Computation of revenue limits~~

~~37201 School month~~

~~37223 Weekend classes~~

~~41601 Reports of average daily attendance~~

~~42238-42250.1 Apportionments~~

~~46000 Records (attendance)~~

~~46010-46014 Absences~~

~~46100-46119 Attendance in kindergarten and elementary schools~~

~~46140-46147 Attendance in junior high and high schools~~

~~48200-48208 Children ages 6-18 (compulsory full-time attendance)~~

~~48210-48216 Exclusions from attendance~~

~~48240-48246 Supervisors of attendance~~

~~48260-48273 Truants~~

~~48292 Filing complaint against parent~~

~~48320-48324 School attendance review boards~~

~~48340-48341 Improvement of student attendance~~

~~49067 Unexcused absences as cause of failing grade~~

~~49701 Provisions of the interstate compact on educational opportunities for military children~~

~~ELECTIONS CODE~~

~~12302 Student participation on precinct boards~~

~~FAMILY CODE~~

~~6920-6929 Consent by minor~~

~~VEHICLE CODE~~

~~13202.7 Driving privileges; minors; suspension or delay for habitual truancy~~

~~WELFARE AND INSTITUTIONS CODE~~

~~601-601.4 Habitually truant minors~~

~~11253.5 Compulsory school attendance~~

~~CODE OF REGULATIONS, TITLE 5~~

~~306 Explanation of absence~~

~~420-421 Record of verification of absence due to illness and other causes~~

~~ATTORNEY GENERAL OPINIONS~~

87 Ops. Cal. Atty. Gen. 168 (2004)

66 Ops. Cal. Atty. Gen. 244 (1983)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CSBA PUBLICATIONS

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

WEB SITES

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

(2/98-11/99) 11/11

~~\*\*\*Note: The following optional policy may be revised to reflect district practice. Pursuant to Education Code 48200, children ages 6-18 years are subject to compulsory, full-time education, except when otherwise exempted.\*\*\*~~

~~\*\*\*Note: Verification of absences is necessary for purposes of enforcement of compulsory education laws and for the determination of whether a student is truant. Pursuant to Education Code 48260, students with a valid excused absence are not truant.\*\*\*~~

~~\*\*\*Note: For examples of strategies for reducing chronic absences, see BP/AR 5113.1—Chronic Absence and Truancy and CSBA's policy brief, Improving Student Achievement by Addressing Chronic Absence. For information about the impact of absences on a student's grades, see BP 5121—Grades/Evaluation of Student Achievement.\*\*\*~~

**The Governing Board believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws and may use appropriate legal means to correct problems of chronic absence or truancy.**

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6154 - Homework/Makeup Work)

**Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, Board policy, and administrative regulation. (Education Code 48205)**

~~\*\*\*Note: The following paragraph is optional. Pursuant to Education Code 46014, the Governing Board may allow students to be absent for religious exercises or instruction. If the~~

~~Board allows such absences, it must first adopt a resolution permitting an excused absence for this purpose. The Board is also mandated to adopt regulations governing students' attendance at such exercises or instruction and the reporting of these absences; see accompanying administrative regulation.\*\*\*~~

**Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulation. (Education Code 46014)**

**Inasmuch as school attendance and class participation are integral to students' learning experiences, parents/guardians and students shall be encouraged to schedule medical and other appointments during non-school hours.**

~~\*\*\*Note: Pursuant to Education Code 46010.1 and the California Supreme Court in American Academy of Pediatrics et al v. Lundgren et al. (1997), minor students do not need parent/guardian consent to obtain confidential medical services, and schools are authorized to excuse a student from school to obtain such services.\*\*\*~~

**Students shall not be absent from school without their parents/guardians' knowledge or consent, except in cases of medical emergency or, as authorized pursuant to Education Code 46010.1, for a confidential medical appointment.**

~~\*\*\*Note: 5 CCR 421 requires the Board to approve reasonable methods for verifying student absences due to illness or quarantine. See the accompanying administrative regulation for examples of methods of verification.\*\*\*~~

**The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine. (5 CCR 421)**

**Legal Reference:**

**EDUCATION CODE**

1740 Employment of personnel to supervise attendance (county superintendent)

37201 School month

37223 Weekend classes

41601 Reports of average daily attendance

42238-42250.1 Apportionments

46000 Records (attendance)

46010-46014 Absences

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46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48210-48216 Exclusions from attendance

48240-48246 Supervisors of attendance  
48260-48273 Truants  
48292 Filing complaint against parent  
48320-48324 School attendance review boards  
48340-48341 Improvement of student attendance  
48980 Parental notifications  
49067 Unexcused absences as cause of failing grade  
49701 Provisions of the interstate compact on educational opportunities for military children

**ELECTIONS CODE**

12302 Student participation on precinct boards

**FAMILY CODE**

6920-6929 Consent by minor for medical treatment

**VEHICLE CODE**

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

**WELFARE AND INSTITUTIONS CODE**

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

**CODE OF REGULATIONS, TITLE 5**

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

**ATTORNEY GENERAL OPINIONS**

87 Ops.Cal.Atty.Gen. 168 (2004)

66 Ops.Cal.Atty.Gen. 244 (1983)

**COURT DECISIONS**

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

**Management Resources:**

**CSBA PUBLICATIONS**

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

**WEB SITES**

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

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Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Adopted:

King City, California

## Students

## Absences And Excuses

A student's absence shall be excused for the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)

*(cf. 5112.2 - Exclusions from Attendance)*

3. Medical, dental, optometrical, or chiropractic appointment (Education Code 48205)
4. Attendance at funeral services for a member of the immediate family, which shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state (Education Code 48205)

Immediate family shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister, or any relative living in the student's immediate household. (Education Code 45194, 48205)

5. Jury duty in the manner provided by law (Education Code 48205)
6. The illness or medical appointment during school hours of a child to whom the student is the custodial parent (Education Code 48205)

*(cf. 5146 - Married/Pregnant/Parenting Students)*

7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)
  - a. Appearance in court
  - b. Attendance at a funeral service
  - c. Observation of a holiday or ceremony of his/her religion
  - d. Attendance at religious retreats not to exceed four hours per semester
  - e. Attendance at an employment conference

- f. Attendance at an educational conference offered by a nonprofit organization on the legislative or judicial process
- 8. Service as a member of a precinct board for an election pursuant to Elections Code 12302 (Education Code 48205)

*(cf. 6142.3 - Civic Education)*

- 9. To spend time with his/her immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code 48205)

*(cf. 6173.2 - Education of Children of Military Families)*

~~\*\*\*Note: AB 1593 (Ch. 92, Statutes of 2016) amended Education Code 48205 to add attendance at the student's own naturalization ceremony as an excused absence.\*\*\*~~

- 10. To attend his/her naturalization ceremony to become a United States citizen. (Education Code 48205)**

~~\*\*\*Note: Item #11 below should be listed only if the Governing Board has chosen to allow absences for religious instruction or exercises. See the accompanying Board policy. If these absences are allowed, Education Code 46014 mandates that the Board adopt regulations governing students' attendance at religious exercises or instruction and the reporting of such absences. These regulations should be included here and should include all of item #11a-c below.\*\*\*~~

- 11. Participation in religious exercises or to receive moral and religious instruction in accordance with district policy, subject to the following conditions: (Education Code 46014)**

- a. The student's parent/guardian shall provide written consent for the absence.
- b. The student shall attend at least the minimum school day.
- c. The student shall be excused from school for this purpose on no more than four days per school month.

*(cf. 6141.2 - Recognition of Religious Beliefs and Customs)*

- ~~10. Participation in religious exercises or to receive moral and religious instruction in accordance with district policy (Education Code 46014)~~

- ~~a. In such instances, the student shall attend at least the minimum school day.~~

- ~~b. The student shall be excused for this purpose on no more than four days per school month.~~

*(cf. 6141.2 - Recognition of Religious Beliefs and Customs)*

#### Method of Verification

When a student who has been absent returns to school, he/she shall present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having control of the minor, or the student if age 18 or older. (Education Code 46012; 5 CCR 306)

The following methods may be used to verify student absences:

1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
  - a. Name of student
  - b. Name of parent/guardian or parent representative
  - c. Name of verifying employee
  - d. Date(s) of absence
  - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in item #2 above.
4. Physician's verification.
  - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
  - b. When a student has had 14 absences in the school year for illness verified by methods listed in #1-3 above, any further absences for illness shall be verified by a physician.

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**Parental Notifications**

**At the beginning of each school year, the Superintendent or designee shall:**

~~\*\*\*Note: The requirement in item #1 below is for use by districts that have chosen to allow absences for religious instruction or exercises. If the Board allows such absences to be excused, it must first adopt a resolution permitting an excused absence for this purpose. See the accompanying Board policy.\*\*\*~~

**1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination (Education Code 46014, 48980)**

~~\*\*\*Note: requirement in item #2 applies to all districts. Districts that maintain only elementary grades should delete the reference to students in grades 7-12 below.\*\*\*~~

**2. Notify students in grades 7-12 and the parents/guardians of all students that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian (Education Code 46010.1)**

**3. Notify parents/guardians that a student shall not have his/her grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time, and include the full text of Education Code 48205 in the notice (Education Code 48980)**

(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5145.6 - Parental Notifications)  
(cf. 6154 - Homework/Makeup Work)

(11/07 11/11) 3/17

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT  
First Reading: April 18, 2017  
Adopted: King City, California



## Board Bylaws

### Remuneration and Reimbursement

#### Remuneration

OPTION 2: Each member of the Governing Board may receive a monthly compensation of \$240.00. (Education Code 35120)

Board members are not required to accept payment for meetings attended. Board members may select to donate all or any portion of their monthly compensation to a scholarship to benefit a graduating Senior from the South Monterey County Joint Union High School District. After officially assuming office as a Board of Education member, and after each annual organization meeting, each individual will complete the necessary paperwork to inform the school district of their intention. This designation may be changed at the annual organization meeting.

If a member does not attend all Board meetings during the month, he/she is eligible to receive a percentage of the monthly compensation equal to the percentage of meetings attended unless otherwise authorized by the Board in accordance with law. (Education Code 35120)

A member may be paid for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Education Code 35120)

Attendance at a meeting is defined as being present for the complete meeting or for at least 60% of time the meeting was officially in session.

Student Board members shall receive no compensation for meetings attended. (Education Code 35012)

(cf. 9150 - Student Board Members)

#### Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for district personnel and at the same rate of reimbursement.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional,

state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

The rate of reimbursement shall be the same rate in effect for District personnel.

Meals:

- Shall be reimbursed to a maximum of ~~\$60.00~~ **\$65.00** per day for overnight trips only
- No reimbursement for meals for single day trips
- There is no reimbursement for alcohol or in room refreshment bars
- When receipts are not available, the Board shall be reimbursed one half the per diem for meals for multiple day trips

Hotels:

- Shall not exceed \$200.00 per night without prior approval

Mileage:

- Shall be reimbursed to the event and back at the current IRS established rate

Flights:

- The least expensive flights shall be secured
- Shall be paid for at the coach rate

Parking:

- Shall not exceed ~~\$15.00~~ **\$20.00** per day

*Any anticipated and/or actual reimbursement of \$600.00 or more shall have the prior approval of the State Administrator/Superintendent.*

Legal Reference:

EDUCATION CODE

33050-33053 General waiver authority

33362-33363 Reimbursement of expenses for attendance at workshops

35012 Board members; number, election and term

35044 Payment of traveling expenses of representatives of board

35120 Compensation for services as member of governing board

35172 Promotional activities

44038 Cash deposits for transportation purchased on credit

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

8314 Use of public resources

20322 Elective officers; election to become member

20420-20445 Membership in Public Employees' Retirement System; definition of safety employees

53200-53209 Group insurance

54952.3 Simultaneous or serial meetings; announcement of compensation

HEALTH AND SAFETY CODE

1373 Health services plan, coverage for dependent children

INSURANCE CODE

10277-10278 Group and individual health insurance, coverage for dependent children

UNITED STATES CODE, TITLE 26

403 Tax-sheltered annuities

UNITED STATES CODE, TITLE 42

18011 Right to maintain existing health coverage

CODE OF FEDERAL REGULATIONS, TITLE 26

1.403(b)-2 Tax-sheltered annuities, definition of employee

COURT DECISIONS

Thorning v. Hollister School District, (1992) 11 Cal.App.4th 1598

Board of Education of the Palo Alto Unified School District v. Superior Court of Santa Clara County, (1979) 93 Cal.App.3d 578

ATTORNEY GENERAL OPINIONS

91 Ops.Cal.Atty.Gen. 37 (2008)

83 Ops.Cal.Atty.Gen. 124 (2000)

Management Resources:

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Sample Expense and Use of Public Resources Policy Statement, January 2006

INTERNAL REVENUE SERVICE PUBLICATIONS

Tax-Sheltered Annuity Plans (403(b) Plans) for Employees of Public Schools and Certain Tax-Exempt Organizations, Publication 571, rev. February 2013

WEB SITES

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

Institute for Local Government: <http://www.ca-ilg.org>

Internal Revenue Service: <http://www.irs.gov>

Public Employees' Retirement System: <http://www.calpers.ca.gov>

(11/01 11/02) 8/13

Bylaw SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: April 18, 2017

Adopted:

King City, California

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

**SUBJECT:** Approval of Resolution #21:16/17 Proclaiming and Honoring California Day of the Teacher, May 10, 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**Board Goals:**

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- 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 10, 2017.

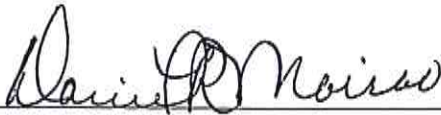
**Recommendation:**

It is recommended that the Board of Education approve Resolution #21:16/17 Proclaiming and Honoring California Day of the Teacher May 10, 2017.

**Fiscal Impact:**

None.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

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

**Resolution No. 21:16/17  
Observance of  
CALIFORNIA DAY OF THE TEACHER  
May 10, 2017**

**WHEREAS**, over 3,500 committed teachers in Monterey County share their passion and love of learning to inspire more than 70,000 students across the 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; and

**WHEREAS**, we recognize the dedication and hard work educators accomplish in their classrooms every day, but especially on May 10 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 Education of the South Monterey County Joint Union High School District does hereby adopt Resolution No. 21:16/17 to acknowledge the contributions of all dedicated teachers and recognizes May 10, 2017, 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 South Monterey County Joint Union High School District Board of Education on April 18, 2017.

---

Paulette Bumbalough, Board President

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

**SUBJECT:** Approval of Resolution #22:16/17 Proclaiming and Honoring Classified School Employee Week, May 21-27, 2017

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**Board Goals:**

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 students 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 21-27, 2017.

**Recommendation:**

It is recommended that the Board of Education approve Resolution #22:16/17 Proclaiming and Honoring Classified School Employee Week, May 21-27, 2017.

**Fiscal Impact:**

None.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

## SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

### **Resolution No. 22:16/17 Proclaiming and Honoring Classified School Employee Week – May 21 – 27, 2017**

**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 Education of the South Monterey County Joint Union High School District does hereby adopt Resolution No.22:16/17 to honor the contributions of classified school employees to quality education in Monterey County and recognizes the week of May 21-27, 2017 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 South Monterey County Joint Union High School District Board of Education on April 18, 2017.

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Paulette Bumbalough, Board President

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

**SUBJECT:** Approval of Resolution 23:16/17 Cost Sharing of  
Financial Advisor

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Members of the Greenfield community have petitioned the County Superintendent for unification as a single district with Greenfield High School. As part of the process, they are seeking that a portion of the iBank loan document be reconsidered. Specifically, where it speaks to the fact that there cannot be a change in governance from what existed at the time the loan was executed.

To seek this change requires the consent of the investors in the loan. This task is to be completed by a financial advisor. Since the loan belongs to the SMCJUHSD, it is our responsibility to hire the advisor. At the request of the Superintendent it was suggested that SMCJUHSD should not have to pay for this service, since this was a request of the GUSD. In meeting with the GUSD and the County Superintendent a gentle-person's agreement was suggested that the cost be split between the two districts.

At this time the Board still needs to review the ramifications of unification. This information is forthcoming from School Services of California.

Recommendation:

It is recommended that the Board of Education approve Resolution #23:16/17.

Fiscal Impact:

Up to \$25,000.00 from the reserves budget.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent



**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT  
RESOLUTION NUMBR 23:16/17  
COST SHARING OF FINANCIAL ADVISOR**

**WHEREAS**, on October 15, 2015, the voters of the Greenfield Union Elementary School District (GUSD) filed a petition for the unification of the territory of that district with the coterminous portion of the South Monterey County Joint Union High School District (SMCJUHSD) (the petition); and

**WHEREAS**, on November 17, 2015, the Monterey County Superintendent of Schools determined the petition to be sufficient and took all required actions as required by Education Code section 35704; and

**WHEREAS**, the Monterey County Committee on School District Organization (County Committee) held public hearings on the petition on December 8, 2015 and December 9, 2015, as required by Education Code section 35705; and

**WHEREAS**, the County Committee sought, and on March 9, 2016, was granted a waiver of the Education Code section 35706 timing for action on the petition, and on September 9, 2016, was granted a further waiver until April 5, 2018; and

**WHEREAS**, one of the reasons for the further waiver was to permit the affected school districts attempt to resolve issues pertaining to the structure of a loan from California's iBank to SMCJUHSD, under unification Criterion No. 9 set forth in Education Code section 35753, which requires the County Committee to analyze whether the unification will continue to promote sound fiscal management and not cause a substantial negative effect on the fiscal status of the affected district; and

**WHEREAS**, the services of a knowledgeable financial advisor that is Municipal Securities Rulemaking Board certified are required to assist in the analysis and potential restructuring of the iBank loan to inform the County Committee's analysis; and

**WHEREAS**, the estimate for fees to retain such an advisor is between \$25,000.00 and \$50,000.00; and

**WHEREAS**, the Board of Trustees desires to support the analysis and potential restructuring of the iBank loan to enable the County Committee, based of complete information, to consider and rule whether Criterion No. 9 is substantially met, as required by Education Code section 35753;

**NOW THEREFORE**, the Board of Trustees of the SMCJUHSD resolves:

1. The foregoing recitals are true and correct.
2. The Board of Trustees authorizes the expenditure of up to 50 percent of the amount of the fees of a qualified financial advisor retained by SMCJUHSD as set forth above.
3. The authorization set forth in Paragraph #2 is not to exceed \$25,000.00 (i.e. 50% of \$50,000.00).

4. The authorization set forth in Paragraph #2 is conditioned fully on passage of a resolution by the Board of Trustees of the GUSD authorizing the expenditure of up to 50 percent of the amount of the fees of a qualified financial advisor, not to exceed \$50,000.00, for the purposes contemplated in this resolution.

Passed and adopted this \_\_\_\_ day of April 2017, by the following vote:

Ayes \_\_\_\_

Nays \_\_\_\_

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Paulette Bumbalough, Board President

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

**SUBJECT:** : Resolution #24:16/17 Final Action to Eliminate Particular Kinds of Services and Layoff of Certificated Employees

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

On March 7, 2017, the Board of Education adopted resolution #19:16/17 to reduce or discontinue particular kinds of services resulting in the elimination of 1.0 FTE of certificated services for the 2017-2018 school year.

Education Code sections 44949 and 44955, require the Board of Education to take final action and to provide final notification to affected employees no later than May 14, notifying them that they will not be reemployed for the ensuing school year.

Recommendation:

It is recommended that the Board of Education approve the final action to eliminate particular kinds of services and layoff of certificated employees.

Fiscal Impact:

N/A

Submitted By:



Claudia Arellano  
Sr. Director of Human Resources

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

**BEFORE THE GOVERNING BOARD OF THE SOUTH MONTEREY COUNTY  
JOINT UNION HIGH SCHOOL DISTRICT  
MONTEREY COUNTY, CALIFORNIA**

In the Matter of the Reduction or )  
Discontinuance of Certain )  
Particular Kinds of Services for )  
the 2017-2018 School Year )

Resolution # 24:16/17

**FINAL ACTION TO ELIMINATE  
PARTICULAR KINDS OF SERVICES**

WHEREAS, on March 7, 2017, the Governing Board adopted Resolution 19:16/17 attached hereto as Exhibit A, to eliminate 1.0 full time equivalent (“FTE”) of the services identified in the Resolution effective with the 2017-2018 school year;

WHEREAS, the Superintendent, or Superintendent’s designee, duly and properly served notice on the affected certificated employees on or before March 15, 2017 indicating that the Governing Board did not intend to reemploy these employees to the extent indicated in the Resolution for the 2017-2018 school year;

WHEREAS, the certificated employees listed in Exhibit B were informed of their right to request a hearing and that failure to do so in writing would constitute a waiver of their right to a hearing;

WHEREAS, the certificated employees listed in Exhibit B did not request a hearing and no layoff hearing was held;

WHEREAS, the Governing Board has duly considered whether to terminate the services of the certificated employees listed in Exhibit B and determined that the services of these employees will be eliminated to the extent indicated in Exhibit A; and

WHEREAS, pursuant to Education Code sections 44949 and 44955, final notice shall be delivered to the affected employees, notifying them that they will not be reemployed for the 2017-2018 school year.

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NOW, THEREFORE, BE IT RESOLVED AND ORDERED that 1.0 of FTE of certificated services be eliminated commencing with the 2017-2018 school year as outlined in Exhibit A, adopted by the Governing Board on March 7, 2017. The Superintendent or her designee is authorized to take all actions necessary to implement this Resolution.

Duly and regularly adopted this 18th day of April, 2017 by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTENTION: \_\_\_\_\_

\_\_\_\_\_  
President, Governing Board

CERTIFIED AS A TRUE AND CORRECT COPY:

\_\_\_\_\_  
Clerk of the Board

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

**IN THE MATTER OF THE:**

**RESOLUTION NO. 19:16/17**

**REDUCTION OR DISCONTINUATION  
OF PARTICULAR KINDS OF  
SERVICES AND LAYOFF OF  
CERTIFICATED EMPLOYEES**

**WHEREAS**, pursuant to Education Code section 44955, the Governing Board has determined that it may be necessary to reduce or discontinue the particular kinds of services of the District as itemized in Exhibit A at the close of the 2016-17 year;

**WHEREAS**, it would be necessary to terminate at the end of the 2016-17 school year the employment of certain certificated employees of the District as a result of this reduction or discontinuance in particular kinds of services;

**WHEREAS**, the District must issue notices to affected certificated staff by March 15<sup>th</sup> in order to preserve its right to reduce or discontinue particular kinds of services, and has until May 15<sup>th</sup> to issue a final layoff notice to affected certificated staff;

**NOW, THEREFORE, BE IT RESOLVED** that the reduction or discontinuation of the particular kinds of services of the District as itemized in Exhibit A take effect on midnight of June 30, 2017 unless modified prior to May 15, 2017;

**BE IT FURTHER RESOLVED**, that pursuant to Education Code section 44955(d)(1), the District will deviate from terminating certificated employees in order of seniority, if necessary, based upon a specific need for personnel with special training and experience necessary to teach a specific course or course of study, which others with more seniority do not possess, as follows:

1. Highly Qualified/NCLB compliant Mathematics Teachers with single subject credentials or authorization to instruct 9<sup>th</sup> – 12<sup>th</sup> grade level mathematics curriculum;
2. Highly Qualified/NCLB compliant in specific content areas of Science, Mathematics, Social Studies and/or English and assigned to teach in Continuation and/or Independent Study School Program.

**BE IT FURTHER RESOLVED** that pursuant to Education Code section 44955(b), a more senior employee must be “certificated and competent” in order to bump a less senior employee. In order to be “competent” to teach in Continuation High School, an employee must be Highly Qualified in one or more of the following core subject areas: Science, Math, Social Studies and/or English;

**BE IT FURTHER RESOLVED** that the Superintendent or his designee is directed to send appropriate notices to all certificated employees whose services may be terminated by virtue of this action and to take any other actions necessary to consummate the purposes of this resolution. Nothing herein shall be deemed to confer any status or rights upon temporary or categorically funded project certificated employees in addition to those specifically granted to them by statute.

**PASSED AND ADOPTED** at a meeting of the Governing Board of the South Monterey County Joint Union High School District held on March 7, 2017.

  
\_\_\_\_\_  
President, Governing Board

CERTIFIED AS A TRUE AND CORRECT COPY:

  
\_\_\_\_\_  
Clerk of the Board

EXHIBIT B

CROY, DAVID



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

**SUBJECT:** Approval of Grant from The Rotary Foundation to be Applied Toward a Scholarship in the Amount of \$2,000 for Greenfield High School.      **MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure Compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Rotary Foundation has generously presented a grant in the amount of \$2,000 to the Greenfield High School Scholarship Fund. The donor is from the PDG Gloria M. & First Dude Bobby J. Clinton Donor Advised Fund.

Recommendation:

It is recommended that the Board of Education approve the Rotary Foundation donation of \$2,000.

Fiscal Impact:

Increase to the Greenfield High School Scholarships Fund for Greenfield High School students to further their education.

Submitted By:



Daniel R. Moirao, Ed.D.  
Superintendent

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent

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

**GOVERNING BOARD**

**SUBJECT:** MOU between the South Monterey County Joint Union High School District and CSU Monterey Bay Teacher Internship Program through its College of Education

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

California State University Monterey Bay has a California Commission on Teacher Credentialing-approved Intern Program. The District partners with CSUMB to hire interns for teaching positions when a suitable fully prepared teacher is not available. The teacher Intern Program (CTIP) is a path to the preliminary teaching credential that allows an individual the ability to complete their teacher preparation coursework concurrent with their first year or two in a paid teaching position. Interns take summer courses and meet other requirements to qualify for a University-sponsored teaching credential; once employed, interns assume all functions and responsibilities as a regular credentialed teacher.

The attached Memorandum of Understanding is required in order to continue this partnership with CSUMB, and in order to employ individuals with a University-sponsored internship credential.

Recommendation:

It is recommended that the Board of Education approve the MOU between the South Monterey County Joint Union High School District and CSU Monterey Bay Teacher Internship Program.


Fiscal Impact:

N/A

Submitted By:

  
 Claudia Arellano  
 Sr. Director of Human Resources

Approved:

  
 Daniel R. Moirao, Ed.D  
 Superintendent



# California State University, Monterey Bay

The Department of Education and Leadership - CSUMB Internship Programs  
Building 3 • 100 Campus Center • Seaside, CA 93955-8001 (831) 582-3639

## **INTERN Memorandum of Understanding between CSU Monterey Bay Internship Programs and South Monterey County Joint Union High School District (AKA King City)**

University intern programs are a partnership between the Commission on Teacher Credentialing approved program sponsor (CSU Monterey Bay) and the California employing agency (School District/County Office of Education/Charter School) that elects to employ an individual on the basis of an intern credential. Prior to an intern teacher assuming daily teaching responsibilities, a signed Memorandum of Understanding must be in place between the Commission approved program sponsor and the California employing agency detailing the support and supervision that will be provided. (California Code of Regulations 80033)

### **By signing this agreement, the School District agrees to:**

- Assign the intern an appropriate placement authorized by their intern credential
- Offer the intern a contract that qualifies for the intern credential and meets the requirements of ED Code 44462 which states, "In no event may an intern be paid less than a minimum salary required to be paid by the state to a regularly certified teacher."
- Assign the intern a class that includes the presence of students with exceptionalities and English Language Learners, at a site with a fully qualified site administrator
- Assign the intern a classroom with technology that can be used for educational purposes
- Agree not to assign the intern adjunct duties or professional development/training obligations that interfere with his/her university class schedule or are inappropriate for a beginning teacher. Interns must be on campus by 4:15pm on class meeting days.
- Provide release time for both the intern (minimum of 1 day per semester) and the intern Support Provider to do observations (minimum of 2 days per semester)
- To terminate the training at any time, if it is found that continuation would be detrimental to the children involved; consider terminating it at the end of the semester if the intern support provider assigned by the district and/or the university supervisor report that based on performance to date, the intern would not be recommended for a credential.
- Assign a teacher within the school setting and with equivalent instructional assignment as a Support Provider to the intern, prior to the intern assuming daily teaching responsibilities (CTC Coded Correspondence 14-04). The assigned teacher will hold a Clear credential with an English Learner Authorization, in the same subject area, and have a minimum of three years of successful experience teaching.

- Understand that the CSUMB intern program is now a two year program, and the intern must maintain a Support Provider for the duration of time while serving on an intern credential.
- CSUMB will not be responsible for any payment to Support Providers.
- The employer and intern will collaborate to track the hours of support, mentoring and supervision to ensure that all required hours are met
- An intern teacher who is employed after the beginning of a school year shall be provided support, mentoring and supervision in the amount of 4 hours times the number of instructional weeks remaining in the school year
- Provide staff development activities and other resources (site and district support) that enhance the intern's teaching skills
- Hire as interns only those teacher candidates who are properly credentialed and who have met pre-service professional preparation required by the Commission on Teacher Credentialing
- Require attendance at a Support Provider training, if offered by CSUMB
- Return the original, signed copy of the Intern MOU to CSU Monterey Bay
- In collaboration with CSUMB, ensure that the intern receives a minimum of 2 to 4 hours of support, mentoring and supervision per week as required by the California Code of Regulations 80033. The district will be responsible for providing 169 hours of support, mentoring and supervision to each CSUMB intern per year, which will include 45 hours of support and mentoring for those who do not hold an English Learner Authorization. CSUMB will ensure that the intern has completed 45 hours of early field experience, 120 hours of pre-service coursework, plus CBEST, CSET or Subject Matter Waiver program, B.A, US Constitution, and fingerprint clearance prior to receiving the intern credential. Support, mentoring and supervision by a Clinical Coach will be provided by CSUMB in the amount of 20 hours each year. Please see the chart below outlining the collaborative effort to support, mentor and supervise interns:

**Support, Mentoring and Supervision Hours Required by the State for Interns**

**45 hours Early Field Experience** (Verified by CSUMB prior to receiving an intern credential.)

**120 hours Preservice** (Verified by CSUMB prior to receiving an intern credential.)

**189 hours Support, Mentoring and Supervision PER YEAR**

| DISTRICT  | CSUMB  |
|---|--|
| <p><b>Support, Mentoring, and Supervision provided per year:</b></p> <p><b>169 hours</b> (Forty-five of these hours must be focused on the teaching of English Learners.)</p> <p><b>What hours can count as Support/Mentoring?</b></p> <ul style="list-style-type: none"> <li>• All communication provided by the school site that provides support and mentoring to the intern</li> <li>• Support Provider mentoring</li> <li>• Professional Development provided by the school</li> <li>• Department level meetings</li> <li>• Observation and feedback by other teacher staff</li> <li>• Collaboration time</li> <li>• Evaluations and observations by the Principal</li> <li>• Observation time in other classrooms</li> </ul> <p>If the intern holds a separate credential that contains the English Learner Authorization, they are exempt from the 45 hours that must focus on the teaching of English Learners, and may deduct those hours from the support hours required.</p> | <p><b>45 hours</b> Early Field Experience – Verified prior to the intern credential.</p> <p><b>120 hours</b> Preservice coursework (3 summer courses) – Verified prior to the intern credential.</p> <p><b>Support, Mentoring and Supervision provided per year:</b></p> <p><b>20 hours</b> (10 Class visits during one practicum per year, plus feedback, and one class visit per ED 600 Intern Seminar per year)</p> <p>CSUMB ensures that intern applicants have completed 45 hours of Early Field Experience, and 120 hours of pre-service through completion of summer pre-service coursework, prior to the issuance of the intern credential. CSUMB sends a Clinical Coach to visit interns during the semesters they are taking a practicum course. Interns must enroll in ED 600, Intern Seminar, to provide ongoing support in semesters they do not take practicum. During Intern Seminar, the Seminar instructor visits the classroom of the intern a minimum of one time during the semester, and provides additional support through class meetings. Most candidates will take ED 600 Intern Seminar twice during their program. For the duration of the program, the CSUMB candidate must remain enrolled in CSUMB credential coursework, and remain in good standing. The CSUMB Program Coordinator serves as the academic advisor to the intern.</p> |



# California State University, Monterey Bay

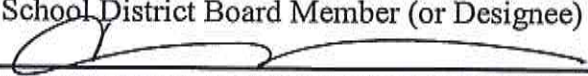
The Department of Education and Leadership - CSUMB Internship Programs  
Building 3 • 100 Campus Center • Seaside, CA 93955-8001 (831) 582-3639

The CSU Monterey Bay Department of Education and Leadership agrees to:

- Ensure that the intern candidate is in good standing in the program, has completed 45 hours early field experience, 120 hours of pre-service coursework, CBEST, CSET or Subject Matter Waiver program, acceptable bachelor's degree, US Constitution, and fingerprint clearance, prior to receiving the intern credential.
- Seek available grant funding, if possible.
- Ensure that the employed intern is continuously enrolled in CSUMB intern program coursework while serving on the intern credential, and withdraw the intern credential if enrollment ceases.
- Issue an intern credential to eligible candidates which will include the English Learner Authorization and remain valid for two years in the district specified at time of application, as long as enrollment continues and the intern remains eligible.
- Provide advisement to the intern regarding the best sequence of courses to complete the program in a timely manner (See program plans here: [www.csumb.edu/teach](http://www.csumb.edu/teach))
- Provide 20 hours of support, mentoring and supervision per year to the intern through classroom visits and feedback by a Clinical Coach and Seminar instructor
- Schedule courses to provide flexible offerings for students in intern placements
- Involve the Districts, County Offices of Education, and University, to foster collaborative teacher preparation practices to enrich the Internship Program.

**Please sign, keep a copy for your records, and return the original to:**

*CSUMB Department of Education and Leadership  
Credential Analyst  
100 Campus Center  
Seaside, CA 93955*

|   |         |
|---|---------|
| _____   | _____   |
| School District Superintendent (or Designee)  | Date    |
| _____   | _____   |
| School District Board Member (or Designee)  | Date    |
|  | 3-30-17 |
| Dr. Cathi Draper Rodriguez, Chair, Department of Education & Leadership             | Date    |

The term of this Memorandum of Understanding is from July 1, 2017 to June 30, 2022. Provisions of this agreement may be updated during the term in the event of mandatory changes to curriculum or practices required by the Commission on Teacher Credentialing. Should an update be required, it will be the responsibility of CSUMB to issue an updated MOU to the district. It will be the district's responsibility to review the document and return a signed copy to CSUMB.

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

**SUBJECT:** Approval of agreement between Concordia University Irvine, School of Education and SMCJUHS for placement of school counselor candidates

**MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- 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 wishes to establish a partnership with Concordia University Irvine and its School of Education to place Concordia University candidates enrolled in the Master's program for school counseling in our schools. Counseling candidates need a supervised fieldwork experience as a condition of earning their Pupil Personnel Services credential fieldwork hours. Approval of this agreement will allow an opportunity to establish a professional partnership with the Concordia University in support of candidates enrolled in the Master's program for school counseling.

Recommendation:

It is recommended that the Board of Education approve the agreement between Concordia University Irvine, School of Education and SMCJUHS for placement of school counselor candidates.

Fiscal Impact:

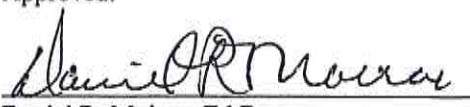
N/A

Submitted By:



Claudia Arellano  
Sr. Director of Human Resources

Approved:



Daniel R. Moirao, Ed.D.  
Superintendent



**Concordia University Irvine**  
**School of Education**  
**SCHOOL COUNSELOR CANDIDATE**  
**PRACTICUM/FIELDWORK AGREEMENT**  
**South Monterey County Joint Union High School District**  
**April 6, 2017**

This School Counselor Candidate Fieldwork Agreement ("Agreement") is made and entered into as of the execution of the Agreement by both parties (on the "Effective Date") by and between South Monterey County Joint Union High School District ("School District") located in King City, California, and Concordia University ("University") a non-profit religious corporation located in Irvine, California.

**RECITALS**

- A. School District operates schools within its service area, and employs credentialed school counselors to serve one or more of those schools.
- B. University is an institution of higher learning authorized pursuant to California law to offer education programs, including without limitation, the School Counseling Field Experience program which requires school counseling fieldwork experience to fulfill the credentialing requirements set forth by the California Commission on Teacher Credentialing (the "Program").
- C. School District operates schools which are suitable for University's Program. University desires to establish the Program at School District for the students of the University enrolled in the Program. School District desires to support the Program to assist in training students of University.
- D. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Program at School District schools.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

**1. RESPONSIBILITIES OF UNIVERSITY**

- 1.1 Academic Responsibility. University shall develop the curriculum for the Program and shall be responsible for student accreditation and/or approval by any state board or agency.
- 1.2 Number of Students. University shall designate and notify School District of the students who are enrolled and in good standing in the Program to be assigned for field experience at School District in such numbers as are mutually agreed upon between School District and University. University and School District will also mutually agree to the dates and length of the Program.
- 1.3 Orientation. University shall provide orientation to all students and ensure that all students receive instruction and have necessary basic skills prior to the field experience at School District.

- 1.4 Discipline. University shall be responsible for counseling, controlling, disciplining and all activities of students at School District.
- 1.5 Documentation. University shall maintain all attendance and academic records of students participating in the Program. University shall implement and maintain an evaluation process of the students' progress throughout the Program.
- 1.6 Fingerprint and TB Clearance. The University will be responsible for students obtaining fingerprint and TB clearance and maintaining all documentation should proof be requested.

In accordance with California Education Code Section 44320, each credential candidate prior to assignment to District must obtain, at their sole expense, a "Certificate of Clearance," which includes a complete Live Scan Service. The University will ensure that student's receive a Certificate prior to beginning their assignment in the district or hold a valid document issued by the CTC accounting for fingerprint clearance.

In accordance with California Education Code Section 49406, each credential candidate prior to assignment to District must obtain at the candidate's sole expense an examination by a licensed physician or surgeon within the past 60 days to determine that he or she is free of active tuberculosis, prior to beginning the candidate's assignment in the District.

- 1.7 School District Policies and Procedures. University shall ensure that each student is aware of and understands all applicable School District policies and procedures and shall require each student to conform to all such School District policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of School District and University.
- 1.8 Supplies and Equipment. University shall provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Program. University shall also be responsible, as between School District and University, for the cost of travel expenses and transportation, if any, incurred by students as a result of the Program.
- 1.9 Confidentiality. All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the District and the University shall remain strictly confidential and shall not be disclosed without consent of the other party.

The University shall notify Students that they are responsible for respecting and maintaining the confidentiality of all Student information and law enforcement records which the Student may receive or have access to pursuant to this Agreement. The University shall notify Students that they must agree to comply with the terms and conditions of all applicable confidentiality laws, including but not limited to the Family Educational Rights and Privacy Act ("FERPA") and the Regulations promulgated thereunder (20 U.S.C. section 1232g; 34 C.F.R. Part 99); California Education Code section 49060 et seq. (pupil records); California Welfare & Institutions Code sections 300 and 600 et seq.; 827 (juvenile justice system records) ; California Welfare & Institutions Code §5328.6 and §5328.7 (Mental Health Records); and 42 U.S.C. §§290dd-2; (iv) Health Insurance Portability and



Accountability Act of 1996 ("HIPAA") and the Regulations promulgated thereunder (42 U.S.C. Sections 1320d-2 and 1320d-4; 45 C.F.R. Subtitle A, Subchapter C, Parts 160 – 164), as amended from time to time.

- 1.10 Insurance. University shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on University's policy) at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, University agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. University shall ensure that such policies provide for notification to School District at least thirty (30) days in advance of any material modification or cancellation of such coverage. University also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of University working at School District pursuant to this Agreement at all times during the course of this Agreement. University shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program.
- 1.11 Accreditation. University shall at all times during the course of this Agreement be accredited, licensed or qualified to offer the Program to students.
- 1.12 Program description: See exhibit A attached for the description of the practicum/fieldwork requirements.

## 2. RESPONSIBILITIES OF SCHOOL DISTRICT

- 2.1 Access. School District shall permit nonexclusive access to the Program to those students designated by University as eligible for participation in the Program at School District provided such access does not unreasonably interfere with the regular activities at School District. School District agrees to provide qualified students with field experience opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of School District pupils.
- 2.2 Implementation of Program. School District agrees to cooperate with and assist in the planning and implementation of the Program at School District for the benefit of students from University.
- 2.3 Supervision: School District shall provide for the supervision of University students in their field experience at School District school(s) by a properly credentialed school counselor provided by the School District.
- 2.4 Space and Storage. At School District's discretion, it will provide students with a workspace at the School District school(s) and with an acceptable amount of storage space for University's instructional materials for use in the Program, subject to reasonable availability.
- 2.5 Removal of Students. In the event that any University student, in the sole discretion of School District, fails to perform satisfactorily, fails to follow School District policies, procedures and regulations, or fails to meet School District standards for health,

safety, security, cooperation or ethical behavior, School District shall have the right to request that University withdraw the student from the Program. University shall comply with School District's request within five (5) days of receipt of written notice from School District. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to safety or personnel, School District may immediately exclude any student from School District until final resolution of the matter with University.

- 2.6 Documentation. School District agrees to make available to qualified students of University a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules.
- 2.7 Statement of Adequate Staffing. School District acknowledges that it has adequate counseling staffing and that students participating in the Program shall not be required to substitute for any school district contracted employee necessary for reasonable staffing coverage.
- 2.8 Authority. School District shall maintain at all times full authority over and responsibility for care of its pupils and may intervene and/or redirect University students when appropriate or necessary.
- 2.9 Insurance. School District agrees to maintain professional liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School District agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. School District shall ensure that such policies provide for notification to University at least thirty (30) days in advance of any material modification or cancellation of such coverage. School District also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of School District working at School District pursuant to this Agreement at all times during the course of this Agreement. School District shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis.

### 3. RELATIONSHIP OF THE PARTIES

- 3.1 Term. The term of this Agreement shall commence as of the Effective Date and shall continue for three (3) years unless terminated sooner as provided herein.
- 3.2 Termination. Either party may terminate this Agreement at any time and for any reason upon at least thirty (30) days prior written notice to the other party. To the extent reasonably possible, School District will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of said notice by School District, was satisfactorily participating in the Program.
- 3.3 Independent Contractor. In the performance of the obligations under this Agreement, it is mutually understood and agreed that University is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between School District and University an employer/employee relationship, a joint venture relationship, or a lease or

landlord/tenant relationship. Students shall maintain the status of learners and neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between School District and any University student.

- 3.4 Role of Students. It is not the intention of University or School District that any students occupy the position of third party beneficiary of any obligations assumed by School District or University pursuant to this Agreement.
- 3.5 Publicity. Neither University nor School District shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program without the prior written consent of the other party.
- 3.6 Records. It is understood and agreed that all records, other than student evaluation records and information, shall remain the property of School District.

#### 4. GENERAL PROVISIONS

- 4.1 Entire Agreement; Amendment. This Agreement contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement.
- 4.2 Assignment. Neither party shall subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of the other party. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.
- 4.3 Indemnification. Except as otherwise may be provided in this Agreement, each party shall indemnify, hold harmless and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever including but not limited to attorneys' fees and court costs, arising out of, incident to or in any manner occasioned by the performance or nonperformance by such indemnifying party, its officers, directors, regents, agents, employees, students, or subcontractors, of any covenant or condition of this Agreement or by the negligence, improper conduct or intentional acts or omissions of such indemnifying parties, its officers, directors, regents, agents, employees, students, or subcontractors.
- 4.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.
- 4.5 Non-Discrimination. Neither party shall discriminate against any University student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference. In addition, the parties will fully comply with any and all applicable local, state and federal anti-discrimination regulations, statutes and judicial decisions.
- 4.6 Notices. Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified

and return receipt requested; or (c) one business day after being sent by nationally recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

School District: South Monterey County Joint  
Union High School District  
800 Broadway Street  
King City, CA 93930  
Attn: Claudia Arellano

University: Concordia University Irvine  
1530 Concordia West  
Irvine, CA 92612  
Attn: Office of the Provost  
[provost@cui.edu](mailto:provost@cui.edu)  
Copy to General Counsel

- 4.7 Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.
- 4.8 Waiver. Any waiver of any terms, covenants and/or conditions hereof must be in writing and signed by the parties hereto. A waiver of any of the terms, covenants and/or conditions hereof shall not be construed as a waiver of any other terms, covenants and/or conditions hereof nor shall any waiver constitute a continuing waiver.
- 4.9 Program Description: Refer to Exhibit A for the description of the practicum and fieldwork program.

**SIGNATURE PAGE**

THIS AGREEMENT IS ENTERED INTO THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.

AGREEMENT EFFECTIVE:

STARTING \_\_\_\_ DAY OF \_\_\_\_\_, 2017 THROUGH \_\_\_\_ DAY OF \_\_\_\_\_, 2020.

(Three year agreement – May be renewed with consent of both parties)

**SCHOOL DISTRICT:**

Signature: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CONCORDIA UNIVERSITY:**

Signature: \_\_\_\_\_

Typed Name: Dr. Peter Senkbeil – Concordia University, Irvine, CA.

Date: \_\_\_\_\_

## Exhibit A

During the course of the Practicum or Fieldwork experience, the Practicum or Fieldwork experience student will complete the approved Concordia University Practicum or Fieldwork experience portions of the program.

- a. The duration for the Practicum or Fieldwork experience will be determined prior by the School District and Concordia University for each Practicum or Fieldwork experience student. It is intended that this Practicum or Fieldwork experience encompass a period of at least one term and will not exceed the time limits as listed below:

Practicum: Not to exceed 1 calendar year

- b. Fieldwork experience: 1 calendar year at full time (non-internship) OR b) 2 calendar years at part-time. The School District and Concordia will cooperatively develop and implement a support system for each Practicum or Fieldwork experience student.
- c. The Practicum or Fieldwork experience student will be provided experience and practice in the school and classroom. Anticipated duties are listed below. Duties will vary according to available opportunities on the site, as determined by the District. The Practicum/Fieldwork experience activities will be determined using the Planning Document based upon the California Standards for the Counseling Profession.

Practicum Duties – 100 hours required (University/School District-level):

- 1) Peer counseling related to university or college program practicum course
- 2) Personal and career assessment
- 3) Personal counseling experience in either individual or group context
- 4) School-based programs serving parents and family members
- 5) Community service programs serving children and families
- 6) School related experience such as "shadowing" a school counselor, observing classroom instruction, attending district and school-based meetings, and become familiar with school-based community resources
- 7) Become familiar with special needs students; Gifted and Talented programs; attend/observe IEP/504 meetings; assessment and evaluation activities; Common Core instructional activities; Student Study teams; master schedule activities; etc.

Fieldwork Experience Duties – 600 hours required (University/District-level):

- 1) Continue to participate in any duties or activities listed under the practicum section
- 2) Perform functions of school counselors in school counseling domains
- 3) Work with diversity programs
- 4) Work with the development and implementation of a program that addresses diversity issues
- 5) Work with individuals and groups of a racial and ethnic background different from that of the candidate
- 6) Gain experience at two different settings: elementary, middle school, or high school
- 7) Participate in group supervision throughout the Fieldwork experience

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

**SUBJECT:** Approval of Mileage Stipend for Senior Director Classified Management      **MEETING:** April 18, 2017

**AGENDA SECTION:**

**ACTION**

**INFORMATION**

**ACTION/CONSENT**

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**GOVERNING BOARD**

Board Goals:

- Improve, Monitor and Sustain Student Achievement
- Improve School Climate in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Solvency
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The District is requesting that all staff classified as Senior Director Classified Management receive the monthly mileage stipend of \$150. These positions use their personal vehicles for District responsibilities frequently.

Recommendation:

It is recommended that the Board of Education approve the monthly mileage stipend of \$150 for Senior Director Classified Management. This change would be effective May 1, 2017.

Fiscal Impact:

\$300 per month from the General Fund. There are two positions classified as Senior Directors.

Submitted By:

Approved:



Sherrie S. Castellanos  
Chief Business Official



Daniel R. Moirao, Ed.D.  
Superintendent