

LAKE SIDE UNION SCHOOL DISTRICT

Office of the Superintendent
12335 Woodside Avenue
Lakeside, California 92040
(619) 390-2600

District Administrative Center

October 10, 2019

Closed Session: 4:30 p.m.

Open Session: 6:00 p.m.

NOTICE OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Members of the public who require disability modification or accommodation in order to participate in the meeting should contact the Superintendent's Office at (619) 390-2606 or in writing, at least twenty-four (24) hours before the meeting. (Government Code section 54954.2).

A. CALL TO ORDER AND ROLL CALL

B. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD (GOVERNMENT CODE SECTION 54954.3) – 4:30PM

During this time, citizens are invited to address the Board of Education regarding items **on or off** the agenda. Request-to-speak cards should be submitted before the start of the meeting. The Board may not take action on any item presented. The Board has policy limiting any speaker to four minutes or 20 minutes on one subject.

C. CLOSED SESSION

1. Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding the California School Employees' Association, Chapter 240, pursuant to Government Code §54957.6;
2. Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6;
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957;
4. Public Employee Quarterly Performance Evaluation, Superintendent, pursuant to Government Code §54957.

D. OPENING PROCEDURES – 6:00PM

1. Reconvene
2. Welcome Visitors
3. Closed Session Report
4. The Pledge of Allegiance will be led by students from Lakeview Elementary. Following the pledge, Principal Staci Arnold will share highlights from the school.

E. TRUSTEE REPORTS AND COMMENTS

Trustees will report and comment as desired.

F. SUPERINTENDENT'S REPORT

Dr. Andy Johnsen will present overall district updates.

G. RECOGNITIONS

The Board will recognize new classified employees to the District.

Please Note: Board Agendas, Back-up Documentation, and Attachments are Available at the Lakeside Union School District Office (12335 Woodside Avenue, Lakeside, CA) in the Lobby or Upon Request or Can be Viewed at www.lsusd.net.

H. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3)

During this time, citizens are invited to address the Board of Education. Request-to-speak cards should be submitted before the start of the meeting. The Board may not take action on any item presented. The Board has policy limiting any speaker to four minutes or 20 minutes on one subject.

I. PUBLIC HEARING/ITEM OF BUSINESS

1. At 6:30 p.m., the Governing Board will conduct a public hearing to receive input regarding the availability of textbooks and/or instructional materials for fiscal year 2019-2020.
2. **Adoption** is requested of Resolution No. 2020-04, determining that every pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum, framework adopted by the State Board of Education: Mathematics; Science; History-Social Science; and Reading/Language Arts.

J. PRESENTATIONS

1. Kari Koch, TdS Science teacher and Lakeside's Teacher of the Year, will present on best practices for engaging students in rigorous science instruction and 21st Century skills. **(Goal #1, Academic Achievement)**
2. David Tupper will report on our Science curriculum adoption process and current progress. **(Goal #1, Academic Achievement)**
3. Bob Nicholson and Tina Cullors of Eric Hall & Associates will provide the Board with a Facilities Update including projects completed since the Long Range Facilities Master Plan was approved by the Board in September 2018, future planned projects, State school facility program, and identified unfunded facility needs. **(Goal #3, Physical Environments)**

K. ITEMS OF BUSINESS

- 1.1 Designate consent agenda items.

Note: Consent agenda items are generally routine items of business. The Board will designate those items to be approved as a whole, unless a member of the public requests consideration of an item on an individual basis. The Board will review and act on the remaining items of business.

- 1.2 Discussion/adoption of consent agenda items.

SUPERINTENDENT

- 2.1 **Adoption** is requested of the regular board meeting minutes of September 12, 2019.
- 2.2 **Adoption** is requested of Resolution No. 2020-05, declaring the week of October 21-25, 2019 as Red Ribbon Week in the Lakeside Union School District. The District encourages the community to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug free, tobacco and alcohol abuse-free community.

K. HUMAN RESOURCES

- 3.1 **Adoption** is requested of Personnel Assignment Order No. 2020-02.

BUSINESS SERVICES

- 4.1 **Approval** is requested of the following monthly business items: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures.
- 4.2 **Approval** is requested to award a Request for Proposal (RFP) with LaserCycle, for printer service and supplies districtwide, saving the District approximately \$57,920 annually.
- 4.3 **Denial** is requested of JPA Claim #20-05319, regarding a vehicle accident on September 25, 2019, in the amount of \$2,725.
- 4.4 **Denial** is requested of JPA Claim #20-05325, related to a student breaking their personal iPhone at school on September 27, 2019.
- 4.5 **Approval** is requested of the following annual contracts for the 2019-20 school year: A) Oxbow Academy (NPS); B) San Diego County Superintendent of Schools (TdS/Coaching Sessions); C) Tanith Sloan (LF/Dance Instruction); D) Orenda Education (LP/Coaching Sessions); E) All for KIDS, Inc. (WG/Assembly); F) Research and Educational Design Institute (Supt/21st Century Leadership); G) Rachel's Challenge (LMS/Assembly); and H) Atkinson, Andelson, Loya, Ruud & Romo (DO/Legal Services). (*Goal #1 - Academic Achievement, #2 - Social-Emotional and #3 - Physical Environments*)
- 4.6 **Approval/Ratification** is requested of the following out-of-state conferences: A) Dr. Andy Johnsen, Dr. Kim Reed, Alejandra Morales and Stephanie Jacques attended the Ed Leader 21 Conference in Houston, Texas from October 1-4, 2019; B) Daneal Damon, Jim Mitzel and Carrie Suggett to attend an EL (CREW) Conference in Atlanta, Georgia from October 16-19, 2019; and C) Terry Sanchez to attend the Carrier Controls EMS IS Training in Las Vegas, NV from November 5-9, 2019;
- 4.7 **Approval** is requested of the following fundraisers for Lakeside Farms Elementary School: A) Catalog sales and Halloween carnival (October); B) Dine Night, Ryan Bros. coffee, Movie night snack bar (November); C) Winter gift shop (December); D) Jog-a-Thon (March); and E) Movie night snack bar (April).
- 4.8 **Acceptance** is requested of the following donations: A) Holly Ferrante Farmer's Insurance donated 1,000 Scotch Thermal Laminating Pouches to Lindo Park (value, \$96.92), and a HDMI Digital Microscope to Kari Koch at TdS (value, \$118.59); and B) DonorsChoose to various sites in the amount of \$1,010.67.

ED SERVICES

- 5.1 **Approval** is requested of a Student Teaching Agreement with San Diego State University to provide students of SDSU teaching experience through practice teaching.
- 5.2 **Approval** is requested of a Service-Learning Agreement with San Diego State University to make the district a Learning Activity Site which allows students from SDSU classes and programs to volunteer at various LUSD sites as part of their coursework.

K. PUPIL SERVICES/SPECIAL EDUCATION

- 6.1 **Approval** is requested of a Memorandum of Understanding with WestEd for the administration of the California Healthy Kids Survey at a cost not to exceed \$5,000. The survey provides district and site-level data to provide key data on school climate and safety, learning supports, and barriers, and stakeholder engagement as well as youth development, health and well being. (*Goal #2 - Social-Emotional*)
- 6.1 **Approval** is requested of a Memorandum of Agreement with the San Diego County Superintendent of Schools and San Diego County School District LEA's for the purpose of ensuring that children in foster care needing transportation to their school of origin will promptly receive transportation in a cost-effective manner and in accordance with law at no cost to the district. (*Goal #2 - Social-Emotional*)

BOND

- 7.1 **Approval** is requested to award Bid No. 2019-06, for fire alarm upgrade installation at Eucalyptus Hills and Winter Gardens Elementary School, and authorize staff to enter into a contract with Fredricks Electric, Inc. in the amount of \$259,500. (*Goal #3 - Physical Environments*)
- 7.2 **Ratification** is requested of Change Order 1, 2, 3 and 4 to Roof Construction for the Lakeside Middle School roof replacement project in the amount of \$11,092.33. (*Goal #3 - Physical Environments*)

POLICIES, REGULATIONS & BYLAWS

- 8.1 **Adoption** is requested of Board Policy and Administrative Regulation 1340: Access to District Records.
- 8.2 **Adoption** is requested of Board Policy, Administrative Regulation and Exhibit 5145.7: Sexual Harassment.

L. INFORMATIONAL ITEMS

1. Enrollment Report for Month 1 ending September 20, 2019
2. Local Control and Accountability Plan (LCAP) Local Indicators

M. DISCUSSION

First Reading of Board Policy 5145.12, Search and Seizure.

N. REPORTS TO THE BOARD

1. Union Representatives:
 - A. **Cathy Sprecco**, Lakeside Teachers Association President
 - B. **Lisa Ford**, California School Employees Association President
2. District Superintendents:
 - A. **Erin Garcia** will present business and operations updates.
 - B. **Dr. Kim Reed** will present educational services updates.
 - C. **Dr. Andy Johnsen** will present closing comments.

O. ADJOURNMENT

Respectfully Submitted,
Andrew S. Johnsen, Ed.D.
Superintendent

Administration:

ANDREW S. JOHNSEN, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

JOHN V. BUTZ
GELIA G. COOK
HOLLY FERRANTE
BONNIE LACHAPPA
RHONDA TAYLOR, Ed.D.

NOTICE OF PUBLIC HEARING

At 6:30 p.m. at the regular meeting of October 10, 2019, the Board of Trustees will conduct a public hearing to receive input regarding the availability of textbooks and/or instructional materials for fiscal year 2019-2020.

The public hearing will be on October 10, 2019, in the District Administrative Center of the Lakeside Union School, 12335 Woodside Avenue, Lakeside, California.

September 27, 2019

Andrew S. Johnsen, Ed.D.
Secretary to the Board

Administration:

ANDY JOHNSON, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

JOHN V. BUTZ
GELIA G. COOK
HOLLY FERRANTE
BONNIE LACHAPPA
RHONDA TAYLOR, Ed.D.

RESOLUTION NO. 2020-04

**RESOLUTION DETERMINING SUFFICIENCY OF INSTRUCTIONAL MATERIALS
FISCAL YEAR 2019-2020**

WHEREAS, in order to receive state instructional materials funds, the Governing Board is required by Education Code Section 60119 to hold a public hearing and adopt a resolution by the eighth week of the school year, determining that EVERY pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, reading/language arts.

WHEREAS, as part of the required hearing, the Governing Board must also make a written determination as to whether each pupil enrolled in a world language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects.

WHEREAS, the Governing Board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades 9 to 12 inclusive.

WHEREAS, "sufficient textbooks or instructional materials," means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE, BE IT RESOLVED that the Governing Board hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. Reading/Language Arts, including the English language development component of an adopted program
5. Health
6. World Language

BE IT FURTHER RESOLVED that there is available science laboratory equipment for students in science laboratory courses offered in grades 9 to 12.

Igniting Passion in Today's Students for Tomorrow's Opportunities!

12335 Woodside Avenue • Lakeside, California 92040
DISTRICT OFFICE 619.390.2600 • FAX 619.561.7929 • <http://www.lsusd.net/>

PASSED AND ADOPTED by the Board of Trustees of the Lakeside Union School District at Lakeside, California, this 10th day of October 2019 by the following vote:

AYES:

NOES:

ABSENT:

I, Bonnie LaChappa, Clerk of the Governing Board of the Lakeside Union School District of San Diego County, California, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said board at the regularly called and conducted meeting held on said date.

Clerk of the Governing Board

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Approval of Minutes

Background (Describe purpose/rationale of the agenda item):

It is recommended that the Board of Trustees approve the attached minutes with any necessary modifications:

Regular Board Meeting of September 12, 2019

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption | |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Lisa DeRosier, Executive Assistant



Dr. Andy Johnsen, Superintendent

Administration:

ANDREW S. JOHNSEN, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

JOHN V. BUTZ
HOLLY FERRANTE
ANDREW HAYES
BONNIE LACHAPPA
RHONDA TAYLOR, Ed.D.

Minutes of the Regular Meeting of the Board of Trustees

September 12, 2019
District Administrative Center

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| A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:30 p.m. by Dr. Rhonda Taylor, President, with the following members present: Holly Ferrante, Vice President; Bonnie LaChappa, Clerk; and Andrew Hayes, Member. Also in attendance were Dr. Andrew Johnsen, Superintendent; Dr. Kim Reed, Assistant Superintendent; and Erin Garcia, Assistant Superintendent. Lisa DeRosier was present to record the minutes. Member John V. Butz was absent. | Call to Order |
| B. There were no requests to speak to the Board regarding items on or off the agenda. | Public Comments |
| C. At 4:31 p.m. the Governing Board moved to closed session to discuss Student Matters – Possible Reinstatement of Expelled Student #2018-06 - pursuant to Education Code §48900-48918; Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding negotiations with the California School Employees’ Association, Chapter 240, pursuant to Government Code §54957.6; Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding negotiations with the Lakeside Teachers Association, pursuant to Government Code §54957.6; and Conference with Legal Counsel – Existing Litigation - pursuant to Government Code §54956.9. | Closed Session |
| D. At 6:00 p.m. President Taylor called the regular meeting to order, welcomed guests, and reported on the closed session items: | Welcome |
| 1. <u>It was moved by</u> Vice President Ferrante and seconded by Member Hayes to reinstate Student #2018-16 with recommended supports. Motion carried 4:0:1 (<u>Ayes</u> : Ferrante, Hayes, LaChappa, Taylor; <u>Absent</u> : Butz). | Closed Session Report |
| 2. No action taken on Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding negotiations with the California School Employees’ Association, Chapter 240, pursuant to Government Code §54957.6. | |
| 3. No action taken on Conference with Labor Negotiators, Erin Garcia and Stacy Coble, regarding negotiations with the Lakeside Teachers Association, pursuant to Government Code §54957.6. | |
| 4. No action taken on Conference with Legal Counsel – Existing Litigation - pursuant to Government Code §54956.9. | |
| The pledge of allegiance was led by ESS Manager, Jerred Murphy. Following the pledge, he shared a presentation on the program. He highlighted his staff; goals and timelines; quality standards; quality staff recruitment; giving students a voice in choices; and much more. | Flag Salute |
| E. Dr. Kim Reed introduced and welcomed our new certificated staff. She commented that we have an awesome incoming staff. | Introduce New Teachers |

F. Clerk LaChappa had no formal report.

Member Hayes enjoyed the welcome back presentation and the longevity awards. He attended the back to school nights at Lakeview, Lemon Crest and Lakeside Farms. He, Dr. Johnsen and Holly participated in CSBA's Masters in Governance courses 1 and 2. He thought it was an awesome opportunity to learn about being a good board member. He gave an update from Sacramento on AB 428 (Special Ed equalization) and AB 328 (late start). There has been much debate over the late start bill and he is anxious to see the result of the bill.

Vice President Ferrante attended the principals retreat; the welcome back meeting; back to school nights at Lemon Crest, Winter Gardens, Lakeview and Riverview's 3rd; the ice cream social at Lakeside Farms; and the Masters in Governance workshops. She was able to attend and support Kari Koch at the Salute to Teachers event. It was nice to honor fabulous teachers.

President Taylor attended the welcome back meeting. She commented that the energy was amazing. Everyone seemed fresh and rested. She attended back to school nights at Lakeview, Lakeside Farms and Lemon Crest, and the Salute to Teachers event.

- G. Dr. Johnsen commented on the welcome back meeting. He recognized the maintenance and operations department who worked really hard getting the schools ready. Concrete was being poured at Lemon Crest the day before school started. This department always pitches in and does whatever needs to be done. He also recognized the clerical staff. Parents experience a beautiful first day of school, but they don't see the flurry of activity getting ready for our students. At the welcome back meeting, Dr. Johnsen discussed the story about Kyle where we are serving some but not all of our students. We are learning how to learn as an organization. He commented that our enrollment is down a little this year as it is in surrounding districts. We will convene a meeting to discuss this internally.

- H. 1. The Honorable Carolyn Caietti, San Diego Superior Court Judge, presented on the importance of civic learning in public schools. Member Hayes believes this fits right into what we want to achieve. He is excited about this resolution. It allows our kids to understand the foundation of our republic.

2. It was moved by Member Hayes and seconded by Vice President Ferrante to adopt Resolution No. 2020-02, supporting civic learning opportunities by leading by example on what good participatory citizenship looks like by actively reaching out to our constituents, including students. Member Hayes read part of resolution and thanked Judge Caietti for coming to speak about this. Motion carried 4:0:1 (Ayes: Ferrante, Hayes, LaChappa, Taylor; Absent: Butz).

3. Erin Garcia presented the 2018-19 Unaudited Actuals financial report. She thanked the Business Office team, especially Miranda Durning, for the monumental job of closing the books. She explained this is not the end of the road for the 2018-19 as we will next submit to the County by September 15 for comparison data reporting. Mrs. Garcia thoroughly explained the revenues, expenditures and revenues. The Board commended Mrs. Garcia on her 98.6% accuracy rate.

4. It was moved by Member Hayes and seconded by Clerk LaChappa to adopt the 2018-19 Unaudited Actuals financial report. Motion carried 4:0:1 (Ayes: Ferrante, Hayes, LaChappa, Taylor; Absent: Butz).

Trustee's
Reports and
Comments

Trustee's Reports
and Comments
(Continued)

Superintendent's
Report

Civic Learning
Presentation

Adopt Resolution
No. 2020-02

Budget
Presentation

Adopt 2018-19
Unaudited
Actuals

H. PRESENTATIONS (CONTINUED)

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| 5. Dr. Kim Reed presented information on the newly formed District Learning Team. This will be a committee where we learn together to improve outcomes for students with a continuous learning model. The team will look deeply at the data to develop ideas for possible solutions. The structure for this meeting came from the Labor Management Institute. | District Learning Team |
| 6. Todd Owens presented an annual update on previous years' activities of the maintenance, operations, facilities and transportation departments. He shared photos of the completed summer projects. Everything looks great on Lakeside campuses. We have 20 custodians working in 500,000 square feet of interior space on 100 acres. We also have 22 buses, 17 drivers, 4 aides and 2 mechanics. President Taylor commented that they do an amazing job and she loves the Wednesday work day concept. Dr. Johnsen thanked Todd for his leadership. | MTO Presentation |
| I. <u>It was moved by</u> Vice President Ferrante and seconded by Clerk LaChappa to designate all Items of Business to the consent agenda with the exception of Items 6.6. The motion carried unanimously to designate Items of Business 2.1, 3.1, 3.2, 4.1, 4.2, 4.3, 4.4, 4.5, 5.1, 6.1, 6.2, 6.3, 6.4, 6.5, 7.1, 7.2, 7.3, 7.4, 7.5, and 7.6 to the consent agenda. | Consent Agenda |
| 1.1 <u>It was moved by</u> Clerk LaChappa and seconded by Vice President Ferrante to adopt the following items of business: | Items of Business |
| 1.2 There was no discussion on items of business. | Discussion |

SUPERINTENDENT

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| 2.1 A motion to adopt the minutes of the regular board meeting of August 8, 2019. | Adopt Minutes |
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HUMAN RESOURCES

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| 3.1 A motion to adopt Personnel Assignment Order No. 2020-01. | Adopt PAO |
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BUSINESS SERVICES

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| 4.1 A motion to approve the following monthly business items: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures. | Approve Monthly Reports |
| 4.2 A motion to adopt Resolution No. 2020-03, certifying the 2018-19 Gann Limit Appropriations and Estimated Limit for 2018-19. | Adopt Resolution No. 2020-03 |
| 4.3 A motion to approve the following annual contracts for the 2019-20 school year: A) Amity Institute (TdS, Chinese Interns); B) AssetWorks Risk Management, Inc. (Bus Services); C) Cookson Enterprises, Inc. (Maint); D) Currier & Hudson (Supt); E) Maxim Healthcare, Inc. (Pupil Services); F) New Bridge School (NPS); G) Orenda Education (Ed Services); H) Ro Health, Inc. (Pupil Services); I) San Diego Youth Services (Pupil Services); J) Stephen B. Halfaker (Supt); and K) Traffic Tech (LC). | Approve Annual Contracts |

I. BUSINESS SERVICES (CONTINUED)

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| 4.4 | A motion to approve the following fundraisers for for Tierra del Sol Middle School: A) VEX IQ Robotics Competition in November and January/February; B) Butter Braid Bread and Ryan Brothers coffee for 6 th grade camp; and C) Mrs. Fields Cookie Dough, Dudley's Break and Charleston Wrap for dance and drama programs. | Approve TdS Fund Raising Activities |
| 4.5 | A motion to accept the following donations: A) \$2,000 from Kiwanis Club of ESD County to 6 th grade camp fund; B) \$97.61 worth of ice cream to Lakeside Middle School Summer Explorations from Holly Ferrante Farmers Insurance; C) Backpacks and school supplies from the Lions Club to district students; and D) DonorChoose.org to various sites in the amount of \$3,189.07. | Accept Gifts to the District |

PUPIL SERVICES/SPECIAL EDUCATION

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| 5.1 | A motion to approve a Memorandum of Understanding with Jewish Family Services for a free Positive Parenting Program for parents in group and individual settings at no cost to the district. | Approve MoU with Jewish Family Services |
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POLICIES, REGULATIONS & BYLAWS

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| 6.1 | A motion to adopt Board Policy and Administrative Regulation 0450: Comprehensive Safety Plan. | Adopt BP/AR 0450 |
| 6.2 | A motion to adopt Board Policy and Administrative Regulation 1312.3: Uniform Complaint Procedures. | Adopt BP/AR 1312.3 |
| 6.3 | A motion to adopt Board Policy and Administrative Regulation 3260: Fees and Charges. | Adopt BP/AR 3260 |
| 6.4 | A motion to adopt Board Policy and Administrative Regulation 3515.4: Recovery for Property Loss or Damage. | Adopt BP/AR 3515.4 |
| 6.5 | A motion to adopt Board Policy 6170.1: Transitional Kindergarten. | Adopt BP 6170.1 |

BOND

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| 7.1 | A motion to issue a Notice of Completion with Western Flooring, Inc. for the wood floor project at Lakeside Middle School. | Issue Notice of Completion (LMS) |
| 7.2 | A motion to issue a Notice of Completion with Anton's Services, Inc. for the lot clearing project at Lakeside Farms. | Issue Notice of Completion (LF) |
| 7.3 | A motion to award a contract to TekWorks for video surveillance installation districtwide in the amount of \$287,361.69. | Award Contract to TekWorks |
| 7.4 | A motion to approve Change Orders 1 and 2 with Western Flooring. Change Order 1 for the added cost to the contractor to provide a payment bond; and Change Order 2 was to add Classroom 13 to the scope of work at Lakeside Middle School in the amount of \$35,384.58. | Approve Change Orders with Western Flooring |
| 7.5 | A motion to approve a Change Order with A & S Flooring, Inc. for the Lakeside Middle and Lakeside Farms flooring projects in the amount of \$1,555.95. | Approve Change Order with A&S |

I. BOND (CONTINUED)

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| <p>7.6 A motion to approve a “no competitive advantage” finding and approve a change order with Gem Industrial, Inc. in the amount of \$60,000, and authorize staff to direct the contractor to proceed with the changed work order.</p> | <p>Approve Finding
and Change
Order w/Gem Ind</p> |
| <p>Motion carried 4:0:1 (<u>Ayes</u>: Ferrante, Hayes, LaChappa, Taylor; <u>Absent</u>: Butz).</p> | |
| <p>6.6 <u>It was moved by</u> Member Hayes and seconded by Clerk LaChappa to adopt Board Bylaw 9324: Minutes and Recordings. Member Hayes believes this will show transparency “about what we’re doing” as a Board. There will be “access to what” is discussed. He would like to “move forward with staff’s recommendation” on the recording equipment. Motion carried 3:1:1 (<u>Ayes</u>: Ferrante, Hayes, Taylor; <u>No</u>: LaChappa; <u>Absent</u>: Butz).</p> | <p>Adopt BB 9324</p> |
| <p>J. Erin Garcia presented the Quarterly Investment Reports, San Diego County Treasury Investment Pool, as of quarter ended on June 30, 2019.</p> | <p>Quarterly Inv
Report</p> |
| <p>K. 1. <i>First Reading</i> of Board Policy and Administrative Regulation 1340: Access to District Records.</p> | <p>BP/AR 1340</p> |
| <p>2. <i>Reading</i> of Administrative Regulation 5125.2: Withholding Grades, Diploma or Transcripts.</p> | <p>AR 5125.2</p> |
| <p>3. <i>First Reading</i> of Board Policy, Administrative Regulation and Exhibit 5145.7: Sexual Harassment</p> | <p>BP/AR/E 5145.7</p> |
| <p>L. 1A. LTA President, Cathy Sprecco, was not in attendance.</p> | <p>LTA President</p> |
| <p>1B. CSEA President, Lisa Ford, is very excited for the recording equipment that was approved at this board meeting. She thanked the Board for getting on board and moving forward. She asked when the classified employees would be introduced at a board meeting and included in back-to-school training. She commented that the ocean liner is slightly moving as our special education assistants participated in Math Transformations training in August. She thanked the board for the baby steps.”</p> | <p>CSEA President</p> |
| <p>2A. Erin Garcia, Assistant Superintendent, presented an unofficial enrollment report stating we were down 68 students from last year. She will present month 1 enrollment at the October board meeting.</p> | <p>Erin Garcia</p> |
| <p>2B. Dr. Kim Reed, Assistant Superintendent, commented that she is busy preparing for committee meetings coming up and the district-wide PLC. The PLC will allow the teachers to go deeper with the data. She is working on a new tech committee; the student profile committee; classified managers training; English learner aides training; and the NWEA pilot.</p> | <p>Dr. Kim Reed</p> |
| <p>2C. Dr. Andy Johnsen, Superintendent, discussed Dr. Suzette Lovely’s new book where Lakeside is featured with our student profile. He attended CSBA’s Masters in Governance and was proud at the progress Lakeside has made with our vision statement; board protocols, self evaluations; etc. He was really proud of our district.</p> | <p>Dr. Andy
Johnsen</p> |

Member Hayes thanked the Board for humoring the freshman on the Board. It was much appreciated.

- M. President Taylor asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 7:39 p.m.

Adjournment

Andrew S. Johnsen, Ed.D.
Superintendent

Bonnie LaChappa
Clerk of the Board

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Resolution #2020-05

Background (Describe purpose/rationale of the agenda item):

A resolution declaring the week of October 21-25, 2019 as Red Ribbon Week in the Lakeside Union School District. The District encourages the community to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug free, tobacco and alcohol abuse-free community.

Fiscal Impact (Cost):

None

Funding Source:

N/A

Recommended Action:

- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption | |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

**LAKESIDE UNION SCHOOL DISTRICT
RESOLUTION NO. 2020-05**

RED RIBBON/DRUG AWARENESS WEEK

WHEREAS Alcohol, tobacco, and other drug abuse has reached epidemic stages in the United States; and,

WHEREAS It is imperative that community members launch visible substance abuse prevention education efforts to reduce the demand for drugs; and,

WHEREAS **Californians for Drug-Free Youth, Inc.**, sponsored the first statewide Red Ribbon Campaign in 1986, and the **National Federation of Parents for Drug-Free Youth, Inc.** sponsored the first nationwide campaign in 1988, with the Red Ribbon symbolizing commitment to a healthy, drug-free lifestyle, and with the goal of the Red Ribbon Campaign being to present a unified and visible commitment toward the creation of a **Drug-Free America**.

WHEREAS The Red Ribbon Campaign will be celebrated in every community in America during "**RED RIBBON WEEK**", October 21-25, 2019 and

WHEREAS Businesses, government, law enforcement, schools, religious institutions, service organizations, youth, medical, senior citizens, military, sports teams, and individuals will demonstrate their commitment to drug free, tobacco and alcohol abuse free health lifestyles by wearing and displaying red ribbons during this week-long campaign; and,

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Lakeside Union School District does hereby support October 21-25, 2019 as "**RED RIBBON WEEK**", and encourage the community to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug free, tobacco and alcohol abuse free community.

BE IT FURTHER RESOLVED, that the Board of Trustees of the Lakeside Union School District encourages the community to promote a strong commitment to a drug-free lifestyle.

PASSED AND ADOPTED this 10th day of October 2019 by the Governing Board of the Lakeside Union School District of San Diego County, California.

Dr. Rhonda Taylor, President

Holly Ferrante, Vice President

Bonnie LaChappa, Clerk

Andrew Hayes, Member

John V. Butz, Member

Dr. Andy Johnsen, Superintendent

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Personnel Assignment Order 2020-02

Background (Describe purpose/rationale of the agenda item):

The Personnel Assignment Order reflects new hires, retirements and changes in positions.

Fiscal Impact (Cost):

Varies

Funding Source:

General Fund

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption | |

Originating Department/School: Human Resources

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Stacy Coble, HR Director



Dr. Andy Johnsen, Superintendent

**LAKESIDE UNION SCHOOL DISTRICT
BOARD OF TRUSTEES METING, October 10, 2019
Personnel Assignment Order – 2020-02**

BACKGROUND:

The following personnel appointments, changes of status, leave requests, resignations, dismissals and consultant requests are submitted for Board consideration. Italicized information indicates a change.

Certificated Staff

A. New Appointments:

Employee	Assignment/Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
Coble, Patricia	RSP Teacher/Lakeview	Class A/Step 1	N/A	\$49,706.00	10/1/19

B. Temporary Rehires:

Employee	Assignment/Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date

C. Change of Status/Location:

Employee	Assignment/Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date

D. Consent to Serve:

Employee	Assignment/Location	Recommendation	Effective Date
Messina, Kimberly	Dance / LMS	Yes	08/19/2019

E. Resignations:

Employee	Assignment/Location	Class/Step	Reason	Effective Date

F. SLP Waiver

Employee	Assignment/Location	Effective Date
Peters, Nicole	SLP Grades K-12 /LEAPP	10/1/19 – 6/30/20

G. Dismissals:

Employee	Assignment/Location	Class/Step	Effective Date

Classified Staff

H. New Hire:

Employee	Location	Position/Class/Step	New Monthly Salary	Effective Date
Acuna, Hayley	Lemon Crest	ESS Assistant	\$527.75	9/1/19
Allread, Hailey	Lakeview	ESS Assistant	\$329.94	9/1/19
Armendariz, Ettie	Lemon Crest	Campus Student Supervisor	\$527.75	10/1/19
Bailey, Amanda	Lakeside Farms	Special Ed Assist. I	\$696.00	10/1/19
Bigelow, Brittney	Eucalyptus Hills	Campus Student Supervisor/Range 3/Step 2	\$527.75	10/1/19
Browning, Holly	Lakeside Farms	ESS Assistant	\$989.63	9/1/19
Burgio, Caylah	Lakeview	ESS Assistant	\$237.00	9/1/19
Burkett, Grace	Lemon Crest	ESS Assistant	\$804.92	9/1/19
Estrada, Clarissa	Lakeview	ESS Assistant	\$395.81	9/1/19
Friszell, Rylee	Lemon Crest	ESS Assistant	\$831.31	9/1/19
Geisel, Lanae	Riverview	ESS Assistant	\$844.40	9/1/19
Meas, Cherlyn	Lindo Park Leapp	Preschool Assistant	\$1,081.93	10/1/19
Moon, Tyler	Winter Gardens	ESS Assistant	\$738.85	9/1/19
Munoz, Jewel	Lindo Park	Campus Student Supervisor	\$527.75	10/1/19
O'Neil, Isabella	Lemon Crest	ESS Assistant	\$633.30	9/1/19
Perine, Donald	Transportation	Bus Driver	\$2,961.75	10/1/19
Piete, Alyssa	Lakeside Farms	ESS Assistant	\$633.00	9/1/19
Rivers, Rachelle	Lindo Park	Campus Student Supervisor/Range 3/Step 2	\$527.75	10/1/19
Romero, Trinity	Lemon Crest	ESS Assistant	\$554.13	9/1/19
Salazar, Taryn	Lakeside Middle	ESS Assistant	\$580.52	9/1/19
Shaba, Alvin	Lakeview	ESS Assistant	\$395.81	9/1/19
Smith, Jessa	Lakeview	Campus Student Supervisor/Range 3/Step 2	\$527.75	10/1/19
Zawacki, Ezra	Lemon Crest	ESS Assistant	\$461.88	9/1/19

I. Rehires:

Employee	Location	Position/Class/Step	Previous Monthly Salary	New Monthly Salary	Effective Date

J. Change of Status/Location:

Employee	Location	Position/Class/Step	Previous Monthly Salary	New Monthly Salary	Effective Date
Delgado, Lisa	District	Personnel Clerk/Range 20, Step 1	\$1,615.06	\$2,962.00	10/1/19
Ford, Melissa	Lemon Crest	Special Ed Assist I/Range 9/ Step 2	\$554.50	\$767.10	10/1/19
Sanchez, Gloria	Itinerant	English Learner	\$831.75	\$1,534.00	10/1/19
Snyder, Kellye	Tierra Del Sol	Special Ed Assistant III/Range 14/Step 1	\$527.75	\$1,957.50	10/1/19
Toups, Brooke	Lakeside Farms	Special Ed Assist. II	\$1,214.57	\$2,180.25	10/1/19

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
Bowman, Rachel	Lemon Crest	ESS Assistant	Other Employment	9/30/19
Brown, Ray	Riverview	Campus Student Supervisor	Other Employment	9/30/19
Courson, Alison	Itinerant	OT Therapist	Retire	10/12/19
Foster, Tammy	Transportation	Bus Driver	Retire	10/5/19
Schoonover, Karina	Lindo Park	Special Ed. Assist. I	Other Employment	9/30/19
Shook, Amelia	Eucalyptus Hills	Campus Student Supervisor	Other Employment	10/9/19
Suttles, Natalie	Leapp	Preschool Assistant	Other Employment	9/30/19

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Step	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: OCTOBER 10, 2019

Agenda Item:

COMMERCIAL WARRANT LISTING SHEET – for the period 09/01/2019-09/30/2019

Background (Describe purpose/rationale of the agenda item):

This is a required monthly report - per Board Policy #3300, "the Governing Board shall review all warrants issued by the district at their monthly Board meeting".

Fiscal Impact (Cost):

\$1,150,361.08

Funding Source:

General, Child Development, Capital Facilities, Cafeteria, & Charter Schools (Barona, RVCS)

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☐ **Ratification**
☒ **Approval** ☐ **Explanation:** [Click here to enter text.](#)
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member  _____

BOARD WARRANT REPORT

09/01/2019-09/30/2019

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Amount Charged to Fund
14586563	PAYTON TRUE VALUE HARDWARE	9/3/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	798.34
14586564	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/3/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,073.51
14586565	XEROX CORPORATION	9/3/2019	LEASE CHARGES FOR FISCAL YEAR	0100	1,453.58
14586962	DATTEL SYSTEMS INCORPORATED	9/4/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,099.05
14586963	DION & SONS, INC.	9/4/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,003.13
14586964	ERIN GARCIA, CUSTODIAN	9/4/2019	REVOLVING CASH	0100	3,020.95
14586965	GODFREY EDUCATIONAL CONSULTING GROUP	9/4/2019	CONTRACT # I2020-008NOT TO E	0100	720.00
14586966	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	9/4/2019	BLANKET FY 2019-20 LEASE CHGS	0100	656.49
14587491	AMAZON CAPITAL SERVICES, INC.	9/5/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	283.94
14587492	MATH TRANSFORMATIONS	9/5/2019	PROFESSIONAL DEVELOPMENT AUGUS	0100	6,000.00
14587493	FERGUSON ENTERPRISES, INC	9/5/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	295.09
14588112	AMAZON CAPITAL SERVICES, INC.	9/6/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	296.89
14588115	GRAINGER	9/6/2019	DOUBLE END DRILL	0100	42.21
14588116	HD SUPPLY FACILITIES MAINT	9/6/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,269.55
14588119	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/6/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	591.53
14588120	LASERCYCLE USA, INC.	9/6/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	25.17
14588620	DIESEL DOCTOR	9/9/2019	BUS #49 INJECTION PUMP TIMING	0100	416.98
14588621	ACOUSTICAL MATERIAL SERVICES (AMS)	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	993.66
14588622	AGRICULTURAL PEST CONTROL	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	730.00
14588624	DANNIS WOLIVER KELLEY	9/9/2019	ATTORNEY FEES	0100	2,916.00
14588625	ETS EDUCATIONAL TESTING SERVICE	9/9/2019	ROUND 1 ELPAC PRE-ID LABELS	0100	129.96
14588626	MORSCO SUPPLY, LLC	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	913.02
14588627	ERIN GARCIA, CUSTODIAN	9/9/2019	REVOLVING CASH	0100	7,245.55
14588628	HAWTHORNE RENT-IT SERVICE	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	265.57
14588629	LAKESIDE EQUIPMENT	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	234.60
14588630	MYSTERY SCIENCE INC.	9/9/2019	DISTRICT MEMBERSHIP FOR 2019-2	0100	6,993.00
14588632	SHIFFLER EQUIPMENT SALES INC	9/9/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	342.24
14588633	STANDARD ELECTRONICS	9/9/2019	PARTS FOR LAKESIDE MIDDLE SCHO	0100	140.08
14589192	AAF INTERNATIONAL	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,943.00
14589193	AMAZON CAPITAL SERVICES, INC.	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	140.33
14589195	MATH TRANSFORMATIONS	9/10/2019	PROFESSIONAL DEVELOPMENT (SPED	0100	7,000.00
14589197	CALIFORNIA STATE TEACHERS	9/10/2019	RETIREMENT ENHANCEMENT	0100	34,746.42
14589199	COALITION FOR ADEQUATE SCHOOL HOUSING	9/10/2019	2019-20 ANNUAL MEMBERSHIP	0100	435.00
14589200	COPY CORRAL	9/10/2019	STUDENT PLANNERS	0100	2,844.61
14589201	EDCO DISPOSAL CORPORATION	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	3,975.04
14589202	MORSCO SUPPLY, LLC	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	3.00
14589203	SAN DIEGO COUNTY SCHOOL FBC	9/10/2019	SEPT DELTA DENTAL COBRA	0100	301.68
14589205	KIRK'S RADIATOR	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	4,969.85
14589206	LAKESIDE WATER DISTRICT	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,181.45
14589207	MUSIC THEATRE INTERNATIONAL	9/10/2019	MATERIAL FEE/LICENSE/ROYALTY	0100	760.00
14589209	NWEA	9/10/2019	MAP GROWTH MATH, READING, & LA	0100	49,538.50
14589210	OFFICE DEPOT, INC.	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	262.22
14589211	DAVIS CONSULTING CORPORATION	9/10/2019	2 YEAR CONTRACT AT \$1,550 PER	0100	1,550.00

BOARD WARRANT REPORT

09/01/2019-09/30/2019

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Amount Charged to Fund
14589213	PEAR DECK, INC.	9/10/2019	DISTRICT PREMIUM SERVICE YEAR	0100	11,486.75
14589214	LASERCYCLE USA, INC.	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	23.68
14589215	VEBA	9/10/2019	SEPT VEBA COBRA	0100	1,316.00
14589744	OFFICE DEPOT, INC.	9/11/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	7,345.47
14589747	SAN DIEGO COUNTY OFFICE OF ED	9/11/2019	CHARTER SCHOOL ACCOUNTING, OVE	0100	100.00
14589748	SAN DIEGO STATE UNIV FOUNDAT.	9/11/2019	SAN DIEGO STATE UNIVERSITY FOU	0100	252.00
14589749	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/11/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,706.64
14590371	AMAZON CAPITAL SERVICES, INC.	9/12/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	409.10
14590373	SAN DIEGO COUNTY OFFICE OF ED	9/12/2019	PROJECT GLAD 2-DAY RESEARCH AN	0100	1,200.00
14590374	SCHOOL INNOVATIONS & ACHIEVEMENT	9/12/2019	V2019-109 ATTENTION2ATTENDANCE	0100	21,300.00
14590375	LASERCYCLE USA, INC.	9/12/2019	LC COMPATIBLE TONER CARTRIDGE	0100	1,242.36
14590376	WEST ED	9/12/2019	CALIFORNIA HEALTHY KIDS SURVEY	0100	1,725.00
14590377	WILKINSON HADLEY KING & CO LLP	9/12/2019	FINAL AUDIT BILL FOR 2017-18 A	0100	1,800.00
14590378	XEROX CORPORATION	9/12/2019	BLANKET FOR FISCAL YEAR 2019-	0100	830.93
14591073	ABA EDUCATION FOUNDATION	9/13/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	3,919.50
14591077	COPY CORRAL	9/13/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	3,205.35
14591079	DATTEL SYSTEMS INCORPORATED	9/13/2019	LENOVO THINKPAD	0100	4,432.20
14591080	DEPARTMENT OF JUSTICE	9/13/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	669.00
14591081	MACDOUGAL-MORRIS GROUP LLC	9/13/2019	V2020-030 NPS AGREEMENT FOR 20	0100	3,275.90
14591082	LISA M. WEISS OD OPTOMETRIC CORP	9/13/2019	OPTOMETRIC IN OFFICE VISION TH	0100	435.00
14591084	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/13/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	950.06
14591533	THE DEVEREUX FOUNDATION	9/16/2019	V2020-046 NPS AGREEMENT FOR 20	0100	19,787.68
14591534	ERIN GARCIA, CUSTODIAN	9/16/2019	REVOLVING CASH	0100	210.66
14592082	AMAZON CAPITAL SERVICES, INC.	9/17/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	432.76
14592084	CASBO	9/17/2019	CASBO CBO Symposium-ERIN GARCI	0100	715.00
14592085	COOKSON ENTERPRISES, INC.	9/17/2019	EXHIBIT A - DEMO AND REPAIR OF	0100	19,594.00
14592087	ERIN GARCIA, CUSTODIAN	9/17/2019	REVOLVING CASH	0100	3,142.52
14592089	LEXIA LEARNING SYSTEMS LLC	9/17/2019	LEXIA CORE5 READING UNLIMITED	0100	9,000.00
14592090	WENDY DUMLAO	9/17/2019	INVOICING FOR SEPTEMBER 2018 T	0100	2,000.00
14592091	MZHY EDITORS GROUP	9/17/2019	LEVEL (TEXTBOOK, FLASH CARDS	0100	5,229.87
14592092	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/17/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	597.42
14592093	SD COUNTY SUPERINTENDENT OF SCHOOLS	9/17/2019	COMPREHENSIVE SCHOOL SAFETY PL	0100	30.00
14592094	LASERCYCLE USA, INC.	9/17/2019	BLACK TONER CF280X	0100	506.78
14592592	ROCK AND BLOCK HARDSCAPE SUPPLY	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	111.05
14592593	AMAZON CAPITAL SERVICES, INC.	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	728.58
14592594	BEST VALUE GLASS	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	37.71
14592595	CINTAS CORPORATION	9/18/2019	BLANKET FOR FISCAL YEAR 2019-	0100	524.98
14592596	DION INTERNATIONAL TRUCKS LLC	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	689.65
14592597	EL CAJON FORD	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	47.02
14592598	KIRK'S RADIATOR	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	872.58
14592599	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,548.17
14592600	LAKESIDE EQUIPMENT	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	81.60
14592601	LYNN'S LOCKSMITH SERVICE	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	27.60

BOARD WARRANT REPORT

09/01/2019-09/30/2019

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Amount Charged to Fund
14592602	O'REILLY AUTO PARTS	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	477.74
14592603	PPG ARCHITECTURAL FINISHES INC	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	301.83
14592604	VERIZON WIRELESS	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,079.55
14593176	AMAZON CAPITAL SERVICES, INC.	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	280.25
14593177	AT&T	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,862.67
14593178	MORSCO SUPPLY, LLC	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	337.04
14593179	MRC	9/19/2019	BLANKET FOR 2019-20 MANAGED PR	0100	292.81
14593180	O'REILLY AUTO PARTS	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,400.14
14593182	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	4,576.50
14593183	SYCAMORE LANDFILL	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	133.77
14593184	ZINGPRINT	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	432.00
14593840	AMAZON CAPITAL SERVICES, INC.	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	4,684.81
14593842	ASSETWORKS RISK MANAGEMENT INC.	9/20/2019	SOFTWARE LICENSE	0100	8,100.00
14593843	MATH TRANSFORMATIONS	9/20/2019	VERTICAL LESSON STUDY (6 DAYS)	0100	21,600.00
14593844	COPY CORRAL	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	853.38
14593845	CABLE PIPE & LEAK DETECTION	9/20/2019	LOCATE UNDERGROUND GAS LEAK AT	0100	250.00
14593846	CURRIER & HUDSON	9/20/2019	LEGAL SERVICES FOR FISCAL YEAR	0100	22,322.41
14593847	DEBRA DUPREE	9/20/2019	INVOICE NO. 2019-0762 REFEREN	0100	970.00
14593848	EVAN-MOOR	9/20/2019	BUILDING SPELLING SKILLS, GRAD	0100	72.15
14593850	INSTITUTE FOR EFFECTIVE EDUCATION	9/20/2019	V2020-051 NPS 2019-20 CHILDREN	0100	950.64
14593851	WON MI KIM	9/20/2019	EXPENSE REPORT 21177	0100	64.96
14593852	LAKESIDE WATER DISTRICT	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,686.19
14593853	LEADER SERVICES	9/20/2019	V2020-017 BLANKET FOR 2019-20	0100	256.81
14593854	MCGRAW-HILL	9/20/2019	READING MASTERY READING/LITERA	0100	2,621.58
14593855	NICK RAIL MUSIC INC	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	1,023.01
14593856	NIELSEN MERKSAMER PARRINELLO GROSS&LEONI	9/20/2019	INVOICE NO. 191781 FOR JULY 20	0100	363.00
14593857	ONE STONE APPAREL INC	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	8,345.91
14593859	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	500.16
14594480	OFFICE DEPOT, INC.	9/23/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	2,586.78
14595059	CASBO	9/24/2019	LEGAL ASPECTS & HANDS ON ACCOU	0100	305.00
14595060	MISSION FEDERAL CREDIT UNION	9/24/2019	P CARDS	0100	18,175.99
14595061	OFFICE DEPOT, INC.	9/24/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	99.68
14595062	SOUTHERN REGION FFA	9/24/2019	SOUTHERN REGION - SOCAL - CHAP	0100	600.00
14595063	THE PRINT BUTTON	9/24/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	110.98
14595555	AMAZON CAPITAL SERVICES, INC.	9/25/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	4,959.67
14595559	ERIN GARCIA, CUSTODIAN	9/25/2019	REVOLVING CASH	0100	4,388.23
14597178	K-LOG INC.	9/30/2019	SATT-30W-M Desk	0100	3,859.49
14597179	LASERCYCLE USA, INC.	9/30/2019	BLANKET FOR FISCAL YEAR 2019-2	0100	0.96
GENERAL				0100 Total	409,067.85
14588623	CALIFORNIA DEPT OF EDUCATION	9/9/2019	CDE REPAYMENT OF OVERPAYMENT	1200	793.00
14589201	EDCO DISPOSAL CORPORATION	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	1200	194.80
14589206	LAKESIDE WATER DISTRICT	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	1200	220.40
14590378	XEROX CORPORATION	9/12/2019	ESS BLANKET 2019-20 - LEASE AN	1200	1,372.25

BOARD WARRANT REPORT

09/01/2019-09/30/2019

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Amount Charged to Fund
14590378	XEROX CORPORATION	9/12/2019	LEAPP BLANKET FOR 2019-20 - LE	1200	248.28
14591074	ALBERTSONS	9/13/2019	BLANKET PURCHASE ORDER FOR FIS	1200	184.69
14592088	LAKESHORE LEARNING MATERIALS	9/17/2019	BLANKET FOR FISCAL YEAR 2019-2	1200	2,268.26
14593858	PROCARE SOFTWARE, LLC	9/20/2019	ANNUAL CLOUD BASED SOFTWARE 7/	1200	3,360.00
14595060	MISSION FEDERAL CREDIT UNION	9/24/2019	P CARDS	1200	10,592.74
14595555	AMAZON CAPITAL SERVICES, INC.	9/25/2019	BLANKET FOR FISCAL YEAR 2019-2	1200	146.23
CHILD DEVELOPMENT				1200 Total	19,380.65
14586562	TAKKT AMERICA HOLDING INC	9/3/2019	BLANKET PURCHASE ORDER FOR FIS	1300	360.49
14588112	AMAZON CAPITAL SERVICES, INC.	9/6/2019	BLANKET PURCHASE ORDER FOR FIS	1300	87.80
14588113	DOMINO'S PIZZA	9/6/2019	BLANKET PURCHASE ORDER FOR FIS	1300	4,341.50
14588114	GALASSO'S BAKERY	9/6/2019	BLANKET PURCHASE ORDER FOR FIS	1300	1,418.90
14588117	HOLLANDIA DAIRY	9/6/2019	BLANKET PURCHASE ORDER FOR FIS	1300	10,468.51
14588631	SEAPORT MEAT COMPANY	9/9/2019	BLANKET PURCHASE ORDER FOR FIS	1300	645.60
14589194	AMERICAN PRODUCE DISTRIBUTORS	9/10/2019	BLANKET PURCHASE ORDER FOR FIS	1300	5,533.64
14589196	CA DEPT OF EDUCATION	9/10/2019	BLANKET PURCHASE ORDER FOR FIS	1300	287.85
14589204	GOLD STAR FOODS INC	9/10/2019	BLANKET PURCHASE ORDER FOR FIS	1300	27,827.15
14589210	OFFICE DEPOT, INC.	9/10/2019	BLANKET PURCHASE ORDER FOR FIS	1300	116.40
14589212	P&R PAPER SUPPLY COMPANY, INC.	9/10/2019	BLANKET PURCHASE ORDER FOR FIS	1300	232.91
14589743	K GRAPHICS POSTERS	9/11/2019	BLANKET PURCHASE ORDER FOR FIS	1300	468.00
14589745	P&R PAPER SUPPLY COMPANY, INC.	9/11/2019	BLANKET PURCHASE ORDER FOR FIS	1300	2,846.12
14589746	PRO-EDGE KNIFE	9/11/2019	BLANKET PURCHASE ORDER FOR FIS	1300	60.00
14589750	SYSCO FOODS SERVICES	9/11/2019	OPEN PURCHASE ORDER FOR FISCAL	1300	2,018.52
14591078	CULLIGAN	9/13/2019	BLANKET PURCHASE ORDER FOR FIS	1300	48.17
14591085	TEMPERATURE DESIGN REFRIGERATION	9/13/2019	BLANKET PURCHASE ORDER FOR FIS	1300	734.76
14592083	CA DEPT OF EDUCATION	9/17/2019	BLANKET PURCHASE ORDER FOR FIS	1300	259.07
14592604	VERIZON WIRELESS	9/18/2019	BLANKET FOR FISCAL YEAR 2019-2	1300	54.38
14593177	AT&T	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	1300	14.51
14593840	AMAZON CAPITAL SERVICES, INC.	9/20/2019	BLANKET PURCHASE ORDER FOR FIS	1300	72.53
14595057	AMAZON CAPITAL SERVICES, INC.	9/24/2019	BLANKET PURCHASE ORDER FOR FIS	1300	36.47
14595060	MISSION FEDERAL CREDIT UNION	9/24/2019	P CARDS	1300	1,955.58
14595555	AMAZON CAPITAL SERVICES, INC.	9/25/2019	BLANKET PURCHASE ORDER FOR FIS	1300	114.68
CAFETERIA				1300 Total	60,003.54
14589191	A & S FLOORING	9/10/2019	FLOORING REPLACEMENT AT LAKESI	2139	397,100.00
14589198	CONSULTING & INSPECTION SERVICES, LLC	9/10/2019	INVOICE NO. 4068 - PROJECT 04-	2139	1,096.00
14589208	NINYO & MOORE	9/10/2019	REINFORCING STEEL BEND OR TENS	2139	606.00
14589751	WESTERN FLOORING, INC.	9/11/2019	LMS CLASSROOMS 14-20 SAND THE	2139	35,384.58
14590372	NINYO & MOORE	9/12/2019	REINFORCING STEEL BEND OR TENS	2139	695.00
14591532	COUNTYWIDE MECHANICAL SYSTEMS INC	9/16/2019	EQUIPMENT (13 UNITS)	2139	137,459.30
14593849	ERIC HALL & ASSOCIATES, LLC	9/20/2019	BLANKET FOR FISCAL YEAR 2019-2	2139	7,000.00
14595058	ANTON'S SERVICE INC.	9/24/2019	CLEAR VACANT LOT - LAKESIDE FA	2139	62,500.00
BOND				2139 Total	641,840.88
14591086	U.S. BANK CORPORATE PYMT SYS	9/13/2019	CAL CARD	6200	2,362.89
RIVER VALLEY CHARTER				6200 Total	2,362.89

BOARD WARRANT REPORT

09/01/2019-09/30/2019

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Amount Charged to Fund
14586561	THE COLLEGE BOARD	9/3/2019	COLLEGE BOARD APLATE USED EXA	6201	130.00
14587494	PSAT/NMSQT	9/5/2019	PAYMENT/REFUND HISTORY FOR THI	6201	261.00
14587495	SAN DIEGO COUNTY OFFICE OF ED	9/5/2019	SAFETY PLANNING	6201	30.00
14588118	SNOW ENGINEERING CORP	9/6/2019	DEMO HAUL OFF COMPLETE	6201	8,500.00
14589201	EDCO DISPOSAL CORPORATION	9/10/2019	BLANKET FOR FISCAL YEAR 2019-2	6201	299.00
14589206	LAKESIDE WATER DISTRICT	9/10/2019	WATER	6201	648.85
14591075	AMPLYUS	9/13/2019	MOLECULAR FLUORENCE VIEWER	6201	346.00
14591076	CALIFORNIA COAST CREDIT UNION	9/13/2019	CAL CARD	6201	6,130.26
14591083	SHRED IT	9/13/2019	SHRED SERVICES	6201	328.45
14591084	SOUTHWEST SCHOOL & OFFICE SUPPLY	9/13/2019	BLANKET FOR FISCAL YEAR 2019-2	6201	899.52
14592086	CIF-SAN DIEGO SECTION	9/17/2019	SYMPOSIUM 2019 CIFSDS -HERNAND	6201	50.00
14593177	AT&T	9/19/2019	BLANKET FOR FISCAL YEAR 2019-2	6201	82.19
BARONA CHARTER				6201 Total	17,705.27
				Grand Total	1,150,361.08

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

REVOLVING CASH REGISTER

Background (Describe purpose/rationale of the agenda item):

LISTING OF ALL TRANSACTIONS (REIMBURSEMENTS, MILEAGE EXPENSES ETC) FOR THE MONTH PRIOR TO BOARD MEETING.

Fiscal Impact (Cost):

\$30,896.01

Funding Source:

GENERAL FUND, DONATION ACCOUNTS, ETC.

Addresses Emphasis Goal(s):

☒ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☐ **Ratification**
☒ **Approval** ☐ **Explanation:** Click here to enter text.
☐ **Adoption**

Originating Department/School: Click here to enter text.

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

**Lakeside Union School District
Revolving Cash Register
September 2019**

Date	Num	Name	Memo/Description	Amount
09/03/2019	38215	Aymara S. Ahumada Ruiz	Crayons, Paper, Small Containers, Erasers, Ziploc Bags, Wipes, Border Decorations, Name Holders, Stickers.	-133.26
09/03/2019	38216	Cheyenne Araujo	Staples - Highlighters, Expo Pens, Sharpie Pens, Pencils, Notebooks.	-74.91
09/03/2019	38217	Lucretia Browning	Fruit Snacks, Ritz Crackers, Gloves, Loaf Pans.	-46.48
09/03/2019	38218	Carolann Braaten	Refund Of Dylan's School Lunch Account.	-20.00
09/03/2019	38219	Leonard Correia	Office Depot & \$ Tree - Planner, Dry Eraser, Pencil Holder W/Nesting, Sheet Protectors, Highlighters, Small Craft Caddies.	-126.21
09/03/2019	38220	Julie Danks	Walmart, Office Depot - Card Stock Paper, Glue, Correction Tape, Ink Cartridge HP 63, Notebooks, Elem Mix.	-187.84
09/03/2019	38221	Lisa DeRosier	Smart & Final, Albertsons, \$ Tree, Costco - Jelly Beans Principals Retreat ice-breaker, Vases For School Site Flowers, Refreshments District Meetings, Flowers For LEAPP 1st Day Of School.	-71.50
09/03/2019	38222	Monica Farren	Organizer, Filler Paper, Dividers, Expo Pens, Pillows, Name Tags, Bulletin Boards, Area Rug.	-149.45
09/03/2019	38223	Bridget Gambardella	Supplies For State Preschool - Potting Mix, Petunia's, Hex Bolts, Astro Bright Paper, Cards, Bus, Correction Tape, Sharpies, Ruler, Dish Pan White 8QT, Measuring Cups, Dividers A-Z.	-369.70
09/03/2019	38224	Bridget Gambardella	Supplies For Preschool - Kraft Dressing, Dreyers Fruit Bars.	-38.92
09/03/2019	38225	Diana Hallin	Albertsons & Walmart - French Fries For Cooking Club, Crayon Boxes, Desk Pad.	-20.78
09/03/2019	38226	Amy Hoyt	Really Good Stuff - School Supplies, Decorate Star Student Poster, Paw Print Name Tags.	-32.93
09/03/2019	38227	April Jones	Target - (2) Utility Tubs, (2) Storage Drawers.	-41.79
09/03/2019	38228	Jerred Murphy	Costco - Wipes, Ziplocks, Keyboards, Tape, Tide For Science Project, Hand Soap, Scissors, Stapler, Ink, Pencils, (4) PS4.	-2,092.49
09/03/2019	38229	Jerred Murphy	Costco, Smart & Final, \$ Tree Bubbles, Syrup, Hot Dogs, Watermelon, Buns, Grill Covers, Soap, Cups, Trays, Water, Condiments, Buns, Dyson Vacuums, Chips, Cookies, Wipes.	-2,799.59
09/03/2019	38230	Meghan Morgan	Refund Of Madison Medeiros School Lunch Account.	-49.50
09/03/2019	38231	Jesus Ochoa	Target, Lakeshore Learning - Chalkboard Brights, D-Contractions Vert, Multiplication Chart, Daily Word Probs, Pallex Notebooks, Pencils, Colored Pencils, Index Cards.	-170.81
09/03/2019	38232	Sandy Patterson	Lakeshore Learning -Easel For Writing Instruction EZ Grader, Easy Grip Tweezers, Classroom Bordette's White & Black.	-561.17
09/03/2019	38233	Sheila Remers	Costco, Michaels - AM UNF Wood Letters, Hot Dogs, Choc. Bag.	-89.30
09/03/2019	38234	Karen Saake	Crushed Pineapple, Milk, Pancake Syrup, Snack Bags, Baking Soda, Artboard Paper, Orange Drink, Flour, Dishsoap, Margarine.	-47.59
09/03/2019	38235	Rebecca VanDenover	Refund Of Alexis and Nathan's School Lunch Account.	-30.00
09/03/2019	38236	Shawn Williams	Lakeshore School Supplies - Happy BDAY Pencils, Chalkboard Brights, Superhero Word Burst, Star Accents, Emoji Cheer Orange Scent, Name Plates, Stickers, All About Me Writing, Teacher Plan Book.	-78.60
09/03/2019	38237	Adrianna Jones	Albertson's Supplies for Cooking Rotation - SIG Apple Juice, Calidad Mex Chips, Ice.	-12.73
09/10/2019	38238	Staci Arnold	Office Depot - Post-It Pop Ups, 1" Binder, Dividers.	-67.09
09/10/2019	38239	Lucretia Browning	Walmart - Classroom Pet Supplies, Crayon Boxes.	-30.90
09/10/2019	38240	Xuan Bunnell	Refund Of Alexander's School Lunch Account.	-99.25
09/10/2019	38241	John Dungan	Geometer's Sketchpad License.	-15.04
09/10/2019	38242	Brandy DeLyser	Walmart & Lakeshore Learning - Items for Walls, Notebooks, Sanitizer, Glue Sticks, Crayons, Pencils, Folders.	-120.27
09/10/2019	38243	Lisa Farris	EBooks - Mashup Math, Stenhouse Publishers, Notebooks, Filler Paper, Desk Pad, 3 Prong Folders, Border Dot White.	-153.07
09/10/2019	38244	Bridget Gambardella	Supplies For Preschool - Stapling Machine, JDA Mill Order, Canopy/Shelter Weight Bags.	-165.76
09/10/2019	38245	Daynah Hooper-Robledo	Sharpie Markers, Cleaning Rags, Glue, Index Cards, Rulers, Masking Tape, Glue, Colored Pencils, Construction Paper, Storage Unit.	-224.74
09/10/2019	38246	Leah Hopkins	Walmart - College Ruled Notebooks, Poly Comp Wide Ruled Notebooks, File Crates, Notebooks.	-93.91
09/10/2019	38247	Davinee Huden	Walmart, Albertsons, Office Depot - Cardstock, Notebooks.	-17.21
09/10/2019	38248	Jason Juteson	Alan's Music & Office Depot - File Labels, Music Books.	-40.75
09/10/2019	38249	Danielle Korydak	Target - (14) Storage Bins.	-103.03
09/10/2019	38250	Brad Lappin	Target - Notebooks.	-41.48
09/10/2019	38251	Danielle Lopez	Playscripts - (35) Scripts & (1) Site Manager Script.	-414.25
09/10/2019	38252	Aubri McWay	Walmart - Sanitizer, Filler Paper, Ship Labels, Pencil Boxes, Storage Trays, Pencils, Erasers, Folders, Markers.	-142.72
09/10/2019	38253	Tara Meade	Supplies For FFA Fundraiser - Cheese, Fruit Bowls, Lettuce, Pork Shoulder & Pork Cushion, Buns, Coleslaw, Ranch Beans.	-330.29
09/10/2019	38254	Alana Miller	Dollar Tree & Office Depot - Folders, Posterboard White, Stickers, Kids Bandages, Cream.	-35.56
09/10/2019	38255	Steve Mull	Reimbursement FFA Fundraiser Balance Owed, FFA Section Dues, Track Meet Fee.	-340.00
09/10/2019	38256	Aimee Nava	Target, Walmart, Hobby Lobby - Pencil Sharpeners, Markers, Dividers, Board Eraser, Pencil Boxes, Tape, Storage Bin, Hole Puncher, Prize Box Toys, Binder Rings, Number Talks, Name Tags, Sound Board, Student Labels.	-143.85
09/12/2019	38257	Delaney Pendleton	Pencil Boxes, Comp Books, Laminating Pouches, Paper Clips, Panel Board, Borders, Scissors, Tape Dispenser, Push Pins, Big Pencil, Scissors, Erasers, Glue.	-236.11
09/12/2019	38258	Kelli Plaisted	Re Support - Flexible Seating, String Cheese.	-128.07
09/12/2019	38259	Cynthia Richardson	Refund Of Harmony & Zachary's School Lunch Account.	-80.00
09/12/2019	38260	Fonda Tripp	Copy Paper, Student Incentives - Stickers, Dominoes, Play-Doh, Sheet Protectors, Pens W/Stylus, Yo Yo, Crayons, Binders.	-119.17
09/20/2019	38261	Brandon Aguilar	Best Buy - EVO Series 1TB	-303.08

09/20/2019	38262	Michael Bishop	Office Depot & TPT - Stapler, Scissors, Folders, Math Journal Bundles, Geometry Vocabulary.	-294.86
09/20/2019	38263	Sharon Chaconas	Markers, Border, Paper, Stickers, Pencil Party, Foam Sheets.	-56.41
09/20/2019	38264	Lyndsey Clark	Copies/Prints , Home Sweet Home Decor, Borders Decor.	-150.29
09/20/2019	38265	Grace Cox	AIA Campus Visit (24) Educators - Supplies.	-68.91
09/20/2019	38266	Jane Enyart	Voided - Refund of Griffith's School Lunch Account.	0.00
09/20/2019	38267	Claudia Espinoza	Walmart - Classroom Supplies - Composition Books, Crayons, Pencil Boxes, Bonus Erasers.	-110.68
09/20/2019	38268	Monica Farren	TPT - 4th Grade Daily Language Review Spiral Grammar.	-21.49
09/20/2019	38269	Gwendolyn Fraley	Teaching Charts, Storage Bins, Wall Paper, File Boxes, Folders.	-136.66
09/20/2019	38270	Bridget Gambardella	Supplies For Preschool - Canopies, Soap Refills, Surge Protector.	-175.99
09/20/2019	38271	PJ Gilchrist	Staples - Printer Ink, Power Magnets.	-91.98
09/20/2019	38272	David Lee	Goodwill - Vacuum	-14.99
09/20/2019	38273	Catherine Huifen Li	Quizlet Annual Fee, Voice Thread.	-113.99
09/20/2019	38274	Lamia Matti	Smart & Final - Staff Meeting Supplies.	-29.97
09/20/2019	38275	Johnny Nguyen	Michaels & Home Depot - Wood And Nails For String Art Project and Embroidery Thread.	-88.90
09/20/2019	38276	Wade Nielsen	Food 4 Less & Dollar Tree - Math Graphing Project Supplies, Earbuds.	-28.84
09/20/2019	38277	Jana Paper	Tape, Copies, Teaching Charts, Teacher Plan Book, 1 Inch Ruled Chart, Paper, Laminating, The Alphabet Chart, Numbers Chart, Calendar, Boarders, Storage Bin, Magnets.	-150.71
09/20/2019	38278	Tanith Sloan	Walmart & Target - Storage Lids, Storage Unit, Utility Bin, 3 Drawer Cart.	-140.11
09/20/2019	38279	Jennifer Speedie	Target - Colanders, Sand Toys For The Playground.	-53.40
09/20/2019	38280	Cathy Sprecco	Lakeshore Learning & Office Depot - All About Today ACT Ctr, Counting In Place Value Pack, Notebooks, Labels, Copy Paper.	-149.99
09/20/2019	38281	Thais St. Martin	Target & Office Depot - Utility Bin, Storage Drawer, Office Chair.	-93.31
09/20/2019	38282	Julie Strate	SLP Toolkit	-191.00
09/20/2019	38283	Kerry Strong	Storage Containers/Bags, for PE Equipment, Dry Earse Boards, Binder Clips, Sharpies, Folders, Storage Boxes, Supplies For Math Activities, Student Caddies.	-128.47
09/20/2019	38284	Carrie Suggett	K-12 40 Week Subscriptions	-525.00
09/20/2019	38285	Kelsey Thomas	Classroom Supplies - All About Me Diary, Rainbow Twist & Click, Camera UV Pen, Sharpener, Friendship Fairy, Phoebe and Her Unicorn, Sterilite Desk Top Organizer, Small Dot Basket, Astrobrights.	-237.37
09/20/2019	38286	Elaine Thornton	Playdough, Crayons & Markers, Hello Be The Nice Kid, Coil Key Chain, Alphabet Learning Locks, First Sight Word Journal, Privacy Partition.	-101.64
09/20/2019	38287	Kelly Woestman	(13) Aleks K12-40 Week Subscription, Lightning Cables, Wall Calendar, Expo Markers, Tape, Gluestick, Scissors, Dividers, Paper.	-589.94
09/20/2019	38288	Teresa Zych	Refund of Joseph's School Lunch Account.	-10.50
09/20/2019	38289	Kelsey Thomas	Voided - Reimbursement Balance Owed Accidentally Shorted - Reimbursement Ck# 38285.	0.00
09/20/2019	38290	Kelsey Thomas	Reimbursement Balance Owed Accidentally Shorted - Reimbursement Ck# 38285.	-36.00
09/20/2019	38291	Jared Enyart	Refund of Griffith's School Lunch Account.	-32.75
09/24/2019	38292	Jessica Byrd	Children's Toys, Teaching Chart, Utility Bin, Paper, Duck Tape, Binders, Glues Sticks, Laminator, Envelopes, Index Cards, Folders, Calendar Kit.	-253.35
09/24/2019	38293	Corie Flynn	Target - Light Syrup, Pencils, Dry Erase, Sharpener, Clips, Black Pens, Pencils, Games, Teaching Chart, Hooks.	-68.44
09/24/2019	38294	Jennifer Martignetti	Ash Nat River Bed Pebbles, Storage, Filler Paper, Markers, Colored Pencils, Scissors, Glue, Ruler, Ba Kitty School Daze, Robo Rabbit Boy, GO!, Clip Board, Facial Tissue.	-103.52
09/24/2019	38295	Aimee McReynolds	Allie's Gifts - FedEx Standard Overnight Postage For Procure Software Warrant.	-44.53
09/24/2019	38296	Candace Newkirk	Reading Challenge - Reading Rewards Custom Premium Teacher Account.	-115.00
09/30/2019	38297	Melissa Olson	September 2019 Payroll	-5,106.08
09/30/2019	38298	Alexis Wear	September 2019 Payroll	-3,960.70
09/30/2019	38300	Guadalupe Gonzalez	September 2019 Payroll	-580.98
09/30/2019	38299	Wei-Yu Wass	September 2019 Payroll	-5,887.11
				-\$ 30,896.01

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Ratification of Purchase Orders and Change Orders Listing (September 1, 2019 to September 30, 2019)

Background (Describe purpose/rationale of the agenda item):

The Governing Board must ratify all purchase orders and change orders that have been created pursuant to the authority granted under Education Code 17605 and Board Policy 3300 that authorizes staff to purchase supplies, materials, equipment, and services up to the amounts specified in Public Contract Code 20111. In addition, the Governing Board should review and ratify all purchase orders and change orders created as a result of prior Board approval. A list of purchase orders and change orders for the period of September 1, 2019, through September 30, 2019 is attached.

Fiscal Impact (Cost):

\$1,004,505.35

Funding Source:

General Fund Total: \$364,696.16 Pre-School Fund Total: \$896.58 Food Services Fund Total: \$13,854.71 Bond Fund Total: \$ 625,057.90 Developer Fees Fund Total: N/A

Addresses Emphasis Goal(s):

☐ #1: Academic Achievement ☐ #2: Social Emotional ☐ #3: Physical Environments

Recommended Action:

☐ Informational ☐ Denial/Rejection
☐ Discussion ☒ Ratification
☐ Approval ☐ Explanation: [Click here to enter text.](#)
☐ Adoption

Originating Department/School: District Wide/Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

SEPTEMBER 2019 PURCHASE ORDERS

PO No.	Supplier	PO Ref	Site or Dept.	Fund	Total by Account
0000005368	XEROX CORPORATION	BLANKET 2019-20 - ESS/LEAPP	ESS LEAPP	0100 \$	9,372.09
0000005369	THE PRINT BUTTON	CUME FOLDERS - EH, LC & LV	EH, LC & LV	0100 \$	329.22
0000005370	KYOCERA DOCUMENT SOLUTIONS	BLANKET 19-20 LEASE/SVC - EH	EH	0100 \$	881.10
0000005372	NWEA	V2020-052 TESTING - ED SVCS	ED SVCS	0100 \$	49,538.50
0000005373	DANNIS WOLIVER KELLEY	V2020-028 BLANKET 19-20 SUPT	SUPT	0100 \$	55,000.00
0000005374	ETS EDUCATIONAL TESTING SERVICE	ELPAC LABELS - ED SVCS	ED SVCS	0100 \$	140.03
0000005375	MYSTERY SCIENCE INC.	SCIENCE MEMBERSHIP - ED SVCS	ED SVCS	0100 \$	6,993.00
0000005379	HOUGHTON MIFFLIN HARCOURT	READING BOOKS - LP	LP	0100 \$	2,124.96
0000005380	SD COUNTY SUPT. OF SCHOOLS	T&C - LMS	LMS	0100 \$	560.00
0000005381	PEAR DECK, INC.	SOFTWARE - ED SVCS	ED SVCS	0100 \$	11,486.75
0000005382	DIESEL DOCTOR	BUS REPAIR - TRANS	TRANS	0100 \$	416.77
0000005383	J.W. PEPPER & SON, INC.	MUSIC BOOKS - TDS	TDS	0100 \$	123.91
0000005384	CASBO	T&C - BUS SVCS	BUS SVCS	0100 \$	225.00
0000005385	WRITABLE INC.	WRITING REVIEW - LMS	LMS	0100 \$	525.00
0000005386	ASCAP	MEMBERSHIP - LMS	LMS	0100 \$	322.50
0000005391	ACSA	T&C - BUS SVCS	BUS SVCS	0100 \$	2,116.00
0000005392	LASERCYCLE USA, INC.	PRINTER TONER - LV	LV	0100 \$	523.18
0000005393	LASERCYCLE USA, INC.	TONER - LC	LC	0100 \$	1,242.34
0000005395	SCHOOL INNOVATIONS & ACHIEVEMENT	ATTENDANCE MGMT SVCS - PUP SVC	PUP SVC	0100 \$	21,300.00
0000005396	COOKSON ENTERPRISES, INC.	V2020-060 GAS LEAK REPAIR-MNT	MAINT	0100 \$	19,594.00
0000005397	ALPHA INVESTMENTS, INC.	MEETING ROOM RENTAL - SUPT	SUPT	0100 \$	525.00
0000005398	SAN DIEGO COUNTY OFFICE OF ED	T&C - LC	LC	0100 \$	1,200.00
0000005401	WPS	ASSESSMENT FORMS - PSYCH	PSYCH SVCS	0100 \$	814.84
0000005402	STEIN EDUCATION CENTER	V2020-050 NPS - SPED	SPED	0100 \$	59,893.00
0000005403	SILVIA M. TARAZ	I2020-003 SPEECH SVCS - SPED	SPED	0100 \$	5,000.00
0000005405	LEXIA LEARNING SYSTEMS LLC	SOFTWARE - RV	RV	0100 \$	9,000.00
0000005406	CASBO	T&C - BUS SVCS	BUS SVCS	0100 \$	715.00
0000005407	CPM EDUCATIONAL PROGRAM	WORKBOOKS - LMS	LMS	0100 \$	2,340.58
0000005408	HAWTHORNE EDUC. SERVICES, INC.	RATING FORMS - PSCYH	PSCYH	0100 \$	209.04
0000005409	AMAZON CAPITAL SERVICES, INC.	BLANKET 2019-20 - EH	EH	0100 \$	100.00
0000005410	SD COUNTY SUPERINTENDENT OF SCHOOLS	T&C - WG	WG	0100 \$	30.00
0000005411	NCS PEARSON, INC	PSYCH ITEMS - PSYCH SVCS	PSYCH SVCS	0100 \$	2,306.37
0000005412	SUPER DUPER PUBLICATIONS	FORMS - SPED	SPED	0100 \$	630.35

SEPTEMBER 2019 PURCHASE ORDERS

PO No.	Supplier	PO Ref	Site or Dept.	Fund	Total by Account
0000005413	WPS	TEST BOOKLETS - PSYCH SVCS	PSYCH SVCS	0100 \$	1,936.99
0000005414	THERAPRO	FORMS/BOOK - SPED	SPED	0100 \$	247.28
0000005415	WENDY DUMLAO	SETTLEMENT - SPED	SPED	0100 \$	2,000.00
0000005416	NO TEARS LEARNING INC.	HANDWRITING BOOKS - SPED	SPED	0100 \$	164.86
0000005417	RIFTON EQUIPMENT	CHAIR - SPED	SPED	0100 \$	457.94
0000005418	CPI	MEMBERSHIP - SPED	SPED	0100 \$	161.63
0000005420	AMPLIFY MUSIC THERAPY	I2020-012 - MUSIC THERAPY-SPED	SPED	0100 \$	180.00
0000005423	SOUTHERN REGION FFA	FFA LEADERSHIP- LMS	LMS	0100 \$	780.00
0000005424	ONE STONE APPAREL INC	PE CLOTHES - LMS	LMS	0100 \$	329.72
0000005425	ANYTHING GOES PROMOTIONS	CHOIR JACKETS - LMS	LMS	0100 \$	2,196.37
0000005426	AMAZON CAPITAL SERVICES, INC.	BLANKET 19-20 - MAINT/TRANS	MAINT TRANS	0100 \$	1,500.00
0000005427	SD COUNTY SUPT OF SCHOOLS	AMENDMENTMENT V2019-104-ED SV	ED SVCS	0100 \$	9,000.00
0000005428	ESGI	SOFTWARE - ED SVCS	ED SVCS	0100 \$	5,960.00
0000005429	DEBRA DUPREE	I2020-013 HR CONSULTANT - HR	HR	0100 \$	970.00
0000005430	CURRICULUM ASSOCIATES, INC.	100 PACK RECORD BOOKS - SPED	SPED	0100 \$	433.24
0000005431	APPLE INC.	IPAD COVERS - TECH	TECH	0100 \$	5,384.81
0000005432	APPLE INC.	5 MACBOOK PROS - TECH	TECH	0100 \$	7,562.11
0000005433	PAYTON TRUE VALUE HARDWARE	PADLOCKS - TECH	TECH	0100 \$	73.23
0000005434	LASERCYCLE USA, INC.	INK AND TONER - RV	RV	0100 \$	4,000.00
0000005435	AMAZON CAPITAL SERVICES, INC.	HEAT PRESS - LMS	LMS	0100 \$	1,000.00
0000005437	COSTCO MEMBERSHIP	MEMBERSHIP - BUS SVCS	BUS SVCS	0100 \$	180.00
0000005441	MCGRRAW-HILL	READING - SPED	SPED	0100 \$	812.63
0000005444	SAN DIEGO COUNTY OFFICE OF ED	T&C - PUP SVCS	PUP SVCS	0100 \$	25.00
0000005446	STARFALL EDUCATION	SOFTWARE - LV	LV	0100 \$	270.00
0000005447	IDENT-A-KID SERVICES OF AMERICA, INC.	VISITOR LABELS - LV	LV	0100 \$	73.82
0000005448	LEARNING UPGRADE LLC	SOFTWARE - LMS	LMS	0100 \$	4,000.00
0000005451	TRAFFIC TECH	PLAYGROUND ACTIVITIES PAINT-LC	LC	0100 \$	12,599.00
0000005452	THE LIBRARY STORE	LIBRARY SUPPLIES - LF	LF	0100 \$	81.49
0000005453	KAPCO	BOOK COVER SUPPLIES- LF	LF	0100 \$	294.71
0000005454	FITNESS FINDERS	FITNESS TOKENS - LF	LF	0100 \$	700.83
0000005455	GOPHER SPORT	PHYSICAL ED SUPPLIES - LF	LF	0100 \$	1,157.95
0000005458	THOMPSON BUILDING MATERIALS	DOORS & HARWARE - MAINT	MAINT	0100 \$	1,219.76
0000005459	HOUGHTON MIFFLIN HARCOURT	SOFTWARE - LF	LF	0100 \$	300.00

SEPTEMBER 2019 PURCHASE ORDERS

PO No.	Supplier	PO Ref	Site or Dept.	Fund	Total by Account
0000005460	CURRICULUM ASSOCIATES, INC.	QUICK WORD HANDBOOKS- LF	LF	0100	\$ 411.82
0000005461	SCHOLASTIC INC	SCHOLASTIC NEWS - LF	LF	0100	\$ 2,516.49
0000005462	SEESAW LEARNING, INC.	SOFTWARE - LV	LV	0100	\$ 3,500.00
0000005463	LEARNING A-Z	SOFTWARE RENEWAL - LF	LF	0100	\$ 2,287.35
					\$ 340,347.56
0000005371	KYOCERA DOCUMENT SOLUTIONS	BLANKET 19-20 LEASE/SVC-LEAPP	LEAPP	1200	\$ 896.58
					\$ 896.58
0000005394	ECONOMY RESTAURANT & SUPPLY CO	FOOD BAR WITH RAILS - FS	FS	1300	\$ 2,459.93
0000005400	PEARSON FOOD COMPANY, INC.	FOOD - FS	FS	1300	\$ 3,612.00
0000005419	HEARTLAND PAYMENT SYSTEMS, INC.	PAYMENT SYSTEM - FS	FS	1300	\$ 4,923.50
0000005438	NU HEALTH CALIFORNIA LLC	FRUIT - FS	FS	1300	\$ 1,966.08
0000005443	QUALITY LIFT TRUCKS	LIFT REPAIRS/PARTS - FS	FS	1300	\$ 893.20
					\$ 13,854.71
0000005376	HOME DEPOT CREDIT SERVICES	TV INSTALL PARTS - BOND	BOND	2139	\$ 318.76
0000005377	NINYO & MOORE	EH SHADE STRUCTURE - BOND	BOND	2139	\$ 695.00
0000005378	NINYO & MOORE	WG SHADE STRUCTURE - BOND	BOND	2139	\$ 606.00
0000005387	ALPHA STUDIO DESIGN GROUP	EH SHADE STRUCTURE - BOND	BOND	2139	\$ 2,500.00
0000005388	ALPHA STUDIO DESIGN GROUP	WG SHADE STRUCTURE - BOND	BOND	2139	\$ 500.00
0000005389	ALPHA STUDIO DESIGN GROUP	LMS ROOFING - BOND	BOND	2139	\$ 750.00
0000005390	ALPHA STUDIO DESIGN GROUP	LP ES HVAC PORTABLES - BOND	BOND	2139	\$ 1,000.00
0000005399	COUNTYWIDE MECHANICAL SYSTEMS INC	HVAC/MECHANICAL - BOND	BOND	2139	\$ 144,694.00
0000005421	DIVISION OF THE STATE ARCH.	TV INSTALL PROJECT - BOND	BOND	2139	\$ 124.99
0000005436	ANTON'S SERVICE INC.	LF ES LOT CLEARING - BOND	BOND	2139	\$ 62,500.00
0000005439	ROOF CONSTRUCTION	LMS ROOFING - BOND	BOND	2139	\$ 193,572.00
0000005440	ROOF CONSTRUCTION	LMS ROOFING - BOND	BOND	2139	\$ 34,576.20
0000005442	GEM INDUSTRIAL	SHADE STRUCTURE WG/EH - BOND	BOND	2139	\$ 179,200.00
0000005445	A & S FLOORING	FLOORING LMS - BOND	BOND	2139	\$ 1,555.95
0000005456	WESTERN ENVIRONMENTAL & SAFETY	STAGE FLOORING AT LF	BOND	2139	\$ 2,465.00
					\$ 625,057.90
					\$ 980,156.75

SEPTEMBER 2019 PURCHASE ORDERS

PO No.	Supplier	PO Ref	Site or Dept.	Fund	Total by Account
CHANGE ORDER AMOUNT INFORMATION					
0000005009	AMAZON	CHANGE ORDER - HR	HR	0100	\$ 250.00
0000005015	ACOUSTICAL MATERIAL SERVICES	CHANGE ORDER - MAINT	MAINT	0100	\$ 1,000.00
0000005065	HD SUPPLY FACILITIES MAINT	CHANGE ORDER - MAINT	MAINT	0100	\$ 2,500.00
0000005154	AMAZON	CHANGE ORDER - ED SVCS	ED SVCS	0100	\$ 325.00
0000005183	KIRKS RADIATOR	CHANGE ORDER - TRANS	TRANS	0100	\$ 6,000.00
0000005213	OFFICE DEPOT	CHANGE ORDER - RV	RV	0100	\$ 2,000.00
0000005245	AMAZON	CHANGE ORDER - LP	LP	0100	\$ 3,000.00
0000005269	XEROX	CHANGE ORDER - DISTRICT WIDE	DISTRICT WIDE	0100	\$ (4,860.98)
0000005343	ASSETWORKS RISK MANAGEMENT INC.	CHANGE ORDER - BUS SVCS	BUS SVCS	0100	\$ 13,310.00
0000005407	CPM EDUCATIONAL PROGRAM	CHANGE ORDER - LMS	LMS	0100	\$ 324.58
0000005426	AMAZON	CHANGE ORDER - MAINT/TRANS	MAINT/TRANS	0100	\$ 500.00
					\$ 24,348.60
TOTAL PURCHASE ORDERS				\$	980,156.75
TOTAL CHANGE ORDERS				\$	24,348.60
TOTAL PO'S & C/O'S				\$	1,004,505.35

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Ratification of P Card expenditure transactions for the month of August 2019

Background (Describe purpose/rationale of the agenda item):

It is recommended that The Governing Board approve/ratify expenditure transactions charged to District P Cards for the month of August 2019.

Fiscal Impact (Cost):

\$30,724.31

Funding Source:

General Fund Total: \$18,175.99 Child Development Fund Total: \$10,592.74 Food Services Fund Total: \$1,955.58

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☒ **Ratification**
☐ **Approval** ☐ **Explanation:** Click here to enter text.
☐ **Adoption**

Originating Department/School: District Wide/Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

AUGUST 2019 MISSION FEDERAL P-CARD LEDGER					
ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
ARNOLD,STACI	08/30/2019	\$ 262.69	TEX'SHOPEZGO	0100 1100000 0000 8100 4300000 368 150	PARTS FOR SITE GOLF CART
TOTAL CHARGED TO BUDGET		\$ 262.69		0100 1100000 0000 8100 4300000 368 150	
ARNOLD,STACI	08/08/2019	\$ 545.74	BESTBUYCOM71329	0100 1100000 0000 2700 4400010 368 150	VIZIO 60" TV FOR STACI'S OFFICE (ASSET TAG 31564)
TOTAL CHARGED TO BUDGET		\$ 545.74		0100 1100000 0000 2700 4400010 368 150	
BEISIGL,BRIAN	08/11/2019	\$ 136.59	ALASKA AIRLINES INC.	0100-0000000-0000-7200-5200010-189-730	FLIGHT B. BEISIGL TO SAN JOSE APPLE TECH - 9/18/19 - 9/19/19
	08/11/2019	\$ 136.59	ALASKA AIRLINES INC.	0100-0000000-0000-7200-5200010-189-730	FLIGHT P. PRADO TO SAN JOSE APPLE TECH - 9/18/19 - 9/19/19
TOTAL CHARGED TO BUDGET		\$ 273.18		0100-0000000-0000-7200-5200010-189-730	
BEISIGL,BRIAN	08/04/2019	\$ 46.16	AMAZON WEB SERVICES	0100-0000000-0000-7700-5800000-189-730	LUSD'S OFFSITE CLOUD BACKUP SYSTEM - MONTHLY CHARGE.
TOTAL CHARGED TO BUDGET		\$ 46.16		0100-0000000-0000-7700-5800000-189-730	
BOWMAN,ROBYN	08/26/2019	\$ 10.78	LITTLE CAESARS 3154-00	1200-9010200-8500-5000-4300000-082-205	SUMMER CAMP LUNCHES
	08/16/2019	\$ 10.78	LITTLE CAESARS 3154-00	1200-9010200-8500-5000-4300000-082-205	CAMP LUNCHES
TOTAL CHARGED TO BUDGET		\$ 21.56		1200-9010200-8500-5000-4300000-082-205	
BOWMAN,ROBYN	08/20/2019	\$ 317.21	SAMSLUB #6235	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES, SNACKS, CLEANING, PAPER GOODS, ETC
	08/18/2019	\$ 37.13	OFFICE DEPOT #908	1200-6105000-0001-1000-4300000-376-205	GLUE, GLUE STICKS, PENS, TOTE, FILE FOLDERS, ETC
	08/18/2019	\$ 2.13	OFFICE DEPOT #908	1200-6105000-0001-1000-4300000-376-205	GLUE FOR CRAFT PROJECT
	08/15/2019	\$ 534.44	SQ *SQ *LUVIE CREATION	1200-6105000-0001-1000-4300000-376-205	BUILD A BEAR ACTIVITY SUPPLIES
	08/12/2019	\$ 17.06	WAL-MART #1917	1200-6105000-0001-1000-4300000-376-205	GLUE, MARKERS, ETC
	08/22/2019	\$ 91.79	SMARTANDFINALECOMMERCE	1200-6105000-0001-1000-4300000-376-205	MISC SNACK SUPPLIES
TOTAL CHARGED TO BUDGET		\$ 999.76		1200-6105000-0001-1000-4300000-376-205	
BOWMAN,ROBYN	08/09/2019	\$ 444.79	WALMART.COM	1200-6105000-0001-1000-4300000-376-205	CHARMING COTTAGE PLAYHOUSE & FOLD 'N' STORE PICNIC TABLE
	08/09/2019	\$ 453.19	LAKESHORE LEARNING MAT	1200-6105000-0001-1000-4300000-376-205	CLASSROOM SUPPLIES FOR STATE PRESCHOOL PROGRAM
TOTAL CHARGED TO BUDGET		\$ 897.98		1200-6105000-0001-1000-4300000-376-205	
BOWMAN,ROBYN	08/08/2019	\$ 117.96	SOUTHWEST AIRLINES	1200-6105000-0001-1000-5200010-376-205	AIRFARE FOR ROBYN BOWMAN TO EVERY CHILD CA. CONF. OCT. 16-18, 2019
	08/08/2019	\$ 117.96	SOUTHWEST AIRLINES	1200-6105000-0001-1000-5200010-376-205	AIRFARE FOR B. GAMBARDILLA TO EVERY CHILD CA. CONF. OCT. 16-18, 2019
	08/11/2019	\$ 117.96	SOUTHWEST AIRLINES	1200-6105000-0001-1000-5200010-376-205	AIRLINE TICKET FOR CONFERENCE - SAMANTHA ORAHOOD
	08/09/2019	\$ 555.00	EVERYCHILD CALIFORNIA	1200-6105000-0001-1000-5200010-376-205	REG. EVERY CHILD CA. CONF. R. BOWMAN & B. GAMBARDILLA OCT. 16-18, 2019
	08/21/2019	\$ 289.00	EVERYCHILD CALIFORNIA	1200-6105000-0001-1000-5200010-376-205	GREAT ADMINISTRATORS SEMINAR EVERY CHILD CA. R. BOWMAN JULY 2019
TOTAL CHARGED TO BUDGET		\$ 1,197.88		1200-6105000-0001-1000-5200010-376-205	
COBLE,STACY	08/07/2019	\$ 525.00	ESCAPE TECHNOLOGY	0100 0000000 0000 7200 5200010 189 650	DIGITAL SCHOOLS CONFERENCE REGISTRATION H. TUCKER NOV. 6-7, 2019
TOTAL CHARGED TO BUDGET		\$ 525.00			
COX,GRACE	08/29/2019	\$ 131.22	SPELLCITY	0100 1100000 1110 1000 5800092 384 190	MANDARIN/ENGLISH ONLINE EDUCATION SPELL CITY 2019-20
TOTAL CHARGED TO BUDGET		\$ 131.22		0100 1100000 1110 1000 5800092 384 190	
COX,GRACE	08/29/2019	\$ 58.26	IDENTAKID	0100 1100000 1110 1000 4300000 384 190	VISITOR LABELS FOR IDENT A KID PRINTER
TOTAL CHARGED TO BUDGET		\$ 58.26		0100 1100000 1110 1000 4300000 384 190	
COX,GRACE	08/28/2019	\$ 58.68	DEMCO INC	0100 1100000 1110 1000 4300000 384 190	LABELS FOR LIBRARY BOOKS
TOTAL CHARGED TO BUDGET		\$ 58.68		0100 1100000 1110 1000 4300000 384 190	
COX, GRACE	8/31/19	\$ 255.69	SMARTSIGN	0100 1100000 1110 1000 5800000 384 190	PARKING PERMIT SIGNS MADE FOR STAFF CAR WINDSHIELD
	08/25/2019	\$ 149.00	SMORE.COM	0100 1100000 1110 1000 5800000 384 190	FLYER TEMPLATES FOR MONTHLY PARENT BULLETINS (CHALLENGE CLASS)
TOTAL CHARGED TO BUDGET		\$ 404.69		0100 1100000 1110 1000 5800000 384 190	
DEROSIER,LISA A	08/31/2019	\$ 950.00	UCSD EXTN WEB 85853	0100 0000000 0000 7200 5200010 189 610	REG. FOR A. JOHNSEN - PRACTICE OF DESIGNING & RUNNING SCHOOL BONDS AT UCSD
TOTAL CHARGED TO BUDGET		\$ 950.00		0100 0000000 0000 7200 5200010 189 610	
DEROSIER,LISA A	08/29/2019	\$ 17.95	STARBUCKS STORE 15511	0100 0000000 0000 7200 4300000 189610	COFFEE FOR FIRST LEADERSHIP TEAM MEETING
	08/28/2019	\$ 46.00	NOTHING BUNDT CAKES 3	0100 0000000 0000 7200 4300000 189610	DESSERT FOR FIRST LEADERSHIP TEAM MEETING
	08/21/2019	\$ 64.95	TLF*ALLENS FLOWERS AND	0100 0000000 0000 7200 4300000 189610	FLOWERS FOR THE FIRST DAY OF SCHOOL TO ALL SITES
	08/21/2019	\$ 89.41	TLF*ALLENS FLOWERS AND	0100 0000000 0000 7200 4300000 189610	FLOWERS & DELIVERY FOR EMPLOYEE WHO WAS ILL (REIMBURSED BY C/H)
TOTAL CHARGED TO BUDGET		\$ 218.31		0100 0000000 0000 7200 4300000 189610	
GARCIA,ERIN	08/11/2019	\$ 278.00	ALASKA AIRLINES INC.	0100 0000000 0000 7200 5200010 189 670	FLIGHT FOR DIGITAL SCHOOLS CONFERENCE-RACHEL CAMARERO
	08/30/2019	\$ 950.00	UCSD EXTN WEB 85853	0100 0000000 0000 7200 5200010 189 670	SCHOOL BONDS COURSE-UCSD FOR ERIN GARCIA
	08/11/2019	\$ 278.00	ALASKA AIRLINES INC.	0100 0000000 0000 7200 5200010 189 670	FLIGHT FOR DIGITAL SCHOOLS CONFERENCE-KERI WUTZKE
	08/11/2019	\$ 278.00	ALASKA AIRLINES INC.	0100 0000000 0000 7200 5200010 189 670	FLIGHT FOR DIGITAL SCHOOLS CONFERENCE-SAMANTHA ORAHOOD
TOTAL CHARGED TO BUDGET		\$ 1,784.00		0100 0000000 0000 7200 5200010 189 670	
GARCIA,ERIN	08/11/2019	\$ 278.00	ALASKA AIRLINES INC.	0100 0000000 0000 7200 5200010 189 650	FLIGHT FOR DIGITAL SCHOOLS CONFERENCE-HOLLY TUCKER
TOTAL CHARGED TO BUDGET		\$ 278.00		0100 0000000 0000 7200 5200010 189 650	
GARCIA,ERIN	08/04/2019	\$ 13.02	USPS PO 0541460040	0100 0000000 0000 7200 5900010 189 670	COBRA MAILINGS
TOTAL CHARGED TO BUDGET		\$ 13.02		0100 0000000 0000 7200 5900010 189 670	
GARCIA,ERIN	08/16/2019	\$ 580.00	CSBA	0100 0000000 0000 7200 5200010 189 610	CSBA CONFERENCE-ERIN GARCIA
TOTAL CHARGED TO BUDGET		\$ 580.00		0100 0000000 0000 7200 5200010 189 610	

AUGUST 2019 MISSION FEDERAL P-CARD LEDGER					
GREEN, TESSA	08/20/2019	\$ 536.06	THE WRAPSHACK	0100 0300616 1110 1000 4300000 047 270	FOOD FOR STAFF MEETING
TOTAL CHARGED TO BUDGET		\$ 536.06		0100 0300616 1110 1000 4300000 047 270	
HARDIMAN, LESLIE	08/26/2019	\$ 371.00	SOUTHWEST AIRLINES	0100 3010000 1110 1000 5200010 047 270	FLIGHT FOR C. SUGGETT EL CONFERENCE ATLANTA, GA OCT. 16-19, 2019
	08/26/2019	\$ 371.00	SOUTHWEST AIRLINES	0100 3010000 1110 1000 5200010 047 270	FLIGHT FOR J. MIETZEL EL CONFERENCE ATLANTA, GA OCT. 16-19, 2020
	08/26/2019	\$ 371.00	SOUTHWEST AIRLINES	0100 3010000 1110 1000 5200010 047 270	FLIGHT FOR D. DAMON EL CONFERENCE ATLANTA, GA OCT. 16-19, 2020
TOTAL CHARGED TO BUDGET		\$ 1,113.00		0100 3010000 1110 1000 5200010 047 270	
HARDIMAN, LESLIE	08/21/2019	\$ 429.20	DISCOUNTMUGS.COM	0100 0300611 1110 1000 4300000 047 270	PE BAGS
TOTAL CHARGED TO BUDGET		\$ 429.20		0100 0300611 1110 1000 4300000 047 270	
HARDIMAN, LESLIE	08/22/2019	\$ 32.29	OFFICE DEPOT #5125	0100 0300675 1110 1000 4300000 047 270	NAME SIGNS FOR HARDIMAN, MACIAS AND GREEN'S OFFICES
TOTAL CHARGED TO BUDGET		\$ 32.29		0100 0300675 1110 1000 4300000 047 270	
HARDIMAN, LESLIE	08/02/2019	\$ 332.77	FIRST FOR INSPIRATION	0100 0300208 1110 1000 4300000 047 270	ROBOTICS SUPPLIES
	08/01/2019	\$ 150.00	ROBOTEVENTS.COM	0100 0300208 1110 1000 4300000 047 270	ROBOTICS SUPPLIES
	08/01/2019	\$ 150.00	ROBOTEVENTS.COM	0100 0300208 1110 1000 4300000 047 270	ROBOTICS SUPPLIES
TOTAL CHARGED TO BUDGET		\$ 632.77		0100 0300208 1110 1000 4300000 047 270	
JOHNSEN, ANDREW	8/4/19	\$ 122.85	WWW.THINGSREMEMBERE	0100 0000000 0000 7200 5800000 189 610	CUSTOM MUGS FOR TWO 40 YEAR EMPLOYEES
	8/23/19	\$ 50.00	SCHED ORG	0100 0000000 0000 7200 5800000 189 610	EXTRA PARTICIPANT FEE FOR SCHED
TOTAL CHARGED TO BUDGET		\$ 172.85		0100 0000000 0000 7200 5800000 189 610	
JOHNSEN, ANDREW	8/6/19	\$ 15.96	SD UNION TRIBUNE	0100-0000000 0000 7200 5300000 189 610	MONTHLY SUBSCRIPTION TO SAN DIEGO UNION TRIBUNE
TOTAL CHARGED TO BUDGET		\$ 15.96		0100-0000000 0000 7200 5300000 189 610	
JOHNSEN, ANDREW	8/11/19	\$ 650.00	ASSOC CAL SCH ADMIN	0100 0000000 0000 7200 5200010 189 610	REG. A. JOHNSEN FOR SUPERINTENDENTS 2020 SYMPOSIUM
	8/30/19	\$ 149.96	SOUTHWEST AIRLINES	0100 0000000 0000 7200 5200010 189 610	FLIGHT A. JOHNSEN FOR IEP LIVE CONF. OCT. 22-24, 2019 SACRAMENTO
TOTAL CHARGED TO BUDGET		\$ 799.96		0100 0000000 0000 7200 5200010 189 610	
KEIPER, KEITH	08/16/2019	\$ 101.76	IDENTAKID	0100 0952100 000 2700 4300000 092 230	LABELS FOR IDENTAKID
TOTAL CHARGED TO BUDGET		\$ 101.76		0100 0952100 000 2700 4300000 092 230	
MULL, STEVE	08/27/2019	\$ 20.00	PW CUSTOM	0100-0300672-1110-1000-5800000-350-250	SHIRT PRINT FOR DANCE CLASS SHIRTS
	08/27/2019	\$ 181.87	PW CUSTOM	0100-0300672-1110-1000-5800000-350-250	DANCE CLASS SHIRT PRINTS
TOTAL CHARGED TO BUDGET		\$ 201.87		0100-0300672-1110-1000-5800000-350-250	
MULL, STEVE	08/23/2019	\$ 582.93	TAYLOR SECURITY & LOCK	0100-0300611-1110-1000-4300000-350-250	PE LOCKS FOR LOCKERS
TOTAL CHARGED TO BUDGET		\$ 582.93		0100-0300611-1110-1000-4300000-350-250	
MULL, STEVE	08/16/2019	\$ 35.50	DECKER EQUIPMENT	0100-1100000-1110-1000-4300000-350-250	STUDENT CHAIR GLIDES
	08/13/2019	\$ 43.05	DECKER EQUIPMENT	0100-1100000-1110-1000-4300000-350-250	STUDENT CHAIR GLIDES
TOTAL CHARGED TO BUDGET		\$ 78.55		0100-1100000-1110-1000-4300000-350-250	
MULL, STEVE	08/13/2019	\$ 59.37	GIANT PIZZA KING	0100-0300616-1110-1000-4300000-350-250	LUNCH FOR ASB KIDS, SUMMER EXPLORATIONS
TOTAL CHARGED TO BUDGET		\$ 59.37		0100-0300616-1110-1000-4300000-350-250	
MURPHY, JERRED C	08/31/2019	\$ 16.20	ALLIES GIFTS AND SHIPP	1200-9010200-8500-5000-5900010-780-205	RETURN POSTAGE FOR A DUPLICATE ORDER
TOTAL CHARGED TO BUDGET		\$ 16.20			
MURPHY, JERRED C	08/30/2019	\$ (1,343.25)	DAVEBUSTERS	1200-9010200-8500-5000-5800000-781-205	REFUND OF DUPLICATE CHARGE ON DEPOSIT
TOTAL CHARGED TO BUDGET		\$ (1,343.25)			
MURPHY, JERRED C	08/28/2019	\$ 91.16	WAL-MART #2253	0100-9065000-7110-1000-4300000-350-205	WOOD SHOP CLUB SUPPLIES
TOTAL CHARGED TO BUDGET		\$ 91.16			
MURPHY, JERRED C	08/25/2019	\$ 71.18	WAL-MART #1917	0100-9065000-7110-1000-4300000-092-205	BALLS FOR PROGRAM
TOTAL CHARGED TO BUDGET		\$ 71.18			
MURPHY, JERRED C	08/22/2019	\$ 153.00	GROSSMONT CINEMA	1200-9010200-8500-5000-5800076-781-205	TICKETS FOR MOVIE FIELD TRIP
	08/21/2019	\$ 125.96	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR AQUATICA FIELD TRIP
	08/21/2019	\$ 31.49	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR AQUATICA FIELD TRIP
	08/16/2019	\$ 31.49	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASS FOR AQUATICA FIELD TRIP
	08/15/2019	\$ 1,820.00	INDIAN HILLS CAMP	1200-9010200-8500-5000-5800076-781-205	ADMISSION FOR FIELD TRIP ACTIVITY
	08/15/2019	\$ 62.98	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR AQUATICA FIELD TRIP
	08/08/2019	\$ 31.49	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/08/2019	\$ 774.50	MEDIEVAL TIMES BPRK RE	1200-9010200-8500-5000-5800076-781-205	ADMISSION FOR SUMMER FIELD TRIP
	08/08/2019	\$ 31.49	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/08/2019	\$ 94.47	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/08/2019	\$ 62.98	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/08/2019	\$ 94.47	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/04/2019	\$ 715.00	AQUATICA SAN DIEGO SD	1200-9010200-8500-5000-5800076-781-205	FIELD TRIP MEAL TICKETS FOR STUDENTS
	08/04/2019	\$ 49.99	AQUATICA SAN DIEGO SD	1200-9010200-8500-5000-5800076-781-205	PASS FOR BUS DRIVER
	08/04/2019	\$ 62.98	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/04/2019	\$ 62.98	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM

AUGUST 2019 MISSION FEDERAL P-CARD LEDGER					
	08/02/2019	\$ 408.85	0429 AMC PLAZA BONITA	1200-9010200-8500-5000-5800076-781-205	MOVIE TICKETS FOR FIELD TRIP EVENT
	08/02/2019	\$ 522.07	0429 AMC PLAZA BONITA	1200-9010200-8500-5000-5800076-781-205	MOVIE TICKETS FOR FIELD TRIP EVENT
	08/02/2019	\$ 333.37	0429 AMC PLAZA BONITA	1200-9010200-8500-5000-5800076-781-205	MOVIE TICKETS FOR FIELD TRIP EVENT
	08/02/2019	\$ 622.71	0429 AMC PLAZA BONITA	1200-9010200-8500-5000-5800076-781-205	MOVIE TICKETS FOR FIELD TRIP EVENT
	08/01/2019	\$ 409.37	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/01/2019	\$ 629.80	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/01/2019	\$ 314.90	SEAWORLD PARKS & ENT	1200-9010200-8500-5000-5800076-781-205	PASSES FOR FIELD TRIP PROGRAM
	08/18/2019	\$ 390.00	AQUATICA SAN DIEGO SD	1200-9010200-8500-5000-5800076-781-206	LUNCH PASSES FOR AQUATICA FIELD TRIP
	08/15/2019	\$ 520.00	GET AIR SAN DIEGO LLC	1200-9010200-8500-5000-5800076-781-205	ADMISSION FOR FIELD TRIP ACTIVITY
TOTAL CHARGED TO BUDGET		\$ 8,356.34	1200-9010200-8500-5000-5800076-781-205		
MURPHY,JERRED C	08/12/2019	\$ 194.36	7707 DOMINOS PIZZA	1200-9010200-8500-5000-4300000-781-205	PIZZA LUNCH FOR BEACH DAY FIELD TRIP
	08/08/2019	\$ 215.50	SURFINGS CHOICE	1200-9010200-8500-5000-4300000-781-205	RASH GUARDS FOR SUMMER PROGRAM
	08/02/2019	\$ 36.41	INT*IN *EAST COUNTY FE	1200-9010200-8500-5000-4300000-781-205	PROPANE FOR BBQ
TOTAL CHARGED TO BUDGET		\$ 446.27	1200-9010200-8500-5000-4300000-781-205		
OWENS,TODD	08/06/2019	\$ 423.00	SAN DIEGO AUTO REGISTR	0100 0983000 5001 3600 5600000 189 750	SPLIT - NEW LICENSE PLATES FOR 9 TYPE II BUSES (69.23%)
	08/01/2019	\$ 333.93	FRIENDLY UPHOLSTRY	0100 0983000 5001 3600 5600000 189 750	REBUILD FOAM AND RECOVER BUCKET SEAT ON BUS #3
TOTAL CHARGED TO BUDGET		\$ 756.93	0100 0983000 5001 3600 5600000 189 750		
OWENS,TODD	08/06/2019	\$ 188.00	SAN DIEGO AUTO REGISTR	0100 0982000 0000 3600 5600000 189 750	SPLIT - NEW LICENSE PLATES FOR 4 TYPE I BUSES (30.77%)
TOTAL CHARGED TO BUDGET		\$ 188.00	0100 0982000 0000 3600 5600000 189 750		
OWENS,TODD	8/21/19	\$ 796.72	HAWTHORNE MACINERY CO	0100 8150000 0000 8100 5600000 189 710	SKIP LOADER RENTAL TO DRAG DIRT FIELDS/PARKING LOTS
TOTAL CHARGED TO BUDGET		\$ 796.72	0100 0982000 0000 3600 5600000 189 750		
REED,KIM	08/26/2019	\$ 79.98	PIKTOCHARTCO*40AV6G1DT	0100 0000000 0000 7200 5800000 189 630	ONLINE SUBSCRIPTION TO PIKTOCHART FOR ED SERVICES
TOTAL CHARGED TO BUDGET		\$ 79.98	0100 0000000 0000 7200 5800000 189 630		
REED,KIM	08/31/2019	\$ 529.00	ASS CAL SCH ADMIN	0100 0000000 0000 7200 5200010 189 630	ACSA NEGOTIATORS' SYMPOSIUM JAN. 22, 2020
	08/08/2019	\$ 700.00	HIGH TECH HIGH GSE	0100 0000000 0000 7200 5200010 189 630	REGISTRATION K. REED TO CREI IMPROVEMENT INSTITUTE - NOV. 7-8, 2019
TOTAL CHARGED TO BUDGET		\$ 1,229.00	0100 0000000 0000 7200 5200010 189 630		
REED,KIM	08/29/2019	\$ 99.00	LEARNING FORWARD (LF)	0100 0000000 0000 7200 5300000 189 630	LEARNING FORWARD MEMBERSHIP
TOTAL CHARGED TO BUDGET		\$ 99.00	0100 0000000 0000 7200 5300000 189 630		
REED,KIM	08/20/2019	\$ 75.00	SAN DIEGO COUNTY SUPER	0100 0000000 1110 1000 5200010 189 630	EL ROADMAP TRAINING @ SDCOE FOR KELLY GILBERT AUG 26-27, 2019
TOTAL CHARGED TO BUDGET		\$ 75.00	0100 0000000 1110 1000 5200010 189 630		
REED,KIM	08/16/2019	\$ 163.15	URBANE CAFE EL CAJON 2	0100 0000000 0000 7200 4300000 189 630	LUNCH FOR STUDENT PROFILE WORKSHOP (DELIVERY AND GRATUITY INCL)
	08/15/2019	\$ 29.99	WPLY*INSIGHT EDUCATION	0100 0000000 0000 7200 4300000 189 630	INSTRUCTION LEADERSHIP TEAM PLAYBOOK
TOTAL CHARGED TO BUDGET		\$ 193.14	0100 0000000 0000 7200 4300000 189 630		
ROSA,JIM	08/18/2019	\$ 49.74	SMART AND FINAL 929	0100 0300601 1110 1000 4300000 343 110	GOODIES AND WATER FOR BACK TO SCHOOL STAFF MEETING
	08/19/2019	\$ 46.33	TARGET 00014852	0100 0300601 1110 1000 4300000 343 110	BACK TO SCHOOL DECORATIONS
TOTAL CHARGED TO BUDGET		\$ 96.07	0100 0300601 1110 1000 4300000 343 110		
ROSA,JIM	08/19/2019	\$ 287.56	OFFICE DEPOT #908	0100 1100000 1110 1000 4300000 343 110	TEACHER SUPPLIES (HIGHLIGHTERS, PAPER, PENCILS & PENS)
TOTAL CHARGED TO BUDGET		\$ 287.56	0100 1100000 1110 1000 4300000 343 110		
ROSA,JIM	08/28/2019	\$ 127.55	BANNERSONTHECHEAP.COM	0100 1100000 1110 1000 5800000 343 110	(2) SCHOOL BANNERS
TOTAL CHARGED TO BUDGET		\$ 127.55	0100 1100000 1110 1000 5800000 343 110		
ROSA,JIM	08/30/2019	\$ 715.29	IMAGESTUFF.COM	0100 0980000 1110 1000 4300000 343 110	ATTENDANCE INCENTIVES (K-5)
	08/30/2019	\$ 91.99	HEGERTY PHONEMIC AWAR	0100 0980000 1110 1000 4300000 343 110	BOOKS: PHONEMIC AWARENESS (KINDERGARTEN)
TOTAL CHARGED TO BUDGET		\$ 807.28	0100 0980000 1110 1000 4300000 343 110		
SINATRA, CHRISTINE	8/21/19	\$ 178.00	AHM*SPEECHPATHOLOGY	0100-6500300 5770 1190 5300000 189 640	SPEECH PATHOLOGY MEMBERSHIP FOR K. CORSON AND K. RIVERA
TOTAL CHARGED TO BUDGET		\$ 178.00	0100-6500300 5770 1190 5300000 189 640		
SINATRA,CHRISTINE	08/29/2019	\$ 360.00	AWL*PEARSON EDUCATION	0100 6500000 5770 1120 5800000 189 640	Q INTERACTIVE SOFTWARE SUBSCRIPTION FOR ASSESSMENTS
	08/29/2019	\$ 180.00	AWL*PEARSON EDUCATION	0100 6500000 5770 1120 5800000 189 640	Q GLOBAL SOFTWARE SUBSCRIPTION FOR ASSESSMENTS
TOTAL CHARGED TO BUDGET		\$ 540.00	0100 6500000 5770 1120 5800000 189 640		
SPERO,SARAH	08/09/2019	\$ 9.87	ALBERTSONS 0738	1300 5310000 0000 3700 4700000 189 770	FOOD
	08/22/2019	\$ 37.44	OTC BRANDS, INC.	1300 5310000 0000 3700 4700000 189 770	FOOD
	08/21/2019	\$ 257.25	COSTCO *DELIVERY 578	1300 5310000 0000 3700 4700000 189 770	FOOD
	08/18/2019	\$ 899.04	LESAFFRE YEAST CORPORA	1300 5310000 0000 3700 4700000 189 770	FOOD
TOTAL CHARGED TO BUDGET		\$ 1,203.60	1300 5310000 0000 3700 4700000 189 770		
SPERO,SARAH	08/14/2019	\$ 40.00	SCHOOL NUTRITION ASSOC	1300 5310000 0000 3700 5300000 189 770	MEMBERSHIP RENEWAL FOR JAMES DUMARS
TOTAL CHARGED TO BUDGET		\$ 40.00	1300 5310000 0000 3700 5300000 189 770		
SPERO,SARAH	08/09/2019	\$ 353.23	COMMERCIAL FOODSERVICE	1300 5310000 0000 3700 4300000 189 770	THERMOSTAT FOR METRO HOT CART
	08/01/2019	\$ 358.75	SHOWSTOPPER WAX PRODUC	1300 5310000 0000 3700 4300000 189 770	CLEANING AND WAXING PRODUCTS FOR TRUCK
TOTAL CHARGED TO BUDGET		\$ 711.98	1300 5310000 0000 3700 4300000 189 770		

AUGUST 2019 MISSION FEDERAL P-CARD LEDGER					
WINSPEAR,NATALIE	08/02/2019	\$ 1,447.25	HYATT HOTELS	0100-0000000-0000-7200-5200010-189 640	CA MTSS PROF. LRNG INSTITUTE - K. GILBERT & P. FERNANDEZ HOTEL JUL 28-31, 2019
	08/02/2019	\$ 226.65	HYATT HOTELS	0100-0000000-0000-7200-5200010-1896 40	CA MTSS PROF. LRNG INSTITUTE - K. GILBERT & P. FERNANDEZ PARKING JUL 28-31, 2019
TOTAL CHARGED TO BUDGET		\$ 1,673.90	0100-0000000-0000-7200-5200010-1896 40		
		\$ 30,724.31			

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Approval is requested to award the Request for Proposal to LaserCycle for printer service and supplies, district-wide.

Background (Describe purpose/rationale of the agenda item):

Approval is requested of the attached Request for Proposal (RFP), where responses and information were collected by Optimizon (see attached) for printer service and supplies. It is recommended that the award be given to LaserCycle, Inc. The District expects to save approximately \$57,920 annually. The pricing and details of the RFP will be honored for five years.

Fiscal Impact (Cost):

Annual Savings to the departments and sites estimated to be \$57,920.

Funding Source:

N/A

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

<input type="checkbox"/> Informational	<input type="checkbox"/> Denial/Rejection
<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Ratification
<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Explanation: Click here to enter text.
<input type="checkbox"/> Adoption	

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 



Lakeside Union School District
Executive Summary
2019 RFP Printer Service and Supplies

Objectives:

The RFP was issued to establish a District-wide break/fix service and supplies contract with fixed pricing, terms, and conditions for the networked printer fleet. This contract type is also referred to as “Managed Print Services” or “MPS.”

Team:

A team consisting of Erin Garcia, Rachel Camarero, Lisa Waller, Brian Beisigl, and Andrew Newmark of Lakeside Union School District, and Hannah Recla, Lisa Kitamura, and Mel Walker of Optimizon was formed to evaluate the current requirements, develop a sourcing strategy, and issue the RFP to interested vendors.

Vendors:

The RFP was advertised per District and State requirements. RFP packets were sent to the following vendors. Responses were as noted.

Vendor	2019 RFP Printer Service and Supplies
Business Complete Solutions	Non-responsive
Deltek	Non-responsive
Diversified Business Solutions	Non-responsive
KC Digital Solutions	Non-responsive
Kyocera Document Solutions	Complete
LaserCycle Inc.	Complete
MRC Smart Technology / Xerox	Non-responsive
Office1	Non-responsive
Ricoh	Non-responsive
Sharp Business Solutions	Non-responsive
South Coast Copy Solutions	Non-responsive
Velocity Imaging Products	Non-responsive

RFP Process:

Analysis was conducted based on each vendor’s response to the terms and conditions, pricing for a period of 5 years, and the District’s perception of the vendor’s ability to meet its needs.

The scoring criteria was shared with the vendors, and the proposals were scored as follows:

Each question in the RFP was assigned a rank according to importance, and each category was assigned an overall percentage of importance. Optimizon and Lakeside Union School District carefully analyzed each proposal and assigned a score to each vendor’s response in each area.



The total weighted scores, rankings, and 60-month cost are as follows:

Vendor	2019 RFP Printer Service and Supplies Score	Rank
LaserCycle Inc.	465	1
Kyocera Document Solutions	420	2
Total Possible	480	

Total 60-Month Cost Comparison of RFP Responses	
Vendor	Total 60-Month Cost of Service/Supplies Contract
LaserCycle Inc. (Service and 3 rd Party Supplies)	\$93,621
Kyocera Document Solutions (Service and Supplies w/printer replacements)	\$180,822
Kyocera Document Solutions (Service and 3 rd Party Supplies)	\$222,046
Current Cost	\$383,220

Award Recommendation:

The recommendation is to award the RFP to LaserCycle Inc. LaserCycle is offering the most competitive pricing along with strong terms and conditions. The District is currently working with LaserCycle at several schools for some of the services/supplies that were included in the RFP.

Financial Summary:

Projected Savings		
Costs are for all networked printers District-wide. Lakeside Farms Elementary is under contract with MRC Smart Technology Solutions until November 2020 and will be brought into the new contract when their current contract expires.		
Component	Current Annual Cost	New Annual Cost
2019 RFP Printer Service and Supplies	\$76,644	\$18,724
Annual Savings	\$57,920	
Total 60-Month Contract Savings	\$289,600	

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Rejection of JPA Claim #20-05319

Background (Describe purpose/rationale of the agenda item):

The Districts recommends rejection of JPA Claim #20-05319, regarding a vehicle accident on 9/25/19. A District driver collided with a parent's car leaving the Lindo Park Elementary School.

Fiscal Impact (Cost):

\$2,725.00

Funding Source:

[Click here to enter text.](#)

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement

☐ **#2:** Social Emotional

☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational**

☐ **Denial/Rejection**

☐ **Discussion**

☒ **Ratification**

☒ **Approval**

☐ **Explanation:** [Click here to enter text.](#)

☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Rejection of JPA Claim #20-05325

Background (Describe purpose/rationale of the agenda item):

The Districts recommends rejection of JPA Claim #20-05325, related to a student breaking their personal iPhone on 9/27/19. A student brought an iPhone 8 to school at Lakeside Middle School, ran into another student, causing it to fall to the ground and break.

Fiscal Impact (Cost):

TBD

Funding Source:

Click here to enter text.

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement

☐ **#2:** Social Emotional

☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational**

☐ **Denial/Rejection**

☐ **Discussion**

☒ **Ratification**

☒ **Approval**

☐ **Explanation:** Click here to enter text.

☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Approval of the October contracts list for the fiscal year, 2019-20.

Background (Describe purpose/rationale of the agenda item):

Ratification and approval is requested for the attached list of agreements with outside vendors for fiscal year, 2019-20.

Fiscal Impact (Cost):

See attached list.

Funding Source:

General Fund.

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☒ **Ratification**
☒ **Approval** ☐ **Explanation:** Click here to enter text.
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

LUSD Contracts 2019-20

Agency Name	Description	Contract #	Dept./Site	Began	Ends	Amount (not to exceed)
Oxbow Academy	Non Public School	V2020-066	SPED	7/1/2019	6/30/2020	See Agreement
SD County Supt of Schools/SDCOE	Principal Leadership	V2020-068	SUPT	10/1/2019	6/30/2020	NTE \$6,000 or \$150 hour
Tanith Sloan	Hip Hop Dance Instruction	E2020-001	LF	9/30/2019	11/20/2019	NTE \$800 or \$20 hour
Orenda Education	Site Administrator Coaching Sessions	V2020-065	LP	9/10/2019	6/30/2020	\$8,333.00
All for KIDZ, Inc.	Assembly	L2020-006	WG	9/25/2019	10/3/2019	N/A
Research and Educational Design Inst. (REDI)	Vision Statement Support	I2020-017	SUPT	9/1/2019	6/30/2020	\$5,000.00
Rachel's Challenge	Student Assembly and Peer Program	V2020-069	LMS	10/18/2019	11/8/2019	\$0.00
Deborah Comiskey	Sage Garden Project "Grant"	I2020-018	LF			NTE \$15,000 (Grant total 25K)
Atkinson, Andelson, Loya, Ruud & Romo	Law Firm	I2020-070	SUPT	10/1/2019	6/30/2020	See Agreement

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

EDLeader21 Annual Conference

Background (Describe purpose/rationale of the agenda item):

Dr. Andy Johnsen, Dr. Kim Reed, Alejandra Morales, and Stephanie Jacques to travel to Houston, TX to attend the EDLeader21 Annual Conference. EDLeader21 is a network for educators implementing critical thinking, communication, collaborating, and creativity into systems.

Fiscal Impact (Cost):

\$6,000

Funding Source:

0100 0000000 0000 7200 5200010 189 630
0100 0000000 0000 7200 5200010 189 610
0100 0000000 1110 1000 5200010 189 630

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☐ **Ratification**
☐ **Approval** ☐ **Explanation:** Click here to enter text.
☐ **Adoption**

Originating Department/School: Click here to enter text.

Submitted/Recommended By:



Approved for Submission to the Governing Board:



Principal/Department Head Signature

Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Terry Sanchez - Out of state continuing education

Background (Describe purpose/rationale of the agenda item):

EMS "IS" training

Fiscal Impact (Cost):

\$454.96

Funding Source:

0100 8150 000 0000 8100 5200 010 189 710

Recommended Action:

☐ Informational

☐ Denial

☐ Discussion

☐ Ratification

☒ Approval

☐ Explanation: Click here to enter text.

☐ Adoption

Originating Department/School: Maintenance & Operations

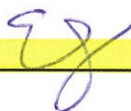
Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Interim Superintendent

Reviewed by Cabinet Member:



LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Fundraisers

Background (Describe purpose/rationale of the agenda item):

Approve the following fundraisers for Lakeside Farms Elementary School: A) Catalog sales and Halloween carnival (October); B) Dine Night, Ryan Bros. coffee, Movie night snack bar (November); C) Winter gift shop (December); D) Jog-a-Thon (March); and E) Movie night snack bar (April).

Fiscal Impact (Cost):

Site specific

Funding Source:

None

Recommended Action:

- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Andy Johnsen, Superintendent

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Donations

Background (Describe purpose/rationale of the agenda item):

Per Board Policy #3290, the Governing Board may accept any gift, grant, or bequest of money, property, or service to the district from any individual, private agency or organization, or other public agency that desires to support the district's educational program. While greatly appreciating suitable donations, the Board shall reject any gift which may directly or indirectly impair its authority to make decisions in the best interest of district students or its ability or commitment to provide equitable educational opportunities.

Fiscal Impact (Cost):

Site specific

Funding Source:

None

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational** ☐ **Denial**
☐ **Discussion** ☐ **Ratification**
☒ **Approval** ☐ **Explanation:** Click here to enter text.

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Andy Johnsen, Superintendent

Item	Approximate Value	Donated By	Designated for Use at:
1,000 Scotch Thermal Laminating Pouches	\$96.92	Holly Ferrante Farmers Insurance	Lindo Park
HDMI Digital Microscope	\$118.59	Holly Ferrante Farmers Insurance	Kari Koch's Classroom at TdS
	\$1,010.67	DonorChoose.org	Various Sites

Monthly Report of Donations-Crowdfunding

Sept. 2019

Project Funded	Donation	Total Project Amount	School	Teacher	Project Funded by donations from
Sept. 2019	STEM LED Materials	\$ 507.52	TDS	Mr. Nguyen	John M. Anderson Kristi Reagan Mary Baker Anonymous Donor Skye Moursund SDGE Matched Donations
Sept. 2019	Keyboards and Music Materials	\$ 503.15	TDS	Ms. Vildibill	Kari Wahlgren Aaron Gitnick Megan Saputo Joy Ladera Joe Conyers Louis Acuna Jay Rosan Lauren Brookshire Dawn Thoams Berandette Choate Britni Cobb Samantha Betten 1 Anonymous Donor
	Total funded through Donors Choose	\$ 1,010.67			

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Student Teaching Agreement with San Diego State University

Background (Describe purpose/rationale of the agenda item):

To provide students of San Diego State University teaching experience through practice teaching.

Fiscal Impact (Cost):

The university will provide compensation to the District

Funding Source:

N/A

Recommended Action:

- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |

Originating Department/School: Ed Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: _____

STUDENT TEACHING AGREEMENT

This Agreement entered into by and between the Trustees of the California State University on behalf of San Diego State University, referred to as "University", noted below, and the School District, noted below, hereinafter called the "District";

WITNESSETH

WHEREAS, The District is authorized to enter into agreements with the University, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the supervising teacher as compensation for and recognition of services performed for the student teacher in the supervisory teacher's charge;

SPECIAL PROVISIONS

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:
The University and the District are as follows:

SAN DIEGO STATE UNIVERSITY;

LAKESIDE UNION SCHOOL DISTRICT of SAN DIEGO COUNTY.

THE TERM of the Agreement is from JULY 1, 2019 to JUNE 30, 2022.

The SERVICES to be provided by District to University shall include 300 Semester Units of Practice Teaching or ----- Quarter Units of Practice Teaching.

The University shall pay District for such services at the RATE AND AMOUNT of \$16.67 per quarter unit, and \$25.00 per semester unit.

This Agreement may be increased/decreased by written approval from the University.

GENERAL TERMS

1. The District shall provide University students practice teaching experience in schools /classes of the District not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in schools/classes of the District, and under the direct supervision and instruction of employees of the District, as the District and University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The University will pay the District for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately twenty (20) minutes of practice teaching daily three (3) days a week for eighteen (18) weeks during regular session.

3. An assignment of a student of the University to practice teach in schools or classes of the District shall be, at the discretion of the University, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may be given more than one assignment by the University to practice teaching in such schools or classes.

The assignment of a student of the University to practice teach in the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the University to practice teach is terminated by the University for any reason, the District shall receive payment on account of such student except that if such assignment is terminated before the end of the ninth week of the term of the assignment, the District shall receive payment for an assignment for nine (9) weeks only. If a student is assigned by the University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester or quarter of the University, the District shall submit an invoice to the University for payment, at the rate provided herein, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester or quarter. The District shall attach to the invoice a certificate executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount of the invoice. The University will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the University.

5. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the Special Provisions.

6. The District has determined under Education Code section 45125.1 subdivision (d) that in performing services pursuant to this Agreement, Interns may have substantial contact with pupils under the totality of the circumstances. Therefore, as required under Education Code section 45125.1 subdivision (a) Interns pursuant to this Agreement must submit their fingerprints in a manner authorized by the DOJ in order to conduct a criminal background check to determine whether these individuals have been convicted of or have charges pending for a felony as defined under Education Code 45122.1. The District requires the use of the San Diego County Office of Education ("SDCOE") Clearing house for these fingerprinting and background checks for Students as required by the Education Code.

The attached General Provisions, consisting of one page, is incorporated by reference and made a part of this agreement.

STATE OF CALIFORNIA
Trustees of The California State University

Michelle Tanner, Buyer III

Date

SCHOOL DISTRICT

Signature

Date

Name (Please print)

Title (Superintendent or Designee)

School District

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 20____.

(Month, Day)

"It was moved, seconded and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the Schools in the School District for practice teaching, be approved; and the District is hereby authorized to execute the same."

District

County

Signature

Date

(Clerk or Secretary of the Governing Board of the School District)

Name (Please print)

INTERNAL NOTES:

44001-000-66045-0000-1006-2401-0000 (2019/2020) \$2,500.00
44001-000-66045-0000-1006-2401-0000 (2020/2021) \$2,500.00
44001-000-66045-0000-1006-2401-0000 (2020/2022) \$2,500.00

COLLEGE OF EDUCATION - SCHOOL OF TEACHER EDUCATION / ALYSSA ANCHETA;
COLLEGE OF HEALTH & HUMAN SCIENCES - SCHOOL OF SPEECH LANGUAGE AND HEARING SCIENCES / JANET PARK

General Provisions

Indemnification

The District shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. The University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the District and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The District shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each Occurrence and minimum limit of \$2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The University has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The University has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$2,000,000.00 for each Loss and \$4,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Status of Students

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University. Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the District for purposes of Worker's Compensation.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, District shall comply with any state or federal law applicable to community-based organization's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the District either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Service-Learning Agreement

Background (Describe purpose/rationale of the agenda item):

A Service-Learning Agreement with San Diego State University to make the district a Learning Activity Site, which allows students from SDSU classes and programs to volunteer at various LUSD sites as part of their coursework.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member _____

Service-Learning Agreement

University and Learning Activity Site

This agreement entered into by and between the Trustees of the California State University on behalf of San Diego State University, referred to as "University," and Lakeside Union School District, referred to as "Learning Activity Site."
(Legal entity name)

This agreement shall cover University students from the following:

- College of Arts and Letters
- Fowler College of Business
- College of Education
- College of Engineering
- College of Health and Human Services
- College of Professional Studies and Fine Arts
- College of Sciences
- Imperial Valley Campus
- Division of Academic Engagement & Student Achievement, General Studies

I. General Provisions

A. Program Activities

1. The Learning Activity Site will provide the University's student(s) with a student-focused learning experience that also meets the stated needs of the Learning Activity Site.
2. The Learning Activity Site and the University will meet as necessary to facilitate a mutually beneficial experience for all involved, or at the request of any of the parties involved.
3. The University will work closely with the Learning Activity Site to meet the expectations and priorities of the Learning Activity Site as well as the student outcomes.

B. Safe and Productive Learning Environment

1. To achieve its desire to provide a safe and productive environment for the University's student(s), the Learning Activity Site will:
 - a. Give student(s) a tour of the site as necessary and provide information regarding all emergency procedures.
 - b. Provide information on the unique nature of the population of the program.
 - c. If appropriate, discuss with students the reasonably foreseeable risks associated with the Learning Activity Site and the tasks and responsibilities the student(s) have been assigned.
 - d. Determine **IF** a student(s) must be fingerprinted. **If** fingerprinting is necessary, the Learning Activity Site will request the fingerprints and criminal background clearance from the student, and maintain the confidentiality of any results as required by federal or state law.
 - e. Notify the University's supervising faculty as soon as is reasonably possible of any injury or illness to a student(s) participating in a learning activity offered by the Learning Activity Site.
2. University will advise the student(s) of following:
 - a. To abide by Learning Activity Site rules and regulations while on site and working with Learning Activity Site clients.
 - b. That his/her interactions with clients are expected to be appropriate.

- c. To maintain the confidentiality of the Learning Activity Site's proprietary information, records and information concerning its clients.

II. Structure and Support of Service-Learning Student(s)

- A. **Site Supervision.** Prior to the start of the learning activity, the Learning Activity Site will inform the student(s) who will be responsible for their supervision and safety while on site. The supervisor will meet with the student(s) as necessary to facilitate the student(s) learning experience and professional development, provide support and review progress on assignments and activities. The supervisor will communicate as necessary during the semester with the University staff or faculty member who assigned the learning activity.
- B. **Training and Orientation.** The Learning Activity Site will provide student(s) with a general orientation and any specific training needed prior to their working with clients or providing service.
- C. **Work Space.** Student(s) will have an appropriate space at the Learning Activity Site site in which to conduct their assigned work. The Learning Activity Site will provide access and training for any and all equipment necessary for student(s) to fulfill their service role.
- D. **Evaluation.** The Learning Activity Site supervisor will fill out survey(s) regarding quality of service performance of the student(s) if requested by the University or the student.
- E. **Payment (If Applicable – For paid positions only) –** The Learning Activity Site will pay student(s) according to applicable law including any required withholding and reporting whether payment is wage, stipend, or payment under a grant. If required by law, the Learning Activity Site shall consider student(s) employees and, as such, shall provide workers' compensation insurance.

III. Length of Agreement Term

This agreement shall become effective upon execution and shall continue for a period of three (3) years or sooner if terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate; provided further, however, that any such termination by Learning Activity Site shall not be effective against any student(s) who at the date of mailing of said notice by Learning Activity Site was participating in said program until such student(s) has completed the program as mutually agreed upon provided such student(s) is performing satisfactorily. If either party wishes to terminate due to non-performance or failure to meet expectations, the party requesting termination shall consult with the other party to seek resolution prior to termination.

It is the responsibility of all parties to review the agreement annually to ensure that the agreement terms are current. Any changes to this agreement must be in writing via amendment and executed by all parties.

Notices

All notices and correspondence herein provided to be given, or which may be given by either party to the other, shall be sent to the following:

To Learning Activity Site:	Name	<u>Lakeside Union School District</u>
	Mailing Address	<u>12335 Woodside Ave.</u>
	City, State Zip	<u>Lakeside, CA 92040</u>
	<u>Attention</u>	<u>Kelly Gilbert</u>
To University:	San Diego State University	
	5500 Campanile Dr.	
	San Diego, CA 92182-1616	
	<u>Attention:</u> Contract and Procurement Management	

The attached General Provisions, consisting of two pages, is incorporated by reference and made a part of this agreement.

This document reflects my understanding of the relationship.

LEARNING ACTIVITY SITE

Lakeside Union School District

Learning Activity Site Name

Erin Garcia

Erin Garcia (Sep 17, 2019)

Authorized Signature

Erin Garcia

Print Name

Sep 17, 2019

Date

9/17/2019

*Street Address

Lakeside CA 92040

City

State

Zip

erin.garcia@lsusd.net

Email

619-390-2640

Phone

619-390-2564

Fax

Kelly Gilbert

Site Contact Name

SAN DIEGO STATE UNIVERSITY

5500 Campanile Dr.

San Diego, CA 92182

Michelle Tanner

Contract and Procurement Management Signature

Michelle Tanner

Print Name

Sep 17, 2019

Date

*If students may be participating in service learning at a location other than listed above, please complete Attachment A.

General Provisions

Indemnification

The Learning Activity Site shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. San Diego State University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the Learning Activity Site and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The Learning Activity Site shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each Occurrence and minimum limit of \$2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The State of California has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional and personal general liability coverage for students performing community service or volunteer work for academic credit, through the Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). The coverage limits under this program are \$2,000,000.00 for each Loss and \$4,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$2,000,000.00 for each Loss and \$4,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Status of Students

Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University. Students shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the Learning Activity Site for purposes of Worker's Compensation.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, Learning Activity Site shall comply with any state or federal law applicable to Learning Activity Site's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the Learning Activity Site either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supercedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.

LEARNING ACTIVITY SITE LOCATIONS
ATTACHMENT A

(Required only if students may participate in service learning at multiple locations)

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

Location Name (if other than Legal Business Name)

Street Address

City State Zip

E-mail

Phone

Site Contact Name

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: **October 10, 2019**

Agenda Item: **Memorandum of Understanding with WestEd for administration of the Healthy Kids Survey**

Background (Describe purpose/rationale of the agenda item):

LUSD administers the California Healthy Kids Survey annually. California Healthy Kids Survey provides district and site level data to provide key data on school climate and safety, learning supports, and barriers, and stakeholder engagement as well as youth development, health, and well being.

Fiscal Impact (Cost):

Not to exceed \$5000 total.

Student Survey: approximately \$2715

Staff Survey: Approximately \$675

Parent Survey: Approximately \$675

Funding Source: **LCAP**

Addresses Emphasis Goal(s):

X #1: Academic Achievement

X #2: Social Emotional

X #3: Physical Environments

Recommended Action:

☐ **Informational**

☐ **Discussion**

☒ **Approval**

☐ **Adoption**

☐ **Denial/Rejection**

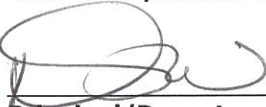
☐ **Ratification**

☐ **Explanation:** [Click here to enter text.](#)

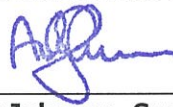
Originating Department/School: Pupil Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



school climate health & learning

CALIFORNIA SURVEY SYSTEM

MEMORANDUM OF UNDERSTANDING • 2019/20 SCHOOL YEAR

DISTRICT NAME: Lakeside Union

This agreement outlines conditions to be met by the above named district (the "District") and WestEd as they relate to access to and the administration of the California Healthy Kids Survey (CHKS), the California School Staff Survey (CSSS), and the California School Parent Survey (CSPS), which are part of the comprehensive CalSCHLS data system, developed by WestEd under contract with the California Department of Education (CDE). Survey access will not be granted until a signed copy of this Memorandum of Understanding (MOU) is received.

I. DISTRICT AGREES TO:

- **Coordination.** Provide one district-level contact person for each participating district.
- **Surveys.** Administer each CalSCHLS survey selected by District (CHKS, CSSS, and/or CSPS) according to the procedures in the CalSCHLS Administration Instructions. Ensure that each survey administered is the most recent version.
- **Data Submission and Report Preparation.** Notify CalSCHLS Regional Center staff upon completion of each survey administration per the guidelines provided at registration.

CALIFORNIA HEALTHY KIDS SURVEY (CHKS) ADMINISTRATION

- **Grades and Schools.** Survey Grades 3 through 12 as appropriate within the District. Provide current student enrollment figures for all schools by grade level.
- **Parent Consent.** Follow the active parental consent process with grades below seven, and passive parental consent with Grade 7 and above.
 - Follow written school board policy for active and/or passive consent and provide notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- **Privacy of Students.** Preserve respondent privacy and the confidentiality of the responses by ensuring that the room set-up prevents anyone from observing how the respondent is answering the survey questions and ensure that reasonable measures are taken to protect the responses after they are collected.
- **Assurance of Confidentiality Agreement.** Ensure that all teachers/proctors assigned to administer the survey sign the Assurance of Confidentiality Agreement and read the Introductory Script to students.
- **Response Rates.** Make best efforts to obtain a response rate of at least 70% of students in surveyed grades.

CALIFORNIA SCHOOL STAFF SURVEY (CSSS) ADMINISTRATION

- Ensure that all staff at participating schools have the opportunity to complete the online survey (CSSS) at each school and for each grade level.

CALIFORNIA SCHOOL PARENT SURVEY (CSPS) ADMINISTRATION

- Coordinate with CalSCHLS staff regarding the administration of online and paper parent survey materials.

- Administer the CSPA to all parents, guardians, or other caregivers of students in all grades and schools in the district.
- Each family (parent/guardian/caregiver) should complete only one survey per school regardless of number of children enrolled in that school.

PAYMENT

Make payment of all CalSCHLS fees, at the current rates for the applicable school year within thirty (30) days of completion of services and receipt of deliverables. See attached fee schedule for the 2019-2020 school year.

II. WESTED AGREES TO PROVIDE:

- Comprehensive technical assistance via email and phone.
- Access to the CHKS online system or master copies of the survey instrument with scantrons and materials.
- Access to the CSSS online system.
- Access to the CSPA online system and master copy of the survey instrument for paper administration.
- Access to the CalSCHLS System website (calschls.org).
- Access to the integrated CalSCHLS Administration Instructions on each of the survey websites, which shall cover the tasks that need to be performed in conducting the surveys, and provide step-by-step instructions to District staff with responsibility for coordinating the survey.
- Access to the CalSCHLS Administration PowerPoint presentation, which shall be posted on the CalSCHLS website.
- Monthly editions of the School Climate Connection Newsletter during the school year.
- Scanning and online services.
- **District-level reports within six to ten weeks after receipt of accurate and complete survey information and materials.**

III. ACCESS

Under the Public Records Act, any third-party (for example, the media) can request existing district reports from CDE. Raw data may be provided to public agencies and research agencies by request for analyses only after the requesting agency has executed an agreement with WestEd and/or CDE and has agreed to conditions of strict confidentiality in compliance with state and federal regulations including, but not limited to, the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99), the California Information Practices Act (California Civil Code § 1798 et. seq.), and the Privacy Act of 1974, as amended (5 U.S.C. § 552).

CalSCHLS Regional Center staff post CalSCHLS reports (CHKS and CSSS) to the CalSCHLS System websites in November of the year following survey administration.

IV. CONFIDENTIALITY AGREEMENT

Districts agreeing to administer any of the CalSCHLS surveys (CHKS, CSSS, and CSPA), understand that data will be subject to the conditions stated above. Once produced, district-level reports will be available to outside agencies via the website or upon request, and raw data may be provided to public and research agencies for analysis under strict conditions of confidentiality.

District further agrees to use the CalSCHLS surveys only for use in its own district, and only for so long as this MOU is in effect. Upon expiration or termination of this MOU, District agrees to return all CalSCHLS materials to WestEd or CDE.

V. GENERAL TERMS AND CONDITIONS

- a. Terms. This MOU is effective on September 1, 2019 and expires on August 31, 2020.
- b. Amendments. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be in writing and signed by both parties.
- c. Severability. The provision of this MOU are severable and the unenforceability of any provision of this MOU shall not affect the enforceability of any other provision hereof.
- d. Limitation of Liability. Each party shall bear all costs, risk, and liabilities incurred by it arising out of its obligations and efforts under this MOU. Neither party shall have any right to reimbursement, payment or compensation of any kind from the other party, unless expressly agreed to in writing.
- e. Indemnification. District shall defend, indemnify, and hold WestEd, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of District, its officers, agents, or employees.

WestEd shall defend, indemnify, and hold District, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of WestEd, its officers, agents, or employees.

- f. Dispute resolution. District and WestEd shall exercise commercially reasonable efforts to settle any claim, controversy, or dispute (collectively, "Dispute") arising out of or relating to this MOU. The parties shall discuss any Dispute no later than thirty (30) days after either party gives written notice to the other party of a Dispute, including the legal and factual basis for such Dispute. No arbitration or other proceeding may be commenced before the parties have met pursuant to this provision. In the event that a Dispute cannot be resolved through good faith negotiations, the parties agree that such Dispute shall be finally settled through binding arbitration. The arbitration shall be administered by JAMS, in San Francisco, California, pursuant to its Comprehensive Arbitration Rules and Procedures. The decision of the arbitrator shall be final and conclusive upon the parties. Judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction. Notwithstanding the foregoing, either party may seek injunctive or provisional relief to protect confidential information at any time.
- g. Assignment. District shall not voluntarily or by operation of law, assign or otherwise transfer its rights or obligations under this MOU without prior written consent from WestEd. Any purported assignment in violation of this paragraph shall be void.
- h. Execution. This MOU has been negotiated by all parties and shall not be strictly construed against the parties. This MOU may be executed in one or more original, electronic, or faxed counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument. Each of the persons signing this MOU represents that he or she has the authority to sign on behalf of and bind their respective party.

California Survey Administration Fees 2019-2020

All Fees Based on CDE Subsidized Rate

Questions? Call our toll-free CalSCHLS Helpline at 888.841.7536

❖ ❖ New for 2019-2020 ❖ ❖

Password Protected Data Dashboard* – \$75 per eligible school

Districts may purchase a two-year subscription to a password protected, private data dashboard that displays up to six years of CalSCHLS data at the district-level and individual school level at the subsidized rate of \$75 per eligible school.

	CHKS Student	CSSS Staff	CSPS Parent
Survey Set-up Fee* – per survey type	\$150	\$150	\$150
Enrollment Fee – per student enrolled	\$0.40		
Paper Processing Fee –per parent paper copy returned for processing			\$0.40
Supplementary Modules – each supplemental module	\$100	\$100	\$100
School Reports – per school	\$75	\$75	\$75
School Climate Report Card – per eligible school	\$75		
District Climate Report Card – free if all eligible schools ordered	\$250		
County Climate Report Card	\$750		
District Raw Data – per data set	\$75	\$75	\$75
County-Wide Raw Data – per data set	\$500	\$500	\$500
County-Wide Report – per report	\$500	\$500	

* If you are a district surveying less than 100 students, please contact your regional center for specific survey costs.

Custom Services

Custom Modules – \$200 development fee for every three questions or fraction thereof; \$100 subsequent use of same module (with no changes)

Custom Workshops – \$125 per hour (preparation, travel, and presentation time), plus travel expenses

Other Custom Requests – \$100 per hour

By signing this document, the named District and WestEd signify that each party, has reviewed, understands, agrees to, and will comply with the terms and conditions stated above.

District Representative:

WestEd Staff:

Signature

Printed name

Date

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: **October 10, 2019**

Agenda Item: **Every Student Succeeds Act (ESSA) Transportation Memorandum of Agreement (MOA)**

Background (Describe purpose/rationale of the agenda item):

The MOA is made between the San Diego County Superintendent of Schools and San Diego County School Districts/Local Education Agencies for the purpose of ensuring that children in foster care needing transportation to their school of origin will promptly receive transportation in a cost effective manner and in accordance with law.

Fiscal Impact (Cost): **none**

Funding Source: **Health and Human Services Agency Child Welfare Services**

Addresses Emphasis Goal(s):

X #1: Academic Achievement
Environments

X #2: Social Emotional



#3: Physical

Recommended Action:

☐ **Informational**

☐ **Discussion**

X Approval

☐ **Adoption**

☐ **Denial/Rejection**

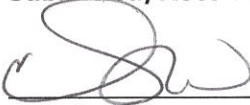
☐ **Ratification**

☐ **Explanation:** [Click here to enter text.](#)

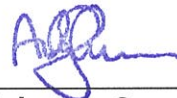
Originating Department/School: Pupil Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member:





MEMORANDUM OF AGREEMENT

Parties

This Memorandum of Agreement (MOA) is made between the County of San Diego (County) by and through its Health and Human Services Agency (HHSA) and **the San Diego County Superintendent of Schools (SDCSS) and San Diego County School Districts/Local Education Agencies (SDC LEAs)**. The parties to this MOA may be referred to herein collectively as the “parties” or individually as a “party”.

Recitals

WHEREAS, this MOA is for purposes of each party complying with the Every Student Succeeds Act, Section 1112(c)(5)(B) (20 U.S.C. §6312(c)(5)(B)), requiring:

“[e]ach local educational agency . . . provide assurances that it will collaborate with the State or local child welfare agency to, by not later than 1 year after the date of enactment of the Every Student Succeeds Act, develop and implement clear written procedures governing how transportation to maintain children in foster care in their school of origin when in their best interest will be provided, arranged, and funded for the duration of the time in foster care, which procedures shall:

- (i) ensure that children in foster care needing transportation to their school of origin will promptly receive transportation in a cost effective manner and in accordance with section 475(4)(A) of the Social Security Act (42 U.S.C. 675(4)(A)); and
- (ii) ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the local educational agency will provide transportation to the school of origin if – (I) the local child welfare agency agrees to reimburse the local educational agency for the cost of such transportation; (II) the local educational agency agrees to pay for the cost of such transportation; or (III) the local educational agency and the local child welfare agency agree to share the cost of such transportation....”

WHEREAS, each agency’s role is as follows:

County provides funds for certain services for youth who are under the jurisdiction of the Juvenile Court and is governed by The Fostering Connections Act, which includes school stability provisions relating to youth as defined by 48853.3 (a). County has agreed to provide funding for additional costs incurred in providing transportation to maintain children in foster care in their schools of origin when the client is without an alternate transportation plan. County has agreed to collaborate with SDCSS and SDC LEAs to provide funding in support of transportation to school of origin and its clients when an alternate transportation plan is utilized. County is responsible for those eligible students over which they have care, custody and control as vested by the San Diego Superior Court.

SDCSS is an LEA under federal law, and to ensure compliance with ESSA transportation to school of origin provisions, has coordinated agencies and agreed to administer a countywide transportation program, including staffing and indirect costs, to ensure that all eligible students receive transportation to their school of origin and that any additional cost is shared equally among the other parties to this agreement (County and SDC LEAs) for purposes of county-wide compliance with the ESSA. SDCSS agrees to provide coordination and oversight of the provisions in this agreement.

SDC LEAs ensure students in foster care who reside in their boundaries have access to transportation to their school of origin by providing transportation to children in foster care residing in their boundaries to their school of origin when doing so creates no additional cost to the SDC LEA, and also agreed to collaboratively fund a portion of additional costs incurred in providing transportation to school of origin, when doing so creates such additional costs, to ensure students in foster care who reside in their boundaries have access to transportation to their school of origin.

WHEREAS, this MOA is for purposes of ensuring cost effective and efficient methods for ensuring children in foster care in San Diego County have transportation to school of origin available even when it creates an additional cost to the SDC LEA that will be shared by the parties.

WHEREAS, this MOA will provide cost sharing by SDC LEAs, SDCSS, and County of San Diego of additional costs, as that term is defined herein, incurred by SDC LEAs for the SDC LEAs or SDCSS to provide students in foster care, between the ages of 8 (eight) and 18 (eighteen), with transportation to and from their school of origin. Students in foster care covered by this agreement include:

- Students enrolled in General Education Programs.
- Students served by Special Education Programs whose Individual Education Program does or does not include transportation as a related service.

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises set forth below, and for other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. **Administration of MOA:** Each party identifies the following individual to serve as the authorized administrative representative for that party. Any party may change its administrative representative by notifying the other party in writing of such change. Any such change will become effective upon the receipt of such notice by the other party to this MOA. Notice of the authorized representative shall be sent to each party as follows:

<u>County of San Diego</u>	<u>SDCSS</u>
<p>Kimberly Giardina, Acting Director Health and Human Services Agency Child Welfare Services 8965 Balboa Avenue San Diego, CA 92123 858-616-5812 Kimberly.Giardina@sdcounty.ca.gov</p>	<p>Mara Madrigal-Weiss, Director San Diego County Office of Education Foster Youth Services Coordinating Program 6401 Linda Vista Road, Suite 409 San Diego, CA. 92111 858-292-3569 mmadrigal@sdcoe.net</p> <p>For SDC LEA Points of Contact see http://www.sdcoe.net/student-services/student-support/fyhes/Documents/District_AB490_McKinneyVento_Liaison_List.pdf</p>

2. Parties' Responsibilities for Sharing in Additional Costs

2.1. County

- 2.1.1. County will collaborate with SDCSS co-located Education Liaisons to process appropriate referrals to transportation services under this agreement and as per contract number 525896 between SDCSS and HHSA Child Welfare Services. This contract number 525896 and its terms shall take precedence over the provisions of this MOA as it relates to the relationship between the County and SDCSS parties.
- 2.1.2. County will ensure that a Best Interest Determination regarding school of origin has been made by the Education Rights Holder prior to referral to transportation services, and make a best effort to ensure the SDC LEA AB 490 Foster Care Liaison is consulted.
- 2.1.3. County will provide up to \$350,000 annually to SDCSS per contract number 525896 between HHSA Child Welfare Services and SDCSS, which SDCSS will allocate to the countywide transportation program it administers per this MOA, and use to cover the agreed upon portion of shared costs under this MOA as outlined below:
 - 2.1.3.1. When inter-district transportation is being provided to an eligible student, County agrees to fund one third of the additional cost to transport.
 - 2.1.3.1.1. When one SDC LEA elects to waive reimbursement for the additional costs of transportation provided by that SDC LEA,

County agrees to fund fifty percent of the remaining SDC LEA's additional costs.

- 2.1.3.2. When intra-district transportation is being provided to an eligible student County agrees to fund 50% (fifty percent) of the additional cost to transport.
- 2.1.3.3. In the event of an exception request for transportation services via this MOA regarding student eligibility or cost-sharing, County will review and respond to exception requests received from SDCSS on a case-by-case basis.
- 2.1.4. County will conduct background clearances of all drivers employed by contractors of SDCSS and who provide services under this agreement.
- 2.1.5. County will cover all costs associated with clearances of all drivers employed by contractors of SDCSS and who provide services under this agreement.

2.2. SDCSS

- 2.2.1. SDCSS co-located Education Liaisons will collaborate with County on all referrals for transportation services where transportation to the school of origin creates an additional cost for the SDC LEA.
- 2.2.2. SDCSS co-located Education Liaisons will meet with all caregivers and students to orient them to transportation service requirements when SDCSS contracted providers are transporting eligible students.
- 2.2.3. SDCSS co-located Education Liaisons will meet the students on initial day of transport when SDCSS contracted providers are transporting eligible students, except for students who have previously used and are familiar with the transportation services and may not need to be physically met by an Educational Liaison at school on the initial day of resuming transportation services.
- 2.2.4. SDCSS will issue a public bid for transportation providers, vet all applicants and ensure all awarded contract providers adhere to all applicable Education and Vehicle codes outlined in California Law relating to student transportation.
- 2.2.5. SDCSS will provide orientation to all transportation provider drivers.
- 2.2.6. SDCSS will provide a full time manager and secretarial support to administer all phases of the countywide transportation program and will fund all indirect costs associated with this agreement.
- 2.2.7. SDCSS manager will communicate with SDC LEAs regarding additional costs and services available pursuant to this MOA which the SDC LEAs may utilize for purposes of ensuring transportation is available to school of origin.
- 2.2.8. SDCSS will process all audit transfers and ensure additional costs are shared equally among all parties as agreed upon.

- 2.2.9. SDCSS will monitor the expenditures under this agreement, project usage and potential shortfalls in funding. As needed, SDCSS will facilitate the identification of resources needed to continue the provision of services under this agreement.
- 2.2.10. SDCSS will maintain all records required by the parties to this agreement.
- 2.2.11. SDCSS will provide quarterly reports to all parties.
- 2.2.12. SDCSS will report any incident involving injury or property damage during transportation provided by its contractor to the SDC LEA and County via email within 24 hours of having knowledge of incident.
- 2.2.13. In the event of a potential dispute, SDCSS will offer to mediate a meeting to attempt to resolve the concern before following the formal process referred to in item 4.
- 2.2.14. In the event of an exception request for transportation services via this MOA regarding student eligibility or cost-sharing, SDCSS will request exception review from County and will provide County the information needed to review the request.

2.3. SDC LEAs

- 2.3.1. SDC LEAs will collaborate with SDCSS co-located Education Liaisons to determine whether existing transportation options are available to transport a student to their school of origin, and if not, a cost effective method available to transport eligible students in foster care to school of origin and additional costs associated with doing so.
- 2.3.2. SDC LEAs will notify SDCSS co-located Education Liaisons when they determine that the most appropriate method of transportation will be to utilize SDCSS contracted services under this agreement.
- 2.3.3. When inter-district transportation is being provided to an eligible student the responsible SDC LEAs agree to each fund one third of the additional cost to transport.
- 2.3.4. When one responsible SDC LEA elects to waive reimbursement for the additional costs of transportation provided by that SDC LEA, the other responsible SDC LEA agrees to fund fifty percent of the remaining additional costs.
- 2.3.5. When intra-district transportation is being provided to an eligible student the SDC LEA agrees to fund 50% (fifty percent) of the additional cost to transport.
- 2.3.6. SDC LEAs will track and communicate to SDCSS manager the actual and additional costs they incur when the SDC LEA is providing transportation utilizing SDC LEA resources to transport a student in foster care to school of origin.

2.3.7. SDC LEAs agree to make claims for recouping transportation costs to SDCSS, not the County.

2.3.8. SDC LEAs may notify SDCSS manager of their decision to not utilize SDCSS contracted services for any reason and transport the eligible student in an alternate safe and age appropriate manner.

3. County Contribution to Additional Cost

Through June 30, 2022, the parties agree to implement this agreement and gather data on additional cost incurred in transporting foster students to their school of origin. SDC LEAs agree to notify SDCSS when they incur additional cost to transport an eligible student to school of origin in advance of transportation being provided. For the term of this agreement, and subject to annual renegotiation, reimbursement by the County to SDC LEAs for additional costs incurred to transport a student to their school of origin will be set and reimbursed at the rate of \$3.13/per mile, regardless of actual additional cost incurred or the percentages specified in Section 2 of this MOA. The parties agree to discuss this amount following collection of information on actual additional costs incurred.

4. Dispute Resolution Process

This agreement is subject to the following dispute resolution process outlined in California Education Code:

E. C. 48853.5 (f) (9) If a dispute arises regarding the request of a foster child to remain in the school of origin, the foster child has the right to remain in the school of origin pending resolution of the dispute. The dispute shall be resolved in accordance with the existing dispute resolution process available to a pupil served by the local educational agency.

E. C. 48853.5 (i) (1) A complaint of noncompliance with the requirements of this section may be filed with the local educational agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

5. Indemnity

5.1. Indemnity Claims Arising from the Sole Acts or Omissions of a Party:

Each Party to this Agreement hereby agrees to defend and indemnify the other Parties to this Agreement, their agents, officers and employees, from any claim, action or proceeding against the other Parties, arising solely out of its own acts or omissions in the performance of this Agreement. At each Party's sole discretion, each Party may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve any Party of any obligation imposed by this Agreement. Parties shall notify each other promptly of any claim, action or proceeding and cooperate fully in the defense.

- 5.2. **Indemnity Claims Arising from Concurrent Acts or Omissions:** The Parties hereby agree to defend themselves from any claim, action or proceeding arising out of the concurrent acts or omissions of the Parties. In such cases Parties agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in paragraph 5.3 below.
- 5.3. **Indemnity Joint Defense and Reimbursement and Reallocation:** Notwithstanding paragraph 5.2 above in cases where parties agree in writing to a joint defense, Parties may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of Parties. Joint defense counsel shall be selected by mutual agreement of Parties. Parties agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as follows: Parties further agree that neither party may bind the other to a settlement agreement without the written consent of both Parties. Where a trial verdict or arbitration award, in a joint defense case, allocates or determines the comparative fault of parties, Parties may seek reimbursement and/or reallocation of defense costs, judgments and awards, consistent with such comparative fault.
6. **Insurance:** Prior to execution of this MOA, the parties must obtain at their own cost and expense, and keep in force and effect during the term of this MOA, including all extensions, appropriate insurance to cover any foreseeable losses under this MOA. The parties may maintain a program of self-insurance to meet the requirements of this paragraph.
7. **Conformance With Rules And Regulations:** All parties shall be in conformity with all applicable federal, State, County, and local laws, rules, and regulations, current and hereinafter enacted, including facility and professional licensing and/or certification laws and keep in effect any and all licenses, permits, notices, and certificates as are required. All parties shall further comply with all laws applicable to wages and hours of employment, occupational safety, and to fire safety, health, and sanitation.
8. **Permits and Licenses:** The parties certify that they possess and shall continue to maintain or shall cause to be obtained and maintained, at no cost to the other parties, all approvals, permissions, permits, licenses, and other forms of documentation required for it and its employees to comply with all existing foreign or domestic statutes, ordinances, and regulations, or other laws, that may be applicable to performance of services hereunder. Each party reserves the right to reasonably request and review all such applications, permits, and licenses prior to the commencement of any services hereunder.
9. **Governing Law:** This MOA shall be governed, interpreted, construed, and enforced in accordance with the laws of the State of California.
10. **Information Privacy and Security Provisions:** All parties to this MOA agree to comply with all applicable laws and regulations related to the privacy and security of

client's information, such as, but not limited to the confidentiality of the child welfare records per California Welfare & Institutions Code sections 827 and 10850. In addition, any data shared between the parties electronically shall occur via encrypted software.

11. **Third Party Beneficiaries Excluded:** This MOA is intended solely for the benefit of County and SDCSS and SDC LEAs. Any benefit to any third party is incidental and does not confer on any third party to this MOA any rights whatsoever regarding the performance of this MOA. Any attempt to enforce provisions of this MOA by third parties is specifically prohibited.
12. **Amendments to MOA:** Any party may propose amendments to this MOA by providing written notice of such amendments to the other party. This MOA may only be amended by a written amendment signed by all parties.
13. **Severability:** If any terms or provisions of this MOA or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this MOA, or the application of such term and provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and every other term and provision of this MOA shall be valid and enforced to the maximum extent permitted by law.
14. **Full Agreement:** This MOA represents the full and entire agreement between the parties and supersedes any prior written or oral agreements that may have existed.
15. **Scope of MOA:** This MOA only applies to the program described herein and does not set forth any additional current or future obligations or agreements between the parties, except that the parties may by written amendment amend the scope of this MOA.
16. **Live Well San Diego Vision:** The County of San Diego, Health and Human Service Agency (HHSA), supports the *Live Well San Diego* vision of Building Better Health, Living Safely, and Thriving. *Live Well San Diego*, developed by the County of San Diego, is a comprehensive, innovative regional vision that combines the efforts of partners inside and outside County government to help all residents be healthy, safe, and thriving. All HHSA partners and contractors, to the extent feasible, are expected to advance this vision. Building Better Health focuses on improving the health of residents and supporting healthy choices. Living Safely seeks to ensure residents are protected from crime and abuse, neighborhoods are safe, and communities are resilient to disasters and emergencies. Thriving focuses on promoting a region in which residents can enjoy the highest quality of life.

16.1 Information about the *Live Well San Diego* can be found on the County's website and a website dedicated to the vision:

http://www.sdcounty.ca.gov/hhsa/programs/sd/live_well_san_diego/index.html
<http://www.LiveWellSD.org>

17. **Term:** This MOA shall be effective as of July 1, 2019 and shall terminate on June 30, 2022.

18. **Termination For Convenience:** HHSA or the SDCSS may, by written notice stating the extent and effective date, terminate this MOA for convenience in whole or in part, at any time.

19. **Counterparts:** This MOA may be executed in any number of separate counterparts, each of which shall be deemed an original but all of which when taken together shall constitute one and the same instrument. LEA members may be added as a party to this MOA as requested without formal amendment. Such shall have executed and delivered a joinder to the County of San Diego HHSA with a copy to SDCSS attached hereto as Exhibit A – Joinder of Additional Signatory to Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, such parties acting by their representatives being thereunto duly authorized.

County of San Diego

Dated: _____ By: _____
NICK MACCHIONE, FACHE
Agency Director
Health and Human Services Agency

San Diego County Superintendent of Schools

Dated: _____ By: _____
MICHAEL SIMONSON, Assistant
Superintendent, Business Services

EXHIBIT A – JOINDER OF ADDITIONAL SIGNATORY TO AGREEMENT

EXHIBIT A

JOINDER OF ADDITIONAL SIGNATORY TO AGREEMENT

Pursuant to, and in accordance with, Section 19 of the Memorandum of Agreement between the County of San Diego by and through its Health and Human Services Agency, the San Diego County Superintendent of Schools and San Diego County School Districts/Local Education Agencies, for the purpose of ensuring cost effective and efficient methods of transportation to school of origin for children in foster care in San Diego County, the [NEW PARTY] hereby acknowledges that it has received and reviewed a complete copy of the aforementioned Agreement and agrees that upon execution of this Joinder, [NEW PARTY] shall become a party to the Memorandum of Agreement and shall be fully bound by, and subject to, all of the covenants, terms and conditions of the Memorandum of Agreement as though an original party thereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, such parties acting by their representatives being thereunto duly authorized.

Signed by:

[NEW PARTY]

Dated: _____

By: _____
(Authorized Signature)

Additional Signatories to Agreement

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, such parties acting by their representatives being thereunto duly authorized.

Signed by:

LAKESIDE UNION ELEMENTARY SCHOOL
DISTRICT

Dated: _____ By: _____

ANDREW S. JOHNSEN, Ed. D.
Superintendent, Lakeside Union
Elementary School District

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Award Bid No. 2019-06 for fire alarm upgrade installation at Eucalyptus Hills and Winter Gardens Elementary Schools and authorize staff to enter into contract with Fredricks Electric Inc.

Background (Describe purpose/rationale of the agenda item):

A notice to invite bidders was advertised on July 15th and July 29th in the Daily Journal and on the district website. On September 11, 2019, District Facility Consultant, EH&A and District Staff opened bids for fire alarm upgrade installation at Eucalyptus Hills and Winter Gardens Elementary Schools. Construction is scheduled to begin by mid-November and completed by January 2020.

Bids were received from one (1) qualified bidder who district staff deems to be a responsible bidder. Staff has also determined that the price quoted is fair and reasonable for the work to be performed. The bid results are as follows:

Bidder	Bid Amount
Fredricks Electric Inc.	\$259,500.00

It is recommended that the Governing Board award the bid to the lowest bidder meeting all specifications to Fredricks Electric Inc. and authorize designated staff to enter into contract in the amount of \$259,500.00 for the installation of fire alarm upgrade at Eucalyptus Hills and Winter Gardens Elementary Schools and issue a Notice of Completion when completed.

Fiscal Impact (Cost):

\$259,500.00

Funding Source:

Bond Fund - Measure L-Series B

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☒ **#3:** Physical Environments

Recommended Action:

☐ **Informational**

☐ **Discussion**

☒ **Approval**

☐ **Adoption**

☐ **Denial/Rejection**

☐ **Ratification**

☐ **Explanation:** [Click here to enter text.](#)

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Ratify change orders 1,2, 3 and 4 to Roof Construction contract for \$11,092.33 for Lakeside Middle School roof replacement project.

Background (Describe purpose/rationale of the agenda item):

On June 6, 2019, the Governing Board approved the Roof Construction bid for the installation of new roof at Lakeside Middle School in the amount of \$241,756.00. Change orders have been submitted by the contractor to repair unforeseen site conditions once the existing roof was removed. These changes have been reviewed by the architect they are considered necessary and the price is considered fair and reasonable.

Change orders as follows:

Change Order	Change Order Amount
#1 – Remove existing plaster around parapet wall and install 2x10 nailer.	\$ 4,080.00
#2 – Remove existing roof hatches and replace with Cal OSHA standards.	\$ 2,481.00
#3 – Remove existing backer sheet that sits behind the plaster at the canopy. Replace to install the relet and counterflashing as detailed and use a waterproof coating over the entire span of walls in order to seal them.	\$ 4,557.00
#4 - Gas leak due to a pipe that was loosened while work being performed on the roof. (District Repaired)	-\$25.67

It is recommended that the Governing Board ratify change order number(s) 1 thru 4 to increase the contract amount to \$252,848.33.

Fiscal Impact (Cost):

\$11,092.33

Funding Source:

Bond Fund - Measure L-Series B

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement ☐ **#2:** Social Emotional ☒ **#3:** Physical Environments

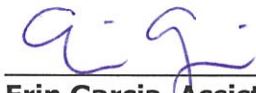
Recommended Action:

☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☒ **Ratification**
☐ **Approval** ☐ **Explanation:** [Click here to enter text.](#)
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member





1563 Sterling Court
Escondido, CA 92029
760-738-1050 Fax 760-738-1054

TO: Eric Hall & Associates
5245 Avenida Encinas, Suite A
Carlsbad, CA 92008

Date:	<u>7/26/19</u>	Job #	<u>19-034</u>
Attn:	<u>Tina Cullors</u>		
RE:	<u>Access Hatches</u>		

Description:

Change Order #2 from RFI-3 Access Hatches

Material Cost

<u>UNIT</u>	<u>MATERIAL</u>	<u>UNIT PRICE</u>	<u>TOTAL UNITS</u>	<u>SUB TOTAL</u>	<u>TAX</u>	<u>TOTAL UNITS</u>
Each	30x36 Bilco Access Hatch	\$ 651.25	x 3 =	\$ 1,953.75	\$ 151.42	\$ 2,105.17
				\$ 1,953.75	\$ 151.42	\$ 2,105.17
						\$ 2,105.17

Labor Cost

<u>Description</u>	<u>ROOFING CLASSIFICATION</u>	<u>HOURLY RATE</u>	<u>HOURS</u>	<u>SUB TOTAL</u>	<u>TOTAL</u>
				0	0
					\$ -
					Total T&M \$ 2,105.17
					GL Ins \$ 52.63
					15% OHP \$ 323.67
TOTAL TIME & MATERIAL BILLING					\$ 2,481.00

Submitted by:

Signature

Nayelli Sida, Estimating
Name & Title

Date: 7/26/2019

Accepted by:

Signature

Name & Title

Date:



1563 Sterling Court
Escondido, CA 92029
760-738-1050 Fax 760-738-1054

TO: Eric Hall & Associates
5245 Avenida Encinas, Suite A
Carlsbad, CA 92008

Date:	<u>7/26/19</u>	Job #	<u>19-034</u>
Attn: <u>Tina Cullors</u>			
RE: <u>Roof Parapet Wall</u>			
<u>Change Order 1</u>			

Description:

Change Order #1
From RFI-2 Roof Parapet Wall

Material Cost

<u>UNIT</u>	<u>MATERIAL</u>	<u>UNIT PRICE</u>	<u>TOTAL UNITS</u>	<u>SUB TOTAL</u>	<u>TAX</u>	<u>TOTAL UNITS</u>
Piece	2x10 Nailer	\$ 24.00	x 40 =	\$ 960.00	\$ 74.40	\$ 1,034.40
				\$ 960.00	\$ 74.40	\$ 1,034.40
						\$ 1,034.40

Labor Cost

<u>Description</u>	<u>ROOFING CLASSIFICATION</u>	<u>HOURLY RATE</u>	<u>HOURS</u>	<u>SUB TOTAL</u>	<u>TOTAL</u>
Plaster					
Demo	JM	50.56	48	2426.88	2426.88
					\$ 2,426.88
Total T&M					\$ 3,461.28
GL Ins					\$ 86.53
15% OHP					\$ 532.17
TOTAL TIME & MATERIAL BILLING					\$ 4,080.00

Submitted by:

Signature

Nayelli Sida, Estimating
Name & Title

Date: 7/26/2019

Accepted by:

Signature

Name & Title

Date:



1563 Sterling Court
Escondido, CA 92029
760-738-1050 Fax 760-738-1054

TO: Eric Hall & Associates
5245 Avenida Encinas, Suite A
Carlsbad, CA 92008

Date:	<u>8/1/19</u>	Job #	<u>19-034</u>
Attn:	<u>Tina Cullors</u>		
RE:	<u>Canopy Walls</u>		
	<u>Change Order 3</u>		

Description:

Change Order #3 from RFI 4 Canopy Walls

Material Cost

UNIT	MATERIAL	UNIT PRICE	TOTAL UNITS	SUB TOTAL	TAX	TOTAL UNITS
Container	Solargard Masonry	\$ 292.88	x 1 =	\$ 292.88	\$ 22.70	\$ 315.58
Can	Solargard Acrylic Sealer	\$ 94.92	x 1 =	\$ 94.92	\$ 7.36	\$ 102.28
Container	Solargard Hy-Build Coating	\$ 269.68	x 9 =	\$ 2,427.12	\$ 188.10	\$ 2,615.22
				\$ 2,814.92	\$ 218.16	\$ 3,033.08
						\$ 3,033.08

Labor Cost

Description	ROOFING CLASSIFICATION	HOURLY RATE	HOURS	SUB TOTAL	TOTAL
Install Coating System	FM	\$ 53.59	8	\$ 428.72	\$ 428.72
Install Coating System	JM	\$ 50.56	8	\$ 404.48	\$ 404.48
					\$ 833.20
				Total T&M	\$ 3,866.28
				GL Ins	\$ 96.66
				15% OHP	\$ 594.44
				TOTAL TIME & MATERIAL BILLING	\$ 4,557.00

Submitted by:

Accepted by:

Signature

Signature

Nayelli Sida, Estimating
Name & Title

Name & Title

Date: 8/1/2019

Date:

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Administrative 1340, Access to District Records

Background (Describe purpose/rationale of the agenda item):

Adoption: updated to revise section on "Public Records" to delete legal cite which was repealed pursuant to **NEW LAW (AB 716)** and to include any district or school plan, unless otherwise prohibited by law, as a public record to which members of the public have access. Regulation also updated to reflect the prohibition against disclosing an individual's citizenship or immigration status or religious beliefs, practices, or affiliation to federal government authorities.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption | |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

ACCESS TO DISTRICT RECORDS

The Governing Board recognizes the right of citizens to have access to public records of the district. The Board intends the district to provide any person reasonable access to the public records of the schools and district during normal business hours and within the requirements of law. Public access shall not be given to records listed as exempt from public disclosure in the California Public Records Act and other state or federal law.

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3580 - District Records)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

(cf. 6162.5 - Student Assessment)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9321 - Closed Session Purposes and Agendas)

In response to a public records request, the Superintendent or designee shall make reasonable efforts to locate the requested records, including, but not limited to, any electronic communication substantively related to the records, such as email, text messages, instant messages, and other electronic communications, regardless of whether they are transmitted through a district-provided device or account or through an employee's or Board member's personal device or account.

(cf. 4040 - Employee Use of Technology)

(cf. 9012 - Board Member Electronic Communications)

The district may charge for copies of public records or other materials requested by individuals or groups. The charge shall be based on actual costs of duplication, as determined by the Superintendent or designee and as specified in administrative regulation.

In order to help maintain the security of district records, members of the public granted access shall examine records in the presence of a district staff member.

Legal Reference: (see next page)

ACCESS TO DISTRICT RECORDS (continued)

Legal Reference:

EDUCATION CODE

35145 *Public meetings*

35170 *Authority to secure copyrights*

35250 *Duty to keep certain records and reports*

41020 *Requirement for annual audit*

42103 *Publication of proposed budget; hearing*

44031 *Personnel file contents and inspections*

44839 *Medical certificates; periodic medical examination*

49060-49079 *Student records*

49091.10 *Parental review of curriculum and instruction*

GOVERNMENT CODE

3547 *Proposals relating to representation*

6250-6270 *California Public Records Act*

6275-6276.48 *Other exemptions from disclosure*

53262 *Employment contracts*

54957.2 *Minute book record of closed sessions*

54957.5 *Agendas and other writings distributed for discussion or consideration*

81008 *Political Reform Act, public records; inspection and reproduction*

CALIFORNIA CONSTITUTION

Article 1, Section 3 *Right of access to governmental information*

CODE OF REGULATIONS, TITLE 5

430-438 *Individual Student records*

COURT DECISIONS

City of San Jose v. Superior Court (2017) 2 Cal.5th 608

Los Angeles County Board of Supervisors v. Superior Court (2016) 2 Cal.5th 282

International Federation of Professional and Technical Engineers v. The Superior Court of Alameda County, (2007) 42 Cal.4th 319

Los Angeles Times v. Alameda Corridor Transportation Authority, (2001) 88 Cal.App.4th 1381

Kleitman v. Superior Court, (1999) 74 Cal.App. 4th 324

Fairley v. Superior Court, (1998) 66 Cal.App. 4th 1414

North County Parents Organization for Children with Special Needs v. Department of Education, (1994) 23 Cal.App. 4th 144

ATTORNEY GENERAL OPINIONS

71 *Ops.Cal.Atty.Gen.* 235 (1988)

64 *Ops.Cal.Atty.Gen.* 186 (1981)

Management Resources: (see next page)

ACCESS TO DISTRICT RECORDS (continued)

Management Resources:

CSBA PUBLICATIONS

Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017

ATTORNEY GENERAL PUBLICATIONS

Summary of the California Public Records Act, 2004

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

The People's Business: A Guide to the California Public Records Act, 2008

WEB SITES

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

California Attorney General's Office:

Institute for Local Government: <http://www.cacities.org/>

State Bar of California: <http://www.calbar.ca.gov>

ACCESS TO DISTRICT RECORDS

Definitions

Public records include any writing containing information relating to the conduct of the district's business prepared, owned, used, or retained by the district regardless of physical form or characteristics. (Government Code 6252)

(cf. 3580 - District Records)

(cf. 9012 - Board Member Electronic Communications)

Writing means any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored. (Government Code 6252)

Member of the public means any person, except a member, agent, officer, or employee of the district or a federal, state, or other local agency acting within the scope of such membership, agency, office, or employment. (Government Code 6252)

Public Records

Public records to which members of the public shall have access include, but are not limited to:

1. Proposed and approved district budgets and annual audits (Education Code 41020, 42103)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

2. Statistical compilations
3. Reports and memoranda
4. Notices and bulletins
5. Minutes of public meetings (Education Code 35145)

(cf. 9324 - Minutes and Recordings)

6. Meeting agendas (Government Code 54957.5)

(cf. 9322 - Agenda/Meeting Materials)

ACCESS TO DISTRICT RECORDS (continued)

7. Official communications between the district and other government agencies
8. District and school plans, and the information and data relevant to the development and evaluation of such plans, unless otherwise prohibited by law

(cf. 0400 – Comprehensive Plans)
(cf. 0420 - School Plans/Site Councils)
(cf. 0440 - District Technology Plan)
(cf. 0460 – Local Control and Accountability Plan)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)

9. Initial proposals of exclusive employee representatives and of the district (Government Code 3547)

(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)

10. Records pertaining to claims and litigation against the district which have been adjudicated or settled (Government Code 6254, 6254.25)

(cf. 3320 - Claims and Actions Against the District)

11. Statements of economic interests required by the Conflict of Interest Code (Government Code 81008)

(cf. 9270 - Conflict of Interest)

12. Documents containing names, salaries, and pension benefits of district employees

13. Employment contracts and settlement agreements (Government Code 53262)

(cf. 2121 - Superintendent's Contract)
(cf. 4117.5/4217.5/4317.5 - Termination Agreements)
(cf. 4141/4241 - Collective Bargaining Agreement)

14. Instructional materials including, but not limited to, textbooks (Education Code 49091.10)

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

ACCESS TO DISTRICT RECORDS (continued)

Access to public records of the district shall be granted to Governing Board members on the same basis as any other member of the public. When Board members are authorized to access public records in the administration of their duties, the Superintendent or designee shall not discriminate among any of the Board members as to which record, or portion of the record, will be made available, or when it will be made available. (Government Code 6252.5, 6252.7)

When disclosing to a member of the public any record that contains personal information, including, but not limited to, an employee's home address, home telephone number, ~~or~~ social security number, personal cell phone number, or birth date, the superintendent or designee shall ensure that such personal information is redacted from that record. (Government Code 6254.29, 6254.3)

Confidential Public Records

Unless otherwise authorized or required by law, information regarding an individual's citizenship or immigration status or religious beliefs, practices, or affiliation shall not be disclosed to federal government authorities. (Education Code 234.7; Government Code 8310.3)

Records to which the members of the public shall not have access include, but are not limited to:

1. Preliminary drafts, notes, and interagency or intradistrict memoranda which are not retained by the district in the ordinary course of business, provided that the public interest in withholding these records clearly outweighs the public interest in disclosure (Government Code 6254)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

2. Records specifically generated in connection with or prepared for use in litigation to which the district is a party or to respond to claims made against the district pursuant to the Tort Claims Act, until the litigation or claim has been finally adjudicated or otherwise settled, or beyond, if the records are protected by some other provision of law (Government Code 6254, 6254.25)
3. Personnel records, medical records, or similar materials, the disclosure of which would constitute an unwarranted invasion of personal privacy (Government Code 6254)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

ACCESS TO DISTRICT RECORDS (continued)

The home addresses, home telephone numbers, personal cell phone numbers, or birthdate of employees may only be disclosed as follows (Government Code 6254.3)

- a. To an agent or a family member of the employee
- b. To an officer or employee of a state agency or another school district or county office of education when necessary for the performance of official duties
- c. To an employee organization pursuant to regulations and decisions of the Public Employment Relations Board, except that the home address and any telephone number for an employee who performs law enforcement-related functions, or the birth date of any employee, shall not be disclosed

Upon written request of any employee, the district shall not disclose the employee's home address, home telephone number, personal cell phone number, or birth date, and the district shall remove this information from any mailing list of the district except a list used exclusively to contact the employee

(cf. 4140/4240/4340 - Bargaining Units)

- d. To an agent or employee of a health benefit plan providing health services or administering claims for health services to district employees and their enrolled dependents, for the purpose of providing the health services or administering claims for employees and their enrolled dependents

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

4. Student records, except directory information and other records to the extent permitted under the law, when disclosure is authorized by law

(cf. 5125 – Student Records)

(cf. 5125.1 – Release of Directory Information)

(cf. 5125.3 – Challenging Student Records)

5. Test questions, scoring keys, and other examination data except as provided by law (Government Code 6254)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

ACCESS TO DISTRICT RECORDS (continued)

6. Without affecting the law of eminent domain, the contents of real estate appraisals or engineering or feasibility estimates and evaluations made for or by the district relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract agreement obtained (Government Code 6254)
7. Information required from any taxpayer in connection with the collection of local taxes that is received in confidence and the disclosure of the information to other persons would result in an unfair competitive disadvantage to the person supplying the information (Government Code 6254)
8. Library circulation and patron use records of a borrower or patron including, but not limited to, name, address, telephone number, email address, borrowing information, or use of library information resources, except when disclosure is to persons acting within the scope of their duties in the administration of the library, to persons authorized in writing by the individual to whom the records pertain, or by court order (Government Code 6254, 6267)

(cf. 6163.1 - Library Media Centers)

9. Records for which the disclosure is exempted or prohibited pursuant to state or federal law, including, but not limited to, provisions of the Evidence Code relating to privilege (Government Code 6254)

(cf. 9124 - Attorney)

10. Documents prepared by or for the district to assess its vulnerability to terrorist attack or other criminal acts intended to disrupt district operations and that are for distribution or consideration in closed session (Government Code 6254)
11. Recall petitions, petitions for special elections to fill Board vacancies, or petitions for the reorganization of the school district (Government Code 6253.5)

(cf. 9223 - Filling Vacancies)

12. Minutes of Board meetings held in closed session (Government Code 54957.2)

(cf. 9321 - Closed Session Purposes and Agendas)

13. Computer software developed by the district (Government Code 6254.9)

ACCESS TO DISTRICT RECORDS (continued)

14. Information security records, the disclosure of which would reveal vulnerabilities to, or increase potential for an attack on, the district's information technology system (Government Code 6254.19)
15. Records that contain individually identifiable health information, including records that may be exempt pursuant to physician-patient privilege, the Confidentiality of Medical Information Act, and the Health Insurance Portability and Accountability Act (Government Code 6254, 6255)

(cf. 5141.6 - School Health Services)

16. Any other records listed as exempt from public disclosure in the California Public Records Act or other statutes
17. Any other records for which the district can demonstrate that, based on the particular facts of the case, the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record (Government Code 6255)

Inspection of Records and Requests for Copies

Any person may request a copy or inspection of any district record that is open to the public and not exempt from disclosure. (Government Code 6253)

Within 10 days of receiving any request to inspect or copy a district record, the Superintendent or designee shall determine whether the request seeks release of a disclosable public record in the district's possession. The Superintendent or designee shall promptly inform the person making the request of the determination and the reasons for the decision. (Government Code 6253)

In unusual circumstances, the Superintendent or designee may extend the 10-day limit for up to 14 days by providing written notice to the requester and setting forth the reasons for the extension and the date on which a determination is expected to be made. Unusual circumstances include the following, but only to the extent reasonably necessary to properly process the request: (Government Code 6253)

1. The need to search for and collect the requested records from field facilities or other establishments that are separate from the office processing the request
2. The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records which are demanded in a single request

ACCESS TO DISTRICT RECORDS (continued)

3. The need for consultation, which shall be conducted with all practicable speed, with another agency (e.g., a state agency or city) having a substantial interest in the determination of the request or among two or more components of the district (e.g., two different school sites) with substantial interest in the request
4. In the case of electronic records, the need to compile data, write programming language or a computer program, or construct a computer report to extract data

If the Superintendent or designee determines that the request seeks disclosable public records, the determination shall state the estimated date and time when the records will be made available. (Government Code 6253)

Public records shall be open to inspection at all times during district office hours. Any reasonably segregable portion of a record shall be made available for inspection by any person requesting the record after deletion of the portions that are exempted by law. (Government Code 6253)

Upon request for a copy that reasonably describes an identifiable record, an exact copy shall be promptly provided unless it is impracticable to do so. (Government Code 6253)

The Superintendent or designee shall charge an amount for copies that reflects the direct costs of duplication. Written requests to waive the fee shall be submitted to the Superintendent or designee.

In addition to maintaining public records for public inspection during district office hours, the district may comply with public records requests by posting any public record on the district's web site and, in response to a public records request, directing the member of the public to the location on the web site where the record can be found. However, if the member of the public is unable to access or reproduce the record from the web site, the district shall promptly provide an exact copy of the public record upon payment of duplication fees, if applicable, unless it is impracticable to provide an exact copy. (Government Code 6253)

If any person requests that a public record be provided in an electronic format, the district shall make that record available in any electronic format in which it holds the information.

The district shall provide a copy of the electronic record in the format requested as long as the requested format is one that has been used by the district to create copies for its own use or for use by other agencies. (Government Code 6253.9)

The cost of duplicating an electronic record shall be limited to the direct cost of producing a copy of the record in electronic format. However, the requester shall bear the cost of producing the copy of the electronic record, including the cost to construct the record and the

ACCESS TO DISTRICT RECORDS (continued)

cost of programming and computer services necessary to produce the copy, under the following circumstances: (Government Code 6253.9)

1. The electronic record is one that is produced only at otherwise regularly scheduled intervals.
2. The request would require data compilation, extraction, or programming to produce the record.

Assistance in Identifying Requested Records

If the Superintendent or designee denies a request for disclosable records, he/she shall assist the requester in making a focused and effective request that reasonably describes an identifiable record. To the extent reasonable under the circumstances, the Superintendent or designee shall do all of the following: (Government Code 6253.1)

1. Assist in identifying records and information responsive to the request or the purpose of the request, if specified

If, after making a reasonable effort to elicit additional clarifying information from the requester to help identify the record, the Superintendent or designee is still unable to identify the information, this requirement shall be deemed satisfied.

2. Describe the information technology and physical location in which the records exist
3. Provide suggestions for overcoming any practical basis for denying access to the records or information sought

Provisions of the Public Records Act shall not be construed so as to delay access for purposes of inspecting records open to the public. Any notification denying a request for public records shall state the name and title of each person responsible for the denial. (Government Code 6253)

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Board Policy, Administrative Regulation and Exhibit 5145.7, Sexual Harassment

Background (Describe purpose/rationale of the agenda item):

Adoption: Updated language of the policy and regulation and a new Exhibit (to be posted on our website).

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:


- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption | |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

SEXUAL HARASSMENT

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulations.

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

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even where the alleged victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

SEXUAL HARASSMENT (continued)

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

Complaint Process and Disciplinary Actions

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 – Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

Upon investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence is in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with laws, and the applicable collective bargaining agreements.

SEXUAL HARASSMENT (continued)

(cf. 4117.4 - Dismissal)
(cf. 4117.7 - Employment Status Report)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex
48900 Grounds for suspension or expulsion
48900.2 Additional grounds for suspension or expulsion; sexual harassment
48904 Liability of parent/guardian for willful student misconduct
48980 Notice at beginning of term

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships
1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws
1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights
2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy
106.1-106.71 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567
Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130
Reese v. Jefferson School District, (2001, 9th Cir.) 208 F.3d 736
Davis v. Monroe County Board of Education, (1999) 526 U.S. 629
Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274
Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473
Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

SEXUAL HARASSMENT (continued)

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Transgender Students, May 2016

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

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

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

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

SEXUAL HARASSMENT

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 and California Education Code 234.1, as well as to investigate and resolve sexual harassment complaints under AR 1312.3 - Uniform Complaint Procedures. The coordinator/compliance officer(s) may be contacted at:

Director of Human Resources
12335 Woodside Avenue, Lakeside, CA 92040
(619) 390-2608
scoble@lsusd.net

(cf. 1312.3 - Uniform Complaint Procedures)

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

SEXUAL HARASSMENT (continued)

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of district policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

Reporting Process and Complaint Investigation and Resolution

Any student who believes that he/she has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to his/her teacher, the principal, or any other available school employee. Within one school day of receiving such a report, the school employee shall forward the report to the principal or the district's compliance officer identified in AR 1312.3. In addition, any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report his/her observation to the principal or a district compliance officer. The employee shall take these actions, whether or not the alleged victim files a complaint.

SEXUAL HARASSMENT (continued)

When a report or complaint of sexual harassment involves off-campus conduct, the principal shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If he/she determine that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the principal or compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with the district's uniform complaint procedures. Regardless of whether a formal complaint is filed, the principal or compliance officer shall take steps to investigate the allegations and, if sexual harassment is found, shall take prompt action to stop it, prevent recurrence, and address any continuing effects.

If a complaint of sexual harassment is initially submitted to the principal, he/she shall, within two school days, forward the report to the compliance officer to initiate investigation of the complaint. The compliance officer shall contact the complainant and investigate and resolve the complaint in accordance with law and district procedures specified in AR 1312.3.

In investigating a sexual harassment complaint, evidence of past sexual relationships of the victim shall not be considered, except to the extent that such evidence may relate to the victim's prior relationship with the respondent.

In any case of sexual harassment involving the principal, compliance officer, or any other person to whom the incident would ordinarily be reported or filed, the report may instead be submitted to the Superintendent or designee who shall determine who will investigate the complaint.

(cf. 5141.4 – Child Abuse Prevention and Reporting)

Confidentiality

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

However, when a complainant or victim of sexual harassment notifies the district of the harassment but requests confidentiality, the compliance officer shall inform him/her that the request may limit the district's ability to investigate the harassment or take other necessary action. When honoring a request for confidentiality, the district will nevertheless take all reasonable steps to investigate and respond to the complaint consistent with the request.

SEXUAL HARASSMENT (continued)

When a complainant or victim of sexual harassment notifies the district of the harassment but requests that the district not pursue an investigation, the district will determine whether or not it can honor such a request while still providing a safe and nondiscriminatory environment for all students.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

Response Pending Investigation

When an incident of sexual harassment is reported, the principal or designee, in consultation with the compliance officer, shall determine whether interim measures are necessary pending the results of the investigation. The principal/designee or compliance officer shall take immediate measures necessary to stop the harassment and protect students and/or ensure their access to the educational program. To the extent possible, such interim measures shall not disadvantage the complainant or victim of the alleged harassment. Interim measures may include placing the individuals involved in separate classes or transferring a student to a class taught by a different teacher, in accordance with law and Board policy. The school should notify the individual who was harassed of his/her options to avoid contact with the alleged harasser and allow the complainant to change academic and extracurricular arrangements as appropriate. The school should also ensure that the complainant is aware of the resources and assistance, such as counseling, that are available to him/her. As appropriate, such actions shall be considered even when a student chooses to not file a formal complaint or the sexual harassment occurs off school grounds or outside school-sponsored or school-related programs or activities.

Notifications

A copy of the district's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)

(cf. 5145.6 - Parental Notifications)

2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures, and standards of conduct are posted, including school web sites (Education Code 231.5)

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

3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session (Education Code 231.5)

SEXUAL HARASSMENT (continued)

4. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)
5. Be included in the student handbook
6. Be provided to employees and employee organizations

Students

SEXUAL HARASSMENT (continued)

Lakeside Union School District and the Governing Board are committed to maintaining an educational environment that is free from harassment. Sexual harassment is a form of sex discrimination under Title IX of the Education Amendments of the Civil Rights Act of 1972 and is prohibited by both federal and state laws. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation (BP 5145.7). Sexual harassment is defined in Education Code to mean unwelcome sexual advances; requests for sexual favors; or verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting. The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same gender
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the person(s) to whom a report of sexual harassment should be made

The Board believes that concerned stakeholders should always attempt to resolve their concerns at the level where the concern first started – rather than with the formal filing of a complaint with the person (as defined in this policy).

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite gender, in the educational setting, when:

- Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress
- Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student
- The conduct has the purpose or effect of having a negative impact on the student's
- Academic performance, or of creating an intimidating, hostile or offensive educational environment
- Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity

Unwelcome Conduct: Types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

SEXUAL HARASSMENT (continued)

- Unwelcome leering, sexual flirtations or propositions
- Sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
- Graphic verbal comments about an individual's body, or overly personal conversation
- Sexual jokes, notes, stories, drawings, pictures or gestures
- Spreading sexual rumors
- Teasing or sexual remarks about students enrolled in a predominantly single-gender class
- Massaging, grabbing, fondling, stroking or brushing the body

General Information Regarding Reports and/or Complaints of Sexual Harassment

Confidentiality: All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

Disciplinary Action: Anyone who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary and/or legal action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account.

Retaliation: The Board prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

Filing a Report of Information Complaint of Discrimination, Harassment, Intimidation, or Bullying Based on Sex

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within 24 hours of receiving the complaint, report it to the principal or designee.

In any case of sexual harassment involving the principal or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the nondiscrimination coordinator or the Superintendent or designee.

The principal or designee to whom a complaint of sexual harassment is reported shall immediately investigate the complaint in accordance with administrative regulation. Where the principal or designee finds that sexual harassment occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim. The principal or designee shall also advise the victim of any other remedies that may be available, including counseling services. The principal or designee shall file a report with the Superintendent or designee and refer the matter to law enforcement authorities, where required.

At any time during the process, students, parents, or guardians may contact the Title IX Coordinator to report or file an informal complaint directly with the district at:

SEXUAL HARASSMENT (continued)

Title IX Coordinator
Stacy Coble
Director, Human Resources
Lakeside Union School District
scoble@lsusd.net
12335 Woodside Avenue
Lakeside, CA 92040
(619) 390-2600

Filing a Formal or Uniform Complaint

Pursuant to BP 1312.3, the Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures.

The Uniform Complaint may be mailed or filed at:
Human Resources Department
Lakeside Union School District
12335 Woodside Avenue
Lakeside, CA 90240

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: October 10, 2019

Agenda Item:

Enrollment Report for Month 1 (8/22/2019-9/20/2019)

Background (Describe purpose/rationale of the agenda item):

Click here to enter text.

Fiscal Impact (Cost):

N/A

Funding Source:

Click here to enter text.

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement

☐ **#2:** Social Emotional

☐ **#3:** Physical Environments

Recommended Action:

☒ **Informational**

☐ **Denial/Rejection**

☐ **Discussion**

☐ **Ratification**

☐ **Approval**

☐ **Explanation:** Click here to enter text.

☐ **Adoption**

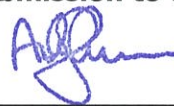
Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:

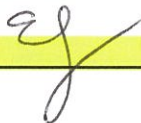


Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



LAKESIDE UNION SCHOOL DISTRICT

MONTH 1

8/22/2019-9/20/2019

DATE: 10/1/2019

SCHOOL	K	1	2	3	4	5	6	7	8	SDC	HH	EAK	TK NON ADA	TK	19/20 TOTAL	M1 18/19 TOTAL	VARIANCE
EUCALYPTUS HILLS													8	99	107	116	-9
LAKESIDE FARMS	105	99	108	90	97	113				31					643	660	-17
LAKEVIEW	132	106	117	121	119	114									709	721	-12
LEMON CREST	72	86	72	83	84	81				22					500	550	-50
LINDO PARK	68	63	82	63	68	83				38					465	465	0
RIVERVIEW			175	157	149	145									626	608	18
WINTER GARDENS	190	170													360	365	-5
LAKESIDE MIDDLE							263	262	265	17					807	816	-9
TIERRA DEL SOL							227	258	238	30					753	772	-19
HOME SCHOOL	1		2	1	2	2	3	3	1						15	0	15
DISTRICT TOTAL	568	524	556	515	519	538	493	523	504	138	0	0	8	99	4,985	5,073	-88

YEAR OVER YEAR COMPARISON

MONTH	AUG M1	SEP M2	OCT M3	NOV M4	DEC M5	JAN M6	FEB M7	MAR M8	APR M9	MAY M10	JUN M11	
2019-2020	4,985											
2018-2019	5,073	5,054	5,054	5,046	5,098	5,110	5,098	5,090	5,081	5,070	5,028	
2017-2018	5,164	5,179	5,161	5,153	5,211	5,208	5,183	5,159	5,151	5,135	5,101	
2016-2017	5,051	5,039	5,045	5,031	5,103	5,091	5,080	5,059	5,071	5,050	5,023	
2015-2016	5,087	5,100	5,083	5,077	5,138	5,124	5,139	5,121	5,107	5,081	5,056	
2014-2015	5,003	5,005	4,010	4,992	4,986	5,040	5,008	5,021	5,015	5,006	-	
2013-2014	4,835	4,817	4,823	4,825	4,848	4,834	4,790	4,818	4,813	4,790	-	
2012-2013	4,395	4,387	4,372	4,365	4,369	4,375	4,363	4,367	4,365	4,348	-	

BARONA INDIAN	GRADE	TK/K	1	2	3	4	5	6	7	8	TOTAL
CHARTER SCHOOL		17	11	8	13	15	9	14	12	15	114

RIVER VALELY	GRADE	7	8	9	10	11	12	TOTAL
CHARTER SCHOOL		21	49	65	59	59	51	304

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 10/10/19

Agenda Item:

Board Policy 5145.12, Search and Seizure

Background (Describe purpose/rationale of the agenda item):

First Reading: Policy updated to address new law prohibiting all searches of pupils that involve (1) conducting any type of body cavity search; or (2) removing or arranging any or all of the clothing to permit a visual inspection of underclothing, breast, buttocks or genitalia. The District retains the right to inspect district property to protect the safety and welfare of pupils, employees, parents and visitors.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input checked="" type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption | |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

SEARCH AND SEIZURE

The Governing Board is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, or otherwise prohibited items.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515 - Campus Security)
(cf. 3515.3 - District Police/Security Department)
(cf. 5131 - Conduct)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

The Board urges that employees exercise discretion and good judgment. When conducting a search or seizure, employees shall act in accordance with law, Board policy, and administrative regulation.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall ensure that staff who conduct student searches receive training regarding the requirements of the district's policy and administrative regulation and other legal issues, as appropriate.

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

The California Legislature has prohibited all searches of pupils that involve: (1) conducting any type of body cavity search; or (2) removing or arranging any or all of the clothing to permit a visual inspection of underclothing, breast, buttocks or genitalia. No employee of the District may conduct such prohibited searches on any pupil.

The Principal may conduct searches of pupils, lockers used by pupils and the personal property of pupils consistent with current applicable law as long as such search also is reasonable, is related to the safety and welfare of the school, and does not violate the legal rights of pupils.

The District retains the right to inspect District property (communal areas, lockers, classrooms, gym areas, parking lots, grounds, and other facilities and areas) to protect the safety and welfare of pupils, employees, parents and visitors. The inspection of property is separate and distinct from the inspection of a person.

SEARCH AND SEIZURE (continued)

The District in all cases prohibits the use of random and suspicionless dog sniff searches of pupils or any other individual.

Individual Searches

~~School officials may search any individual student, his/her property, or district property under his/her control when there is a reasonable suspicion that the search will uncover evidence that he/she is violating the law, Board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, student vehicles parked on district property, cellular phones, or other electronic communication devices.~~

~~Any search of a student, his/her property, or district property under his/her control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged violation.~~

~~Employees shall not conduct strip searches or body cavity searches of any student. (Education Code 49050)~~

~~Searches of individual students shall be conducted in the presence of at least two district employees.~~

~~The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.~~

~~(cf. 5145.11—Questioning and Apprehension by Law Enforcement)~~

Searches of Multiple Student Lockers/Desks

~~All student lockers and desks are the property of the district. The principal or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.~~

SEARCH AND SEIZURE (continued)

Use of Metal Detectors

The Board believes that the presence of weapons in the schools threatens the district's ability to provide the safe and orderly learning environment to which district students and staff are entitled. The Board also believes that metal detector searches offer a reasonable means to keep weapons out of the schools and mitigate the fears of students and staff.

The Superintendent or designee shall use metal detectors at district schools as necessary to help provide a safe learning environment. He/she shall establish a plan to ensure that metal detector searches are conducted in a uniform and consistent manner.

Use of Contraband Detection Dogs

In an effort to keep the schools free of dangerous contraband, the district may use specially trained, nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or Board policy.

The dogs may sniff the air around lockers, desks, or vehicles on district property or at district-sponsored events. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without their consent.

Legal Reference:

EDUCATION CODE

~~32280-32289 School safety plans~~

~~35160 Authority of governing boards~~

~~35160.1 Broad authority of school districts~~

~~48900-48927 Suspension and expulsion~~

~~49050-49051 Searches by school employees~~

~~49330-49334 Injurious objects~~

PENAL CODE

~~626.9 Firearms~~

~~626.10 Dirks, daggers, knives or razor~~

CALIFORNIA CONSTITUTION

~~Article I, Section 28(c) Right to Safe Schools~~

COURT DECISIONS

~~Redding v. Safford Unified School District, (9th Cir. 2008) 531 F.3d 1071~~

~~B.C. v. Plumas, (9th Cir. 1999) 192 F.3d 1260~~

~~Jennings v. Joshua Independent School District, (5th Cir. 1989) 877 F.2d 313~~

~~O'Connor v. Ortega, (1987) 480 U.S. 709~~

~~New Jersey v. T.L.O., (1985) 469 U.S. 325~~

~~Horton v. Goose Creek Independent School District, (5th Cir. 1982) 690 F.2d 470~~

~~Zamora v. Pomeroy, (10th Cir. 1981) 639 F.2d 662~~

SEARCH AND SEIZURE (continued)

ATTORNEY GENERAL OPINIONS

83 Ops. Cal. Atty. Gen. 257 (2001)

75 Ops. Cal. Atty. Gen. 155 (1992)

Management Resources:

NATIONAL INSTITUTE OF JUSTICE PUBLICATIONS

The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, 1999

WEB SITES

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

California Attorney General's Office: <http://eaag.state.ca.us>

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

National Institute of Justice: <http://www.ojp.usdoj.gov/nij>