

LAKESIDE UNION SCHOOL DISTRICT

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

Audience:
Meeting ID: 947 9256 2765
Meeting Password: 947175
Public Comment Form

November 12, 2020
Closed Session: 5:00 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).

Please take notice that the Governor of California issued Executive Order N-29-20 on March 17, 2020. This Order provides, in part, as follows: "All requirements in...the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived."

Members of the public may attend the Board meeting, observe the meeting, and/or participate in public comment telephonically by logging onto Zoom with the meeting ID and password listed at the top OR you may participate in person with safety precautions. Members of the public who wish to participate in public comment are encouraged to fill out the form **1 hour in advance** of the meeting derosier@lsusd.net using the **Public Comment Form**.

A. CALL TO ORDER AND ROLL CALL

B. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3) **Public Comment Form**

Opportunity for Members of the Public to address the Board on or off any topic or item on the agenda. In the interest of time and order, presentations from the public are limited to four (4) minutes per person. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comment or Public Hearings, follow the directions for speaking to agenda items as listed above.

C. CLOSED SESSION

1. Conference with Labor Negotiator, Erin Garcia, regarding the California School Employees Association and its Lakeside Chapter No. 240, pursuant to Government Code §54957.6;
2. Conference with Labor Negotiator, Erin Garcia, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6;
3. Public Employee Discipline/Dismissal/Release 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 Lakeside Farms. Following the pledge, Principal Jim Rosa will share highlights from the school.

E. PRESENTATIONS

1. Superintendent **Dr. Andy Johnsen** will give a District reopening update.
2. Assistant Superintendent **Dr. Kim Reed** will present academic achievement data from the first trimester.
3. Director **Todd Owens** to present an annual Maintenance, Operations, Transportation and Facilities update.

F. TRUSTEE REPORTS AND COMMENTS

Trustees will report and comment as desired.

G. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3) **Public Comment Form**

Opportunity for Members of the Public to address the Board on any item on the agenda. In the interest of time and order, presentations from the public are limited to four (4) minutes per person. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comment or Public Hearings, follow the directions for speaking to agenda items as listed above.

H. RECOGNITIONS

1. The Board will recognize **Officer DD Ramirez** for her years of service with the San Diego Sheriff's Department and LUSD, and wish her well in retirement.
2. Site Teachers of the year - 2019-2020: **Nicole Curtis** (EH); **Manal Mansour** (LF); **Wendie Ward** (LMS); **Shani Dillon** (LV); **Thais St. Martin** (LEAPP); **Brit Sjostrom** (LC); **Bruce Mikolaycik** (LP); **Fonda Tripp** (RV); **Anna Lopez-Johnson** (WG).
3. Site Classified Employees of the year - 2019-2020: **Andrew Newmark** (DO); **Cindy Walker** (EH); **Carla Dupras** (Child Nutrition); **Anita Victor** (LF); **Sue Klein** (LMS); **Heather Watson** (LEAPP); **Lisa Coblentz** (LC); **Carlos Ambriz** (LP); **Terry Sanchez** (Maint); **Lisa Ruiz** (RV); **Cindy Stroman** (Tds); **Jen Chandler** (Transp); and **Devonne Donohue** (WG).

I. PUBLIC HEARINGS/ACTION ITEMS

1. **PUBLIC HEARING** – The Governing Board will conduct a public hearing to receive input from the public regarding a Disclosure of the Side Letter of Agreement related to the COVID-19 public health emergency for California School Employees Association and its Chapter 240.
2. **Approval** is requested of the Disclosure of Collective Bargaining Agreement with the California School Employees Association and its Chapter 240 in the amount of \$5,835. The major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for current and subsequent fiscal years, shall be disclosed at a public meeting of the public school employer.

I. PUBLIC HEARINGS/ACTION ITEMS (CONTINUED)

3. **Approval** is requested of the Side Letter of Agreement with the California School Employees Association and its Chapter 240 with regard to the COVID-19 public health emergency. The agreement addresses safety, leaves, compensation, classified service work and other miscellaneous items pertaining to the novel Coronavirus (COVID-19) public health emergency and CSEA classified staff.
4. **PUBLIC HEARING** – Pursuant to Government Code §3547(a), regarding a Tentative Agreement from the California School Employees Association and its Chapter 240 to the District regarding the Summer Assistance Program for classified employees, so that negotiations may commence.
INFORMATION ONLY – To hear comments from the public to receive input regarding a Tentative Agreement from the California School Employees Association and its Chapter 240 to the District.

J. 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 of October 8, 2020 and the special board meeting minutes of October 22, 2020.
- 2.2 **Authorization** is requested, per Education Code §35143 and 7200, to hold the annual organizational meeting for 2020 between December 11 and December 25, 2020 inclusive. A recommendation to set Thursday, December 17, 2020 at 6:00 p.m. in the boardroom of the District Administration Center located at 12335 Woodside Avenue in Lakeside, California as the date, time and place of the organizational meeting of the Board of Trustees.

HUMAN RESOURCES

- 3.1 **Approval/ratification** is requested of Personnel Assignment Order 2021-08.
- 3.2 **Ratification** is requested of a Side Letter of Agreement with California School Employees Association and its Chapter 240 for a temporary change in classified position for the Social Services Coordinator at Tierra del Sol Middle School from .625 to full time for the remainder of the 2020-21 school year.

BUSINESS SERVICES

- 4.1 **Approval** is requested of the following monthly business reports: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures.

J. BUSINESS SERVICES (CONTINUED)

- 4.2 **Adoption** is requested of Resolution No. 2021-08 to adopt the findings contained in the Annual and Five-Year Developer Fee Report for Fiscal Year 2019-20.
- 4.3 **Adoption** is requested of Resolution No. 2021-09 to authorize participation in the 3121 Social Security Alternative Plan through the SDCOE Fringe Benefits Consortium. The IRS Section 3121 allows part-time and seasonal employees who are not eligible for PERS/STRS to be exempt from the Social Security tax if they are provided a comparable retirement system.
- 4.4 **Approval** is requested of the revised 2020-21 Interim Management and Interim Confidential Salary Schedules, effective November 1, 2020 to reflect a classified manager reorganization.
- 4.5 **Approval/Ratification** is requested of the following annual contracts for the 2020-21 school year: A) NWEA (Ed Services); B) Imagine Learning (Ed Services); C) San Diego County Office of Education Science Outreach Programs (Various); and D) Verbal Behavior Associates (**Goals #1 and 2**)
- 4.6 **Approval** is requested of a Lindo Park PTA fundraiser to sell popcorn online from November 16-December 14, 2020.
- 4.7 **Acceptance** is requested of the following donations to the District: A) Lakeside Farms received a Sage Garden Grant in the amount of \$15,000; and B) Bonnie LaChappa donated individually wrapped licorice to the students of Lindo Park during Red Ribbon Week.

ED SERVICES

- 5.1 **Approval** is requested of updated reclassification criteria for LUSD English Learners per California Ed Code Section 313.

PUPIL SERVICES

- 6.1 **Approval** is requested of a Memorandum of Understanding with WestEd for administration of the annual California Healthy Kids Survey. 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.
- 6.2 **Approval** is requested of a Memorandum of Understanding with Magellan Healthcare, Inc. for a military and family life counseling (MFLC) program on behalf of the Department of Defense at no cost to the district.

BOND

- 7.1 **Ratification** is requested of Change Orders #5 and #6 for Asphalt & Concrete Enterprises, Inc. (ACE) for the parking lot upgrade project in the amount of \$39,790.06.
- 7.2 **Approval** is requested of a proposal with StudioWC for architectural services for the addition of a portable classroom and the service kitchen at Tierra del Sol Middle School at a cost of \$21,000 (\$16,000 from developer fees and \$5,000 from Bond Measure L).

K. DISCUSSION

1. **First Reading** of Board Policy and Administrative Regulation 0430: Comprehensive Local Plan for Special Education.
2. **First Reading** of Board Policy and Administrative Regulation 4113: Assignment.
3. **First Reading** of Administrative Regulation 4161.1: Personal Illness/Injury Leave.
4. **First Reading** of Administrative Regulation 4200: Classified Personnel.
5. **First Reading** of Board Policy 5141.5: Mental Health.

L. INFORMATIONAL ITEMS

1. Enrollment Report for Month 2, ending October 16, 2020.
2. Quarterly Investment Reports, San Diego County Treasury Investment Pool as of quarter ended on September 30, 2020.

M. REPORTS TO THE BOARD

1. Union Representatives:
 - A. **Cathy Sprecco**, will present comments as the Lakeside Teachers Association President
 - B. **Lisa Ford**, will present comments as the 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.

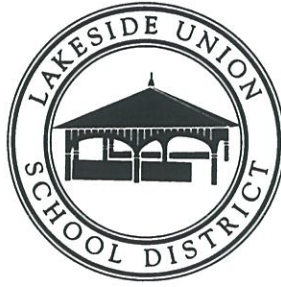
N. ADJOURNMENT

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

NOTICE OF PUBLIC HEARING

At the regular board meeting of November 12, 2020, the Board of Trustees will conduct a public hearing to receive input regarding a Disclosure of the Side Letter of Agreement related to the COVID-19 public health emergency for California School Employees Association and its Chapter 240.

The public hearing will be held on Thursday, November 12, 2020 via Zoom or you may make comments in person at 12335 Woodside Avenue, Lakeside, CA 92040.

November 3, 2020

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

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Approval of the side letter of agreement with the District and the California School Employees Association (CSEA) and its Lakeside Chapter 240 regarding COVID19.

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

Approval is requested of the attached side letter of agreement between the District and the CSEA in regards to the COVID-19 Public Health Emergency. The agreement addresses safety, leaves, compensation, classified service work and other miscellaneous items pertaining to the novel Coronavirus (COVID-19) public health emergency and CSEA Classified staff. The agreement is in effect for the 2020-21 school year where each party may reopen two subject matters of the party's choice, including new subject matter and/or both parties mutually agree to negotiate a subject matter related to COVID-19. Costs associated with this side letter are detailed in the Collective Bargaining Disclosure.

Fiscal Impact (Cost):

Listed in the Collective Bargaining Disclosure

Funding Source:

N/A

Addresses Emphasis Goal(s):

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

Recommended Action:

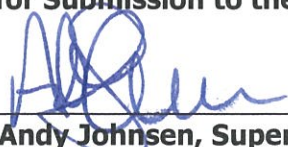
☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☐ **Ratification**
☒ **Approval** ☐ **Explanation:** [Click here to enter text.](#)
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

SIDE LETTER OF AGREEMENT

BETWEEN THE LAKESIDE UNION SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (“CSEA”) AND ITS CHAPTER NO. 240

October 28, 2020

This Side Letter of Agreement (hereinafter “Agreement”) is entered into by and between the Lakeside Union School District (hereinafter “District”) and the California School Employees Association and its Lakeside Chapter No. 240 (hereinafter “CSEA”) regarding the changes to District schools as a result of the novel coronavirus (COVID-19) public health emergency.

The District and CSEA recognize the importance of continuing to serve students and deliver high quality instruction and services through distance learning and possibly staggered instruction when traditional, full-time, in-person instruction is offered to all students. The District and CSEA recognize that schools are critical to daily life and that classified employees are considered essential workers during the public health emergency. We agree that continuity of District operations should be maintained, and the provisions contained in this Agreement should be made for District employees who are impacted by the public health emergency.

The District and CSEA agree as follows:

Recognition

1. The District values and appreciates its classified employees and the dedicated service that they provide during this unprecedented time.

Safety

2. The District shall provide a safe working environment and shall implement health and safety protocols consistent with the operative San Diego County Health Officer order(s). The District shall also monitor and consider school specific guidance issued by the California Department of Public Health and safety guidelines published by the California Department of Education. The District may update its COVID-19 Prevention Plan(s) to stay current with expert advice regarding the prevention of COVID-19.

3. When unit members are required to physically report to work, the District and unit members will follow the operative San Diego County Health Officer order(s) as applicable to public schools, including required testing and screening measures for students and/or staff, facility capacity, face covering(s), distancing requirements, and contract tracing.
4. The District will provide training to unit members regarding the applicable COVID-19 Prevention Plan, including the health and safety protocols set forth therein. These protocols include:
 - a. public health measures,
 - b. hygiene,
 - c. applicable gatherings and distancing,
 - d. applicable screening and exclusions from the workplace;
 - e. sanitation to help prevent the spread of COVID-19.
5. The District and CSEA understand and agree that the District may be legally required to periodically test employees for COVID-19 and that when required by the District, employees will submit to such tests, and such tests will be provided at no cost to employees. Employees shall be provided release time, as necessary, to undergo COVID-19 testing.
6. The District will not collect or record any medical data or health-related information from unit members except when it is required to do so in order to demonstrate compliance with the law and public health orders. Any information or data that the District collects from unit members will be treated as confidential medical information that is protected under state privacy laws.
7. As soon as practicably possible, unit members shall report to their supervisor in writing any concern regarding an unsafe condition, serious injury, or illness in connection with their employment. The District shall investigate said reported unsafe condition and as appropriate, advise the employee of any finding(s) and corrective action(s).

Leaves

8. Subject to District approval, Employees shall have the ability to use leave consistent with the current law and the District's operational needs.
9. The District will not discharge, discipline, or discriminate against employees who lawfully take paid sick leave, expanded family and medical leave, or extended sick leave.
10. In the event a CSEA bargaining-unit employee is exposed to COVID-19, tests positive for COVID-19, or presents with symptoms of COVID-19 (fever, cough, or difficulty breathing) such employee shall not report to work and shall use the appropriate, available leave for time off work relating to such symptoms, such as leave pursuant to the Families First Coronavirus Response Act (HR 6201), sick leave, and vacation leave.
11. Eligible employees unable to work because they are caring for a child whose school or place of care is closed for reasons related to COVID-19 may take leave available to them under the Families First Coronavirus Response Act (HR 6201).
12. Employees eligible for $\frac{2}{3}$ pay leave under the Families First Coronavirus Response Act may use their accrued sick or vacation leave, consistent with the operable Collective Bargaining Agreement, so that the employee receives 100% of their regular pay for up to ten (10) workdays. During this time, the employee's leave will be deducted $\frac{1}{3}$ of a sick day or vacation day for every regular workday that they are absent from work.
13. Employees eligible for leave under the Families First Coronavirus Response Act or any extension thereto may draw this leave prior to other forms of paid or unpaid leave.
14. Any unit member on an approved leave of absence, prior to and continuing during this Agreement, will continue as originally approved.
15. Unit members who provide to the District's Human Resources Department medical documentation of limitation(s) and/or restriction(s) shall engage with the District in an interactive process in accordance with the Americans with Disabilities Act of 1990. While reasonable accommodations depend on the particular position and circumstances, examples may include, but are not limited to enhanced PPE, physical barriers to separate employees from each other or the public; moving employees' workstations; or use of available leave.

Compensation

16. The District will continue to compensate all unit members who continue to perform work duties or who are on an approved paid leave of absence.
17. In the event any District facility must be closed, or any District operations are curtailed due to the coronavirus pandemic, CSEA bargaining unit employees will not suffer an involuntary reduction in regularly assigned time absent a layoff.
18. CSEA and the District recognize that during the 2020-2021 school year, maintenance workers will be assigned to clean and disinfect school facilities that have been recently occupied by persons with COVID-19. Accordingly, the District will issue a one-time, only, stipend in the amount of three hundred dollars (\$300) to maintenance workers who are employed and reporting to work to perform this duty for the entirety of the 2020-2021 school year. This stipend will be issued in December 2020 and shall be subject to applicable payroll taxes and deductions. Any employee whose employment ends prior to June 30, 2021 will be entitled to the stipend on a pro-rata basis only. Any employee who is issued the full stipend, but then subsequently retires and/or resigns shall be required to reimburse the District on a pro-rata basis for any overpayment of the stipend. Any maintenance worker hired after December 2020 is ineligible for this stipend.
19. Only if this Agreement is ratified by CSEA and the District's Governing Board no later than November 12, 2020, the District will issue a one-time, only, stipend to eight (8) unit members who are assigned to and satisfactorily prepare weekly assignment report templates and daily participation report templates (in Google Sheets) for every teacher at one of the following school sites: Lakeside Farms Elementary, Lakeside Middle School, Lakeview Elementary, Lemon Crest Elementary, Lindo Park School, Riverview International Academy, Tierra Del Sol Middle School, and Winter Gardens School. So long as this assignment is timely and satisfactory completed, this stipend shall be paid to assigned employees no later than December 18, 2020. The following compensation rules apply to this stipend:
 - a. This stipend will be assigned in the District's sole discretion based on the unit members' expertise, qualifications, willingness, and availability to timely complete such assignment;
 - b. Each unit member who timely and satisfactorily prepares one (1) weekly assignment report template and one (1) daily participation report template for

every teacher at the assigned middle school site shall receive a one-time, only, stipend in the amount of three hundred dollars (\$300); and

- c. Each unit member who timely and satisfactorily prepares one (1) weekly assignment report template and one (1) daily participation report template for every teacher at the assigned elementary school site shall receive a one-time, only, stipend in the amount of two hundred dollars (\$200).

Classified Service Work

20. Absent approved leave or authorization to work from home, unit members shall report to their physical workspace as directed by their supervisor.

21. Remote work arrangements shall be entirely at the District's discretion, and no grievance or appeal right may arise from denial of any employee request for remote work. Absent approved leave, during their duty hours, unit members approved to work remotely shall:

- a. Comply with all District policies, administrative regulations, work schedules, and job assignments;
- b. Continue to perform their job duties within regular work hours established for the position, unless otherwise agreed upon by the Superintendent or designee in writing;
- c. Conduct their work in a location that is safe and free of obstructions, hazards, and distractions;
- d. Report to their supervisor any serious injury or illness occurring in the home workspace or in connection with their employment as soon as practicably possible;
- e. Notify their supervisor when unable to work due to illness, equipment failure, or other unforeseen circumstances;
- f. Take appropriate, uninterrupted meal and rest breaks, and shall report the hours they work to their supervisor;
- g. Remain in regular communication with their supervisors, including monitoring their voicemail and District email throughout their workday; and
- h. Be on-call and available to physically report to work as needed.

22. Absent approved leave, unit members directed by their supervisor not to physically report to work shall:
- a. Be ready, willing, and available to work;
 - b. Be accessible by phone; and
 - c. Be ready and able to report to their physical workspace within one (1) hour.
23. During the COVID-19 public health emergency, the District may require unit members to perform their regular work assignment (at their regular workplace, another site, or remotely) or work outside of their regular work assignment.
24. Education Code section 45101(a) requires that all classified positions have set duties. Due to the current public health emergency, the parties agree that employees may be assigned to perform duties not specifically set forth in their current job descriptions, including, but not limited to assisting with child care, performing temperature checks and screening, distributing meals, and sanitizing surfaces and door knobs. However, unit members assigned to a higher classification for a period of five (5) working days within a fifteen (15) calendar day period shall be compensated in accordance with Article 10.7 of the CBA. This Paragraph shall not be considered a waiver of CSEA's rights to negotiate the transfer of duties after this Agreement expires, nor shall this Paragraph be interpreted to expand CSEA's rights.
25. The District may temporarily modify unit members' work schedules during the period of this Agreement. The District and CSEA agree the assigned duties will be a temporary solution to the current pandemic need and shall not result in the right or entitlement of any unit member to continue working such modified work hours. To avoid layoffs, the parties agree that work schedules that are temporarily increased pursuant to this Agreement shall, before or upon expiration of this Agreement, revert back to the unit members' regular assigned hours. Employees directed to work more than eight (8) hours per day or more than forty (40) hours per week shall receive overtime pay. Before temporarily modifying the work schedules of all of the unit members in a classification, the District shall inform CSEA of the temporary scheduling change.
26. Unit members are prohibited from participating in for-profit activities during their duty hours.

Miscellaneous

27. All components of the operative Collective Bargaining Agreement between the District and CSEA not addressed by the terms of this Agreement shall remain in full effect.
28. The District and CSEA agree that this Agreement shall not be admitted into evidence or used by either party against the other as evidence of any violation of the collective bargaining agreement between the parties, any precedent or practice of the parties, unfair practice charge, or any violation of law in any administrative or judicial tribunal of any kind or nature, except to prove a violation of this Agreement.
29. The District and CSEA agree that with the exception of Paragraph 22, above, the Grievance Procedure set forth in Article 14 of the CBA shall apply to this Agreement.
30. The terms of this Agreement shall expire June 30, 2021, or when the public health emergency due to COVID-19 ends, whichever occurs first.
31. The contents of this Agreement supersede the parties' previous COVID-19 Impacts & Effects Side Letter of Agreement and represents the sole and only agreement of the Parties as to all issues related to its contents, and neither Party has relied upon any representations by the other which are not set forth in this Agreement.
32. This Agreement is non-precedent setting. This Agreement resolves any and all negotiable effects of the COVID-19 public health emergency and includes the following "Subject Matters": Recognition, Safety, Leaves, Compensation, and Classified Service Work. The District and CSEA agree that during the term of this Side Letter of Agreement, each party may reopen two (2) Subject Matters of the party's choice, including new subject matters. The parties may reopen additional subject matters related to COVID-19 only by mutual agreement. The District and CSEA reserve the right to negotiate any impacts and effects in the 2020-2021 school year unrelated to the COVID-19 public health emergency.

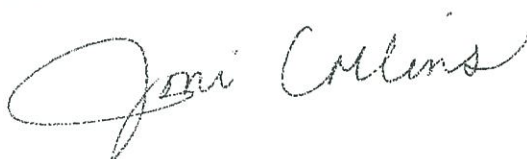
[CONTINUES ON FOLLOWING PAGE]

33. This Agreement is subject to ratification by the District's Governing Board and CSEA's internal process.

Dated: 10/29/2020

By: 
For CSEA

Dated: 10/29/2020

By: 
For CSEA

Dated: 10-29-2020

By: 
For Lakeside Union School District

Date Ratified by the Lakeside Union School District's Governing Board: _____

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: Nov. 12, 2020

Agenda Item:

Disclosure of the Collective Bargaining Agreement related to the COVID-19 public health emergency for California School Employees Association (CSEA) - Lakeside Chapter 240.

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

Government Code 3547.5 requires local educational agencies to publicly disclose the provisions of all collective bargaining agreements before entering into a written agreement. The major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for current and subsequent fiscal years, shall be disclosed at a public meeting of the public school employer.

Fiscal Impact (Cost):

Total Impact:

\$5,835

Impact to Funds:

COVID Funding

Funding Source:

General Fund, Child Development Fund, and Cafeteria Fund

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: . |

Originating Department/School: Business Services

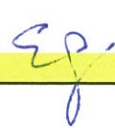
Submitted/Recommended By:


Erin Garcia, Assistant Superintendent

Approved for Submission to the Governing Board:


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member:



Disclosure of Collective Bargaining Agreement

Page 1 of 7

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Lakeside Union School District

Name of Bargaining Unit: CSEA Chapter 240 Certificated: _____ Classified: X

The proposed agreement covers the period: Beginning: 7/1/2020 Ending: 6/30/2021

This agreement will be acted upon by the Governing Board at its meeting on: November 12, 2020
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2020 - 2021		Year 2 20 - 20		Year 3 20 - 20	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$7,316,542	\$0	0.00%		0.00%		0.00%
2. Salary Schedule - Increase (Decrease)	\$7,316,542	\$0	0.00%		0.00%		0.00%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$7,316,542	\$4,500	0.06%		0.00%		0.00%
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$2,184,247	\$1,335	0.06%		0.00%		0.00%
5. Health/Welfare Benefits - Increase (Decrease)	\$2,418,899	\$0	0.00%		0.00%		0.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$11,919,688	\$5,835	0.05%	\$0.00	0.00%	\$0.00	0.00%
7. Total Number of Represented Employees	230.34	230.34					
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$51,748.23	\$25	0.05%				

Impact on other Funds:

No impact on other funds; Restricted General Fund will be impacted approx \$3,501 in ESSER funds and \$2,334 in CRF.

A. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary:

Maintenance employees reporting to work through the entire year will receive a \$300 stipend for cleaning and disinfecting school facilities recently occupied by person(s) with COVID-19. These stipends will be paid from Elementary and Secondary School Relief (ESSER) funds.

Eight unit members that prepare templates for certificated staff to record weekly assignment reports and daily student participation will receive a \$300 stipend if at a middle school and a \$200 stipend if at an elementary school. This stipend is for the extra time it requires to prepare these templates and will be paid from Coronavirus Relief Funds (CRF).

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)

The side letter addresses various areas during the COVID-19 public health emergency such as safety, employee leaves, and classified service work schedules and arrangements. This agreement does not permanently change any component of the current Collective Bargaining Agreement.

C. What are the specific impacts on instructional/support programs to accommodate the settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

There are no impacts of non-negotiated changes to instructional/support programs to accommodate the agreement.

D. What contingency language is included in the proposed agreement?

Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

As a Side Letter of Agreement in regards to the COVID-19 public health emergency, the agreement only applies in the current fiscal year or until the public health emergency due to COVID-19 ends.

During the term of the Side Letter of Agreement each party may reopen two subject matters of choice, including new matters, and any additional subject matters related to COVID-19 may only be reopened upon mutual agreement.

E. Source of Funding for Proposed Agreement**1. Current Year – General Fund**

Approximately \$3,501 from ESSER funds and \$2,334 from CRF.

2. How will the ongoing cost of the proposed agreement be funded in future years?

This agreement does not have any ongoing costs to future years.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

This agreement only pertains to the current fiscal year.

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

Page 4 of 7

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$61,979,022
b. State Standard Minimum Reserve Percentage for this District	3.00%
c. Projected P-2 ADA	4,806.47
d. State Standard Minimum Reserve Amount for this District (Line 1a times Line 1b, or \$50,000, whichever is greater, for a district with less than 1,001 ADA)	\$1,859,371

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$1,859,371
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$6,987,029
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	
e. Total District Budgeted Unrestricted Reserves	\$8,846,400

3. Do unrestricted reserves meet the state standard minimum reserve amount?

☒ Yes☐ No**G. Certification**

The information provided in this document summarized the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and Government Code § 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



District Superintendent
(Signature)

10-30-20

Date



Chief Business Official
(Signature)

10-30-2020

Date

Contact Person: Miranda Durning

Telephone No.: 619-390-2440

H. Impact of Proposed Agreement on Current Year Operating Budget*

Date of governing board approval of budget revisions in Col. 2: November 12, 2020
 in accordance with Education Code § 42142 and Government Code § 3547.5

Provide a copy of board-approved budget revisions and board minutes. In addition, provide two expenditure reports generated by the district's financial system: one showing the budget by major object before the changes and a second showing the budget by major object after the changes.

If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as of 08-13-2020	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions LTA Side Letter Approved 9/10/2020	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
REVENUES:				
LCFF Sources (8010-8099)	44,092,601			44,092,601
Remaining Revenues (8100-8799)	16,941,831			16,941,831
TOTAL REVENUES	61,034,432	0	0	61,034,432
EXPENDITURES:				0
1000 Certificated Salaries	24,662,632		156,189	24,818,821
2000 Classified Salaries	8,829,152	4,500		8,833,652
3000 Employee Benefits	17,674,468	1,335	29,551	17,705,354
4000 Books and Supplies	3,909,188			3,909,188
5000 Services and Operating Expenses	6,722,798			6,722,798
6000 Capital Outlay	75,000			75,000
7000 Other	(129,931)			(129,931)
TOTAL EXPENDITURES	61,743,307	5,835	185,740	61,934,883
OPERATING SURPLUS (DEFICIT)	(708,875)	(5,835)	(185,740)	(900,450)
OTHER SOURCES AND TRANSFERS IN				0
OTHER USES AND TRANSFERS OUT	44,139			44,139
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(753,014)	(5,835)	(185,740)	(944,590)
BEGINNING BALANCE	10,956,097			10,956,097
CURRENT YEAR-ENDING BALANCE	10,203,083	(5,835)	(185,740)	10,011,507
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	85,000			85,000
Restricted (9740)	680,108			680,108
Committed (9750/9760)	0			0
Assigned (9780)	400,000			400,000
Reserve Economic Uncertainties (9789)	1,853,623	175	5,572	1,859,371
Unassigned/Unappropriated (9790)	7,184,352	(6,010)	(191,312)	6,987,029

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

*This supplement is a composite recap of "all" the bargaining agreements shown on the preceding pages.

Revised: 07/2011

Administration:

ANDY 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.

NOTICE OF PUBLIC HEARING

At the regular meeting of November 12, 2020, the Board of Trustees will conduct a public hearing to receive input regarding a Tentative Agreement from the California School Employees Association and its Chapter 240 to the Lakeside Union School District, regarding the Summer Assistance Program for Classified Employees pursuant to Government Code §3547(a) so that negotiations may commence.

The public hearing will be held on November 12, 2020, at the Lakeside Union School District Administrative Center located at 12335 Woodside Avenue, Lakeside, California.

November 5, 2020

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

[PROPOSAL] TENTATIVE AGREEMENT
CSEA PROPOSAL SUMMER ASSISTANCE PROGRAM
BETWEEN THE LAKESIDE UNION SCHOOL (“DISTRICT”)
AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (“CSEA”)
AND ITS CHAPTER NO. 240

The above parties have meet and negotiated the decision, impacts, and effects relating to Education Code 45500 and the Classified School Employee Summer Assistance Program (CSESAP) for 2021-2022.

Classified School Employees Summer Assistance Program

1. The District agrees to participate in the “Classified School Employees Summer Assistance Program,” and extend this salary benefit option to the bargaining unit.
2. Prior to January 1, 2021, the District shall provide notice to all bargaining unit members which shall include the following:
 - a. A description of the Classified School Employee Summer Assistance Program;
 - b. Details about eligibility for the program, including:
 - 1) the bargaining unit member must have been employed with the District for at least one year at the time the bargaining unit member elects to participate;
 - 2) the bargaining unit member is employed by the District in their regular assignment for 11 months or less, out of a 12-month period (excluding any hours worked outside of their regular assignment; and
 - 3) the regular annual pay the bargaining unit member receives directly from the district is \$62,400.00 or less for an entire school year at the time of enrollment.(For the purposes of determining regular annual pay, exclude any pay received by the bargaining unit member during the previous summer recess period. Pay earned by an bargaining unit member with limited employment during the months of June, July or August that is not for the summer session shall not be excluded.)
 - c. All timelines for the program as follows:
 - ✓ By January 1, 2021, the District must notify the bargaining unit members the District has elected to participate in the program for the next school year.
 - ✓ By March 1, 2021, any bargaining unit member who wishes to participate, must notify the District, using a form developed by the California State Department of Education (SDE), that the bargaining unit member wishes to participate in the program for the 2020-2021 school year. The bargaining unit member may elect to have up to 10% of their monthly pay withheld during the school year. The bargaining unit member must specify (1) the amount to be withheld from the monthly paychecks, and (2) whether they wish to have the

withheld amounts paid out during the summer recess period in one or two payments.

- ✓ By April 1, 2021, the District must notify the SDE that it has elected to participate in the program, using a form developed by the SDE. The District must specify (1) the number of bargaining unit members who are participating, and (2) the total estimated amount to be withheld from the bargaining unit member paychecks for the 2021-2022 school year.
 - ✓ By May 1, 2021, the SDE must notify participating Districts in writing of the estimated amount of state match funding that a participating bargaining unit member can expect to receive. If the \$60,000,000 funding is insufficient to provide one dollar for each one dollar that has been withheld from the bargaining unit members' paychecks, the SDE must notify the Districts of the expected prorated amount of state match funds that each classified bargaining unit member could expect to receive.
 - ✓ By June 1, 2021, the Districts must notify the participating bargaining unit members as to the estimated amount of state match funds the bargaining unit member could expect to receive.
 - ✓ After receiving the notification, and no later than 30 days after the start of the school year, the bargaining unit member may (1) withdraw their election to participate in the program, or (2) reduce the amount to be withheld from their paycheck.
 - ✓ The District must then deposit the amounts withheld from participating bargaining unit members' monthly paychecks according to each bargaining unit member's choices, in an account within its general fund known as the Classified School Employee Summer Assistance Program Fund, during the 2021-2022 school year.
 - ✓ If an bargaining unit member separates from employment during the 2021-2022 school year, the bargaining unit member may request any pay withheld from their paycheck pursuant to this program; however, the bargaining unit member is not entitled to receive any state match funds.
 - ✓ On or before July 31, 2022, the participating Districts must request payment from the SDE, on a form developed by the SDE, for the amount of the bargaining unit member pay that has been deposited in the Program Fund.
- d. Provide all forms developed and promulgated by the SDE to bargaining unit members. The District shall distributed SDE complete forms within 5-days of receipt or learning of the forms publication, unless the forms are received/published within 5-days of an bargaining unit member cut-off date, in which instance the forms shall be

sent electronically on the same day it is received/published and mailed via next day service.

- e. Bargaining unit members shall be made aware the money will likely not be paid until after August 31, 2022, after summer recess.
3. No participant in the Classified School Employees Summer Assistance Program is barred from applying for, and if selected, working summer school during the summer in which this benefit is earned.
4. A bargaining unit member may withdraw from *further* participation in the program more than 30-days after the start of the 2021-2022 school year and leave withheld amounts in the program. In such instances, the District agrees to report this contribution to the SDE as if contributions had been made for the duration of the program at a reduced percentage.

Tentatively agreed on _____, 2020.

Dated: _____

By: _____

For CSEA

Dated: _____

By: _____

For CSEA

Dated: _____

By: _____

For Lakeside Union School District

Date Ratified by the Lakeside Union School District's Governing Board: _____

This Agreement is subject to ratification by the District's Governing Board and CSEA's internal process.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

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 October 8, 2020

Special Board Meeting of October 22, 2020

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

☐ Informational

☐ Discussion

☐ Approval

☒ Adoption

☐ Denial

☐ Ratification

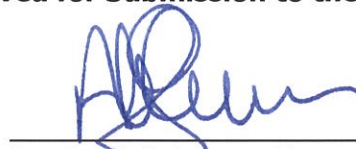
☐ Explanation: [Click here to enter text.](#)

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

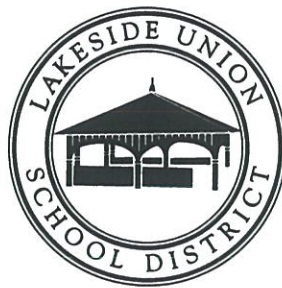
Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Andy Johnsen, Superintendent

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

October 8, 2020

District Administration Center/Zoom

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <p>A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order on Zoom at 5:00 p.m. by Holly Ferrante, President, with the following members present: Bonnie LaChappa, Vice President; Andrew Hayes, Clerk; and Dr. Rhonda Taylor, Member. Member John V. Butz was present by phone. 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.</p> | <p>Call to Order</p> |
| <p>B. There was one request to speak to the Board regarding reopening options.</p> | <p>Public
Comment</p> |
| <p>C. At 5:03 p.m. the Governing Board moved to closed session to discuss the following: 1) Conference with Labor Negotiator, Erin Garcia, regarding the California School Employees' Association, Chapter 240, pursuant to Government Code §54957.6; 2) Conference with Labor Negotiator, Erin Garcia, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6; 3) Public Employee Appointment, Director of Child Nutrition, pursuant to Government Code §54957.</p> | <p>Closed Session</p> |
| <p>D. At 6:00 p.m. the Board reconvened to open session. President Ferrante welcomed guests. She reported on closed session as follows:</p> | <p>Welcome</p> |
| <p style="padding-left: 40px;">A. No action was taken on Conference with Labor Negotiator, Erin Garcia, regarding the California School Employees' Association, Chapter 240, pursuant to Government Code §54957.6.</p> | <p>Closed Session
Report</p> |
| <p style="padding-left: 40px;">B. No action was taken on Conference with Labor Negotiator, Erin Garcia, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6.</p> | |
| <p style="padding-left: 40px;">C. The Board met Amanda Thomas, the new Director of Child Nutrition who replaced Sally Spero, pursuant to Government Code §54957.</p> | |
| <p>The pledge of allegiance was led by students from Lakeside Middle School. Following the pledge, Principal Steve Mull shared a video highlighting the wonderful programs at the school.</p> | <p>Flag Salute</p> |
| <p>E. Superintendent Dr. Andy Johnsen discussed the District's reopening plan, including results from the recent parent/staff surveys. He began by letting everyone know how difficult this has been on everybody. All of our teachers have gone above and beyond, working long hours, planning for in person and asynchronous work. Our teachers are modeling the new safety procedures, while keeping themselves safe. Everybody is very tired. Site administrators are working really hard, rethinking everything they do. Nothing is normal. Parents have felt the strain of school closures, as it's hard to have the kids home for 6 months. Either way, home or in school, things are not normal. Our parents have been immensely supportive, and prepped the kids very well. The Board and I have received many emails and have read every one of them. He is very proud of the Lakeside community and thanked everyone for working together as we reopen in stages.</p> | <p>Dr. Johnsen</p> |

E. PRESENTATIONS (CONTINUED)

Cesar Morales discussed the hiring of the K-5 distance learning strand teachers. The movement of students to distance learning caused shifts in classrooms. Moving forward, we are minimizing student, teacher and classroom disruptions.

Distance
Learning Strand

Todd Owens discussed the cleaning protocols that have been put in place. We are using Waxie's 730 HP disinfectant which has a 1-minute COVID-19 kill time. It's safe to use around kids. They are cleaning the restrooms often with additional custodial support. Our HVAC systems are very old, but we're able to use a MiR-8 filter and will be replaced 6 times per year. He discussed the science behind the Dawn dish soap and its effectiveness.

Cleaning
Protocols

Dr. Natalie Winspear discussed the symptom decision tree. She discussed the extensive procedures we followed when we had one positive case of COVID-19. The Board thanked her for handling this so well.

Symptom
Decision Tree

Cesar Morales discussed the COVID-19 testing for staff. We don't have clear guidance as of yet. The recommendation is to test 100% of staff every 2 months (83 employees per week). There is a testing site in Lakeside and 40 additional sites throughout the County.

COVID-19
Testing

Dr. Johnsen shared the results of the survey that went out to staff and parents. It contained one open-ended question regarding thoughts about transitioning to in-person learning on October 19. There were 651 thoughts on the staff survey and 1,839 thoughts on the parent survey. The survey was very informative.

Survey Results

- F. Clerk Hayes thanked the teachers and classified staff for their hard work and maintenance for the handwashing stations.

Trustee's Reports
and Comments

Member Taylor echoed the same sentiment as Clerk Hayes. She understands how difficult these decisions are and the increased workload.

Vice President LaChappa commented that she reads all the correspondence that she receives. She realizes how difficult these decisions are to please everyone, but everyone is doing a great job. She reiterated that the district does care about the students and the staff very much.

President Ferrante also echoed the previous comments. She appreciates everything everyone is doing.

- G. There were 7 requests to speak to the Board regarding reopening options.

Public Comments

- H.
1. Dr. Natalie Winspear introduced and recognized **Pam Fleming** for receiving the Above and Beyond Award from the California School Nurse Organization – San Diego/Imperial Sector.
 2. Cesar Morales recognized and congratulated **Brian Lamb** (Adapted PE Teacher) on his selection as the District's Teacher of the Year for the 2019-2020 school year.
 3. Cesar Morales recognized and congratulated **Cathy Montgomery** (Child Nutrition, LV) on her selection as the District's Classified Employee of the Year for the 2019-2020 school year.
 4. Cesar Morales introduced new classified employees to the District.

Pam Fleming

Brian Lamb

Cathy
Montgomery

New Staff

H. RECOGNITIONS (CONTINUED)

- | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| 5. | Erin Garcia recognized and thanked <i>Sally Spero</i> , Director of Child Nutrition, for her 8+ years of service to the Lakeside Union School District, and wished her well in retirement. | Sally Spero
Retirement |
| I. | 1. At 6:30 p.m. President Ferrante opened a public hearing to hear comments from the public regarding the availability of textbooks and/or instructional materials for fiscal year 2020-2021. Hearing no comments, the public hearing was closed. | Public Hearing –
Textbook
Availability |
| | 2. <u>It was moved</u> by Clerk Hayes and seconded by Vice President LaChappa to adopt Resolution No. 2021-05, 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. Motion carried unanimously 5:0 (<u>Ayes</u> : Butz, Ferrante, Hayes, LaChappa, Taylor). | Adopt Resolution
No. 2021-05 |
| J. | <u>It was moved by</u> Clerk Hayes and seconded by Member Taylor to designate all Items of Business to the consent agenda with the exception of Items 2.2, 2.3, and 4.5. The motion carried unanimously to designate Items of Business 2.1, 3.1, 4.1, 4.2, 4.3, 4.4, 5.1, 6.1, 7.1, and 7.2 to the consent agenda. | Consent Agenda |
| | 1.1 <u>It was moved by</u> Member Taylor and seconded by Vice President LaChappa to adopt the following items of business: | Items of
Business |
| | 1.2 There was no discussion on items. | Discussion |

SUPERINTENDENT

- | | | |
|-----|----------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2.1 | A motion to adopt the regular board meeting minutes of September 10, 2020 and the special board meeting minutes of September 17, 2020. | Adopt Minutes |
|-----|----------------------------------------------------------------------------------------------------------------------------------------|---------------|

HUMAN RESOURCES

- | | | |
|-----|----------------------------------------------------------------|------------|
| 3.1 | A motion to approve/ratify Personnel Assignment Order 2021-06. | Ratify PAO |
|-----|----------------------------------------------------------------|------------|

BUSINESS SERVICES

- | | | |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| 4.1 | A motion to approve the following monthly financial reports: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures. | Approve
Monthly
Financial Reports |
| 4.2 | A motion to ratify a new three-year successor agreement for the period of July 1, 2019 through June 30, 2022 between the District and the California School Employees Association and its Chapter 240. | Ratify Successor
Agreement with
CSEA |
| 4.3 | A motion to approve the sale of the surplus of school buses #55, 56 and 57, per Board Policy 3270, Sale and Disposal of Books, Equipment and Supplies. These buses are part of Carb Emission & Compliance, and due to the GCVW and age of the motors, they can no longer operate in the state of California. Bus #56 has not run for the past 10 years and has exceeded its life cycle. We purchased one van to offset the loss of one of these buses to meet our current transportation needs. | Approve Sale of
Bus Surplus |

J. BUSINESS SERVICES (CONTINUED)

- 4.4 A motion to approve/ratify the following annual contracts for the 2020-21 school year:
A) Anton's Service, Inc. (Maint); B) Deborah A. Comiskey (LF); C) Eric Hall & Associates, LLC (HR); D) Eye Phone City (Technology); E) Eye Phone City (Technology); F) Fulcrum Management Solutions, Inc. (Survey Tool, Supt); G) Heartland School Solutions (Child Nutrition); H) Illuminate (Addendum, Ed Svcs); I) Leader Services for SMAA (Bus Svcs); J) New Haven Youth and Family (NPS, Special Ed); K) RO Health, Inc. (NPA, Special Ed); L) San Diego County Superintendent of Schools (Broadband, Technology); M) San Diego Fence Company (Maint); N) Sierra School of San Diego (NPS, Special Ed); O) Specialized Therapy Services (NPS, Special Ed); P) Stein Center (NPS, Special Ed); Q) TIEE Children's Workshop (NPS, Special Ed); and R) Wilkinson Hadley King & Co. LLP (Audit Services, Bond).

Approve Annual
Contracts

ED SERVICES

- 5.1 A motion to approve an Agreement for Services of Counseling Consultant with Wellness Together to provide the district with three (3) mental health specialists (each 24 hours per week) to provide Tier II and III mental health supports including classroom lessons, individual and group counseling and crisis intervention services at a cost of \$134,784 (from the Learning Loss Mitigation Fund).

Approve Agrmnt
with Wellness
Together

BOND

- 6.1 A motion to ratify Change Orders #4R1, 5R1, and 24R2, with Caltec Corp, for the Central Kitchen Upgrade project. These have been submitted by the contractor to repair unforeseen site condition and other changes, which have been reviewed by the architect and district staff and are considered necessary, and the prices are considered to be fair and reasonable. The amount of change orders is \$4,281.85.

Ratify Change
Orders with
Caltec

POLICIES/REGULATIONS

- 7.1 A motion to adopt Administrative Regulation 5148: Child Care and Development.
7.2 A motion to adopt Board Policy and Administrative Regulation 6179: Supplemental Instruction.

Adopt AR 5148

Adopt BP/AR
6179

Motion carried unanimously 5:0 (Ayes: Butz, Ferrante, Hayes, LaChappa, Taylor).

- 2.2 It was moved by Clerk Hayes and seconded by Member Taylor to adopt Resolution No. 2020-05, declaring the week of October 26-30, 2020 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. Motion carried unanimously 5:0 (Ayes: Butz, Ferrante, Hayes, LaChappa, Taylor).

Adopt Resolution
No. 2020-05

- 2.3 It was moved by Clerk Hayes and seconded by Member Taylor to continue with the Phase 2 hybrid model, and address this topic again in December. There was much discussion on this topic. Clerk Hayes would like the district to work on the concerns from staff and parents and would like to see some information on academic achievement. He would like to make the best decision possible. Motion carried unanimously 5:0 (Ayes: Butz, Ferrante, Hayes, LaChappa, Taylor).

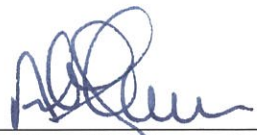
Continue with
Phase 2, Hybrid
Model

J. ITEMS OF BUSINESS (CONTINUED)

4.5 <u>It was moved by</u> Clerk Hayes and seconded by Vice President LaChappa to accept the following donations to the District: A) Eric Johnsen for his time and materials (value, \$510.76) to build backpack hooks at Lakeside Farms for his Eagle Scout project; and B) Donorschoose.org donated to various schools \$15,760.46. Motion carried unanimously 5:0 (<u>Ayes</u> : Butz, Ferrante, Hayes, LaChappa, Taylor).	Accept Gifts to the District
K. Erin Garcia discussed the Enrollment Report for Month 1 ending September 18, 2020. We are currently down 311 students. We now have 90 students in Home Flex. This program has grown significantly.	Enrollment Report
L. 1A. LTA President, Cathy Sprecco, commented that your teachers thank you for choosing to stay in Phase 2. She appreciated the conversation. This has been the biggest challenge of our careers. A huge weight came off our shoulders tonight. We felt heard and that is huge. She believes our Special Education teachers are being asked to serve in unsafe situations and they need to feel the district is listening. She commented that the teacher and parent verdict on Schoology is that it's a mess and needs to be dropped.	LTA President
1B. CSEA Vice President, David Myers, thanked the classified staff for all their hard work in keeping everyone safe. He thanked Jerred Murphy and the ESS staff for getting the ball rolling over the summer. He agrees with Cathy Sprecco that staying in Phase 2 is the smart thing to do.	CSEA President
2A. Erin Garcia, Assistant Superintendent, commented that there is a lot of activity related to large bond projects. We have bids out on the Tierra del Sol gym building; Lindo Park MPR; and the Lakeside Farms site modernization. The technology department has received the last order of iPads and deployed them to the remaining students. Some of our distance learning students chose not to accept a device. We will roll out new attendance procedures this week. The State's intent is to ensure strong academic programs. Our systems are not set up to track attendance the way the State would like. We have spent many hours on the phone with our auditor. Everyone is working hard to learn the new procedures.	Erin Garcia
2B. Dr. Kim Reed, Assistant Superintendent, commented that Ed Services has been very busy too. They have been working on the distance learning strand. She has been working with HR on rosters and rebuilding classes after a significant waitlist. She has been working with her team to revise the report card to reflect the home flex and distance learning programs. They are locating students who aren't participating. We have found that Illuminate and Schoology do not work well together. Teachers have been dabbling, but haven't been able to use it because of the back-end work. It's been quite a challenge. It's been a huge lift for the 4 Ed Services employees. They are also working on reclassification criteria for English learners and will bring it to you in November.	Dr. Kim Reed
2C. Dr. Andy Johnsen, Superintendent, thanked the board for their thoughtful decision tonight. Throughout this entire closure, there are no easy or clean decisions, just trade offs. It was a good decision and it will buy us some time and breathing room. Our staff and parents are heard. Parent concerns are real and valid. He appreciates his partnership with Cathy Sprecco, as they have each other on speed dial these days.	Dr. Andy Johnsen
M. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 8:40 p.m.	Adjournment

Lakeside Union School District
Board of Trustees Regular Meeting
October 8, 2020

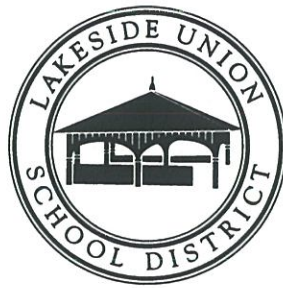
Andrew Hayes
Clerk of the Board



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

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

October 22, 2020

District Administration Center/Zoom


<p>A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:33 p.m. by Holly Ferrante, President, with the following members present: Bonnie LaChappa, Vice President; Andrew Hayes, Clerk; and Dr. Rhonda Taylor, Member. Member John V. Butz was present by Zoom. 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.</p>	<p>Call to Order</p>
<p>The pledge of allegiance was led by President Ferrante.</p>	<p>Flag Salute Public Comments</p>
<p>B. There were 21 requests to speak to the Board regarding reopening options.</p>	
<p>C. The Board listened to all the speakers and discussed at length the options of staying in Phase 2 or moving to Phase 3.</p>	<p>Discussion</p>
<p>D. <u>It was moved by</u> Vice President LaChappa and seconded by Member Taylor to designate all Items of Business to the consent agenda. The motion carried unanimously to designate Items of Business 2.1, 3.1, 3.2 and 3.3 to the consent agenda.</p>	<p>Consent Agenda</p>
<p>1.1 <u>It was moved by</u> Vice President LaChappa and seconded by Member Taylor to adopt the following items of business:</p>	<p>Items of Business</p>
<p>1.2 There was no discussion on items.</p>	<p>Discussion</p>
<p><u>HUMAN RESOURCES</u></p>	
<p>2.1 A motion to adopt Personnel Assignment Order No. 2021-07.</p>	<p>Adopt PAO</p>
<p><u>BOND</u></p>	
<p>3.1 A motion to adopt Resolution No. 2021-07, approving the Lakeside Farms Modernization and Safety Upgrade Project, located at 11915 Lakeside Avenue, Lakeside, CA 92040, and authorizing the Superintendent or designee to file a Notice of Exemption pursuant to CEQA.</p>	<p>Adopt Resolution No. 2021-07</p>
<p>3.2 A motion to award bid Bid No. 2021-02 for an As-Needed Contract for Construction Management Services for the new gymnasium construction project at Tierra del Sol Middle School and other projects as assigned, and authorize staff to enter into a contract with Balfour Beatty Construction for these services, not to exceed \$1,000,000.</p>	<p>Award Bid to Balfour Beatty Construction</p>
<p>3.3 A motion to approve Change Orders #7 through #9 for Asphalt and Concrete Enterprises Inc. (ACE) for the parking lot upgrade project. These change orders will increase the contract amount by \$4,094.99 to \$1,143,648.99.</p>	<p>Approve Change Orders to ACE</p>
<p>Motion carried unanimously 5:0 (<u>Ayes:</u> Butz, Ferrante, Hayes, LaChappa, Taylor).</p>	

- E. It was moved by Clerk Hayes and seconded by Member Taylor to revisit the district's reopening plan at a Special Board Meeting in early November. The motion was amended by Clerk Hayes and seconded by Member Taylor to set the date for November 16, 2020 at 4:30 p.m. Motion carried unanimously 5:0 (Butz, Ferrante, Hayes, LaChappa, Taylor).
- F. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 6:36 p.m.

Set Special
Board Meeting

Adjournment

Andrew Hayes
Clerk of the Board



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

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

Agenda Item:

Date for Organizational Meeting of the Governing Board

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

Per Education Code §35143 and 7200, the annual organizational meeting for 2020 must be held between December 11 and December 25, 2020 inclusive. A recommendation to set Thursday, December 17, 2020 at 6:00 p.m. in the boardroom of the District Administration Center located at 12335 Woodside Avenue in Lakeside, California as the date, time and place of the annual organizational meeting of the Board of Trustees.

Fiscal Impact (Cost):

N/A

Funding Source:

[Click here to enter text.](#)

Recommended Action:

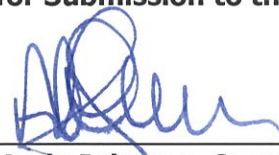
- | | |
|----------------------------------------|---------------------------------------------------------------------------------|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input checked="" type="checkbox"/> Consideration |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

Originating Department/School: Superintendent

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Andy Johnsen, Superintendent

**NOTICE OF DECEMBER 2020
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than **Nov. 25, 2020**, to:

Aaron McCalmont
Email: aaron.mccalmont@sdcoe.net

School/Community College District: Lakeside Union School District

Date of Organizational Meeting: December 17, 2020
(Date between Dec. 11 and Dec. 25 inclusive)

Time of Meeting: 6:00 p.m.

Clerk/Secretary to the Governing Board

11/12/20

Date

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

Agenda Item:

Personnel Assignment Order 2021-08

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:


Cesar Morales, Executive Director HR

Dr. Andy Johnsen, Superintendent

LAKESIDE UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING, November 12, 2020
Personnel Assignment Order – 2021-08

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
Seuferer, Kheyrsten	RSP Teacher/Lakeside Middle School	Class A/Step 1	N/A	\$49,706.00	11/3/2020

B. Temporary Rehires:

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

C. Waiver:

Employee	Assignment/Location	Waiver	Recommendation	Effective Date

D. Unpaid Leave Requests:

Employee	Assignment/Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Assignment/Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Assignment/Location	Class/Step	Reason	Effective Date

G. Two Extra Days due to COVID 19 Distance Learning and School Re-Opening Preparation:

Employee	Assignment/Location	Days	Effective Date
Arnold, Staci	Principal/Lakeview	Two additional days	9/1/2020
Cox, Grace	Principal/Riverview	Two additional days	9/1/2020
Gonzalez, Jaime	Vice Principal/LMS & TDS	Two additional days	9/1/2020
Green, Tessa	Interim Principal/Lindo Park	Two additional days	9/1/2020
Hardiman, Leslie	Principal/Tierra del Sol	Two additional days	9/1/2020
Keiper, Keith	Principal/Lemon Crest	Two additional days	9/1/2020
Mull, Steve	Principal/Lakeside Middle School	Two additional days	9/1/2020
Peterson, Hee Jin	Small School Administrator/WG & EH	Two additional days	9/1/2020
Rosa, Jim	Principal/Lakeside Farms	Two Additional Days	9/1/2020
Winspear, Natalie	Executive Director of Pupil Services	Two additional days	9/1/2020

Classified Staff

H. New Hire:

Employee	Location	Position/Class/Step	Previous Monthly Salary	New Monthly Salary	Effective Date
Arce, Rueben	Transportation	Mechanic/Range 30/Step 7	N/A	\$4,809.00	11/1/2020
Browning, Savannah	Lindo Park	Child Development Assistant/Range 7/ Step 1	N/A	\$565.58	11/1/2020
Harvey, Amber	Lemon Crest	Instructional Assistant III-SPED/Range 14/Step 1	N/A	\$1,996.50	10/12/2020
Kowalski, Brenda	Lindo Park-LEAPP	Instructional Assistant – Preschool	N/A	\$2,965.00	11/1/2020
Martinez-Estrada, Carolina	Lemon Crest	Instructional Assistant III-SPED/Range 14/Step 1	N/A	\$1,996.50	11/1/2020
Smith, Kathy	Lakeside Middle School	Child Development Assistant/Range 7/ Step 4	N/A	\$807.70	11/01/2020

I. Change in Location

Employee	Location	Position/Class/Step	Previous Location	New Monthly Salary	Effective Date
Franke, William	Lindo Park	Instructional Assistant II – SPED/Range 11/Step 2	Lakeside Farms	\$971.15	11/02/2020
Pendleton, Megan	Lakeside Middle School	Instructional Assistant I/Range 9/ Step 2	Lakeview	\$1,176.37	11/3/2020

J. Change of Status/FTE

Employee	Location	Position/Class/Step	Previous FTE	New FTE	Effective Date
Abrego, Noemi	LEAPP	Instructional Assistant II – SPED/Range 11/Step 3	.4750%	0.4937%	10/19/2020
Bailey, Amanda	Tierra Del Sol	Instructional Assistant III- SPED/Range 14/Step 2	.3000%	.4375%	10/12/2020
Calicura, Vickie	Lakeside Farms	Instructional Assistant II- SPED/Range 11/Step 2	.4500%	.7500%	10/11/2020
Frowis, Jessica	LEAPP	Instructional Assistant III - SPED/Range 14/Step 7	.4937%	.6500%	10/5/2020
Linam, Angela	Lakeside Farms	Instructional Assistant II- SPED/Range 11/Step 2	.3000%	.4500%	10/12/2020

K. Unpaid Leave Requests:

Employee	Location	Position	Reason	Recommendation	Effective Date
Bowlus, Chandra	Tierra Del Sol	Instructional Assistant III- SPED	Family	Yes	11/16/2020 – 12/18/2020

L. Resignations:

Employee	Location	Position	Reason	Effective Date
Aboytes, Alberto	Lakeside Middle School	Child Nutrition Assistant I	Resignation	10/7/2020
Burke, Aaron	Tierra Del Sol	Campus Student Supervisor	Moving out of state	11/21/2020
Durning, Miranda	District Office	Director of Finance	Employment outside of the district	12/01/2020
Niemi, Marianne	Transportation	Bus Driver	Retired	12/31/2020
Wheaton, Bonnie	Lakeview	Child Nutrition Assistant I	Resignation	10/17/2020

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.

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Randi Tone Side Letter agreement

Increase in FTE from October 23, 2020 through 6/12/2021

Fiscal Impact (Cost):

Click here to enter text.

Funding Source:

Click here to enter text.

Recommended Action:

☐ **Informational**

☐ **Discussion**

☒ **Approval**

☐ **Denial**

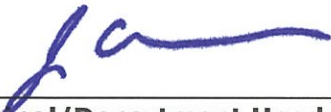
☐ **Ratification**

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

Originating Department/School: Human Resources

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Andy Johnsen, Ed.D, Superintendent

This form must be typed written and have all signatures before it will be placed on the agenda. All agenda item requests must be submitted for approval 10 days prior to the board meeting.

Board Meeting Date

Agenda Submittal Deadline

**SIDE LETTER OF AGREEMENT BETWEEN
THE LAKESIDE UNION SCHOOL DISTRICT ("DISTRICT")
AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
AND ITS LAKESIDE CHAPTER 240 ("CSEA")**

TEMPORARY CHANGE IN CLASSIFIED POSITION
October 2020

This Side Letter of Agreement is entered by and between the Lakeside Union School District (hereinafter, "District"), the California School Employees Association and its Lakeside Chapter #240 (hereinafter, "CSEA"), and classified employee Randi Tone ("Social Service Coordinator"), (collectively, the "Parties") Regarding a Temporary Increase in Work Hours of One (1) Social Service Coordinator Position for the 2020-2021 School Year Only. The Parties agree to all of the following:

1. The District currently employs Randi Tone, as a .625 Full Time Equivalent ("FTE") Social Service Coordinator in a five (5) hours per day position (twenty-five (25) hours per week).
2. Effective upon execution of this Agreement by both parties, the District will temporarily increase this Social Service Coordinator position to 8.0 hours per day (1.0 FTE) for the remainder of 2020-2021 school year only.
3. This Social Service Coordinator position shall revert back to a five (5) hours per day position effective July 1, 2021.
4. The modification of the number of hours of this one Social Service Coordinator position from five (5) hours per day position to eight (8) hours per day is a temporary increase only, and is a one-time modification of the number of hours per day of this one Social Service Coordinator position, and shall not result in the right or entitlement of any unit member in the position of Social Service Coordinator to continue working such increased modified work hours beyond the 2020-2021 school year, or to work such modified increased work hours during the next or any succeeding school year.
5. This Side Letter of Agreement shall not be interpreted or considered in any way as establishing any precedent or practice on the part of the District, or any obligation on the part of the District to implement increased work hours for the Social Service Coordinator position or any other position during any similar period in any succeeding school year.
6. Neither the fact of this Agreement nor its contents, in whole or in part, shall be used or admitted as evidence by either party of any District or CSEA practice regarding its terms, or as evidence that either party has committed an unfair labor practice or violated any collective bargaining agreement or any other law or regulation by entering into this Agreement. Any such claim shall be dismissed with prejudice by any forum in which it is brought.
7. The contents of this Agreement represent the sole and only agreement of the Parties as to all issues related to its contents, and neither Party has relied upon any representations by the other which are not set forth in this Agreement.

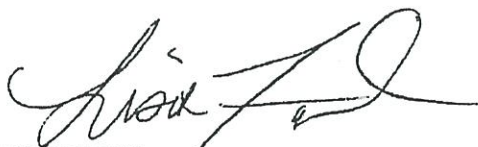
[CONTINUES TO SECOND PAGE]

8. This Agreement is subject to CSEA's internal process and ratification by the District's governing Board.



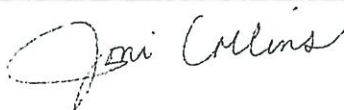
Randi Tone, Classified Employee
Social Service Coordinator

Dated: 10.13.2020



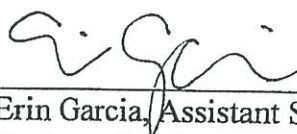
Lisa Ford, President, CSEA

Dated: 10/12/2020



Joni Collins, Labor Representative, CSEA

Dated: 10/12/2020



Erin Garcia, Assistant Superintendent
Business Services

Dated: 10-9-2020

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: NOVEMBER 12, 2020

Agenda Item:

COMMERCIAL WARRANT LISTING SHEET – for the period 10/01/2020-10/31/2020

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):

\$1,158,838.41

Funding Source:

General, Child Development, Cafeteria, Bond, & 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
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14713545	ASPHALT & CONCRETE ENTERPRISES, INC.	10/1/2020	INVOICE NO. 20-1273 - INSTALL	0100	1,500.00
14713546	BEST VALUE GLASS	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	48.49
14713547	CALIFORNIA ENVIRONMENTAL SOLUTIONS, INC	10/1/2020	ANNUAL OPACITY TESTING FOR TYP	0100	1,300.00
14713549	CINTAS CORPORATION	10/1/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	1,176.49
14713550	CLARK SECURITY PRODUCTS	10/1/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	53.74
14713552	DIALCOM SYSTEMS GROUP, INC.	10/1/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	308.75
14713553	EAST PENN MFG CO	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	325.25
14713554	MORSCO SUPPLY, LLC	10/1/2020	2020-21 BLANKET FOR HAND WASHI	0100	411.47
14713555	ERIN GARCIA	10/1/2020	GAR 2021-0008	0100	2,507.62
14713556	JOHNSTONE SUPPLY	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	75.63
14713557	KIRK'S RADIATOR	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	653.03
14713560	OFFICE DEPOT, INC.	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	172.49
14713561	PAYTON'S TRUE VALUE HARDWARE	10/1/2020	2020-21 BLANKET FOR HAND WASHI	0100	811.10
14713562	RAYNE OF SAN DIEGO	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	32.00
14713563	RUSSELL PLUMBING & SUPPLIES, INC.	10/1/2020	HYDRO JETT & CAMERA DO MAIN LI	0100	864.00
14713564	SO CA AIR CONDITIONING SUPPLY	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	168.35
14713566	TARGET RIVER	10/1/2020	V2021-011 BLANKET FOR SEPTEMBE	0100	4,372.50
14714737	AMAZON CAPITAL SERVICES, INC.	10/5/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	5,877.41
14714738	APPLE INC.	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	527.25
14714739	CINTAS CORPORATION	10/5/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	168.07
14714740	COPY CORRAL	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	3,423.86
14714741	DANNIS WOLIVER KELLEY	10/5/2020	V2021-005 BLANKET FOR FISCAL Y	0100	4,257.00
14714743	OFFICE DEPOT, INC.	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	200.14
14714745	PPG ARCHITECTURAL FINISHES INC	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	316.90
14714747	ROCHESTER 100, INC.	10/5/2020	90041-K METALLIC BLUE	0100	405.00
14714748	SHRED IT	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	501.12
14714749	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	603.35
14714751	WAXIE SANITARY SUPPLY	10/5/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	3,568.29
14715657	SAVVAS LEARNING COMPANY LLC	10/8/2020	HISTORY SOCIAL SCIENCE 2006 S	0100	27,965.82
14715658	ACSA	10/8/2020	ERIN GARCIA, ACSA MEMBERSHIP 2	0100	1,525.00
14715659	AMAZON CAPITAL SERVICES, INC.	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,136.98
14715661	APPLE INC.	10/8/2020	10.2 INCH IPAD WIFI 32 GB SPAC	0100	167,817.50
14715662	COSTCO MEMBERSHIP	10/8/2020	MEMBERSHIP RENEWAL NOVEMBER 1,	0100	60.00
14715664	EL EDUCATION	10/8/2020	PROFESSIONAL DEVELOPMENT SERVI	0100	36,750.00
14715668	GRAINGER	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	740.49
14715669	HELIX WATER DISTRICT	10/8/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	2,075.92
14715672	NWEA	10/8/2020	INVOICE NO. 42414 MAP GROWTH K	0100	48,600.00

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14715673	OFFICE DEPOT, INC.	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,303.71
14715674	PECK'S HEAVY FRICTION INC	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	171.32
14715675	ROCHESTER 100, INC.	10/8/2020	90059-K (ORANGE) PARENT COMMUN	0100	877.50
14715676	SCHOOL NURSE SUPPLY INC	10/8/2020	3M COBAN SELF-ADHERENT WRAP -	0100	260.52
14715677	SCHOOL HEALTH CORP.	10/8/2020	1007625ARM & HAMMER BAKING SO	0100	272.70
14715679	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	4,792.00
14715680	STARFALL EDUCATION	10/8/2020	MORE-S SCHOOL MEMBERSHIP	0100	270.00
14715681	TEKK INTERNATIONAL, INC.	10/8/2020	DMR DIGITAL DUAL BAND RADIO, L	0100	1,590.00
14715683	WAXIE SANITARY SUPPLY	10/8/2020	CHANGE ORDER TO INCREASE (COVI	0100	14,227.27
14715684	WESS TRANSPORTATION SERVICES	10/8/2020		0100	477.22
14716957	TARN ALFSON	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716958	AMAZON CAPITAL SERVICES, INC.	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	2,561.66
14716959	ASELTINE SCHOOL	10/12/2020	V2021-025 NON PUBLIC SCHOOL -	0100	13,735.26
14716960	AT&T	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	2,470.89
14716961	A-Z BUS SALES	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	117.86
14716963	GABRIELLE BOJORQUEZ (WEINBERG)	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716964	MARY ELIZABETH BROTHERS	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716965	ARIANNA CASAS-LARA	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716966	CINTAS CORPORATION	10/12/2020	CHANGE ORDER TO INCREASE (COVI	0100	468.40
14716967	CPI	10/12/2020	CPI - PARTICIPANT WORKBOOKS PW	0100	2,370.50
14716969	CURRIER & HUDSON	10/12/2020	V2021-017 BLANKET FOR FISCAL Y	0100	14,449.50
14716970	NICOLE CURTIS	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716971	DIALCOM SYSTEMS GROUP, INC.	10/12/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	1,201.33
14716972	DION & SONS, INC.	10/12/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	2,530.61
14716973	BUSINESS PRINTING CO. INC.	10/12/2020	FORM; DISTRICT NURSE ASSESSMEN	0100	214.49
14716974	MORSCO SUPPLY, LLC	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	23.96
14716975	HD SUPPLY FACILITIES MAINT	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,563.73
14716976	ROSALBA HERRERA	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716977	HAILEY HESS	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716978	DAYNAH HOOPER-ROBLEDO	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716979	ANNA MARIE LOPEZ	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716980	LOWE'S	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,647.98
14716981	DIANNA LUU	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716982	CASEY MCNELLEN	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716983	MONICA MELLO	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716986	GINA NUNEZ	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716987	OFFICE DEPOT, INC.	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	129.12

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14716988	EMILY OKERLUND	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716989	BONNIE PARKER	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716991	DELANEY PENDLETON	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716992	KELLI PLAISTED	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716993	AYMARA AHUMADA RUIZ	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716994	S&H UNIFORM BUSINESS APPAREL & FOOTWEAR	10/12/2020	PAMASK - BLACK - WASHALBLE REU	0100	19,741.75
14716995	SAN DIEGO GAS & ELECTRIC	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	111,729.36
14716996	MELODY SATHER	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716998	LYNDSEY STRAIT (CLARK)	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14716999	JESSICA STROMAN	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14717000	YUAN TAYGON	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14717001	KELSEY THOMAS	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14717002	ISHUAN WU	10/12/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14718054	A&B SAW & LAWNMOWER SHOP	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	335.57
14718055	AGRICULTURAL PEST CONTROL	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	730.00
14718056	ALLIED REFRIGERATION INC	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,167.41
14718057	ROCK AND BLOCK HARDSCAPE SUPPLY	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	162.92
14718058	A-Z BUS SALES	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	115.62
14718059	BLACKBOARD INC.	10/15/2020	V2021-010 - INVOICE 1353570 FO	0100	10,033.50
14718061	BRAIN POP	10/15/2020	QUOTE NO. US519182863R SCHOOL	0100	2,950.00
14718062	CAR STICKERS INC.	10/15/2020	SOCIAL DISTANCING STICKERS	0100	1,375.00
14718065	CINTAS CORPORATION	10/15/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	636.47
14718067	CALIFORNIA SCHOOL INSPECTIONS, LLC	10/15/2020	INVOICE NO. 2020-680 FOR ANNUA	0100	3,600.00
14718068	EDCO DISPOSAL CORPORATION	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	3,861.60
14718069	EL EDUCATION	10/15/2020	WHAT MATTERS MOST EL EDUCATION	0100	600.00
14718070	EWING IRRIGATION PRODUCTS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	47.52
14718071	MORSCO SUPPLY, LLC	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,148.45
14718072	FAIN DRILLING & PUMP CO., INC	10/15/2020	LABOR & EQUIP TO REPAIR TDS WE	0100	4,406.89
14718073	GRAINGER	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	454.83
14718075	HOUGHTON MIFFLIN HARCOURT	10/15/2020	REAL BOOKS A	0100	2,139.58
14718077	IMPERIAL SPRINKLER SUPPLY, INC.	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	214.03
14718078	INSTITUTE FOR EFFECTIVE EDUCATION	10/15/2020	V2021-043 BLANKET FOR FISCAL Y	0100	13,308.96
14718079	JOHNSTONE SUPPLY	10/15/2020	CHANGE ORDER TO INCREASE	0100	905.55
14718080	JUPITER ED, INC.	10/15/2020	JUPITER IO FOR 2020-21 750 ST	0100	1,957.50
14718081	LAKESIDE WATER DISTRICT	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	5,477.58
14718082	LAZEL	10/15/2020	RAZ KIDS	0100	1,037.40
14718083	LEADER SERVICES	10/15/2020	V2021-037 BLANKET FOR FISCAL Y	0100	500.13

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14718084	LYNN'S LOCKSMITH SERVICE	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	45.20
14718085	McGRAW-HILL SCHOOL EDUCATION HOLDINGS	10/15/2020	CORRECTIVE READING DECODING LE	0100	2,973.44
14718086	NWEA	10/15/2020	MAP GROWTH SCIENCE (ADD ON)	0100	250.00
14718087	OFFICE DEPOT, INC.	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	387.71
14718088	DAVIS CONSULTING CORPORATION	10/15/2020	V2019-110 - YEAR 2 OF 2 YEAR C	0100	1,550.00
14718089	ORENDA EDUCATION	10/15/2020	ORENDA CONTRACT # V2021-001	0100	16,520.86
14718091	NCS PEARSON, INC	10/15/2020	WIAT-III ENHANCED RESPONSE BOO	0100	445.44
14718093	PITNEY BOWES INC.	10/15/2020	LEASING CHARGES FOR FOLDING MA	0100	640.73
14718094	PETER J PORTILLA	10/15/2020	TC508V - 146 174 MHZ 5 WATT 16	0100	1,131.38
14718095	RAYNE OF SAN DIEGO	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	29.00
14718096	SCHOLASTIC INC	10/15/2020	INVOICE NO. M6992245 - DIGITAL	0100	1,265.53
14718097	SAN DIEGO FENCE COMPANY	10/15/2020	V2021-035 - 6' FENCE & GATE IN	0100	19,851.00
14718098	STEIN EDUCATION CENTER	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	13,101.62
14718099	SIERRA ACADEMY OF SAN DIEGO	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	4,920.75
14718100	SOUTHWEST MOBILE STORAGE, INC.	10/15/2020	QUOTE NO. 4114 FOR (9) SMS-A-4	0100	38,770.61
14718101	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	352.35
14718102	SPARKLETTS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	181.70
14718103	SPECIALIZED THERAPY SERVICES	10/15/2020	V2021-041 BLANKET FOR FISCAL Y	0100	1,722.81
14718104	SYCAMORE LANDFILL	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	67.50
14718105	THE PRINT BUTTON	10/15/2020	ORDER NO. 9160 FOR ENGLISH LAN	0100	39.01
14718106	TRANE U.S.INC	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	635.57
14718107	US AIR CONDITIONING DISTRIB.	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	215.35
14718108	VERIZON WIRELESS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	1,826.99
14718109	WAXIE SANITARY SUPPLY	10/15/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	177.79
14719333	CELEBRATE LIFE	10/19/2020	INVOICE NO. 1203 FOR 5X7 WALNU	0100	103.20
14719334	CIT FINANCE LLC	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	382.53
14719335	COPY CORRAL	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	321.96
14719336	EXPLORE LEARNING LLC	10/19/2020	GIZMOS TEACHER LICENSE	0100	3,275.00
14719337	ERIN GARCIA	10/19/2020		0100	2,201.29
14719338	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	656.49
14719339	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	10/19/2020	BLANKET FOR 2020-21 FISCAL YEA	0100	1,559.42
14719340	LAZEL	10/19/2020	COMPLETE COLLECTION	0100	5,535.60
14719341	LEADER SERVICES	10/19/2020	V2021-037 BLANKET FOR FISCAL Y	0100	476.47
14719342	McGRAW-HILL SCHOOL EDUCATION HOLDINGS	10/19/2020	EVERYDAY MATH CLASSROOM MANIPU	0100	22,762.53
14719343	MISSION FEDERAL CREDIT UNION	10/19/2020	PCARDS	0100	17,902.38
14719344	MONTROY SUPPLY COMPANY	10/19/2020	NEWX2324A ULTRABOARD BARRIER M	0100	51,854.69
14719345	MRC	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	543.50

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14719346	NICK RAIL MUSIC INC	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	577.59
14719347	OFFICE DEPOT, INC.	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	656.20
14719348	PRO-ED	10/19/2020	DAYC-2: SOCIAL-EMOTIONAL DOMAI	0100	48.28
14719349	PETER J PORTILLA	10/19/2020	UHF RADIO KIT 16 CHANNELS INCL	0100	5,516.80
14719350	RAYNE OF SAN DIEGO	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	32.00
14719351	RIVERSIDE ASSESSMENTS, LLC	10/19/2020	WOODCOCK-JOHNSON IV ORAL LANGU	0100	913.15
14719352	SPOT Kids Therapy, Inc.	10/19/2020	SLP	0100	43,293.00
14719353	CA DEPT OF TAX AND FEE ADMINISTRATION	10/19/2020	QTRLY T/R - 3Q2020	0100	385.78
14719354	TURNAROUND SCHOOLS	10/19/2020	I2019-53 - INVOICE NO. 13916 -	0100	5,105.95
14719356	U.S. BANK EQUIPMENT FINANCE	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	70.24
14719357	WELLS FARGO VENDOR FINANCIAL SERVICES	10/19/2020	2020-21 BLANKET FOR FISCAL YEA	0100	5,399.93
14719358	XEROX CORPORATION	10/19/2020	BLANKET FOR FISCAL YEAR 2020-	0100	2,431.12
14720246	VERLET MONTANO	10/22/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14720247	MONICA QUINTAS GRIES	10/22/2020	TEACHER INDUCTION 2020-21	0100	1,000.00
14722461	AMAZON CAPITAL SERVICES, INC.	10/29/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	34,830.41
14722463	DTSC	10/29/2020	INVOICE FOR DTSC FEES	0100	3,022.50
14722466	McGRAW-HILL SCHOOL EDUCATION HOLDINGS	10/29/2020	EVERYDAY MATH CLASSROOM MANIPU	0100	6,754.43
14722467	PAYTON'S TRUE VALUE HARDWARE	10/29/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	927.84
14722468	RAYNE OF SAN DIEGO	10/29/2020	BLANKET FOR FISCAL YEAR 2020-2	0100	32.00
14722469	SCHOLASTIC INC	10/29/2020	SCHOLASTIC NEWS 25	0100	190.86
14722470	THERAPY TRAVELERS, LLC.	10/29/2020		0100	1,005.00
GENERAL				0100 Total	929,536.64
14713544	AMAZON CAPITAL SERVICES, INC.	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	78.61
14713555	ERIN GARCIA	10/1/2020	GAR 2021-0008	1200	798.64
14716960	AT&T	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	26.09
14716972	DION & SONS, INC.	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	81.32
14716995	SAN DIEGO GAS & ELECTRIC	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	1,525.02
14718068	EDCO DISPOSAL CORPORATION	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	103.27
14718102	SPARKLETTES	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	1200	25.01
14719337	ERIN GARCIA	10/19/2020		1200	1,210.76
14719339	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	10/19/2020	UNDERPYMT FOR SEPT	1200	0.30
14719343	MISSION FEDERAL CREDIT UNION	10/19/2020	PCARDS	1200	2,628.22
14719353	CA DEPT OF TAX AND FEE ADMINISTRATION	10/19/2020	QTRLY T/R - 3Q2020	1200	0.03
14719358	XEROX CORPORATION	10/19/2020	W7845PT/SN MX4-764507 - ESS BL	1200	267.43
CHILD DEVELOPMENT				1200 Total	6,744.70
14713548	CALIFORNIA DEPT OF EDUCATION	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	1,311.00
14713551	CULLIGAN	10/1/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	47.56

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14713555	ERIN GARCIA	10/1/2020	GAR 2021-0008	1300	662.02
14713557	KIRK'S RADIATOR	10/1/2020	134A REFRIDGERANT - PARTS	1300	1,499.18
14713558	dba HEARTLAND SCHOOL SOLUTIONS	10/1/2020	HEARTLAND MOSAIC CLOUD FOH	1300	7,489.00
14713559	NU HEALTH CALIFORNIA LLC	10/1/2020	INVOICE NO. 2878 - MANDARIN OR	1300	2,334.72
14713561	PAYTON'S TRUE VALUE HARDWARE	10/1/2020	EXTENSION CORD	1300	17.85
14714742	GOLD STAR FOODS INC	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	8,190.47
14714744	P&R PAPER SUPPLY COMPANY, INC.	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	2,196.55
14714746	PRO-EDGE KNIFE	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	60.00
14714750	SYSCO FOODS SERVICES	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	1,893.21
14714752	WEBB'S RV SUPPLY	10/5/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	16.04
14715660	AMERICAN PRODUCE DISTRIBUTORS	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	4,840.56
14715665	GALASSO'S BAKERY	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	842.85
14715666	GARCIA'S PUEBLA MERCADO	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	495.00
14715670	HOLLANDIA DAIRY	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	5,411.86
14715678	SMART & FINAL	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	72.42
14715682	TEMPERATURE DESIGN REFRIGERATION	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	124.00
14716956	4IMPRINT	10/12/2020	REFRESH TUMBLERS	1300	341.35
14716960	AT&T	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	12.78
14716968	CULLIGAN	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	51.31
14716972	DION & SONS, INC.	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	187.02
14716990	PAYTON'S TRUE VALUE HARDWARE	10/12/2020	NUTS, BOLTS 2	1300	6.03
14718064	CHEMSEARCH	10/15/2020	V2021-019 - INVOICE 270264WATE	1300	440.43
14718076	TAKKT AMERICA HOLDING INC	10/15/2020	INVOICE NO. 179164 FOR MICROWA	1300	1,221.89
14718090	PAYTON'S TRUE VALUE HARDWARE	10/15/2020	XTREME TIES	1300	28.20
14718105	THE PRINT BUTTON	10/15/2020	ORDER CONFIRMATION NO. 9202	1300	43.98
14718108	VERIZON WIRELESS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	50.66
14719343	MISSION FEDERAL CREDIT UNION	10/19/2020	PCARDS	1300	956.53
14719353	CA DEPT OF TAX AND FEE ADMINISTRATION	10/19/2020	QTRLY T/R - 3Q2020	1300	110.97
14719358	XEROX CORPORATION	10/19/2020	BLANKET FOR FISCAL YEAR 2020-2	1300	28.52
14722467	PAYTON'S TRUE VALUE HARDWARE	10/29/2020	4X16 DRILL BIT	1300	13.99
CAFETERIA				1300 Total	40,997.95
14713543	ALPHA STUDIO DESIGN GROUP	10/1/2020	BLANKET FOR 2019-20 - LEMON CR	2139	29,556.25
14715671	NINYO & MOORE	10/8/2020	INVOICE NO. 242235 LEMON CREST	2139	5,286.50
14716962	BLUE COAST CONSULTING	10/12/2020	INSPECTION SERVICES PROPOSAL F	2139	840.00
14716985	NINYO & MOORE	10/12/2020	EXTRACTION, % ASPHALT WITH GRA	2139	3,425.50
14718074	ERIC HALL & ASSOCIATES, LLC	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	2139	6,600.00
14719343	MISSION FEDERAL CREDIT UNION	10/19/2020	PCARDS	2139	845.55

BOARD WARRANT REPORT
10/01/2020-10/31/2020

Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Fund	Charged to Fund
14720244	CONSTRUCTION TESTING & ENGINEERING, INC.	10/22/2020	PERCOLATION TESTING	2139	14,400.00
14720245	DAILY JOURNAL CORPORATION	10/22/2020	BILLING DATE: 09/30/2020 CUST	2139	57.20
14722460	ALPHA STUDIO DESIGN GROUP	10/29/2020	BLANKET FOR 2019-20 LAKESIDE F	2139	82,916.23
14722462	COLBI TECHNOLOGIES, INC.	10/29/2020	INVOICE NO. 6145 ANNUAL SERVIC	2139	1,572.50
BOND				2139 Total	145,499.73
14715667	GOLDEN OFFICE TRAILERS, INC.	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	2519	770.41
CAPITAL FACILITES				2519 Total	770.41
14713565	SPECIALIZED THERAPY SERVICES	10/1/2020	SPECIALIZED THERAPY SVCS.	6200	3,708.13
14716955	DOCUMENT TRACKING SERVICES	10/12/2020	DOC. TRACKING SVCS.	6200	395.00
14718053	SAVVAS LEARNING COMPANY LLC	10/15/2020	ENVISION MATHEMATICS 2021 TEAC	6200	6,002.66
14719332	APPLE INC.	10/19/2020	APPLE INC.	6200	12,584.88
14719355	U.S. BANK CORPORATE PYMT SYS	10/19/2020		6200	3,556.60
14722464	IPROMOTEU.COM INC.	10/29/2020	IPROMOTEU	6200	1,686.91
BARONA CHARTER				6200 Total	27,934.18
14715663	EDMENTUM	10/8/2020	SCIENCE LIBRARY-PROGRAM LICENS	6201	825.00
14715679	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/8/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	329.88
14715685	YOUNG, MINNEY & CORR LLP	10/8/2020	PROFESSIONAL SERVICES	6201	182.00
14716960	AT&T	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	72.93
14716984	MRC	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	59.94
14716995	SAN DIEGO GAS & ELECTRIC	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	2,634.27
14716997	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/12/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	62.85
14718060	BLICK ART MATERIALS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	56.80
14718063	CDW GOVERNMENT, INC.	10/15/2020	CHANGE ORDER TO INCREASE	6201	238.51
14718066	COX COMMUNICATIONS	10/15/2020	BLANKET FOR 2020-21 FISCAL YEA	6201	235.00
14718068	EDCO DISPOSAL CORPORATION	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	196.44
14718092	PITNEY BOWES INC.	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	110.74
14718101	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	60.34
14718102	SPARKLETTS	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	60.91
14718110	XEROX CORPORATION	10/15/2020	BLANKET FOR FISCAL YEAR 2020-2	6201	1,290.91
14719353	CA DEPT OF TAX AND FEE ADMINISTRATION	10/19/2020	QTRLY T/R - 3Q2020	6201	0.22
14722465	LYNN'S LOCKSMITH SERVICE	10/29/2020	ADV 301 IQ CT-CT US15 INTERCON	6201	938.06
RIVER VALLEY CHARTER				6201 Total	7,354.80
Grand Total					1,158,838.41

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

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):

\$12,537.91

Funding Source:

GENERAL FUND, DONATION ACCOUNTS, ETC.

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.

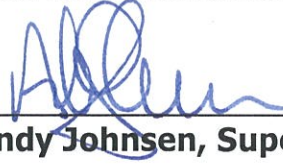
Originating Department/School: Business Services

Submitted/Recommended By:
Board:



Erin Garcia, Assistant Superintendent

Approved for Submission to the Governing



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



Lakeside Union School District
Revolving Cash Register
October 2020

Date	Num	Name	Memo/Description	Amount
10/05/2020	38955	Valerie Wengeler	Refund Of Roman Gamboa's Preschool Fees.	-60.00
10/05/2020	38956	Lacey Browning	Voided - June & August 2020 Payroll Check - Was Not Received Via The Mail.	0.00
10/07/2020	38957	Kiteemi Buettgenbach	5 Gallon Sanitizing Buckets For Toys.	-15.00
10/07/2020	38958	Diane Cullen	Office Depot - School Supplies, Glue Stick, Pens.	-15.94
10/07/2020	38959	PJ Chilchrist	Target - Folders And Pencils.	-41.45
10/07/2020	38960	Lea Ann Jones	Payton's & Lowes - Water Keys, Hand Washing Supplies.	-260.64
10/07/2020	38961	Brad Lappin	Home Depot - Antibacterial Liquid Soap.	-12.15
10/07/2020	38962	Alana Miller	Binder Pouches, Dawn Ultra Soap, Stickers, Board Books, Lakeshore Paper Trays, Lakeshore Storage Boxes.	-61.88
10/07/2020	38963	Georgina Perez	Notebooks, Prong Folders, Sheet Protectors, Name Badges, Pencil Boxes, Crayons, Bins, Sharpie Markers.	-144.70
10/07/2020	38964	Monique Rappleyea	Costco & TPT - Binders, PE Components Of Fitness Series10 & Distance Learning From Virtual Gym.	-118.23
10/07/2020	38965	Carolina Reyes Moreno	Walmart - Mask Tape, Quad Comp Books, Filler Paper, Notebooks, Index Cards, Bonus Erasers.	-96.85
10/07/2020	38966	Karen Saake	Office Depot - (2) White-Out, (1) Bag Paper Clips, (1) Copy Paper.	-51.49
10/08/2020	38967	Lacey Petrille	Voided - June & August 2020 Payroll Check - Was Not Received Via The Mail.	0.00
10/08/2020	38968	Lacey Petrille	June & August 2020 Payroll Check - Was Not Received Via The Mail.	-1,576.49
10/08/2020	38969	Kasey Haynes	Walmart - Paper Folder, Filler Paper, Pencil Pouch, Binder, Prong Folder, Book Bin.	-67.76
10/08/2020	38970	Hilary Jones	IEE Reimbursement For #19006465	-858.00
10/08/2020	38971	Jennifer Martignetti	Pens, Markers, Colored Pencils, Storage Boxes, Highlighters, Calculators, Folders, Borders.	-170.89
10/08/2020	38972	Nichole Paukovits	Costco - Speaker for APE (Pathfinder).	-107.74
10/14/2020	38973	Tara Hunsberger	Refund Of Haper Hunsberger's ESS Fees.	-450.00
10/21/2020	38974	Jerred Murphy	Costco - Flashlights, Sanus Mount, Micro Pop, Paper Plates, Bowls, Pancake Mix, Syrup, Hot Dogs, Tape, Batteries.	-831.65
10/21/2020	38975	Ramona Yakes	The Library Store - Multi-Fit Adjustable Book Jacket Cover 12"X300 ft. 2-Mil Roll, Pre-cut Book Jacket Attaching Tabs 500/pkg. Receipt #6004264	-96.10
10/22/2020	38976	Tam Emery Alfson	September 2020 Payroll - Warrant #13298626 Was Cancelled. It Was Sent To The Incorrect Address.	-4,157.80
10/22/2020	38977	Apollionia Tate	Refund Of Malachi Thompson & Madyson Tate's School Bus Fees.	-143.64
10/23/2020	38978	County Clerk of San Diego	Lakeside Farms Elementary Modernization and Safety Upgrade Project, Located At 11915 Lakeside Avenue, Lakeside, CA 92040.	-50.00
10/28/2020	38979	Kamran Azimzadeh	Refund For August - October Spouses Medical Benefits.	-2,136.33
10/28/2020	38980	Priscilla Barcellos	Staples - Page Protectors.	-79.38
10/28/2020	38981	Suzanne Bass	Fluency and Fitness	-99.00
10/28/2020	38982	Michael Bishop	Student Curriculum, Teaching Supplies, Ink, Word Search.	-40.98
10/28/2020	38983	Jason Justeson	The Bandmans Company - Flute Bags & French Horn Bell Covers, Alan's Music Books, Class Supplies, Buckets, Masking Tape, Cello String, Instrument Players Mask.	-459.05
10/28/2020	38984	Madonna Kessel	Enhanced Visibility Multi-Pocket Mesh Vest Pink.	-28.61
10/28/2020	38985	Kim Klinko	STEAM Conference - Inv #STEM20-10052020-1142-1203	-85.00
10/28/2020	38986	Linda Lorn	Office Depot - Basic Office Supplies - Kleenex, Sharpener, Dry Erase, Cleaner Board, Binder Clips.	-195.15
10/28/2020	38987	Kerry Strong	(24) Bins For ClassroomTextbooks - Folders For Each Student.	-26.01
				-\$ 12,537.91

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Ratification of Purchase Orders and Change Orders Listing (October 1, 2020 to October 31, 2020)

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 for the period of October 1, 2020 through October 31, 2020 is attached.

Fiscal Impact (Cost):

\$357,020.96

Funding Source:

General Fund Total: \$327,646.37, Pre-School Fund Total: N/A, Food Services Fund Total: \$14,634.89, Bond Fund Total: \$14,739.70

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 

OCTOBER 2020 PURCHASE ORDERS

PO No.	PO Date	Supplier	PO Ref	Fund	Site/Dept	Total
0000006461	10/1/2020	PRO-ED	SCORING FORMS - SPED	0100	SPED	\$ 48.28
0000006462	10/1/2020	WPS	TEST FORMS & MANUALS - PSYCH	0100	PSYCH	\$ 3,875.93
0000006463	10/1/2020	CALIFORNIA SCHOOL INSPECTIONS, LLC	INSPECTION SERVICES - MAINT	0100	MAINT	\$ 3,600.00
0000006464	10/1/2020	SCHOLASTIC INC	CLASS MAGAZINES - LF	0100	LF	\$ 205.65
0000006465	10/1/2020	RADIO WORKS USA, INC.	TWO WAY RADIOS - LF	0100	LF	\$ 1,131.38
0000006466	10/1/2020	LEARNING A-Z	SOFTWARE RENEWAL - LF	0100	LF	\$ 1,037.40
0000006467	10/1/2020	ANTON'S SERVICE INC.	V2021-04 TREE REMOVAL TDS-MNT	0100	MAINT	\$ 15,000.00
0000006468	10/5/2020	COSTCO MEMBERSHIP	MEMBERSHIP RENEWAL - BUS SVCS	0100	BUS SVCS	\$ 60.00
0000006469	10/6/2020	SAN DIEGO FENCE COMPANY	V2021-035 FENCING AT LMS - MNT	0100	MAINT	\$ 19,851.00
0000006470	10/6/2020	SLP NOW, LLC	MEMBERSHIP FOR 13 STAFF-SPED	0100	SPED	\$ 2,589.60
0000006471	10/6/2020	EVERYDAY SPEECH LLC	THERAPY SUBSCRIPTION - SPED	0100	SPED	\$ 3,119.87
0000006479	10/7/2020	NCS PEARSON, INC	CURRICULUM - SPED	0100	SPED	\$ 10,249.50
0000006480	10/7/2020	DIESEL PRINT CO	SIGNS FOR COVID- LV	0100	LV	\$ 490.26
0000006483	10/7/2020	MISSION JANITORIAL & ABRASIVE SUPPLIES	GLOVES - HEALTH SVCS	0100	HEALTH	\$ 1,572.50
0000006484	10/7/2020	JUPITER ED, INC.	SOFTWARE - TDS	0100	TDS	\$ 1,957.50
0000006485	10/8/2020	HOUGHTON MIFFLIN HARCOURT	CURRICULUM - ED SVCS	0100	ED SVCS	\$ 266.09
0000006486	10/8/2020	LEARNING A-Z	SOFTWARE - ED SVCS	0100	ED SVCS	\$ 5,535.60
0000006487	10/8/2020	THE PRINT BUTTON	EL FOLDERS - ED SVCS	0100	ED SVCS	\$ 39.01
0000006488	10/8/2020	TURNAROUND SCHOOLS	I2019-53 PD CONSULTANT - ED SV	0100	ED SVCS	\$ 5,105.95
0000006489	10/9/2020	BLACKBOARD INC.	V2021-010 MASS MESSAGING-SUPT	0100	SUPT	\$ 10,033.50
0000006490	10/9/2020	FULCRUM MANAGEMENT SOLUTIONS INC.	V2021-047 SURVEY PROGRAM-SUPT	0100	SUPT	\$ 12,000.00
0000006491	10/9/2020	RUSSELL SIGLER, INC.	2 A/C UNITS - MAINT	0100	MAINT	\$ 16,979.25
0000006492	10/9/2020	CURRICULUM ASSOCIATES, INC.	RECORDING BOOKS - SPED	0100	SPED	\$ 55.01
0000006493	10/9/2020	SUPER DUPER PUBLICATIONS	RESPONSE FORMS - SPED	0100	SPED	\$ 88.36
0000006494	10/9/2020	NEARPOD INC.	SOFTWARE - RV	0100	RV	\$ 4,000.00
0000006497	10/9/2020	DATEL SYSTEMS INCORPORATED	SOFTWARE LICENSE - TECH	0100	TECH	\$ 14,625.00
0000006498	10/9/2020	DATEL SYSTEMS INCORPORATED	SMARTNET - TECH	0100	TECH	\$ 17,759.00
0000006499	10/9/2020	SOUTHWEST SCHOOL & OFFICE SUPPLY	DISPOSABLE MASKS - BUS SVCS	0100	BUS SVCS	\$ 3,326.25
0000006500	10/9/2020	LEADER SERVICES	2020-21 BLANKET (BOP) - SPED	0100	SPED	\$ 15,000.00
0000006501	10/12/2020	PITNEY BOWES INC.	FOLDING MACHINE PYMT - SUPT	0100	SUPT	\$ 640.73
0000006502	10/13/2020	LEXIA LEARNING SYSTEMS LLC	SOFTWARE RENEWAL - WG	0100	WG	\$ 4,500.00
0000006503	10/14/2020	CELEBRATE LIFE	TEACHER OF THE YEAR AWARD-SUPT	0100	SUPT	\$ 103.44
0000006504	10/14/2020	STANDARD ELECTRONICS	V2021-031 FIRE ALARM SVCS-MNT	0100	MAINT	\$ 9,800.00
0000006505	10/14/2020	NWEA	MAP GROWTH - LV	0100	LV	\$ 1,485.00
0000006506	10/15/2020	MONTROY SUPPLY COMPANY	TRI FOLD BARRIERS - SPED	0100	SPED	\$ 1,659.35
0000006507	10/15/2020	WELLS FARGO VENDOR FIN SERVICES	LEASE 3 COPIERS - LMS	0100	LMS	\$ 3,865.14
0000006508	10/15/2020	WELLS FARGO VENDOR FIN SERVICES	COPIER LEASE - RV	0100	RV	\$ 1,317.69
0000006510	10/16/2020	SALT SOFTWARE, LLC	EBOOKS - SPED	0100	SPED	\$ 302.80
0000006511	10/16/2020	RIVERSIDE ASSESSMENTS, LLC	RECORDING FORMS - SPED	0100	SPED	\$ 618.61
0000006512	10/16/2020	COMPANION CORPORATION	ALEXANDRIA RENEWAL - ED SVCS	0100	ED SVCS	\$ 7,312.00
0000006513	10/16/2020	NCS PEARSON, INC	RECORDING/TESTING FORMS - SPED	0100	SPED	\$ 3,115.05
0000006514	10/16/2020	DEBORAH ANN COMISKEY	I2021-006 SAGE GARDEN - LF	0100	LF	\$ 15,000.00
0000006515	10/16/2020	NWEA	MAP GROWTH - LF	0100	LF	\$ 1,282.50
0000006516	10/19/2020	WELLS FARGO VENDOR FIN SERVICES	2020-21 LEASE 2 COPIERS - LC	0100	LC	\$ 3,174.84

OCTOBER 2020 PURCHASE ORDERS

PO No.	PO Date	Supplier	PO Ref	Fund	Site/Dept	Total
0000006517	10/19/2020	SHRED IT	2020-21 BLANKET - LC	0100	LC	\$ 1,000.00
0000006519	10/19/2020	COSTCO MEMBERSHIP	ADDITIONAL MEMBERSHIP - BUS SV	0100	BUS SVCS	\$ 60.00
0000006522	10/20/2020	AALRR	LEADERSHIP WEBINAR - LV	0100	LV	\$ 99.00
0000006523	10/20/2020	DAVE BANG ASSOCIATES INC OF CA	10 PICNIC TABLES - TDS	0100	TDS	\$ 8,964.80
0000006526	10/21/2020	SAN DIEGO COUNTY VECTOR	VECTOR DISEASE CONTROL - MAINT	0100	MAINT	\$ 209.68
0000006528	10/21/2020	RIVERSIDE ASSESSMENTS, LLC	TESTING/RECORDING FORMS - SPED	0100	SPED	\$ 329.21
0000006529	10/21/2020	MCGRRAW-HILL	READING - SPED	0100	SPED	\$ 1,676.95
0000006530	10/21/2020	ACADEMIC THERAPY PUBLICATIONS, INC	SPANISH AUDITORY BOOKS-PSYCH	0100	PSYCH	\$ 176.63
0000006532	10/22/2020	LISTEN INNOVATION INC	PODCAST SUBSCRIPTION - TDS	0100	TDS	\$ 3,300.00
0000006533	10/22/2020	NCS PEARSON, INC	FORMS - SPED	0100	SPED	\$ 300.93
0000006534	10/22/2020	ONE STONE APPAREL INC	PE CLOTHES - LMS	0100	LMS	\$ 487.18
0000006535	10/22/2020	RENAISSANCE LEARNING, INC	READING SOFTWARE - RV	0100	RV	\$ 2,445.10
0000006536	10/22/2020	THE PRINT BUTTON	FEDERAL SURVEY CARDS - BUS SVC	0100	BUS SVCS	\$ 747.23
0000006537	10/23/2020	NCS PEARSON, INC	FORMS - SPED	0100	SPED	\$ 1,325.94
0000006538	10/23/2020	MCGRRAW-HILL	CURRICULUM SOFTWARE - ED SVCS	0100	ED SVCS	\$ 5,619.62
0000006539	10/27/2020	GOPHER SPORT	2020-21 BLANKET - LC	0100	LC	\$ 2,000.00
0000006540	10/28/2020	SCHOLASTIC INC	SPANISH DIGITAL - TDS	0100	TDS	\$ 372.50
0000006541	10/28/2020	BOB TURNER'S CRANE SERVICE INC	CRANE SERVICE HVAC AT LF- MNT	0100	MAINT	\$ 813.20
0000006542	10/28/2020	SCHOLASTIC CLASSROOM MAGAZINES	SCHOLASTIC NEWS MAGS - LC	0100	LC	\$ 740.31
0000006543	10/28/2020	BRAIN POP	SOFTWARE - LC	0100	LC	\$ 2,195.00
0000006544	10/28/2020	DATEL SYSTEMS INCORPORATED	SECURITY CAMERAS/ACCESS - TECH	0100	TECH	\$ 4,413.02
0000006545	10/28/2020	ALLIANCE FOR AFRICAN	INTERPRETING SERVICES - LP	0100	LP	\$ 70.00
0000006546	10/28/2020	DATEL SYSTEMS INCORPORATED	2 LAPTOPS AND DOCKS-BUS SVCS	0100	BUS SVCS	\$ 4,673.43
0000006547	10/29/2020	CASBO	CASBO TRAININGS - BUS SVCS	0100	BUS SVCS	\$ 825.00
0000006548	10/29/2020	NO TEARS LEARNING INC.	CURRICULUM - LP	0100	LP	\$ 94.50
0000006550	10/30/2020	TACEY LLC	SOCIAL DISTANCE STICKERS-FS	0100	FS	\$ 826.78
0000006551	10/30/2020	4IMPRINT, INC.	GROCERY TOTES - FS	0100	FS	\$ 1,340.01
0000006552	10/30/2020	RADIO WORKS USA, INC.	TWO WAY RADIOS, EARPIECES-LV	0100	LV	\$ 11,604.68
0000006553	10/30/2020	WOODWIND & BRASSWIND, INC	MUSIC ITEMS - LP	0100	LP	\$ 227.62
						\$ 280,717.36
0000006472	10/6/2020	THE PRINT BUTTON	BUSINESS CARDS - FS	1300	FS	\$ 43.98
0000006474	10/6/2020	4IMPRINT, INC.	TUMBLERS - FS	1300	FS	\$ 341.34
0000006475	10/6/2020	PAYTON'S TRUE VALUE HARDWARE	NUTS & BOLTS - FS	1300	FS	\$ 28.20
0000006476	10/6/2020	TAKKT AMERICA HOLDING INC	MICROWAVE OVEN - FS	1300	FS	\$ 1,221.89
0000006477	10/7/2020	PAYTON'S TRUE VALUE HARDWARE	NUTS & BOLTS - FS	1300	FS	\$ 6.04
0000006478	10/7/2020	TACEY LLC	SOCIAL DISTANCE STICKERS - FS	1300	FS	\$ 826.78
0000006481	10/7/2020	CHEMSEARCH	V2021-019 WATER TREATMENT - FS	1300	FS	\$ 440.43
0000006520	10/20/2020	PAYTON'S TRUE VALUE HARDWARE	FOAM TAPE, DRILL BIT - FS	1300	FS	\$ 13.99
0000006521	10/20/2020	4IMPRINT, INC.	GROCERY TOTES - FS	1300	FS	\$ 1,388.50
0000006549	10/30/2020	BAK-RE-PAIR, INC.	KITCHEN APPLIANCE REPAIRS-FS	1300	FS	\$ 323.74
						\$ 4,634.89
0000006509	10/16/2020	DAILY JOURNAL CORPORATION	ADVERTISING - BOND	2139	BOND	\$ 57.20

OCTOBER 2020 PURCHASE ORDERS

PO No.	PO Date	Supplier	PO Ref	Fund	Site/Dept	Total
0000006524	10/21/2020	COLBI TECHNOLOGIES, INC.	ANNUAL SERVICE FEE - BOND	2139	BOND	\$ 1,572.50
0000006527	10/21/2020	CALIFORNIA GEOLOGICAL SURVEY - DOC	GEOLOGICAL SURVEY - BOND	2139	BOND	\$ 3,600.00
0000006531	10/21/2020	CALIFORNIA GEOLOGICAL SURVEY - DOC	GEOLOGICAL SURVEYS - BOND	2139	BOND	\$ 3,600.00
						\$ 8,829.70

CHANGE ORDER AMOUNT INFORMATION

0000006003	10/6/2020	AMAZON	2020-21 BLANKET	0100	MAINT/TRANS	\$ 5,752.87
0000006053	10/1/2020	GRAINGER	2020-21 BLANKET	0100	MAINT	\$ 1,000.00
0000006066	10/27/2020	AMAZON	2020-21 BLANKET	0100	RV	\$ 6,753.53
0000006067	10/27/2020	WAXIE	2020-21 BLANKET	0100	MAINT	\$ 14,145.36
0000006196	10/28/2020	AMAZON	2020-21 BLANKET	0100	LF	\$ 2,792.99
0000006206	10/21/2020	SOUTHWEST SCHOOL & OFFICE SUPPLY	2020-21 BLANKET	0100	SPED	\$ 1,000.00
0000006233	10/27/2020	AMAZON	2020-21 BLANKET	0100	LV	\$ 9,259.44
0000006271	10/27/2020	AMAZON	2020-21 BLANKET	0100	WG	\$ 3,724.82
0000006344	10/12/2020	JOHNSTONE SUPPLY	2020-21 BLANKET	0100	MAINT	\$ 1,000.00
0000006454	10/30/2020	A-Z BUS SALES	2020-21 BLANKET	0100	TRANS	\$ 1,500.00
						\$ 46,929.01
0000006149	10/27/2020	SYSCO	2020-21 BLANKET	1300	FS	\$ 10,000.00
						\$ 10,000.00
0000006460	10/5/2020	NINYO & MOORE	2020-21 BLANKET	2139	BOND	\$ 5,910.00
						\$ 5,910.00

TOTAL PURCHASE ORDERS	\$ 294,181.95
TOTAL CHANGE ORDERS	\$ 62,839.01
TOTAL PO'S AND C/O'S	\$ 357,020.96

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Ratification of P Card expenditure transactions for the month of September 2020.

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 September 2020.

Fiscal Impact (Cost):

\$22,332.68

Funding Source:

General Fund Total: \$18,018.38, Child Development Fund Total: \$ 2,512.22, Food Service Fund Total: \$956.53, Bond Fund Total: \$845.55

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 

SEPTEMBER 2020 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
ARNOLD,STACI	09/21/2020	\$ 301.01	BULKOFFICESUPPLY	0100 3220000 1110 1000 4300000 368 150	SUPPLIES FOR STUDENTS FOR IN-PERSON INSTRUCTION
	09/21/2020	\$ 520.10	LONESTAR BADGE AND SIG	0100 3220000 1110 1000 4300000 368 150	LANYARDS FOR STUDENTS MASKS
	09/14/2020	\$ 355.53	AMZN MKTP US*MU8377DNO	0100 3220000 1110 1000 4300000 368 150	SIDEWALK CURB SIGNS FOR PARENT/STUDENT IN-PERSON PROTOCOLS
	09/06/2020	\$ 56.25	THE HOME DEPOT #1848	0100 3220000 1110 1000 4300000 368 150	GARDEN FENCING FOR OUR REST & RECOVERY ROOM
		\$ 1,232.89		0100 3220000 1110 1000 4300000 368 150	
BEISIGL,BRIAN	09/23/2020	\$ 99.46	THE HOME DEPOT 1848	0100 0000000 0000 7200 4300000 189 730	BLACK TRASH BAGS/RATCHETING CRIMPER
		\$ 99.46		0100 0000000 0000 7200 4300000 189 730	
BEISIGL,BRIAN	09/22/2020	\$ 852.17	ZOOM.US 888-799-9666	0100 3220000 1110 1000 5800000 189 670	ZOOM ADDITONAL LICENSES
		\$ 852.17		0100 3220000 1110 1000 5800000 189 670	
BEISIGL,BRIAN	09/03/2020	\$ 521.12	AMAZON WEB SERVICES	0100 0000000 0000 7700 5800000 189 730	AMAZON MONTHLY CLOUD STORAGE
		\$ 521.12		0100 0000000 0000 7700 5800000 189 730	
BOWMAN,ROBYN	09/03/2020	\$ 363.00	COMMUNITY CARE LICENSI	1200-6105000-0001-1000-5800092-376-205	ANNUAL LICENSE FOR STATE PRESCHOOL
		\$ 363.00		1200-6105000-0001-1000-5800092-376-205	
BOWMAN,ROBYN	09/28/2020	\$ 80.12	SAMSClub.COM	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES INCLUDING SNACKS, CLEANING SUPPLIES, PAPER PRODUCTS, ETC
	09/25/2020	\$ 112.83	SAMSClub #6235	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES INCLUDING SNACKS, CLEANING SUPPLIES, PAPER PRODUCTS, ETC
	09/22/2020	\$ 64.45	SAMSClub.COM	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES INCLUDING SNACKS, CLEANING SUPPLIES, PAPER PRODUCTS, ETC
	09/20/2020	\$ 41.10	S&S WORLDWIDE, INC.	1200-6105000-0001-1000-4300000-376-205	SQUEEZE BOTTLES, COLOR ME BANNER AND FLAG PROJECTS
	09/11/2020	\$ 26.18	WAL-MART #2253	1200-6105000-0001-1000-4300000-376-205	CLEANING AND DISINFECTING SUPPLIES
	09/04/2020	\$ 82.14	SAMS CLUB #6235	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES INCLUDING SNACKS, CLEANING SUPPLIES, PAPER PRODUCTS, ETC
	09/03/2020	\$ 145.20	SCHOLASTIC, INC.	1200-6105000-0001-1000-4300000-376-205	MY BIG WORLD PROGRAM FOR CLASSES
	09/03/2020	\$ 145.20	SCHOLASTIC, INC.	1200-6105000-0001-1000-4300000-376-205	MY BIG WORLD PROGRAM FOR CLASSES
		\$ 697.22		1200-6105000-0001-1000-4300000-376-205	
BOWMAN,ROBYN	09/03/2020	\$ 1,452.00	COMMUNITY CARE LICENSI	1200-9010260-8500-5000-5800092-082-205	ANNUAL LICENSE FOR PRESCHOOL
		\$ 1,452.00		1200-9010260-8500-5000-5800092-082-205	
COX,GRACE	09/20/2020	\$ 538.75	DIESEL PRINT CO., LLC	0100 3220000 1110 1000 5800000 384 190	25 CUSTOM TEACHER SIGNS - 2ND - 5TH GRADE
		\$ 538.75		0100 3220000 1110 1000 5800000 384 190	
DEROSIER,LISA A	09/08/2020	\$ 502.75	INDEED	0100 0000000 0000 7200 5800000 189 650	HR JOB POSTINGS
	09/06/2020	\$ 500.46	INDEED	0100 0000000 0000 7200 5800000 189 650	HR JOB POSTINGS
	09/03/2020	\$ 210.00	INDEED	0100 0000000 0000 7200 5800000 189 650	HR JOB POSTINGS
		\$ 1,213.21		0100 0000000 0000 7200 5800000 189 650	
DEROSIER,LISA A	09/01/2020	\$ 856.66	ACSA.ORG	0100 0000000 0000 7200 5200010 189 610	ACSA PERSONNEL ACADEMY FOR C MORALES
		\$ 856.66		0100 0000000 0000 7200 5200010 189 610	
DEROSIER,LISA A	09/11/2020	\$ 98.00	ZOOM.US 888-799-9666	0100 3220000 1110 1000 5800000 189 670	ZOOM WEBINAR FOR MONTH
		\$ 98.00		0100 3220000 1110 1000 5800000 189 670	
DEROSIER,LISA A	09/15/2020	\$ (52.68)	WWW.VISTAPRINT.COM	0100 0000000 0000 7200 4300000 189 610	CANCELLED POLO SHIRT ORDER
	09/15/2020	\$ (52.70)	WWW.VISTAPRINT.COM	0100 0000000 0000 7200 4300000 189 610	CANCELLED POLO SHIRT ORDER
	09/15/2020	\$ 105.38	WWW.VISTAPRINT.COM	0100 0000000 0000 7200 4300000 189 610	POLO SHIRT
		\$ -		0100 0000000 0000 7200 4300000 189 610	
GARCIA,ERIN	09/03/2020	\$ 298.52	ZOOM.US	0100 3220000 1110 1000 5800000 189 670	ZOOM ANNUAL: 500 PARTICIPANTS TO APRIL 1, 2021
	09/02/2020	\$ 50.00	ZOOM.US	0100 3220000 1110 1000 5800000 189 670	ZOOM MONTHLY SUBSCRIPTION 500 PARTICIPANTS
		\$ 348.52		0100 3220000 1110 1000 5800000 189 670	
GARCIA,ERIN	09/29/2020	\$ 9.99	MICROSOFT*STORE	0100 0000000 0000 7200 5800000 189 670	HD MOVIE MAKER FOR ATTENDANCE PROCEDURES
		\$ 9.99		0100 0000000 0000 7200 5800000 189 670	
GARCIA,ERIN	09/18/2020	\$ 3,042.07	IN *PPE HERO LLC	0100 3220000 1110 1000 4300000 189 670	75 ADULT HUMANITY SHIELDS
		\$ 3,042.07		0100 3220000 1110 1000 4300000 189 670	
GARCIA,ERIN	09/18/2020	\$ 240.00	SCHOOL SERVICES OF CAL	0100 0000000 0000 7200 5200010 189 670	GOVERNORS BUDGET WORKSHOP E.G.
		\$ 240.00		0100 0000000 0000 7200 5200010 189 670	
GARCIA,ERIN	09/06/2020	\$ 1,078.30	SWIVL BY SATARII	0100 3220000 1110 1000 4400010 189 730	SWIVL ROBOTS FOR INSTRUCTION WITH IPADS
		\$ 1,078.30		0100 3220000 1110 1000 4400010 189 730	
GREEN,TESSA	09/21/2020	\$ 55.03	THE HOME DEPOT #1848	0100 3220000 1110 1000 4300000 376 170	SIDEWALK PAINT FOR PLAYGROUND GAMES
	09/16/2020	\$ 29.56	WAL-MART #2253	0100 3220000 1110 1000 4300000 376 170	SPRIAL NOTE BOOKS FOR HYBIRD LEARNING

SEPTEMBER 2020 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
	09/09/2020	\$ 18.86	WAL-MART #1917	0100 3220000 1110 1000 4300000 376 170	NOTEBOOKS FOR HYBRID LEARNING
	09/09/2020	\$ 99.60	WAL-MART #2253	0100 3220000 1110 1000 4300000 376 170	SPRIAL NOTEBOOKS FOR HYBRID LEARNING
		\$ 203.05		0100 3220000 1110 1000 4300000 376 170	
HARDIMAN,LESLIE	09/06/2020	\$ 175.00	SCRIPPS SPELLING BEE	0100 1100000 1110 1000 5800076 047 270	SPELLING BEE REGISTRATION
		\$ 175.00		0100 1100000 1110 1000 5800076 047 270	
HARDIMAN,LESLIE	09/14/2020	\$ 445.24	NATIONAL SCHOOL FORMS	0100 3220000 1110 1000 4300000 047 270	MASK LANYARDS-COVID
	09/10/2020	\$ (184.17)	DISCOUNTMUGS.COM	0100 3220000 1110 1000 4300000 047 270	CREDIT
	09/10/2020	\$ 1,227.81	DISCOUNTMUGS.COM	0100 3220000 1110 1000 4300000 047 270	750 DRAWSTRING BAGS WITH LOGO
	09/02/2020	\$ 16.26	DOLLAR TREE	0100 3220000 1110 1000 4300000 047 270	SCHOOL SUPPLIES-COVID
		\$ 1,505.14		0100 3220000 1110 1000 4300000 047 270	
HARDIMAN,LESLIE	09/21/2020	\$ 21.49	THE HOME DEPOT #0659	0100 1100000 1110 1000 4300000 047 270	SPRAYERS FOR PE
	09/14/2020	\$ 96.96	AMZN MKTP US*MU1RP36F0	0100 1100000 1110 1000 4300000 047 270	DOCU-CAMERA FOR ART
	09/11/2020	\$ 14.99	AMZN MKTP US*MU1N237D2	0100 3220000 1110 1000 4300000 047 270	DOCUCAMERA INSURANCE PROTECTION
		\$ 133.44		0100 3220000 1110 1000 4300000 047 270	
JOHNSEN, ANDREW	9/16/20	\$ 55.37	VISTAPRINT	0100 0000000 0000 7200 5800000 189 610	POLO SHIRT WITH DISTRICT LOGO FOR A. JOHNSEN
		\$ 55.37		0100 0000000 0000 7200 5800000 189 610	
JOHNSEN, ANDREW	9/20/20	\$ 237.40	MARYS DONUTS	0100 0000000 0000 7200 4300000 189 610	22 DOZEN DONUTS FOR FIRST DAY OF SCHOOL
	9/25/20	\$ 12.99	APPLE.COM	0100 0000000 0000 7200 4300000 189 610	AUDIO BOOK "HOW TO CHANGE THINGS WHEN CHANGE IS HARD"
		\$ 250.39		0100 0000000 0000 7200 4300000 189 610	
KEIPER, KEITH	9/20/20	\$ 592.63	DIESEL PRINT CO., LLC	0100 3220000 1110 1000 5800000 092 230	YARD SIGNS WITH DIRECTION ARROWS FOR CAMPUS DUE TO COVID
		\$ 592.63		0100 3220000 1110 1000 5800000 092 230	
MORALES,JULIO C	09/24/2020	\$ 259.00	ASS CAL SCH ADMIN	0100 0000000 0000 7200 5200010 189 650	REGISTRATION VIRTUAL TRAINING ACSA PERSONNEL FOR CESAR MORALES 9/29/20
		\$ 259.00		0100 0000000 0000 7200 5200010 189 650	
MORALES,JULIO C	09/23/2020	\$ 60.78	SP * SHOPACSA	0100 0000000 0000 7200 4300000 189 650	DIGEST OF CALIFORNIA LAWS CLASSIFIED/CERTIFICATED
		\$ 60.78		0100 0000000 0000 7200 4300000 189 650	
MULL,STEVE	09/30/2020	\$ 309.45	DOLLAR TREE, INC.	0100 3220000 1110 1000 4300000 350 250	DISTANCE LEARNING ART SUPPLIES
		\$ 309.45		0100 3220000 1110 1000 4300000 350 250	
MULL,STEVE	09/24/2020	\$ 60.00	QUIZZ INC	0100 1100000 1110 1000 5800092 350 250	MATH QUIZ PROGRAM
	09/24/2020	\$ 60.00	QUIZZ INC	0100 1100000 1110 1000 5800092 350 250	MATH QUIZ PROGRAM
		\$ 120.00		0100 1100000 1110 1000 5800092 350 250	
MULL,STEVE	09/11/2020	\$ 170.85	PAYPAL *IDENTAKID	0100 1100000 1110 1000 4300000 350 250	TARDY PASS REFILL
		\$ 170.85		0100 1100000 1110 1000 4300000 350 250	
MULL,STEVE	09/09/2020	\$ 552.06	ANDY MARK INC	0100 1100500 1110 1000 4300000 350 250	ROBOTICS KITS
		\$ 552.06		0100 1100500 1110 1000 4300000 350 250	
MULL,STEVE	09/07/2020	\$ 296.32	PITSCO INC	0100 1100500 1110 1000 5800076 350 250	ROBOTICS COMPETITION REGISTRATION FEE
		\$ 296.32		0100 1100500 1110 1000 5800076 350 250	
MURPHY,JERRED C	09/02/2020	\$ 110.00	WAL-MART #2253	1200-9010200-8500-5000-4300000-781-205	SNACK SUPPLIES, PUSH PINS, BINDER CLIPS, RANCH DRESSING, ETC
		\$ 110.00		1200-9010200-8500-5000-4300000-781-205	
MURPHY,JERRED C	09/24/2020	\$ 6.00	FIVE STAR EXPRESS CAR	1200-9010200-8500-5000-4300000-781-205	CAR WASH OF PROGRAM VEHICLE
		\$ 6.00		1200-9010200-8500-5000-4300000-781-205	
OWENS,TODD	09/15/2020	\$ 14.50	EREPLACEMENTPARTS.COM	0100 8150000 0000 8100 4300000 189 710	PART TO REPAIR DEWALT DRILL
		\$ 14.50		0100 8150000 0000 8100 4300000 189 710	
OWENS,TODD	09/10/2020	\$ 47.49	RITE AID STORE - 5632	0100 3220000 0000 8100 4300000 189 710	ALCOHOL PADS TO CLEAN THERMOMETERS FOR COVID COMPLIANCE
	09/10/2020	\$ 7.25	WALGREENS #11990	0100 3220000 0000 8100 4300000 189 710	ALCOHOL PADS TO CLEAN THERMOMETERS FOR COVID COMPLIANCE
	09/06/2020	\$ 1,548.37	TRACTOR SUPPLY #2010	0100 3220000 0000 8100 4300000 189 710	300 POSTS AT 4.79 EACH FOR FENCING OFF ALL SITE PLAYGROUNDS FOR COVID
		\$ 1,603.11		0100 3220000 0000 8100 4300000 189 710	
OWENS,TODD	09/01/2020	\$ (776.83)	TREBOR SHORING RENTALS	0100 8150000 0000 8100 5600000 189 710	CREDIT FOR SHORING FOR MAIN LINE REPAIR @ DO
		\$ (776.83)		0100 8150000 0000 8100 5600000 189 710	
PETERSON,HEE-JIN	09/22/2020	\$ 344.80	DIESEL PRINT CO., LLC	0100 3220000 1110 1000 4300000 392 210	WG TEACHER SIGNS FOR STUDENT PICK UP CIRCLE DUE TO COVID
	09/21/2020	\$ 76.58	TARGET.COM *	0100 3220000 1110 1000 4300000 392 210	SUPPLIES NEEDED FOR LUNCH STAFF DUE TO COVID

SEPTEMBER 2020 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
		\$ 421.38		0100 3220000 1110 1000 4300000 392 210	
PETERSON,HEE-JIN	09/11/2020	\$ 98.27	TARGET.COM *	0100 3220000 1110 1000 4300000 335 130	SUPPLIES NEEDED FOR EH TK STUDENTS NOT TO SHARE DUE TO COVID
		\$ 98.27		0100 3220000 1110 1000 4300000 335 130	
REED,KIM	09/02/2020	\$ 52.80	APPLE.COM/US	0100 0000000 0000 7200 4300000 189 630	THUNDERBOLT ADAPTER FOR CONNECTION OF LAPTOP TO MONITOR
		\$ 52.80		0100 0000000 0000 7200 4300000 189 630	
ROSA,JIM	09/28/2020	\$ 578.65	GOPHER SPORT	0100 3220000 1110 1000 4300000 343 110	BALL RACK & WHEELS TO STORE AND DRY PLAYBALLS FROM COVID CLEANING
		\$ 578.65		0100 3220000 1110 1000 4300000 343 110	
SINATRA,CHRISTINE	09/20/2020	\$ 50.00	AWL*PEARSON EDUCATION	0100 0000000 0000 3120 4300000 189 440	Q-GLOBAL SCORING/TESTING REPORTS
	09/18/2020	\$ 600.00	AWL*PEARSON EDUCATION	0100 0000000 0000 3120 4300000 189 440	Q-GLOBAL SCORING/TESTING REPORTS
		\$ 650.00		0100 0000000 0000 3120 4300000 189 440	
SINATRA,CHRISTINE	09/27/2020	\$ 80.00	AWL*PEARSON EDUCATION	0100 6500000 5760 1120 4300000 189 640	Q-GLOBAL ONLINE SCORING/TESTING FOR RSP
		\$ 80.00		0100 6500000 5760 1120 4300000 189 640	
SINATRA,CHRISTINE	09/24/2020	\$ 185.88	CHILDREN'S FACTORY	0100 6500000 5730 1110 4300000 189 640	BYE BYE BUGGY REPLACEMENT SEATBELTS
		\$ 185.88		0100 6500000 5730 1110 4300000 189 640	
SPERO,SARAH	09/20/2020	\$ 136.40	RESTAURANT DEPOT	1300 5310000 0000 3700 4700000 189 770	FOOD
	09/10/2020	\$ 51.99	RESTAURANT DEPOT	1300 5310000 0000 3700 4700000 189 770	FOOD
	09/06/2020	\$ 468.59	LESAFFRE YEAST CORPORA	1300 5310000 0000 3700 4700000 189 770	FOOD
		\$ 656.98		1300 5310000 0000 3700 4700000 189 770	
SPERO,SARAH	09/02/2020	\$ 845.55	EZ HAUL/KM TRUCK CENTE	2139 9010750 0000 8500 6200076 018 670	REFRIGERATED TRUCK RENTAL - SEE AIMEE FOR CHARTSTRING PAID OUT OF BOND.
		\$ 845.55		2139 9010750 0000 8500 6200076 018 670	
SPERO,SARAH	09/15/2020	\$ 299.55	INTERNATIONAL E-Z UP,	1300 3220000 0000 3700 4300000 189 770	TWO EZ UPS FOR OUTDOOR SERVING DUE TO COVID
		\$ 299.55		1300 3220000 0000 3700 4300000 189 770	
WINSPEAR,NATALIE	09/18/2020	\$ 180.00	AWL*PEARSON EDUCATION	0100 6500000 5760 1120 4300000 189 640	Q-INTERACTIVE ONLINE SCORING/TESTING REPORTS
		\$ 180.00		0100 6500000 5760 1120 4300000 189 640	
		\$ 22,332.68			

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: Nov. 12, 2020

Agenda Item:

Adoption of Resolution 2021-08, to adopt the findings contained in the Annual and Five-Year Developer Fee Report for Fiscal Year 2019-20.

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

Pursuant to Government Code Sections 66006 (b) and 66001 (d) the District is required to prepare an Annual and Five-Year Report of the developer fees collected for residential and commercial development projects within 180 days of the end of the fiscal year, which must be reviewed by the Board of Education at a regularly scheduled public meeting.

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: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member:



RESOLUTION NO. 2021-08

**A RESOLUTION OF THE BOARD OF EDUCATION OF
THE LAKESIDE UNION SCHOOL DISTRICT ADOPTING
THE FINDINGS CONTAINED IN THE ANNUAL AND
FIVE-YEAR DEVELOPER FEE REPORT FOR FISCAL
YEAR 2019-20**

WHEREAS, pursuant to its authority under Education Code Section 17620 and Government Code Section 65995, the Board of Education has previously adopted and imposed statutory school fees for the 2019-20 fiscal year on residential, commercial, and industrial development (“Developer Fees”) to mitigate the impact of new development on the Lakeside Union School District (“District”); and

WHEREAS, the District has deposited all Developer Fees that it has received in a separate non-commingled capital facilities fund (“Capital Facilities Fund”) established for such a purpose, pursuant to Government Code Section 66006(a) and (b); and

WHEREAS, the District has made available to the public within one hundred and eighty (180) days of the end of the 2019-20 fiscal year the Annual and Five-Year Developer Fee Reports for Fiscal Year 2019-20; and

WHEREAS, the District has reviewed the information provided in the Annual and Five-Year Developer Fee Reports and has determined the information contained therein to be true and correct; and

WHEREAS, the Annual Developer Fee Report was prepared in accordance with Government Code Section 66006(b)(1); and

WHEREAS, the Five-Year Developer Fee Report was prepared in accordance with Government Code Section 66001(d); and

WHEREAS, the District has mailed notice at least fifteen (15) days prior to this meeting to all interested parties who have requested notice of any meeting relative to the District's imposition of Developer Fees; and

WHEREAS, the Board of Education has reviewed and considered the Annual and Five-Year Developer Fee Reports at a duly noticed, regularly scheduled public meeting at least fifteen (15) days after the District made this information publicly available, pursuant to Government Code Section 66006(b)(2).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LAKESIDE UNION SCHOOL DISTRICT AS FOLLOWS:

Section 1. The Board has reviewed the information provided in the Annual and Five-Year Developer Fee Reports, and finds it to be true and correct.

Section 2. The Board, based upon the information contained in the Annual Developer Fee Report, finds as follows:

Section 2.1 That the Annual Developer Fee Report describes the types of fees contained in the Capital Facilities Fund, including the amount of the fees, the beginning and ending balance of the Capital Facilities Fund, as well as the amount of fees collected, and the interest earned thereon.

Section 2.2 That the Annual Developer Fee Report identifies each public improvement on which Developer Fees were expended, and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with Developer Fees.

Section 2.3 That sufficient funds have not been collected to complete the financing on any incomplete public improvement.

Section 2.4 That there were no interfund transfers or loans made from the Capital Facilities Fund.

Section 2.5 That sufficient funds have not been collected to complete the financing of any incomplete public improvement, and that there were no refunds made of Developer Fees.

Section 3. The Board, based upon the information contained in the Five-Year Developer Fee Report, finds as follows:

Section 3.1 That the purpose of Developer Fees imposed on new residential, commercial, and industrial development within the District is to fund the school facilities required to serve the additional grade K-12 students generated by such new development and that the Developer Fees will be used for the construction and/or acquisition of additional school facilities and the remodeling of existing school facilities to provide additional capacity.

Section 3.2 That there is a proportional and reasonable relationship between the Developer Fees imposed on new development and the need for additional District school facilities because new development will generate new students to be enrolled in the District which will lead to increased need for school facilities, and that the Developer Fees imposed do not exceed the cost of providing such additional school facilities.

Section 3.3 That there is a further proportional and reasonable relationship between the unexpended Developer Fees contained in the Capital Facilities Fund and the need for additional school facilities because the Developer Fees imposed on new developments will not fully cover the costs of providing such school facilities for these new students.

Section 3.4 That the portion of the Capital Facilities Fund that remains unexpended will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities in order to increase capacity, and the acquisition of additional portable classrooms to accommodate students generated from new development.

Section 3.5 That the funding anticipated to complete the financing of incomplete projects will be obtained from the State School Facilities Program and additional Developer Fees as set forth in the Five-Year Developer Fee Report.

Section 3.6 That the dates upon which the District's school facilities projects employing the unexpended funds in the Capital Facilities Fund will commence are not presently known.

Section 4. The Annual and Five-Year Developer Fee Reports have been made available to the public within one hundred and eighty (180) days after the last day of the fiscal year pursuant to Government Code Sections 66001(d) and 66006(b).

Section 5. The District made the Annual and Five-Year Developer Fee Reports available for public review at least fifteen (15) days prior to the Board's consideration of these reports.

Section 6. The District mailed notice of the time and place of the Board meeting in which the Annual and Five-Year Developer Fee Reports would be considered, as well as the location where the reports could be reviewed, at least fifteen (15) days before the meeting, to each individual who had filed a written request for such notice.

PASSED AND ADOPTED this 12th day of November, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF EDUCATION OF THE
_Lakeside Union__SCHOOL DISTRICT

Superintendent

ATTEST:

[illegible]

I, _____, _____ of the _____,
do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2021-08 of
said Board and that the same has not been amended or repealed.

Dated: _____, 2020

By: _____

**LAKESIDE UNION SCHOOL DISTRICT
ANNUAL AND FIVE-YEAR DEVELOPER FEES REPORT
FOR FISCAL YEAR 2019-20**

Government Code Sections 66006 and 66001 provide that the District shall make available to the public certain information and adopt described findings relative to statutory school facility fees ("Statutory School Fees") collected pursuant to Education Code Sections 17620 et. seq. and Government Code Sections 65995 et. seq. ("Level 1 fees, "Level 2 fees," and "Level 3 fees," collectively, "Statutory School Facility Fees" and as to Level 2 and Level 3 fees, "Alternative School Facility Fees.") The foregoing for this purpose is also referred to as reportable fees ("Reportable Fees"). The described information and findings relate to Reportable Fees received, expended or to be expended in connection with school facilities ("School Facilities") to accommodate additional students from new development if funded or partially funded with Reportable Fees. The Reportable Fees do not include letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected or imposed for general revenue purposes.

The following is the information for review and the proposed findings scheduled for adoption in accordance with Government Code Sections 66006 and 66001.

I.

**INFORMATION MADE AVAILABLE PURSUANT TO GOVERNMENT CODE
SECTION 66006 FOR FISCAL YEAR 2019-20:**

1. In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2019-20:

**A. DESCRIPTION OF THE TYPE OF REPORTABLE FEES IN THE
ACCOUNT OR SUB-ACCOUNT(S) OF THE DISTRICT:**

The Reportable Fees consist of Statutory School Fees and Mitigation Payments.

B. AMOUNT OF REPORTABLE FEES:

The Statutory School Fee and Mitigation Payment rates for fiscal year 2019-20 are set forth in Schedule A, which is incorporated herein. These Statutory School Fee and Mitigation Payment rates were previously adopted on behalf of the Board of Education ("Board") of the District. The Statutory School Fee amounts only partially mitigate the impacts to the District caused by new residential development because the Statutory School Fees do not adequately fund the school facility needs resulting from

additional development within the District. The amounts of the Mitigation Payments are essential to fund interim and permanent school facilities to accommodate students from additional development within the District.

C. BEGINNING AND ENDING BALANCE OF ACCOUNT:

	Statutory School Fees	Mitigation Payments
Beginning Balance (7/1/18)	\$1,254,758	-0-
Ending Balance (6/30/19)	\$1,469,006	-0-

D. AMOUNT OF THE REPORTABLE FEES COLLECTED AND INTEREST EARNED:

Amount of Fees Collected	Amount of Interest Earned	Proceeds from Sale of Portable Buildings
\$208,956	\$26,956	-0-

E. IDENTIFICATION OF REPORTABLE FEE PROJECT(S) OF THE DISTRICT ON WHICH REPORTABLE FEES WERE EXPENDED AND THE AMOUNT OF THE EXPENDITURES ON EACH PROJECT OF THE DISTRICT INCLUDING THE TOTAL PERCENTAGE OF THE COSTS OF THE PROJECT OF THE DISTRICT, THAT WAS FUNDED WITH REPORTABLE FEES:

The foregoing information is set forth in Schedule B, which is incorporated herein.

F. IDENTIFICATION OF AN APPROXIMATE DATE BY WHICH THE CONSTRUCTION OF PROJECT(S) OF THE DISTRICT WILL COMMENCE IF THE DISTRICT DETERMINES THAT SUFFICIENT FUNDS HAVE BEEN COLLECTED TO COMPLETE FINANCING ON AN INCOMPLETE PROJECT OF THE DISTRICT, AS IDENTIFIED IN PARAGRAPH (2) SUBDIVISION (A) OF SECTION 66001, AND THE PROJECT OF THE DISTRICT REMAINS INCOMPLETE:

The District proposes to determine that for fiscal year 2019-20, Reportable Fees and other sources of funding were not sufficient to complete the financing of any School Facilities construction project ("Project") of the District. Please refer to the School Facilities Needs Analysis Report.

G. DESCRIPTION OF EACH INTERFUND TRANSFER OR LOAN MADE FROM THE ACCOUNT OR SUB-ACCOUNT(S), INCLUDING PROJECT(S) OF THE DISTRICT ON WHICH THE TRANSFERRED OR

LOANED REPORTABLE FEES WILL BE EXPENDED, AND, IN THE CASE OF AN INTERFUND LOAN, THE DATE ON WHICH THE LOAN WILL BE REPAYED, AND THE RATE OF INTEREST THAT THE ACCOUNT OR SUB-ACCOUNT(S) WILL RECEIVE ON THE LOAN:

No interfund transfers or loans were made from Reportable Fees.

H. THE AMOUNT OF REFUNDS MADE OR REVENUES ALLOCATED FOR OTHER PURPOSES IF THE ADMINISTRATIVE COSTS OF REFUNDING UNEXPENDED REVENUES EXCEED THE AMOUNT TO BE REFUNDED:

One refund of \$2,626 was made in 2019-20.

In accordance with Government Code Section 66006(b)(2), the foregoing information, including the proposed five (5) year findings set forth below will be made available to the public at least fifteen (15) days prior to consideration of the Reportable Fees Report. The Board of the District will review such annual information and proposed five (5) year findings at its next regular meeting occurring at least fifteen (15) days subsequent to the availability of this Reportable Fees Report.

II.

PROPOSED FIVE (5) YEAR FINDINGS WITH RESPECT TO THAT PORTION OF THE REPORTABLE FEES REMAINING UNEXPENDED, WHETHER COMMITTED OR UNCOMMITTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 66001.

1. IDENTIFICATION OF THE PURPOSE FOR REPORTABLE FEES ARE:

The purpose of the Reportable Fees imposed and collected on new residential, commercial, and industrial development within the District is to fund additional School Facilities required to serve the students of the District generated by this new development within the District. See Schedule C for the District's School Facilities Projects. Specifically, the Reportable Fees have been and will continue to be used for the construction and/or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, as well as acquiring and installing additional portable classrooms.

2. DEMONSTRATION OF REASONABLE RELATIONSHIP BETWEEN THE REPORTABLE FEES AND THE PURPOSES OF WHICH THEY ARE CHARGED:

There is roughly a proportional, reasonable relationship between the new development upon which the Reportable Fees are charged and the need for additional School Facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in the existing School Facilities to accommodate these new students. Furthermore, the Reportable Fees charged on new development will be used to fund School Facilities which will provide capacity to serve the students generated from new development and the Fees do not exceed the costs of providing such School Facilities for new students.

3. IDENTIFICATION OF ALL SOURCES AND AMOUNTS OF FUNDING ANTICIPATED TO COMPLETE FINANCING OF THE SCHOOL FACILITIES THE DISTRICT HAS IDENTIFIED IN THE DISTRICT'S REPORTS:

Sources	Amount of Funding Anticipated to be Received to Complete Financing of School Facilities
State School Building Program	\$8.5 million (pending State funding)
Community Facilities Districts	-0-
General Obligation Bond Proceeds	\$13 million
Redevelopment Pass-Through Agreements	-0-
Statutory School Fees	\$510,342
Mitigation Payments	-0-
Certificates of Participation	-0-
S.B. No. 201 Fees (Government Code Section 65970 et seq.)	-0-

4. DESIGNATION OF THE APPROXIMATE DATE ON WHICH THE FUNDING REFERRED TO IN PARAGRAPH 3 ABOVE IS EXPECTED TO BE DEPOSITED IN THE APPROPRIATE ACCOUNT OR SUB-ACCOUNT(S):

Sources	Approximate Date Expected to be Deposited
State School Building Program	2022-2023
Community Facilities Districts	N/A
General Obligation Bond Proceeds	2021-2022
Redevelopment Pass-Through Agreements	N/A
Statutory School Fees	2020-2024
Mitigation Payments	N/A
Certificates of Participation	N/A
S.B. No. 201 Fees (Government Code Section 65970 et seq.)	N/A

SCHEDULE A
2019-20
STATUTORY SCHOOL FEES

Effective 7/9/18:

Statutory School Fees:

Residential Development	\$2.35 per square foot of assessable space
Commercial/Industrial Development	\$0.38 per square foot of assessable space
Storage Development	\$.13 per square foot of assessable space

Mitigation Payments:

Residential Development	-0-
-------------------------	-----

SCHEDULE B

2019-20

PROJECTS - REPORTABLE FEES

AMOUNT EXPENDED & PERCENTAGE OF THE COST OF THE PROJECT THAT WAS
WAS FUNDED WITH REPORTABLE FEES

PROJECT	AMOUNT	PERCENTAGE
Relocatable Lease Payments District Office (1)	\$8,895	100%
Direct Support Costs (Admin Fees)	\$6,269	100%
Other Facilities Projects	\$6,500	100%

PROJECTS - FROM OTHER SOURCES

FUNDING SOURCE	AMOUNT	PROJECT DESCRIPTION
Unrestricted General Fund & Pupil Transportation Equipment Fund	\$34,483	Ford Transit Van
Unrestricted General Fund	\$20,640	Maintenance Equipment (Riding Mower)
Unrestricted General Fund	\$27,803	Technology E-Rate UPS Project
Unrestricted General Fund	\$31,810	Asset Inventory System
Unrestricted General Fund	\$12,656	Lakeview - Playground Equipment & Portable Roofing
Bond (2019-20 costs only)	\$277,181	Fire System Eucalyptus Hills and Wintergardens
Bond (2019-20 costs only)	\$651,199	Shade Structures at Eucalyptus Hills and Wintergardens

Bond (2019-20 costs only)	\$458,406	Lakeside Middle School and Lakeside Farms Flooring
Bond (2019-20 costs only)	\$148,754	Lindo Park HVAC
Bond	\$74,500	Lemon Crest Walkways
Bond	\$69,880	Lakeside Farms Vacant Lot
Bond (2019-20 costs only)	\$295,999	District-Wide Video Surveillance Work In Progress
Bond (2019-20 costs only)	\$248,234	Lakeside Middle School Hall Roof Work In Progress
Bond (2019-20 costs only)	\$19,316	Lakeside Farms Modernization Work In Progress
Bond (2019-20 costs only)	\$12,391	Lindo Park Multipurpose Room Work In Progress
Bond (2019-20 costs only)	\$201,468	Tierra Del Sol Multipurpose Room Work In Progress
Bond (2019-20 costs only)	\$216,191	Central Kitchen Remodel Work In Progress
Bond (2019-20 costs only)	\$194,537	District Wide Parking Lots Work In Progress

SCHEDULE C

2019-20

DISTRICT'S SCHOOL FACILITIES PROJECTS

1. Relocatable lease payments
 2. Consultant fees for future construction planning
-

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: Nov. 12, 2020

Agenda Item:

Approve Resolution No. 2021-09 to authorize participation in the 3121 Social Security Alternative Plan through the SDCOE Fringe Benefits Consortium.

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

Approval is requested of Resolution No. 2021-09 to participate in the 3121 Social Security Alternative Plan through the SDCOE Fringe Benefits Consortium. The Internal Revenue Service Section 3121 allows part-time, temporary and seasonal employees who are not eligible for PERS/STRS to be exempt from the Social Security tax if they are provided a comparable retirement system. Under the 3121 Alternative FICA Plan, employees will contribute 6.2% (in lieu of their contribution to social security) and the District will contribute 1.3% of employees' wages into an interest-bearing account, on a tax-free basis, with potential to earn money over time. All contributions to the plan belong to the employee. LUSD will begin this program with substitute employees only and then possibly add contracted part-time classified employees at a later time pending negotiations with CSEA.

Fiscal Impact (Cost):

Savings of 4.9% of salary costs per part-time or substitute employee

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 

Lakeside Union School District
Resolution No. 2021-09

San Diego County Schools Fringe Benefits Consortium
Deferred Compensation Program
3121 Plan / Social Security Alternative

The undersigned Secretary certifies that the following resolution was adopted by the Lakeside Union School District, on the 12th day of November, 2020, and that this resolution has not been modified or rescinded as of the date this certificate is executed.

Resolved, that the San Diego County Schools Fringe Benefits Consortium, 3121 Plan / Social Security Alternative ("Plan") is hereby approved and adopted by the District;

Resolved, that an officer of the District is hereby directed to deliver an executed copy of the Plan to the trustees named therein; and

Resolved, that the officers of the District are authorized to take any actions necessary to effectuate the foregoing resolutions.

EXECUTED this 12th day of November, 2020.

Secretary of the Board



3121 FICA ALTERNATIVE PLAN EMPLOYEE PLAN OVERVIEW



What is the 3121 FICA Alternative Plan?

The Omnibus Budget Reconciliation Act of 1990 (OBRA) Amended the Internal Revenue Code and the Social Security Act to include employees of state and local governments. The Act authorized the Secretary of the Treasury to adopt regulations and provide guidance to the Internal Revenue Service and Social Security Administration. The Act amended Internal Revenue Code Section 3121, under which Social Security participation became mandatory for all employers. However, the Internal Revenue Code Section 3121 says that part-time, temporary, and seasonal (PTS) employees are exempt from the Social Security tax if they are provided a “comparable retirement system”. In response, the 3121 Plan was created as an authorized alternative to Social Security to meet those requirements.

Who is Eligible for the 3121 FICA Alternative Plan?

Part-time, temporary, and seasonal (PTS) employees that are not eligible for CalPERS/CalSTRS participate in the 3121 FICA Alternative Plan.

Can I Choose Not to Participate in the 3121 FICA Alternative Plan?

No. If your district adopts the plan, you must participate in this plan.

What is the Mandatory Contribution to the 3121 FICA Alternative Plan for an Eligible Employee?

Without the 3121 FICA Alternative Plan, the employee must pay 6.2% after-tax into Social Security and the employer must also contribute 6.2% of pay. However, with the 3121 FICA Alternative Plan, the employee may be required to contribute up to 7.5% pre-tax (instead of 6.2% after tax) of gross compensation. The district may choose to contribute a portion of the required 7.5%.

Benefits of the 3121 FICA Alternative Plan

- ✓ Mandatory pre-tax contributions, which may reduce the amount of current income subject to tax
- ✓ Possible employer contributions to your account
- ✓ Tax-deferred savings, which means you pay no taxes on your investment earnings as long as they remain in the Plan
- ✓ Interest earnings are credited to employee
- ✓ 24/7 access to account info by accessing the SchoolsFirst PlanVue Website
- ✓ Annual statement mailed to your residence
- ✓ Money available to withdraw upon termination
- ✓ If you change jobs, you may be eligible to retain your funds in the plan until you request a withdrawal
- ✓ No 10% premature distribution tax
- ✓ Rollover/Transfer options
- ✓ 100% vested in account

➤➤➤ Frequently Asked Questions <<<

How is this Plan different than paying Social Security?

You are assured that your contributions and earnings are available to you when you terminate or retire and are no longer working for the school district.

Will my eligibility to receive Social Security benefits be affected by my participation in this Plan?

Your Social Security benefit and your eligibility to receive that benefit may be affected by your participation in this plan. *We suggest that you contact the Social Security Administration Department with any questions regarding your benefit.*

How will my money be invested?

Your account will be invested in an unallocated group annuity account with National Life Group (NLG). The objective of this fund is to preserve principal while providing moderate growth.

Will I receive a statement of my account balance?

Yes, you will receive an annual statement from SchoolsFirst Plan Administration.

How do I change my name, address, or beneficiary on the 3121 FICA Alternative Plan?

- ✧ The name reflected on your district's payroll system is the "social security name". In order to change your name in the district payroll system, your district requires a copy of the social security card (reflecting your new name).
- ✧ To change your beneficiary or address, you will need to complete a 3121 FICA Alternative Plan Beneficiary/Address Change Form and submit the form to SchoolsFirst Plan Administration via fax at 714.258.4262.
- ✧ You can also make these changes online, as well as check your account, on the PlanVue portal. Contact SchoolsFirst Plan Administration for access instructions.

Am I required to complete the beneficiary designation form?

No. If you are married, your beneficiary under the plan, will automatically be your spouse. Otherwise, your beneficiary is automatically your estate.

What happens if I change jobs?

- ✧ If your new job is in the same district, no changes are required.
- ✧ If your new job is with another district that also participates in this program, you will be assigned a new account under that district. You will be eligible to take a distribution from your old account with your former district.
- ✧ If your new job is in a district that does not offer this program, you will not be able to continue deposits into the plan with your former district, and are eligible for a distribution.

What happens if I accept additional employment at a second district that does participate in the 3121 Plan?

You must participate in each district's 3121 Plan and will be subject to each district's mandatory contributions.

What happens if I become eligible to participate in PERS or STRS?

- ✧ You will no longer be eligible to participate in the 3121 Plan.
- ✧ You may retain your funds in the 3121 Plan.
- ✧ You may transfer your 3121 account balance to PERS or STRS at any time if it is used to purchase state retirement credits.
- ✧ You may take an in-service withdrawal from your account balance if you have not made any contributions to the 3121 plan for 2 years and have a balance that is less than \$5,000. Contact SchoolsFirst Plan Administration at 800.462.8328 ext.4727 to review your options.

What happens when I terminate my employment with the district?

- ✧ You will no longer be eligible to participate in the 3121 Plan.
- ✧ You will become eligible to withdraw or rollover your funds in the Plan.

Can I take a distribution at age 59 ½?

Yes, you may take an in-service distribution once you attain age 59½.

How do I apply for a distribution?

You may obtain a 3121 FICA Alternative Plan Distribution/Rollover Form by contacting SchoolsFirst Plan Administration at 800.462.8328 ext.4727.

How long will it take to process my distribution?

- ✧ Normal authorization processing time for SchoolsFirst Plan Administration is 10 business days.
- ✧ The monthly processing cut-off is the 20th of each month. Distribution requests received after the cut-off will be processed the following month.
- ✧ Once the distribution/rollover has been authorized, the request is forwarded to National Life Group (NLG) for processing. Depending on workflow NLG processing times may vary from 1 to 3 weeks.

Are distributions from the 3121 FICA Alternative Plan subject to early withdrawal tax penalties?

No, they are not subject to the 10% early withdrawal penalty on distributions to individuals who have not attained 59½.

Contact Information**FBC Deferred Compensation Program**

Email: fbc-retire@sdcoe.net

Phone: (858) 295-6965

Website: www.fbc-retire.com

SchoolsFirst Plan Administration

Email: rpa@schoolsfirstfcu.org

Phone: (800) 462-8328 ext. 4727

Fax: (714) 258-4262

(Please do not email distribution, beneficiary, or enrollment forms)

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Approval of the Revised 2020-21 Interim Management and Interim Confidential Salary Schedules, effective November 1, 2020.

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

Approval is requested of the revised Interim Management and Confidential Salary Schedules for the 2020-21 year to reflect the following reorganization:

- Adding the Executive Director of Human Resources position and removal of the previous Director, Human Resources position. The Executive Director, HR, job description and salary range was approved at the July 27, 2020 meeting of the Governing Board.
- Removal of two positions from the Management schedule: Executive Chef and Supervisor, Payroll and Benefits.
- Salary increases based on the Classified Management classification and compensation (Ewing) study for the Director of Maintenance, Operations and Transportation and the Director of Finance positions.
- Adding the Payroll and Benefits Specialist position to the Confidential salary schedule (previously Supervisor, Payroll and Benefits on the Management schedule) and increasing the salary based on the Ewing classification and compensation study recommendations.

Fiscal Impact (Cost):

\$12,193 – Executive Director, HR

\$21,558 – Director, MOT

\$19,939 – Director, Finance

\$11,321 – Payroll & Benefits Specialist

(\$87,621) – Executive Chef

(\$22,610) – Net cost savings of Management salary and fringe benefit costs

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**
☐ **Adoption**

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

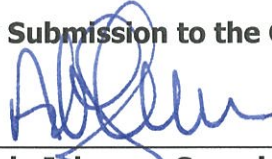
Originating Department/School: Business Services

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
INTERIM MANAGEMENT SALARY SCHEDULE
 Fiscal Year 2020-2021
 Effective November 1, 2020

CERTIFICATED POSITIONS	Workyear	Group	Range	1	2	3	4	5
Vice Principal	202 days	8	63	88,763	92,755	96,932	101,293	105,853
Small Schools Administrator	202 days	8	65	95,233	99,517	103,995	108,673	113,566
Coordinator, Student Support	202 days	8	76	101,703	106,278	111,058	116,053	121,278
Director of Special Education	202 days	8	76	101,703	106,278	111,058	116,053	121,278
Principal on Special Assignment	202 days	8	76	101,703	106,278	111,058	116,053	121,278
School Principal	202 days	8	76	101,703	106,278	111,058	116,053	121,278
School Principal-Middle School	207 days	8	64	108,126	112,703	117,482	122,478	127,704
Coordinator, Curriculum and Assessment	245 days	8	77	108,647	113,537	118,645	123,984	129,568
Executive Director of Pupil Services	207 days	8	79	111,227	116,231	121,458	126,921	132,635
CLASSIFIED POSITIONS	Workyear	Group	Range	1	2	3	4	5
Manager-Extended Student Services	12 months	2	21	70,561	73,242	76,025	78,914	81,913
Preschool Manager	12 months	2	21	70,561	73,242	76,025	78,914	81,913
Manager-Technology Services	12 months	2	25	84,503	87,716	91,050	94,510	98,102
Child Nutrition Director	12 months	2	30	89,987	93,407	96,956	100,640	104,464
Director of Maintenance, Operations and Transportation	12 months	2	31	103,760	107,703	111,796	116,044	120,454
Director of Finance	12 months	2	32	107,524	111,610	115,851	120,253	124,823
Executive Director of Human Resources	12 months	2	36	120,899	126,338	132,020	137,958	144,168

Anniversary Increment: At the beginning of the 10th, 15th, 20th year of Management service within the Lakeside Union School District, 5% of step 5 (or current step) will be added to employees' salary. Classified employees who become Management employees will add half of the Non-management service years to Management service years only for the purpose of beginning longevity increments.

Annual Membership Dues not to exceed \$800 for professional organizations may be paid by the District .

If required, up to eight (8) additional days for School Principals, Vice Principals, Small School Administrator, Coordinator, Student Support, and Director of Special Education may be approved by the Superintendent.

Executive Director of Pupil Services may be required by the Superintendent to receive up to six (6) additional days.

Board Approved: _____

**LAKESIDE UNION SCHOOL DISTRICT
INTERIM CONFIDENTIAL EMPLOYEE SALARY SCHEDULE
Fiscal Year 2020-2021
Effective November 1, 2020**

Position	Workyear	Range	1	2	3	4	5	6	7
Executive Administrative Assistant, Business	12 months	22	45,092	47,100	49,278	51,616	53,758	56,218	57,712
Personnel Specialist	12 months	29	57,383	60,161	62,443	64,966	67,527	70,177	72,158
Payroll & Benefits Specialist	12 months	28	65,489	67,978	70,561	73,242	76,025	78,914	81,913
Executive Assistant	12 months	33	66,596	69,820	72,540	75,396	78,368	81,442	83,743

Vacation: 20 days annually

Anniversary Increment: Beginning with the 10th year of continuous employment, 5% of step 7 (or current step) will be added to employees' salary.
An additional 5% will be added at the beginning of the 15th and 20th years.

Professional Dues: Membership dues not to exceed \$350 for one professional organization may be paid by the District.

Stipend: A confidential stipend of \$200 per month will be paid to the Executive Assistant.

Board Approved: _____

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Approval of the November contracts list for the fiscal year, 2020-21.

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

Approval is requested for the attached list of agreements with outside vendors for fiscal year, 2020-21

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:

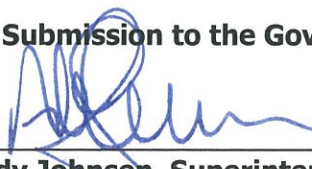
☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☒ **Ratification**
☒ **Approval** ☐ **Explanation:** Click here to enter text.
☐ **Adoption**

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

Agency Name	Description	Contract #	Dept./Site	Began	Ends	Amount (not to exceed)
NWEA	MAP Growth K-12	V2021-049	Ed Services	8/1/2020	7/31/2021	\$48,600.00
Imagine Learning, Inc.	Math, Spanish, Language and Literacy Pilots for 8 Sites	V2021-051	Ed Services	3/1/2020	6/1/2021	\$58,500.00
San Diego County Supt. Of Schools	Science Outreach Program	V2021-052	Various	7/1/2020	6/30/2020	Varies by Each Lab \$540-\$750 each
Verbal Behavior Associates	NPS	V2021-053	SPED	7/1/2020	6/30/2021	See Agreement

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

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:

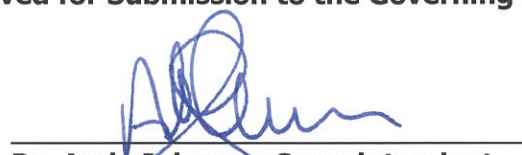
☐ **Informational** ☐ **Denial**
☐ **Discussion** ☐ **Ratification**
☒ **Approval** ☐ **Explanation:** [Click here to enter text.](#)

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:
Garden Grant	\$15,000	Sage	Lakeside Farms
Individually Wrapped Licorice		Bonnie LaChappa	Lindo Park

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Updated reclassification criteria for LUSD English Learners.

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

This item contains information pertaining to how LUSD determines whether or not an English Language Learner has achieved sufficient English proficiency to be reclassified as a fluent English speaker. California Ed Code Section 313 establishes requires LEAs to establish and maintain reclassification policies and procedures. Criterion 1, an overall score of 4 on the ELPAC, is determined by the state. Criteria 2-4 are currently locally determined, although the Board is advised that criterion 3, teacher evaluation, will soon be standardized with the OPTEL tool per AB1808 when it is formally released by the CDE. The District English Learner Advisory Committee (DELAC), met on 10/19/20 to review and comment on revisions to criteria 2, which now includes multiple opportunities for meeting this criterion via local assessments with empirically established norms. Additionally, the DELAC reviewed and commented on the establishment of a second pathway to reclassification for students with significant disabilities, in alignment with CDE's guidance on the reclassification of English Learners with disabilities.

Fiscal Impact (Cost): n/a

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 type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: |
| <input type="checkbox"/> Adoption | |

Originating Department/School: Educational Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member  _____

LUSD ENGLISH LEARNER RECLASSIFICATION CRITERIA

Step 1: ELPAC

The student has demonstrated English proficiency on the Summative ELPAC by achieving: Grades Kindergarten-8: Overall ELPAC Performance Level 4

Step 2: Basic Skills Assessment

The teacher has determined that the student has demonstrated basic grade-level content proficiency in English Language Arts as measured by the following:

Grades K-1:

Score of Benchmark or Above Benchmark on all grade-level measures in the Beginning of Year (BOY), Middle of Year (MOY) or End of Year (EOY) DIBELS

Grade	Benchmark	PSF	NWF CLS	NWF WRC	WRF	ORF	ORF ACC
K	BOY	✓	✓	✓	✓		
	MOY	✓	✓	✓	✓		
	EOY	✓	✓	✓	✓		
1	BOY	✓	✓	✓	✓	✓	✓
	MOY	✓	✓	✓	✓	✓	✓
	EOY	✓	✓	✓	✓	✓	✓

Grades 2-8:

Standard Met (3) or Standard Exceeded (4) on the English Language Arts Smarter Balanced Assessment

Or

Qualifying MAP or Lexile Scores (see chart below)

	MAP Reading			Lexile Measure		
Grade	FALL minimum score	WINTER minimum score	SPRING minimum score	FALL minimum score	WINTER minimum score	SPRING minimum score
2	172	181	185	290L	355L	425L
3	186	193	197	530L	590L	645L
4	196	202	204	735L	790L	850L
5	204	209	210	900L	925L	950L
6	210	213	215	990L	1010L	1030L
7	214	217	218	1060L	1080L	1095L
8	218	220	221	1125L	1140L	1155L

*Sources: 2020 NWEA MAP Reading Student Achievement Norms
2020 Lexile Grade Level Charts; 50th percentile*

Step 3: Teacher Evaluation

The teacher has determined that the student has demonstrated grade-level content proficiency in receptive skills (listening and reading comprehension) and expressive skills (speaking and writing).

**LUSD will adopt the [California OPTEL tool](#) when it is formally released by the California Department of Education per AB1808.

Step 4: Parent Consultation

The parent/guardian is consulted via the Notification of Reclassification letter.

Reclassification for SY19-20 will take place in January 2021.

LUSD RECLASSIFICATION CRITERIA FOR ENGLISH LEARNER STUDENTS WITH DISABILITIES

Step 1: Assessment of English Language Proficiency Using an Objective Instrument

- Including but not limited to ELPAC

Assessment of ELP using an objective assessment, including but not limited to the ELPAC, is one of four criteria, in state law per EC 313(f), to be used by LEAs in determining whether an English learner should be reclassified as RFEP.

- An alternate assessment (such as VCCALPS) may be used to measure the student's English Language Proficiency on any or all four domains in which the student cannot be assessed using the ELPAC

The IEP team can use the scores from an alternate assessment aligned with the state 2012 CA ELD Standards for reclassification purposes. An alternate assessment may be used to measure the student's ELP on any or all four domains in which the student cannot be assessed using the ELPAC. For purposes of Title I accountability requirements, a student assessed with a locally determined alternate assessment, will receive the lowest obtainable scale score (LOSS) on the ELPAC for each domain tested with an alternate assessment. The IEP team, however, may use results from the alternate assessment in conjunction with the other required criteria (i.e., teacher evaluation, parental opinion and consultation, and the student's scores on an assessment of California Practitioners' Guide for Educating English Learners with Disabilities 377 section 5 Chapter 9: Reclassifying Students with Disabilities from English Learner Status basic skills) to determine a student's eligibility for reclassification.

- Once the Alternate ELPAC is operational, there will be criteria established for reclassification based on a student's performance.

DRAFT Observation Protocol for Teachers of English Learners (OPTEL)

ofab-elsd-dec19item01

Attachment 2

Page 1 of 2

Student Name:

IEP: Yes ☐ No ☐

Grade Level:

504 Plan: Yes ☐ No ☐

Teacher Name:

ELPAC Level:

This document fulfills requirements in EC 313(f)(2) for the teacher evaluation component of the statewide reclassification criteria. This form may also be used as a tool for formative assessment and ongoing consultation with parents/guardians.

Description of Receptive Skills: Listening and Reading Comprehension (Select one descriptor from the choices below)

Aligned ELD Standards: PI.A.1–4, PI.B.5–8, PII.A.1–2, PII.B.3–5, PII.C.6–7

- ☐ **Level 1 (Emerging: Grade appropriate with substantial linguistic support needed)** The student **rarely** exhibits listening and reading comprehension skills at a level of parity with English proficient grade-level peers. Only with substantial teacher support can the student construct meaning when reading abstract grade-appropriate texts. The student seldom comprehends conversations and discussions unless linguistic supports are provided.
- ☐ **Level 2 (Early–Mid Expanding: Grade appropriate with moderate linguistic support needed)** The student **sometimes** exhibits listening and reading comprehension skills at a level of parity with English proficient grade-level peers. With moderate teacher support, the student can construct meaning when reading abstract grade-appropriate texts, but not yet at a level of parity with English proficient grade-level peers. The student occasionally comprehends conversations and discussions, and relies on linguistic supports.
- ☐ **Level 3 (Late Expanding–Early Bridging: Grade appropriate with light linguistic support needed)** The student **often** exhibits listening and reading comprehension skills at a level of parity with English proficient grade-level peers. With light teacher support, the student can construct meaning when reading abstract grade-appropriate texts at a level of parity with English proficient grade-level peers. The student often comprehends conversations and discussions with increasing grade-appropriate vocabulary and sometimes relies on linguistic supports.
- ☐ **Level 4 (Mid–Late Bridging: Grade appropriate with minimal linguistic support needed)** The student **consistently** exhibits listening and reading comprehension skills at a level of parity with English proficient grade-level peers. The student independently constructs meaning when reading abstract grade-appropriate texts at a level of parity with English proficient grade-level peers, with occasional teacher support. The student consistently comprehends conversations and discussions with increasing grade-appropriate vocabulary and rarely relies on linguistic supports.

Instructional Setting(s) in which the student was observed:

☐ ELA/Literacy ☐ ELD ☐ Mathematics ☐ Science ☐ History/Social Science ☐ Other:

Interaction Type (Choose all that apply):

☐ Whole Group (one-to-many) ☐ Small Group (one-to-group) ☐ Pairs (one-to-one) ☐ Other:

What did you consider in selecting this level? You may attach supporting documentation.

Description of Expressive Skills: Speaking and Writing (Select one descriptor from the choices below)

Attachment 2

Aligned ELD Standards: PI.A.1–4, PI.C.9–12, PII.A.1–2, PII.B.3–5, PII.C.6–7

Page 2 of 2

- ☐ **Level 1 (Emerging: Grade appropriate with substantial linguistic support needed)** The student **rarely** expresses thoughts and ideas in speaking and writing at a level of parity with English proficient grade-level peers without significant support. Only with substantial teacher support can the student use grade-appropriate content-based terms. The student demonstrates frequent errors in grammar usage. The student seldom expresses grade-appropriate ideas in writing and frequently relies on linguistic supports in order to express ideas effectively in oral and written English.
- ☐ **Level 2 (Early–Mid Expanding: Grade appropriate with moderate linguistic support needed)** The student **sometimes** expresses thoughts and ideas in speaking and writing at a level of parity with English proficient grade-level peers. With moderate teacher support, the student uses grade-appropriate content-based terms and proper grammar nearing, but not yet at a level of parity with English proficient grade-level peers. The student occasionally expresses grade-appropriate ideas in writing with emerging grade-appropriate vocabulary, and relies on linguistic supports to express ideas effectively in oral and written English.
- ☐ **Level 3 (Late Expanding–Early Bridging: Grade appropriate with light linguistic support needed)** The student **often** expresses thoughts and ideas in speaking and writing at a level of parity with English proficient grade-level peers. With light teacher support, the student uses grade-appropriate content-based terms and proper grammar at a level of parity with English proficient grade-level peers. Student often expresses grade-appropriate ideas in writing with increasing grade-appropriate vocabulary and sometimes relies on linguistic supports to express ideas effectively in oral and written English.
- ☐ **Level 4 (Mid–Late Bridging: Grade appropriate with minimal linguistic support needed)** The student **consistently** expresses thoughts and ideas in speaking and writing at a level of parity with English proficient grade-level peers. The student independently uses grade-appropriate content-based terms and proper grammar at a level of parity with English proficient grade-level peers. The student consistently expresses grade-appropriate ideas in writing with original grade-appropriate vocabulary and rarely relies on linguistic supports to express ideas effectively in oral and written English.

Instructional Setting(s) in which the student was observed:
☐ ELA/Literacy ☐ ELD ☐ Mathematics ☐ Science ☐ History/Social Science ☐ Other:
Interaction Type (Choose all that apply):
☐ Whole Group (one-to-many) ☐ Small Group (one-to-group) ☐ Pairs (one-to-one) ☐ Other:
What did you consider that led you to mark this level? You may attach supporting documentation.

The section below is **required** when documenting parent consultation occurred regarding this student's reclassification from English learner to Fluent English Proficient status, per EC 313(f)(3).

I, (enter name), ☐ agree/ ☐ disagree (check one) the student routinely demonstrates fluent English proficiency in order to access grade-level content instruction delivered in English with minimal linguistic support.

Signature: Title: Date:

I was consulted, discussed, and gave my opinion regarding the information provided to me about my child's English language proficiency status. I was provided the opportunity to participate in the decision to reclassify my child from English learner to Fluent English Proficient.

Parent/Guardian Signature: Date:

Step 2: Basic Skills Assessment
<ul style="list-style-type: none"> • The IEP team should specify in the student's IEP an assessment of basic skills to meet the guidelines for reclassification (e.g., the California Alternate Assessment for English language arts). • The IEP team may consider using other assessments that are valid and reliable and designed to compare the basic skills of English learners with disabilities to primary speakers of English with similar disabilities to determine whether the English learner with disabilities has sufficiently mastered the basic skills for reclassification consideration.
Step 3: Teacher Evaluation
The student's academic performance information, that is based on the student's IEP goals for academic performance and ELD, should be used for reclassification consideration
Step 4: Parent Consultation
The parent or guardian should be encouraged to be a participant on the IEP team and in understanding and making a decision on reclassification.

**For more information on supporting English Learners with Disabilities, view this resource: [Educating English Learners with Disabilities - Resources \(CA Dept of Education\)](#)

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Memorandum of Understanding with WestEd for administration of the California Healthy Kids Survey

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

LUSD administers the CA Healthy Kids Survey annually. CA 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 \$ 5,000
Student Survey: approximately \$ 2,715
Staff Survey: approximately \$ 675
Parent Survey: approximately \$ 675

Funding Source:

LCAP

Addresses Emphasis Goal(s):

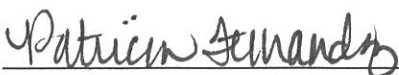
☒ **#1:** Academic Achievement ☒ **#2:** Social Emotional ☒ **#3:** Physical Environments

Recommended Action:

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

Originating Department/School: Click here to enter text.

Submitted/Recommended By:



Approved for Submission to the Governing Board:



MEMORANDUM OF UNDERSTANDING • 2020/21 SCHOOL YEAR

DISTRICT NAME: Lakeside Union School District

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), ^{text} 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 CSPS 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 2020-2021 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 CSPS 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 CSPS), 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, 2020 and expires on August 31, 2021.
- 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 2020-2021

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:

Patricia Fernandez
Signature

Patricia Fernandez

Printed name

October 01, 2020

Date

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

MOU between Magellan Healthcare, Inc. and the Lakeside Union School District

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

This MOU sets forth guidelines to clarify the responsibilities between LUSD and Magellan Healthcare, Inc. with the U.S. government to operate part of the Military & Family Life Counseling (MFLC) Program on behalf of the Department of Defense. This program offers non-medical, short-term counseling and problem resolution support for issues amenable to short-term resolution provided to military-dependent students who attend schools within the LUSD and have at least one parent or guardian who is an active duty member of the military or an activated member of the National Guard or Reserves. Military-dependent parents/families and their teachers are also available via this MOU.

Fiscal Impact (Cost):

None.

Funding Source:

Funded by the U.S. Department of Defense.

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: LUSD 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 UNDERSTANDING
BETWEEN
MAGELLAN HEALTHCARE, INC.
AND THE
LAKESIDE UNION SCHOOL DISTRICT

This Memorandum of Understanding (MOU) sets forth guidelines to clarify the responsibilities between Lakeside Union School District (LUSD) and Magellan Healthcare, Inc. (Magellan) with respect to Child and Youth Behavioral (CYB) program services provided by Magellan pursuant to its contract with the U.S. government to operate part of the Military & Family Life Counseling (MFLC) Program on behalf of the Department of Defense, 47QFCA19D0003 (the Contract).

This Memorandum of Understanding (MOU) is not intended to create a legally enforceable contract. Rather, it sets forth the guidelines, under which the parties will interact one with the other.

- A. Magellan desires to provide Child and Youth Behavioral (CYB), non-medical counseling support to certain students, their parents/families and faculty and staff of schools they attend and LUSD desires that Magellan provide the CYB Services; and
- B. The parties desire to enter into this MOU to set forth their mutual understanding with respect to the terms and conditions under which CYB Services will be provided.

The parties agree as follows:

1. Scope of Services

- a. CYB Services will consist of non-medical, short-term counseling and problem resolution support for issues amenable to short-term resolution (e.g., school adjustment issues, deployment and reunion adjustments, and parent-child communication) provided to students who (i) attend designated schools within the LUSD and (ii) have one or more parents or guardian who is an active duty member of the military or an activated member of the National Guard or Reserves.
- b. CYB Services may include any of the following, as appropriate:
 - Short-term, non-medical counseling for active duty military children/parents/families
 - Psycho-educational/supportive group activities for parents, or students
 - Training presentations for teachers regarding MFLC services and military lifestyle issues
 - Outreach to and psycho-educational presentations for military parents/families
 - Training and support meetings for active duty military parents/families addressing developmental and behavioral needs and milestones and the impact of deployment/reintegration on qualified children
 - Support to parents, and students for on-going management of personal issues
 - Support to teachers in managing the stress of their qualified students
 - Support to individual students with academic challenges or adjustment problems
 - Consultation to teachers regarding improving child and youth social interactions, behavior and other student needs
 - Interaction with qualified students/families during deployment, re-deployment, transition and re-integration

- Problem solving with teachers and staff about how to engage/intervene with children displaying behavioral difficulties including bullying and self-esteem

The parties may from time-to-time agree to the provision of other non-medical support services, such as those associated with life events. Examples would include suicide, death, fires, school wide based events, such as, drug prevention, etc. The LEA staff will be considered the primary source for implementation and would collaborate with school based Military Family Life Counselor on support engagement.

- c. CYB services do not include:
 - Psychotherapy
 - Supervision of any child or group of children. The CYB counselor should not be counted in the student-teacher ratio.
 - Participation in any Special Needs Assessment Process (SNAP), Individual Education Program Process (IEP), Behavior Support Plan Meetings, or 504 planning meetings. The CYB counselor may be introduced during a scheduled meeting, but only to provide an overview of their role as an MFLC and the MFLC Program, but will not remain in the meeting or provide suggestions or strategies. In addition, the MFLC cannot be included in any written documentation, SNAP, IEP, Behavior Support Plan, 504 plan as a resource to provide coaching, guiding, or behavior interventions resulting from such meetings.
- d. CYB Services are provided without charge to LUSD designated school faculty, staff, parents/families and students.
- e. Modality of Services: Services are provided on-site at the school, in person. However, under special circumstances with school system concurrence (e.g. need for social distancing) virtual services may be available via a video-teleconferencing modality.

2. Magellan Responsibilities

- a. Magellan will provide CYB Services to eligible faculty, staff, parents/families, and students referred by LUSD. Parent notification and consent for the Services will be through an “opt- out” notification letter distributed by the campuses, informing parents of the service. Magellan will provide content to LUSD which explains the Services. The district and/or campuses will not change the content, regarding the role of Magellan counselors.
- b. Magellan personnel will not maintain any counseling records regarding LUSD students and will not have access to student educational records. Magellan may, however, maintain Activity Forms which capture for MFLC contract reporting purposes, the types of issues that are being addressed with students, general age, group information, and other non-personally-identifiable information.
- c. Magellan will designate a supervisor to act as liaison with LUSD to facilitate coordination of CYB Services with the LUSD.
- d. Magellan will ensure that each counselor assigned to LUSD to provide CYB Services (CYB counselor) will meet or exceed the qualifications required under the Contract, including without limitation:

- Graduate degree in a recognized (licensed as an independent practitioner) in the mental health field
- Valid, unrestricted counseling license
- Experience working with children or youth
- Successful processing of a criminal history background check and a FBI fingerprint check in accordance with Magellan's established processes The cost of this screening will be borne by Magellan. LUSD may require additional criminal history background checks, as necessary. Any such additional criminal history background checks shall be at Magellan's sole expense.
- Completion of all trainings required by the Department of Defense to be completed before providing CYB Services.
- Personnel will only use materials that have been approved by the Department of Defense for use under the Military Family Life Counselor contract.

a. Consistent with their licensing requirements, MFLC counselors have the duty to notify local protective service agencies regarding all cases of domestic abuse, suspected child abuse and/or neglect, and or duty-to-warn situations and protect arise, as may be required by state and federal law and as is required under the requirements of the MFLC contract. LUSD personnel will not be responsible for any MFLC counselor reporting duties that may arise during the course of service. MFLC counselors will report suspected domestic abuse and child abuse/neglect to the nearest installation's Family Advocacy Program (FAP), and notify their contract supervisor, Installation Point of Contact, and designated school site principal. Military Family Life Counseling Program counselors are not authorized to receive a domestic abuse or sexual assault restricted report.

b. Magellan may only provide individual consultation services during lunch periods, passing periods, and before and after school. At the approval of the school site principal, the individual consultation services might be altered as needed.

c. All Magellan personnel must abide by both LUSD and Magellan MFLC Contract policies at all times while on school district premises. To the extent these policies conflict, LUSD and Magellan agree to collaborate to rectify such conflicts. LUSD agrees to provide Magellan with all LUSD policies prior to, or as soon as possible after, initiation of services.

3. School Responsibilities

- a. LUSD will identify eligible students (dependents of active duty military personnel or family members of a member of a civilian expeditionary force, parents/families, and students who have provided parental consent and will assist with referrals to Magellan for CYB Services.
- b. LUSD will demonstrate its support for and promote awareness of CYB Services within the designated schools and their communities through communications to teachers, staff, and families.
- c. LUSD will designate a point of contact with Magellan, principals of the designated schools or their designees, and community contacts to support and coordinate the implementation of CYB.
- d. LUSD will provide suitable space for the purpose of providing short-term counseling services (primarily, common space areas).

e. LUSD will not provide nor purchase any technology support, such as computers, laptops, printers or supplies for Magellan personnel. If Magellan personnel bring personal computer devices and need network access, Magellan personnel will sign an acceptable user agreement and abide by all LUSD policies regarding computer use.

4. Personnel

a. CYB counselors will ensure that parental consent is in place prior to conducting counseling with any eligible child or youth.

b. When providing CYB Services to one or more children or youth, CYB counselors will at all times remain in the line of sight of a child's parent, guardian, or LUSD personnel.

c. MFLC Counselors must always wear identification badges, which identify them as MFLC Counselors while on LUSD premises. MFLC Counselors will not be permitted to enter LUSD premises without proper identification badges.

d. MFLC Counselors must have been successfully processed for a criminal history background check using MAGELLAN's established processes.

e. MAGELLAN must ensure that all MFLC Counselors are properly licensed at the Master's or Doctorate level and have experience working with children or youth as required by the MFLC contract.

f. MAGELLAN personnel will complete all trainings mandated by the Department of Defense MFLC Contract and MAGELLAN before providing services to students at LUSD.

g. All MAGELLAN personnel must remain in "line of sight" of a LUSD employee and/or parent during any individual consultation with a student. "Line of sight," for purposes of this MOU, means that the consultant must at all times be either directly visible to a LUSD employee during consultation, or that a LUSD employee could easily view the student during the consultation (i.e. no closed doors).

h. MAGELLAN personnel will not engage in clinical therapy or formal "critical incident/stress debriefing" services while on LUSD premises.

5. Miscellaneous Provisions

a. MAGELLAN understands that its services are not in any way affiliated with LUSD counseling programs and that no LUSD counseling resources will be diverted in any way to assist the Services.

b. MAGELLAN must clearly state prior to all counseling and/or training sessions with students that it is not acting as an agent or representative of LUSD in the provision of services to any LUSD student.

c. LUSD reserves the right to terminate any program or activity conducted by MFLC Counselors that causes undue disruption to the educational process.

d. This MOU will not serve to create a principal/agent relationship, partnership, or joint venture between LUSD and MAGELLAN. Each party will always retain control over its own employees and agents.

e. This MOU may not be amended or modified except in writing by LUSD or its designee and Magellan's designated POC or contact.

- f. Any notice required under this MOU must be in writing and directed to the following persons:

To Magellan: Daniel P. McCarthy, Ph.D. Program Director, Military & Family Life Counseling, Magellan Healthcare, 8621 Robert Fulton Dr. Columbia, MD 21046, **Office** 410-953-1273, **Mobile** 443-477-2776 | E dpmccarthy@magellanhealth.com

To School District: Andy Johnson, Ph.D., Superintendent, Lakeside Union School District, 12335 Woodside Avenue, Lakeside, CA 92040 Office (619) 390-2600

6. Compliance with Law and Policy

Magellan personnel will comply with all applicable federal and state laws and, at all times while on LUSD premises, LUSD policies and regulations. LUSD sole remedy for any failure of Magellan or its CYB counselors to comply with any LUSD policy or regulation will be termination of this MOU.

7. Term and Termination

The term of this MOU shall commence as of the last dated signature below and shall continue through June 30, 2022. The term may be extended by written consent of the parties with 30 days notice or less, as long as it is agreed. Any amendment or modifications must be agreed in writing between both parties.

This MOU may be terminated at any time upon the mutual agreement of the parties; without cause upon five (5) business days prior written notice from either party to the other; or immediately upon Magellan's written notice to LUSD that funding or tasking for these services is discontinued by the federal government. Notice shall be given as follows:

To Magellan: Daniel P. McCarthy, PH.D, Program Director, Military and Family Life Counseling, Magellan Healthcare, 8621 Robert Fulton Dr., Columbia Md 21046, Office 41-953-1273, Mobile 443-477-2776

To School: Andy Johnson, Ph.D., Superintendent, Lakeside Union School District, 12335 Woodside Avenue, Lakeside, CA 92040 Office (619) 390-2600

8. Confidentiality

The parties agree that all information and records obtained in the course of providing services pursuant to this MOU shall be subject to confidentiality provisions of applicable federal and state law. CYB counselors will not have access to student educational records and will not maintain records containing personally identifiable information learned in the course of providing CYB Services. Magellan may, however, maintain "activity forms" which capture for MFLC contract reporting purposes, the types of issues that are being address with students, general age group information and other non-personally identifiable information.

9. Indemnification

Magellan agrees to defend, indemnify, and save free and harmless the District, its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from, any injury to or death of any person to the extent caused by the negligent act or omission of Magellan, its officers, agents, and employees under this MOU.

To the extent permitted by California law, LUSD agrees to defend, indemnify, and save free and harmless Magellan and its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens which may be brought against Magellan arising from any injury to or death of any person that occurs on LUSD property to the extent caused by the negligent act or omission of LUSD, its Board Members, employees, agents, officers and assigns.

10. Insurance

- a. Magellan will maintain insurance to protect Magellan and LUSD from claims for damages for personal injury, including death, and damage to property, which may arise from Magellan's performance under this MOU. In particular, so long as this MOU remains in effect, Magellan will maintain full force and effect the following insurance coverages:
 - i. Commercial general liability insurance with limits of liability of no less than one million dollars (\$1,000,000) per claim and three million dollars (\$3,000,000) aggregate.
 - ii. Errors and omissions insurance with limits of liability of no less than five million dollars (\$5,000,000) per claim and aggregate.
 - iii. Automobile liability insurance (including owned and non-owned hired property damage) with limits of liability of no less than one million dollars (\$1,000,000) per accident for bodily injury and property damage on School District property.
 - iv. Workers' Compensation insurance in an amount required by applicable law covering Magellan employee assigned to perform services under this MOU.
 - v. Magellan will provide LUSD with a current certificate of insurance.
- b. LUSD acknowledges that Magellan may provide CYB Services through the use of counselors contracted by Magellan to perform such work as independent contractors. Magellan shall require each subcontractor CYB counselor assigned to the LUSD to maintain the following insurance coverage:
 - i. Professional liability insurance with limits of liability of no less than one million dollars (\$1,000,000) per claim and aggregate, including tail coverage for a period of no less than one (1) year must be provided whenever the policy is claims- made.
 - ii. Automobile liability coverage in an amount no less than the minimum liability coverage required by applicable law.
 - iii. Worker's Compensation insurance in and amount required by applicable law covering each employee of such CYB counselor who performs services in connection with the CYB Services.

11. Non-discrimination

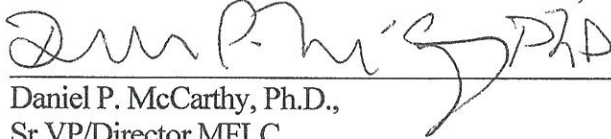
Magellan shall not unlawfully discriminate in the performance of any activities pursuant to this MOU on the basis of race, creed, color, national origin, religion, sex, sexual orientation, handicap, age, veteran's status, medical condition, physical or mental disability, marital status or citizenship, or any other characteristic protected by law.

12. Financial Responsibility

LUSD shall have no financial liability for any of the services rendered by Magellan under the terms of this MOU, whether provided by a Magellan employee or subcontractor.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date of the last signature below:

MAGELLAN BEHAVIORAL HEALTH, INC.



Daniel P. McCarthy, Ph.D.,
Sr VP/Director MFLC
Magellan Healthcare

Date: 10/15/2020

LAKESIDE UNION SCHOOL DISTRICT

Andy Johnson, Ph.D
Superintendent
Lakeside Union School District

Date: _____

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Approve Change orders 5 & 6 for Asphalt & Concrete Enterprises, Inc. (ACE) for the parking lot upgrade project.

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

On June 4, 2020, the Governing Board awarded a contract for the parking lot upgrades at Eucalyptus Hills, Lakeview, Lemon Crest and Riverview International Academy Schools in the amount of \$1,139,554.00 to Asphalt & Concrete Enterprises, Inc. (ACE). The bid included a \$30,000.00 allowance to cover changes for unforeseen conditions. Change orders were submitted by the contractor to repair unforeseen site conditions and other changes. These changes have been reviewed by the architect and District Staff and are considered necessary and the prices are considered fair and reasonable. The following change orders have been issued to the ACE contract in the amount of \$39,790.06 for the parking lot upgrade.

Change orders as follows:

Previously applied change orders

Change Order Number	Description	Amount
7-9	Previously applied changed orders.	\$ 4,094.99
5	RV - Over-excavator unsuitable subgrade per soils tech and fill with 3" minus rock and Class 2.	\$ 33,783.71
6	RV - Demolition and disposal of old unusable vault and valves. Install new vault box and valves for irrigation.	\$ 6,006.35
Sub-Total		\$ 43,885.05

It is recommended that the Governing Board ratify change order numbers 5 and 6 increasing the contract amount by \$39,790.06 to \$1,183,439.05.

Fiscal Impact (Cost):

\$39,790.06

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**

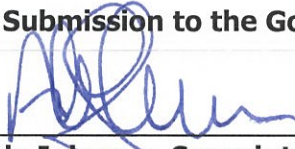
Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member  _____



11422 N. Woodside Ave
Santee, CA 92071
www.acenterprisesinc.com

J. Bret Turley 619-820-8141
Dustin Turley 619-446-9741

P: 619-562-8681(Graycia)
F: 619-562-8684

Change Order Request #5 Resubmittal

Customer: Lakeside Union School District	Project Name: Parking Lot Upgrades
CONTACT: Paul Gallegos	Project Address: 9308 Wintergardens Blvd, Lakeside
SITE CONTACT: Greg Gardner	Work Description: Over excavation of Saturated Subgrade
DATE: 8/14/2020	Email: paulg@alphastudio-deisgn.com

A.C.E. JOB #: 20-10060

Description Of Additional Work:

Over-excavate unsuitable subgrade per soils tech recommendations and fill with 3" minus rock and Class 2 per specifications and RFI 11

Equipment:

Mini Excavator 24 hrs at \$82.85 per hour = \$1,988.40
Loader 24 hrs at \$122.50 per hour = \$2,940.00
Compactor 24 hrs at \$55.00 per hour = \$1,320.00
Skid Steer 24 hrs at \$35.00 per hour = \$840.00
Water Truck 24 hrs at \$40.00 per hour = \$960.00

Labor:

Operators (2): 48 hrs at \$77.68 per hour = \$3,728.64
Laborers (2): 48 hrs at \$56.23 per hour = \$2,699.04
Burden: \$6,427.68 at 34% = \$2,185.41

Material:

3" Minus Rock: 101.24 tons at \$50.46 per ton = \$5,108.57
Recycled Class II: 441.6 tons at \$20.25 per ton = \$8,942.40

SUBTOTAL: \$30,712.46

PROFIT/OVERHEAD AT 10%: \$3,071.25

TOTAL CHANGE: \$33,783.71

Dustin Turley

Signature - Owners Representative:

RECOMMEND APPROVAL
10-26-2020
P. GALLEGOS

REVISE AND RESUBMIT:

Please justify quantity of rock and base. Per contract 6" of base is within the base bid. Additionally, 12" of OX and recompact is also within the base bid. Request shall reflect only that area below the required contract work for added material, labor, and equipment. It was observed that the area was OX, filled, then OX again. Cost shall only reflect one operation, unless justification for multiple OX and fill are provided. Please substantiate "Laborer" hours, as operators were only observed on site. Additionally, provide justification that 3 Operators were on site performing the work directly associated with the added scope.

9-2-2020

RESUBMITTAL RESPONSE:

Per the soils technician recommendation, over excavation was performed at a depth of 4.5' below surface. The surface referred to in the report was the top of subgrade, which was already 9" below top of finish grade. Rock was placed on the 1600 SF of area at a compacted depth of 8" which works out to just over 100 tons of rock. The remainder of the overexcavation depth (3'10") was then filled and compacted with Recycled Class 2. During our onsite meeting with the district, we decided that using Class 2 Base for the entirety of the fill above the rock would be superior to using onsite spoils. Using existing spoils would not only contaminate the Class 2, but it would increase labor having to switch material between sections. This amounted to around 440 tons of Class 2. These actions brought the over excavated area back to subgrade level. None of the work outlined in this change order was in the 9" section of base and asphalt. There were 2 operators and 2 laborers. The detailed certified payroll reports show this. The COR pricing now reflects the correct labor hours. See attached certified payroll reports and dailies.

WEEKLY CERTIFIED PAYROLL REPORTING FORM

[illegible]Page 1 of 2

Vacation, Holiday and Days in Gross Pay: NO

160.03

PAYROLL
CERTIFICATION/STATEMENT OF COMPLIANCE

I, Jen Broughton Office Manager
(Name of Signatory Party) (Title)
the undersigned, do certify under penalty of perjury and do hereby state:

(1) That I pay or supervise the payment of the person employed by
Anton's Service, Inc. on the

(Contractor or Subcontractor)
Eucalyptus, Lakeview, Lemon Crest, Riverview Schools that during the payroll period commencing on the
(Building or Work)

20th day of July, 2020 and ending the 26th day of July, 2020
all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or
will be made deducted directly or indirectly to or on behalf of said

Anton's Service, Inc. from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the
full wages earned by any person, other than permissible deductions as defined in Code of Federal Regulations,
Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948,
63 Stat. 108, 72 Stat. 967, 76 Stat. 357, 40 U.S.C. § 3145), and described below.

No Deduction Notes

(2) That any and all payrolls otherwise under this contract required to be submitted for the above period are
correct and complete; that this employer has complied with the requirements of the California Labor Code Sections
1771, 1811, and 1815 for all work performed on this project; that basic trade wage rates contained herein are not
less than the applicable wage rates contained in any wage determination incorporated into the contract; that the
classification set forth therein for each trade rate conform with the work performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship
program registered with The California Division of Apprenticeship Standards or a State apprenticeship agency
recognized by the Bureau of Labor, or if no such recognized agency exists in the State, are registered with the
Bureau of Apprenticeship and Training, United States Department of Labor.

Electronic Signature Code: 861069-52220-7/26/2020-0-132421538696758546

(4) That: (Check all that apply)
☒ (a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS,
OR PROGRAMS

In addition to the basic hourly wage rates paid to each worker listed in the
above referenced payroll, payments of fringe benefits as listed in the
contract have been or will be made to appropriate programs for the benefit
of such employees, except as noted in section 4(d) below.

☐ (b) WHERE FRINGE BENEFITS ARE PAID TO A CORPORATE OR PRIVATE
PLAN OR TRUST

Benefits are detailed on the Payroll Reporting Form or in the Remarks
section below.

☐ (c) WHERE BENEFITS ARE PAID IN CASH

Each worker listed in the above referenced payroll has been paid as
indicated on the payroll, an amount not less than the sum of the
applicable basic hourly wage rate plus the amount of the required fringe
benefits as listed in the contract, except as noted in Section 4(d) below.

(d) EXCEPTIONS:

CRAFT

EXPLANATION

NAME AND TITLE:

SIGNATURE:

DATE:

Jen Broughton, Office Manager

8/17/2020

The willful falsification of any of the above statements may subject the contractor or
subcontractor to civil or criminal prosecution. See Section 1001 of Title 18 and Section
3729 of Title 31 of the United States Code; and CA Labor Code Sections 1726, 1771.6,
1775, 1777.7 and 1813

Notification under penalty of perjury:

"I, JEN BROUGHTON, the undersigned, am the OFFICE MANAGER (position in business) with the authority to act for and on behalf of ANTON'S SERVICE (name of business and/or contractor), certify under penalty of perjury that the records and copies thereof submitted and consisting of certified payroll records for the week ending 2020-07-26 are the originals or true, full, and correct copies of the originals which depict the payroll record(s) of the actual disbursements by way of cash, check, or whatever form to the individual or individuals named. I certify this on 2020-08-17."

Instructor Name: ANTON'S SERVICE, INC.

Contractor PWCR: 1000002533

License Type: CSLB

License Number 861069

Address: 8865 WINTER GARDENS BLVD., LAKEVIEW, CA

FEIN: 510534510

Contractor Email: JEN@ANTONSERVICE.COM

Insurance Number: NA

Working Body: LAKEVIEW ELEMENTARY UNION SCHOOL

DIR Project ID: 333529

Project Name: PARKING LOT UPGRADES

District: ANTON'S SERVICE, INC.

County: SAN DIEGO

Address: 12335 WOODSIDE AVENUE, LAKEVIEW, CA 92040

Payroll Number: 3 - 0

For Week Ending: 07/26/2020

Is this a Statement of Non-Performance?

Name, Address and Social Security Number of Worker		Number of Withholding	Day							Total		Gross Amount Earned		Deductions, Contributions, and Payments							Net Wage Paid For Week	Check Number
ESCOLIO, SALVADOR REGILLO PL CHULA VISTA CA 91910 1493		1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Hours	Hourly Pay Rate	Thurs	All Projects	Federal Tax	FICA	State Tax	SDI	Vac/Holiday	Health & Well.	Pension		
Work Classification			Date																			
OPERATING ENGINEER-GROUP 2			Hours Worked Each Day																			
S			8.00	8.00	8.00	8.00	8.00	0.00	0.00	40.00	47.83	1,913.20	2,218.60									
O			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
D			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
				</																		

OTE:

Name, Address and Social Security Number of Worker		Number of Withholding	Day							Deductions, Contributions, and Payments												
		1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Gross Amount Earned		Federal Tax		FICA Tax	State Tax	SDI	Vac/ Holiday	Health & Well.	Pension	Net Wage Paid For Week	Check Number	
		Work	07/20	07/21	07/22	07/23	07/24	07/25	07/26	Total Hours	Hourly Pay Rate	All Projects		Training Admin		Dues	Travel/ Subs	Savings	Other	Total Deduct		
Classification			Hours Worked Each Day																			
LABORER (CONSTRUCTION) ERECTOR, HOUSEMOVER		S	8.00	8.00	8.00	8.00	0.00	0.00	0.00	40.00	35.30	1,412.00 Project		1,413.19							843.43	22302
		O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.94		0.00	0.00	0.00	0.00	569.76		
		D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											

OTE:

Name, Address and Social Security Number of Worker	Number of Withholding	Day										Deductions, Contributions, and Payments																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
		Mon		Tue		Wed		Thu		Fri		Sat		Sun		Federal Tax		FICA Tax		State Tax		SDI		Vac/ Holiday		Health & Well.		Pension		Net Wage Paid For Week																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
		Date										Gross Amount Earned										FICA Tax										State Tax										SDI										Vac/ Holiday										Health & Well.										Pension										Net Wage Paid For Week																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
		Classification										Hours Worked Each Day										This Project										All Projects										Training										Fund Admin										Dues										Travel/ Subs										Savings										Other										Total Deduct										1,201.24										22308																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
MCINTOSH, AUSTYN LINDOLIN LAKEVIEW CA 92040 1166	1	07/20 07/21 07/22 07/23 07/24 07/25 07/26										40.00										35.30										1,412.00										1,791.35										0.69										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00										0.00									

OTE:

Contractor Name: ANTON'S SERVICE, INC

Project Name: PARKING LOT UPGRADES

For Week Ending: 07/26/2020

Payroll Number: 3-0

Name, Address and Social Security Number of Worker	Number of Withholding	Day							Total Hours	Hourly Pay Rate	Gross Amount Earned		Deductions, Contributions, and Payments								Net Wage Paid For Week	Check Number
		Mon	Tue	Wed	Thu	Fri	Sat	Sun			This Project	All Projects	Federal Tax	FICA	State Tax	SDI	Vac/ Holiday	Health & Well.	Pension			
		Date	Date	Date	Date	Date	Date	Date														
RODRIGUEZ, GABRIEL 11111 HWY 100 RD RAMONA CA 92065 6613	1	07/20	07/21	07/22	07/23	07/24	07/25	07/26			1,913.20	1,927.50	328.00	238.74	128.41	31.21	5.25	9.34	14.55	1,201.24	22314	
Classification		Hours Worked Each Day																				
OPERATING ENGINEER- GROUP 2		S	8.00	8.00	8.00	8.00	8.00	0.00	40.00	47.83												
		O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00												
		D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00												
OTE:																						

eCPR Online Confirmation

Your payroll submission request has been processed.

Please review the results of your submission. Should you have any questions please contact the eCPR unit at publicworks@dir.ca.gov.

Contractor Name: ANTON'S SERVICE, INC.
Contractor Address: 8865 WINTER GARDENS BLVD. LAKESIDE CA 92040
Awarding Body: LAKESIDE ELEMENTARY UNION SCHOOL DISTRICT
Project ID: 333529
Contract With: ANTON'S SERVICE, INC.
Week Ending Date: 2020-07-26
Payroll Number: 3
Amendment Number: 0

4 employee payroll record(s) processed

Your Transaction ID is: 8991898

[Print this Page](#)



[View your submission](#)

[Submit another set of payroll records](#)

J. Bret Turley 619-820-8141
Dustin Turley 619-446-9741

Asphalt & Concrete Enterprise

P: 619-562-8681(Graycia)
F: 619-562-8684

DAILY WORK SHEET

Customer: LSUSD	Job Name: Riverview Elementary
CONTACT: Dustin	Job Address: 9308 Winter Gardens Blvd
CELL: 619-446-9741	Work Description: Excavate Subgrade
DATE: 7-21-2020	Material Sections: 4' 6"

JOB #: **20-10060**

MEN: Start - Finish

Men: Start- Finish

Salvador

Alfredo

Austyn

Gabriel

Marco

Rob Z.

Juan

Chuck

Marcos

Chad

Efrain

Chris R.

Dwayne

Ivan

Victor

Truck Type (capacity)

Transfer(24 ton)

Booster(21 ton)

10-Wheeler(13 ton)

End Dump(24 ton)

Ronnie Berger (16 ton)

2 Super 10 (16 ton)

PLANT: Asphalt

Approx: Tons

CCAC (Carroll)

CCAC (Miramar)

CCAC (Lakeside)

Vulcan (Carroll)

Vulcan (Otay)

Superior (Tulip)

EQUIPMENT:

Loader

Excavator

Small Paver

Cat Skidsteer 259

Cat Skidsteer 289

1-3 Ton Roller

3-5 Ton Roller

Vibraplate

Stomper

Blower

New Bobtail

Tool Truck(Jorge)

Foreman Truck(Hugo)

Tool Truck (Tim)

SS1-H Trailer

Stake Bed Woodside

Pavement Recycling

Breaker attach

Planer Attach

Sweeper Attach

Berm Machine

Old Bobtail

Cut off saw

{RENTALS}-

Water Truck

Compressor

Crack Filler Pot

Traffic Control

Seal Buggy

Porta-Pot

Seal Tank Trailer

Road Widener

PLANT: Base

Approx: Tons

Moody's

Hanson Mirimar

Rock Ridge Crushing BTS

Hanson Lakeside

Ennis

Robertsons/Willow Glen

Superior

Vulcan Carroll

Vulcan CV

Alpine Asphalt & Concrete

J. Bret Turley 619-820-8141
Dustin Turley 619-446-9741

Asphalt & Concrete Enterprise

P: 619-562-8681(Graycia)
F: 619-562-8684

DAILY WORK SHEET

Customer: <u>LSUSD</u>	Job Name: <u>Riverview</u>
CONTACT: <u>Dustin</u>	Job Address: <u>9308 Winter Gardens Blvd</u>
CELL: <u>619-446-9741</u>	Work Description: <u>Place Rock</u>
DATE: <u>7-22-2020</u>	Material Sections: <u>3" Minus at 8" depth</u>

JOB #: 20-10060

MEN: Start - Finish

Salvador
Alfredo
Austyn
Gabriel
Marco
Rob Z.
Juan
Chuck
Marcos

Men: Start- Finish

Chad
Efrain
Chris R.
Dwayne
Ivan
Victor

Truck Type (capacity)

Transfer(24 ton)
Booster(21 ton)
10-Wheeler(13 ton)
End Dump(24 ton)
Ronnie Berger (16 ton)
Super 10 (16 ton)

PLANT: Asphalt

Approx: Tons

CCAC (Carroll)
CCAC (Miramar)
CCAC (Lakeside)

Vulcan (Carroll)
Vulcan (Otay)
Superior (Tulip)

EQUIPMENT:

Loader
Excavator
Small Paver
Cat Skidsteer 259
Cat Skidsteer 289
1-3 Ton Roller
3-5 Ton Roller
Vibraplate
Stomper
Blower
New Bobtail
Tool Truck(Jorge)
Foreman Truck(Hugo)
Tool Truck (Tim)
SS1-H Trailer
Stake Bed Woodside

Pavement Recycling

Breaker attach
Planer Attach
Sweeper Attach
Berm Machine
Old Bobtail
Cut off saw
{RENTALS}-

Water Truck

Compressor
Crack Filler Pot
Traffic Control
Seal Buggy
Porta-Pot
Seal Tank Trailer
Road Widener

PLANT: Base

Approx: Tons

Moody's
Hanson Mirimar
Rock Ridge Crushing BTS
Hanson Lakeside
Ennis
Robertsons/Willow Glen
Superior
Vulcan Carroll
Vulcan CV
Alpine Asphalt & Concrete

J. Bret Turley 619-820-8141
Dustin Turley 619-446-9741

Asphalt & Concrete Enterprise

P: 619-562-8681(Graycia)
F: 619-562-8684

DAILY WORK SHEET

Customer: <u>LSUSD</u>	Job Name: <u>Riverview</u>
CONTACT: <u>Dustin</u>	Job Address: <u>9308 Winter Gardens Blvd</u>
CELL: <u>619-446-9741</u>	Work Description: <u>Place Class 2</u>
DATE: <u>7-23-2020</u>	Material Sections: <u>3' 10"</u>

JOB #: 20-10060

MEN: Start - Finish

Salvador

Alfredo

Austyn

Gabriel

Marco

Rob Z.

Juan

Chuck

Marcos

Men: Start- Finish

Chad

Efrain

Chris R.

Dwayne

Ivan

Victor

Truck Type (capacity)

Transfer(24 ton)

Booster(21 ton)

10-Wheeler(13 ton)

End Dump(24 ton)

Ronnie Berger (16 ton)

2 Super 10 (16 ton)

PLANT: Asphalt

Approx: Tons

CCAC (Carroll)

CCAC (Miramar)

CCAC (Lakeside)

Vulcan (Carroll)

Vulcan (Otay)

Superior (Tulip)

PLANT: Base

Approx: Tons

Moodys

Hanson Mirimar

Rock Ridge Crushing BTS

Hanson Lakeside

Ennis

Robertsons/Willow Glen

Superior

Vulcan Carroll

Vulcan CV

Alpine Asphalt & Concrete

EQUIPMENT:

Loader

Excavator

Small Paver

Cat Skidsteer 259

Cat Skidsteer 289

1-3 Ton Roller

3-5 Ton Roller

Vibraplate

Stomper

Blower

New Bobtail

Tool Truck(Jorge)

Foreman Truck(Hugo)

Tool Truck (Tim)

SS1-H Trailer

Stake Bed Woodside

Pavement Recycling

Breaker attach

Planer Attach

Sweeper Attach

Berm Machine

Old Bobtail

Cut off saw

{RENTALS}-

Water Truck

Compressor

Crack Filler Pot

Traffic Control

Seal Buggy

Porta-Pot

Seal Tank Trailer

Road Widener



11422 N. Woodside Ave
Santee, CA 92071
www.acenterprisesinc.com

J. Bret Turley 619-820-8141
Dustin Turley 619-446-9741

P: 619-562-8681(Graycia)
F: 619-562-8684

Change Order Request #6

Customer: Lakeside Union School District	Project Name: Parking Lot Upgrades
CONTACT: Paul Gallegos	Project Address: 9308 Wintergardens Blvd, Lakeside, CA
SITE CONTACT: Greg Gardner	Work Description: New Vault Box and Valves
DATE: 8/14/2020	Email: paulg@alphastudio-design.com

A.C.E. JOB #: 20-10060

Description Of Additional Work:

Demolition and disposal of old unusable vault and valves. Installation of new vault box and valves for irrigation

Equipment:

Mini Excavator: 8 hrs at \$82.85 per hour = \$662.80

Skid Steer: 8 hrs at \$35.00 per hour = \$280.00

Labor:

Operator: 8 hrs at \$77.68 per hour = \$621.44

Laborer: 8 hrs at \$56.23 per hour = \$449.84

Burden: \$1,071.28 at 34% = \$364.24

Material:

Dual-Meter Box Body: \$858.90

Dual-Meter Box Cover: \$1,197.10

5 ea. Rain Bird EFB Brass Contamination Proof Valve at \$205.20 each: \$1,026.00

SUBTOTAL: \$5,460.32

PROFIT/OVERHEAD: \$546.03

TOTAL CHANGE: \$6,006.35

Dustin Turley

Signature - Owners Representative:

RECOMMEND APPROVAL
10-26-2020
P. GALLEGOS

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Approve proposal for architectural services provided by StudioWC for the addition of a portable classroom and Service Kitchen at Tierra del Sol.

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

StudioWC will provide portable classroom plans for submittal to the Division of State Architect (DSA) and include raised wood foundations along with a new TMP ramp.

Fiscal Impact (Cost): \$21,000

\$16,000 Developer Fees
\$5,000 Bond – Measure L, Series B

Funding Source:

Developer Fees
Bond- Measure L, Series B

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 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 



November 4, 2020

Lakeside School District
12335 Woodside Ave,
Lakeside, CA 92040
Attn: Ms. Erin Garcia, Assistant Superintendent of Business

Re: Fee for New Classroom Building – R1 and Service Kitchen

Dear Ms. Garcia:

Please accept our fee proposal for the addition of a new portable classroom. The following summarizes our understanding of the Scope of work:

1. New Classroom Building- PC No. provided by Todd.
2. Raised wood foundations, per the PC plans.
3. Get PC Plans from DSA.
4. New TMP ramp.
5. New carpet and base
6. Paint inside and outside
7. Call out new skirting for ramp and portable – paint.
8. Provide power.
9. Provide Fire Alarm
10. Provide Data
11. Project will be permitted with the MPR Mod project
12. Assist with bidding. Assuming hard bid.
13. Construction administration in conjunction with the MPR Mod.

Classroom Total Fee: \$16,000

Service Kitchen (electrical and LV only) - \$5,000.

Total proposed fee - \$21,000.00

If you have any comments or questions, please do not hesitate to contact me at (760) 415-8892.

Sincerely,

Debra Vaughan-Cleff, PE
StudioWC

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Enrollment Report for Month 2 (9/21/2020-10/16/2020)

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**

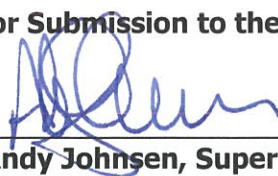
Originating Department/School: Business Services

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 2

9/21/2020 - 10/16/2020

DATE: 10/28/2020

SCHOOL	K	1	2	3	4	5	6	7	8	SDC	HH	EAK	NON ADA	TK	M2 20/21 TOTAL	M2 19/20 TOTAL	VARIANCE
EUCALYPTUS HILLS														94	94	107	-13
LAKESIDE FARMS	96	92	99	104	73	86				27		0	0		577	639	-62
LAKEVIEW	92	126	96	116	117	110									657	711	-54
LEMON CREST	56	74	80	72	82	75				21		0	0		460	501	-41
LINDO PARK	53	65	57	66	61	57				30		0	0		389	468	-79
RIVERVIEW			152	152	142	135									581	626	-45
WINTER GARDENS	164	161													325	361	-36
LAKESIDE MIDDLE							268	240	238	16					762	801	-39
TIERRA DEL SOL							231	218	253	29					731	754	-23
HOME FLEX	16	23	13	9	8	13	5	5	3					2	97	18	79
DISTRICT TOTAL	477	541	497	519	483	476	504	463	494	123	0	0	0	96	4,673	4,986	-313

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	
2020-2021	4,674	4,673										
2019-2020	4,985	4,986	4,966	4,966	5,042	5,036	5,031	5,036	5,031	5,018	5,015	
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	-	

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Quarterly Investment Reports, San Diego County Treasury Investment Pool as of quarter ended on September 30, 2020.

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

Reports for disclosure of district investments pursuant to Government Code Section 53646. Exhibit A reports the quarterly cash balance of all district funds invested in the San Diego County Treasury Investment Pool. Exhibit B demonstrates the County Treasurer Investment Pool would be able to meet the pool's expenditure requirements for the next three months.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Addresses Emphasis Goal(s):

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

Recommended Action:

- | | |
|----------------------------------------------------------|------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Informational | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion | <input 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:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

**San Diego County Office of Education
SD County Pool Interest Rate
2020-21 Fiscal Year**

Quarter Ending	Interest Rate	
	Quarterly	Annualized
September 30, 2020	0.3346273%	1.339%
December 31, 2020		0.000%
March 31, 2021		0.000%
June 30, 2021		0.000%
Annualized Rate		1.339%

Quarterly interest factor x4 = annualized interest rate

Add quarterly interest rates divided by 4 = annualized rate for the year

Exhibit A

District Superintendent and
Governing Board of the
Lakeside Union School District

**Quarterly Report of Chief Financial Officer
Regarding Disclosure of District Investments**

Pursuant to Government Code Section 53646, you are hereby notified that as of the quarter ended September 30, 2020 the funds of the Lakeside Union School District were invested in the San Diego County Investment Pool Balances by fund shown below:

<i>San Diego County Treasury Investment Pool</i>		<i>\$ 24,750,350.31</i>
0100	General Fund	\$ 11,615,296.08
1200	Child Development	\$ 868,005.47
1300	Child Nutrition	\$ 224,426.57
1500	Pupil Transportation-Equip.	\$ 3,078.36
1742	Special Reserve Other Than Capital Outlay	\$ 242.50
2000	Special Reserve Post-Employee Benefits	\$ 60,063.30
2139	Building Fund (Bond)	\$ 10,455,026.82
2519	Capital Facilities/Developer Fees	\$ 1,507,114.92
4000	Special Reserves/Capital Projects	\$ 17,096.29

Annualized Interest Rate as of 9/30/20 is 1.339%

All funds received or collected by the Lakeside Union School District are deposited into the County Treasury with the exception of those allowed by Education Code 41002.5 Such exceptions may be deposited in financial institutions whose accounts are federally insured. Examples of such funds for LUSD are ASB funds, cafeteria funds and ESS funds.

I, Erin Garcia, Assistant Superintendent of the Lakeside Union School District, hereby certify that the information contained in this report, including the attachments, is accurate and correct to the best of my knowledge.



Erin Garcia
Assistant Superintendent

11-2-2020

Date

PROJECTED LIQUIDITY

County of San Diego Pooled Money Fund

As of September 30, 2020

(\$000)

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
Beginning Pool Book Balance	10,217,536	10,115,874	10,100,464	11,551,182	10,761,490	10,235,295
Inflows						
Investment Inflows	517,308	515,000	582,110	391,710	372,000	100,000
Projected Credits	1,200,724	1,310,675	3,228,450	935,698	827,385	1,228,255
	1,718,032	1,825,675	3,810,560	1,327,408	1,199,385	1,328,255
Outflows						
Investment Purchases	1,050,250	-	-	-	-	-
Projected Debits	1,302,386	1,326,085	1,777,732	1,725,390	1,353,580	1,274,215
	2,352,636	1,326,085	1,777,732	1,725,390	1,353,580	1,274,215
Net Cash Flows	(101,662)	(15,410)	1,450,718	(789,692)	(526,195)	(45,960)
MONTH END POOL BALANCE	10,115,874	10,100,464	11,551,182	10,761,490	10,235,295	10,189,335
PROJECTED MONTH END LIQUIDITY	\$ 623,533	\$ 1,123,123	\$ 3,155,951	\$ 2,757,969	\$ 2,603,774	\$ 2,657,814

Note: The above is not meant to be a complete Cash Flow Statement. The data represents a subset of the main cash flow items and does not include accrued interest or other adjustment items.

The projected cash flows indicate sufficient liquidity to meet all scheduled expenditures for the next 6 months.

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

Agenda Item:

Board Policy and Administrative Regulation 0430: Comprehensive Local Plan ^{for} ~~doe~~ Special Education

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

First Reading: Policy updated to reflect the requirement that the Special Education Local Plan Area (SELPA) submit its local plan to the county office of education and/or Superintendent of Public Instruction and the requirement, beginning July 1, 2020, to review the plan every three years. Policy also clarifies the different types of SELPA governance structures and adds an option for arrangements in which the district joins with other districts and the county office of education to form a SELPA. Policy deletes material related to the referral and eligibility of students for special education, which is addressed in AR 6164.4 - Identification and Evaluation of Individuals for Special Education. Policy adds requirement to adopt a procedure for the ongoing review of programs and a mechanism for correcting any identified problem. Regulation updated to reflect the new template for the SELPA plan developed by the California Department of Education (CDE). Section on "Definitions" revised to delete definitions for terms which are not used in this policy and regulation. Section on "Elements of the Plan" expanded to include further details regarding required components. Regulation also reflects NEW LAW (SB 75, 2019) which requires the SELPA plan to include an annual assurances support plan, beginning July 1, 2021 based on a CDE template developed by July 1, 2020. Regulation adds a requirement that each school post a notice of the public hearing that will be held by the SELPA to adopt the plan, and adds a new section on "Availability of the Plan" which includes a requirement to post the SELPA plan on the district's web site and make it available in the district office.

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:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

The Governing Board ~~desires~~ **recognizes its obligation** to provide a free appropriate public education to all individuals with disabilities, aged ~~3~~ **birth** to 21 years, who reside in the district, ~~including children who have been suspended or expelled or placed by the district in a nonpublic, nonsectarian school.~~

~~Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)~~

~~(cf. 3541.2 – Transportation for Students with Disabilities)~~

~~(cf. 411.23 – Special Education Staff)~~

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

~~(cf. 6146.4 – Differential Graduation and Competency Standards for Students with Disabilities)~~

~~(cf. 6159 – Individualized Education Program)~~

~~(cf. 6159.1 – Procedural Safeguards and Complaints for Special Education)~~

~~(cf. 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education)~~

~~(cf. 6159.3 – Appointment of Surrogate Parent for Special Education Students)~~

~~(cf. 6159.4 – Behavioral Interventions for Special Education Students)~~

~~(cf. 6164.4 – Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6164.6 – Identification and Education Under Section 504)~~

~~The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)~~

~~(cf. 1220 – Citizen Advisory Committees)~~

~~(cf. 1312.3 – Uniform Complaint Procedures)~~

~~(cf. 3541.2 – Transportation for Students with Disabilities)~~

~~(cf. 4112.23 – Special Education Staff)~~

~~In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district participates as a member of the SELPA.~~

~~The Superintendent or designee shall extend the district's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of this district, with the exception of those that apply to complaints, unless the SELPA plan specifically authorizes the district to operate under its own policies and regulations.~~

In order to meet the needs of individuals with disabilities, the district shall participate as a member of a Special Education Local Plan Area (SELPA) with other districts and the county office of education pursuant to Education Code 56195.1.

The district shall enter into agreements with other members of the SELPA in accordance with Education Code 56195.1 and 56195.7. Consistent with these agreements, the district shall adopt policies governing the programs and services it operates. (Education Code 56195.8)

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

The Superintendent or designee shall work with the other members of the SELPA to develop a local plan for the education of individuals with disabilities. The plan shall be approved by the Board and the other members of the SELPA, and shall be submitted to the Superintendent of Public Instruction. (Education Code 56195.1)

The local plan shall be reviewed at least once every three years and updated as needed to ensure the information contained in the plan remains relevant and accurate. The local plan shall be updated cooperatively by a committee of representatives of special and regular education teachers and administrators selected by the groups they represent and with participation by parent/guardian members of the community advisory committee, or parents/guardians selected by the community advisory committee, to ensure adequate and effective participation and communication. (Education Code 56195.9)

Special education programs and services shall be reviewed on an ongoing basis. The results of such evaluations shall be use to identify and correct any program deficiencies.

*Legal Reference:*EDUCATION CODE

56000-56001 Education for individuals with exceptional needs
 56020-56035 Definitions
 56040-56046 General provisions
 56048-56050 Surrogate parents
 56055 Foster parents
 56060-56063 Substitute teachers
 56170-56177 Children enrolled in private schools
 56190-56194 Community advisory committees
 56195-56195.10 Local plans
 56205-56208 Local plan requirements
 56213 Special education local plan areas with small or sparse populations
 56240-56245 Staff development
 56300-56385 Identification and referral, assessment, instructional planning
 56440-56447.1 Programs for individuals between the ages of three and five years
 56500-56508 Procedural safeguards, including due process rights
 56520-56524 Behavioral interventions
 56600-56606 Evaluation, audits and information
 56836-56836.05 Administration of local plan

GOVERNMENT CODE

7579.5 Surrogate parent, appointment, qualifications, liability
 95000-95029 California Early Intervention Services Act

WELFARE AND INSTITUTIONS CODE

361 Limitations on parental control
 726 Limitations on parental control

CODE OF REGULATIONS, TITLE 5

3000-3089 Regulations governing special education

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.10-99.22 Inspection, review and procedures for amending education records

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

300.1-300.818 Assistance to states for the education of children with disabilities, including:

300.500-300.520 Due process procedures for parents and children

303.1-303.654 Early intervention program for infants and toddlers with disabilities

Management Resources:

WEB SITES

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

U.S. Department of Education, Office of Special Education Programs:

<http://www.ed.gov/about/offices/list/osep>

Policy
adopted:
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

Definitions

Free appropriate public education (FAPE) means special education and related services that are provided at public expense, under public supervision and direction, and without charge; meet the standards of the California Department of Education, including the requirements of 34 CFR 300.1-300.818; include appropriate preschool, elementary school, or secondary school education for individuals between the ages of 3 and 21; and are provided in conformity with an individualized education program (IEP) that meets the requirements of 34 CFR 300.320-300.324. (**Education Code 56040**; 34 CFR 300.17, 300.101, 300.104; ~~Education Code 56040~~)

~~FAPE applies to students who are suspended or expelled or placed by the district in a nonpublic, nonsectarian school. (34 CFR 300.17, 300.101, 300.104)~~

Least restrictive environment means that, to the maximum extent appropriate, students with disabilities, including individuals in public or private institutions or other care facilities, be educated with individuals who are nondisabled, including the provision of nonacademic and extracurricular services and activities. Special classes, separate schooling, or other removal of students with disabilities from the regular educational environment occurs only if the nature or severity of the disability is such that education in the regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. (**Education Code 56040.1**; 34 CFR 300.107, 300.114, 300.117; ~~Education Code 56040.1~~)

~~*Special education* means specially designed instruction, provided at no cost to the parent/guardian, to meet the unique needs of individuals with disabilities including a full continuum of program options including instruction conducted in the classroom, in the home, in hospitals and institutions, and other settings, and instruction in physical education to meet the educational and service needs in the least restrictive environment. (Education Code 56300, 56031)~~

~~*Special education* may include each of the following if the services otherwise meet the definition in the above paragraph: (Education Code 56031)~~

- ~~1. — Speech language pathology services, or any other designated instruction and service or related service, pursuant to Education Code 56363, if the service is considered special education rather than designated instruction and service or related service under state standards~~
- ~~2. — Travel training~~
- ~~3. — Career technical education~~
- ~~4. — Transition services for students with disabilities in accordance with 34 CFR 300.43 if provided as specially designed instruction, or a related service, if required to assist a student with disabilities to benefit from special education~~

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

~~*Specially designed instruction* means adapting the content, methodology, or delivery of instruction to address the unique needs of the student that result from the student's disability and to ensure access of the student to the general curriculum, so that the student can meet the educational standards that apply to all students in the district. (34 CFR 300.39)~~

~~*Surrogate parent* means an individual assigned to act as a surrogate for the parent/guardian. The surrogate may represent an individual with disabilities in matters relating to identification, assessment, instructional planning and development, educational placement, reviewing and revising the IEP, and in other matters relating to the provision of FAPE to the individual with disability. (34 CFR 300.519; Education Code 56050)~~

~~(cf. 6159.3 Appointment of Surrogate Parent for Special Education)~~

Elements of the Local Plan

The local plan developed by the Special Education Local Plan Area (SELPA) shall include, but not be limited to, ~~the following:~~ (Education Code **56122**, 56205, 56206)

1. ~~Assurances that p~~**Policies, procedures, and programs, that are** consistent with state laws, regulations, and policy**ies, are in effect as specified in Education Code 56205(a)(1-22) and in conformity with and** 20 USC 1412(a), 20 USC 1413(a)(1), and 34 CFR 300.201 **governing the following:**
 - a. **Free appropriate public education**
 - b. **Full educational opportunity**
 - c. **Child find and referral**
 - d. **Individualized education programs, including development, implementation, review, and revision**
 - e. **Least restrictive environment**
 - f. **Procedural safeguards**
 - g. **Annual and triennial assessments**
 - h. **Confidentiality**
 - i. **Transition from the Infants and Toddlers with Disabilities programs pursuant to 20 USC 1431 to the preschool program**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- j. Children in private schools**
- k. Compliance assurances, including general compliance with the federal Individuals with Disabilities Education Act (20 USC 1400-1482), Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794), the federal Americans with Disabilities Act of 1990 (42 USC 12101-12213), related federal regulations, and Education Code 56000-56865**
- l. A description of the governance and administration of the local plan in accordance with Education Code 56205(a)(12)**
- m. Personnel qualification to ensure that personnel, including special education teachers and personnel and paraprofessionals are appropriately and adequately prepared and trained in accordance with Education Code 56058 and 56070 and 20 USC 1412(a)(14) and 1413(a)(3)**
- n. Performance goals and indicators**
- o. Participation in state and districtwide assessments, including assessments described in 20 USC 6301 et seq. and alternate assessments in accordance with 20 USC 1412(a)(16), and reports relating to assessments**
- p. Supplementation of state, local, and other federal funds, including nonsupplantation of funds**
- q. Maintenance of financial effort**
- r. Opportunities for public participation before adoption of policies and procedures**
- s. Suspension and expulsion rates**
- t. Access to instructional materials by blind individuals with exceptional needs and others with print disabilities in accordance with 20 USC 1412(a)(23)**
- u. Overidentification and disproportionate representation by race and ethnicity of children as individuals with exceptional needs, including children with disabilities with a particular impairment described in 20 USC 1401 and 1412(a)(24)**
- v. Prohibition of mandatory medication use pursuant to Education Code 56040.5 and 20 USC 1412(a)(25)**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

2. ~~An annual budget plan and annual service plan adopted at a public hearing held by the SELPA, including descriptions of the SELPA's allocation plan in accordance with Education Code 56836-56845, all revenues by revenue source received by the SELPA specifically for the purpose of special education, a breakdown of the distribution of funds to each local educational agency (LEA) within the SELPA, projected total special education expenditures by each LEA, projected total expenditures by the SELPA and the LEAs within the SELPA, projected funding to be received specifically for regionalized operations, and a breakdown of projected SELPA operating expenditures~~
3. **An annual service plan, describing the services to be provided by each LEA, regardless of whether the LEA participates in the local plan, including the nature of the services and the physical location at which the services will be provided. This description shall demonstrate that all individuals with exceptional needs shall have access to services and instruction appropriate to meet their needs as specified in their individualized education programs.**
4. **Beginning July 1, 2021, an annual assurances support plan to demonstrate how the SELPA and its participating agencies are coordinating for purposes of assuring effective outcomes for students with disabilities, including a description of:**
 - a. **How the SELPA will support each participating district in achieving the goals, actions, and services identified in its local control and accountability plan**
 - b. **How the SELPA will connect any participating district in need of technical assistance to the statewide system of support**
 - c. **The services, technical assistance, and support the SELPA will provide to meet the required policies, procedures, and programs specified in Education Code 56205**
- 3-5. A description of programs for early childhood special education from birth through five years of age
- 4-6. A description of the method by which members of the public, including parents/guardians of individuals with disabilities who are receiving services under the plan, may address questions or concerns pursuant to Education Code 56205
- 5 7. A description of a dispute resolution process, **including mediation and arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan**

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- ~~6~~ **8.** Verification that the plan has been reviewed by the community advisory committee in accordance with Education Code 56205 **and that the committee had at least 30 days to conduct this review before submission of the local plan to CDE**
- ~~7~~ **9.** A description of the process being utilized to refer students for special education instruction pursuant to Education Code 56303
- ~~8~~ **10.** A description of the process being utilized to oversee and evaluate placements in nonpublic, nonsectarian schools, ~~and the method for~~ **of ensuring that all requirements of each student's IEP are being met, and a method for evaluating whether the student is making appropriate educational progress**
- ~~9~~ **11.** A description of how specialized equipment and services will be distributed within the local plan area in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environment

The local plan, annual budget plan, ~~and annual service plan,~~ **and annual assurances support plan** shall be written in language that is understandable to the general public. **They shall be adopted at a public hearing of the SELPA, for which notice of the hearing shall be posted in each school in the SELPA at least 15 days before the hearing.** (Education Code 56205)

~~Each entity providing special education shall adopt policies for the programs and services it operates, consistent with agreements adopted pursuant to Education Code 56195.1 and 56195.7. (Education Code 56195.8)~~

~~(cf. 3541.2—Transportation for Students with Disabilities)~~

~~(cf. 3542—School Bus Drivers)~~

~~(cf. 4112.23—Special Education Staff)~~

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

~~(cf. 6159—Individualized Education Program)~~

~~(cf. 6159.1—Procedural Safeguards and Complaints for Special Education)~~

~~(cf. 6159.2—Nonpublic, Nonsectarian School and Agency Services for Special Education)~~

~~(cf. 6164.4—Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6164.41—Children with Disabilities Enrolled by Their Parents in Private School)~~

~~(cf. 6164.6—Identification and Education Under Section 504)~~

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

Availability of the Plan

The Superintendent or designee shall post on the district's web site the approved local plan, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans. A complete copy of the local plan, annual budget plan, annual service plan, annual assurances support plan, and policies and procedures shall be held on file in the district office and shall be accessible to any interested party. (Education Code 56205.5)

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Board Policy and Administrative Regulation 4113: Assignment

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

First Reading: Policy updated to reflect **NEW LAW (AB 1219, 2019)** which requires annual monitoring of the assignment of certificated employees at all schools, and requires the Commission on Teacher Credentialing (CTC) to administer a statewide system that produces an annual data file of vacancies and misassignments and provides districts an opportunity to submit additional evidence that an employee is legally authorized for the assignment. Policy also adds legal requirements to report misassignments in the school accountability report card and to use Williams uniform complaint procedures to address any complaint alleging teacher misassignment or vacancy.

Regulation updated to make minor corrections for gender neutrality.

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:



Lisa DeRosier, Executive Assistant



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

ASSIGNMENT

In order to serve the best interests of students and the educational program, the Governing Board authorizes the Superintendent or designee to assign certificated personnel to positions for which ~~their~~ **they are qualified pursuant to their certification**, preparation, professional experience, and aptitude ~~qualify them~~.

(cf. 4112.2 - Certification)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Teachers may be assigned to any school within the district in accordance with the collective bargaining agreement or Board policy.

(cf. 4141/4241 - Collective Bargaining Agreement)

Assignment to Courses/Classes

The Superintendent or designee shall assign teachers to ~~courses~~ based on the grade level and subject matter authorized by their credentials.

When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare ~~him/her~~ **the teacher** to provide instruction in that subject.

~~Teachers who are assigned to teach core academic subjects shall meet the requirements of the No Child Left Behind Act (NCLB) pertaining to qualifications of highly qualified teachers. (20 USC 6319, 7801; 5 CCR 6100-6126)~~

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

When specifically authorized by law or regulation, ~~t~~The Superintendent or designee may, **with the assign** a teacher's, ~~with his/her consent, to a position outside the teacher's his/her~~ credential authorization ~~when specifically authorized by law or regulation, and in accordance with the local teaching assignment options described in the Commission on Teacher Credentialing's Administrator's Assignment Manual. Such a~~ Assignments ~~made pursuant to Education Code 44256, 44258.2, and 44263~~ shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in district records the statute or regulation under which the assignment is authorized.

(cf. 3580 - District Records)

If at any time a certificated employee is required by the district to accept an assignment which the employee believes is not legally authorized by the employee's credential, the employee shall notify the Superintendent or designee, in writing, of the misassignment.

ASSIGNMENT (continued)

Within 15 working days, the Superintendent or designee shall notify the employee of the legality of the assignment. If no action is taken by the district, the employee shall provide written notification to the County Superintendent of Schools. No adverse action shall be taken against an employee who files a notice of misassignment. (Education Code 44258.9)

Vacancies and Misassignments

~~The Superintendent or designee shall periodically report to the Board on teacher assignments and vacancies, including the number and type of assignments made outside a teacher's credential authorization through a local teaching assignment option. Whenever district misassignments and vacancies are reviewed by the County Superintendent of Schools or Commission on Teacher Credentialing, as applicable, the Superintendent or designee shall report the results to the Board and shall provide recommendations for remedying any identified issues.~~

~~(cf. 1312.4 - Williams Uniform Complaint Procedures)~~

Annually, the district shall review potential misassignments and vacant positions throughout the district. Upon receiving notification from CTC of the availability of data regarding potential misassignments and vacant positions in the district, the Superintendent shall review the data within 60 days. When necessary, the Superintendent or designee may respond by submitting additional documentation to the County Superintendent showing that an employee is legally authorized for an assignment and/or that a position identified as vacant was miscoded and a legally authorized employee is assigned to the position. (Education Code 44258.9)

If the district subsequently receives, within 90 days of CTC's initial notification, a notification from the County Superintendent indicating that a certificated employee in the district is assigned to a position for which the employee has no legal authorization, the district shall correct the assignment within 30 calendar days. (Education Code 44258.9)

The district shall serve as the monitoring authority for teacher assignments in any charter school it has authorized, in accordance with Education Code 44258.9-44258.10.

~~(cf. 0420.41 - Charter School Oversight)~~

Any complaint alleging teacher misassignment or vacancy shall be filed and addressed through the district's procedures specified in AR 1312.4 - Williams Uniform Complaint Procedures.

~~(cf. 1312.4 - Williams Uniform Complaint Procedures)~~

ASSIGNMENT (continued)

The school accountability report card for each school shall include any assignment of teachers outside their subject areas of competence, misassignments, including misassignments of teachers of English learners, and the number of vacant teacher positions for the most recent three-year period. (Education Code 33126)

(cf. 0510 - School Accountability Report Card)

Equitable Distribution of Qualified Teachers

The Superintendent or designee shall identify and address the equitable distribution of ~~In order to ensure that highly qualified and experienced teachers are equitably distributed among district schools, including those with higher than average levels of low-income, minority, and/or academically underperforming students.;~~ **The Superintendent or designee shall annually report to the Board comparisons of teacher qualification across district schools, include the number of teachers serving under a provisional internship permit, short-term staff permit, intern credential, emergency permit, or credential waiver.**

Strategies for ensuring equitable access to experienced teachers may include, but are not limited to, incentives for voluntary transfers, provision of professional development, and/or programs to recruit and retain effective teachers.

- ~~1. — Verify that all teachers of core academic subjects possess the qualifications of highly qualified teachers as required by NCLB or develop immediate and long-term solutions for ensuring that all core academic classes will be taught by highly qualified teachers~~
- ~~2. — Not assign teachers with provisional internship permits, short-term staffing permits, or credential waivers to schools that have 40 percent or higher poverty or are ranked in deciles 1-3 on the statewide Academic Performance Index~~
- ~~3. — Not place interns in high poverty, low-performing schools in greater numbers than in schools with low poverty or higher academic achievement~~
- ~~4. — Compare teacher retention rates across district schools and develop strategies to recruit and retain experienced and effective teachers in hard-to-staff schools~~

(cf. 0460 – Local Control and Accountability Plan)

(cf. 4111/4211/4311 - Recruitment and Selection)

(cf. 4114 – Transfers)

(cf. 4131 – Staff Development)

(cf. 4131.1 – Teacher Support and Guidance)

(cf. 6171 – Title I Programs)

ASSIGNMENT (continued)

Legal Reference:

EDUCATION CODE

33126 School accountability report card
 35035 Additional powers and duties of superintendent
 35186 Complaint process
 37616 Assignment of teachers to year-round schools
 44225.6 Commission report to the legislature re: teachers
 44250-44277 Credentials and assignments of teachers
 44314 Subject matter programs, approved subjects
 44395-44398 Incentives for assigning NBPTS-certified teachers to high-priority schools
 44824 Assignment of teachers to weekend classes
 44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

6100-6126 Teacher qualifications, No Child Left Behind Act
 80003-80005 Credential authorizations
 80020-80020.5 Additional assignment authorizations
 80335 Performance of unauthorized professional services
 80339-80339.6 Unauthorized certificated employee assignment

UNITED STATES CODE, TITLE 20

6311 State plan

6312 Local educational agency plans

6319 Highly qualified teachers

6601-6651 Teacher and Principal Training and Recruiting Fund

7801 Definitions, highly qualified teacher

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 Highly qualified teachers

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Revised State Plan for the No Child Left Behind Act, rev. September 2008

California State Plan to Ensure Equitable Access to Excellent Educators

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

The Administrator's Assignment Manual, rev. September 2007

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

Improving Teacher Quality State Grants: ESEA Title II, Part A, rev. October 5, 2006

WEB SITES

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

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

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

Santa Clara County Office of Education, Personnel Management Assistance Team:

<http://www.secoe.org/depts/pmat>

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

Policy

adopted: September 17, 2012

revised:

LAKESIDE UNION SCHOOL DISTRICT

Lakeside, California

ASSIGNMENT

Assignment to Departmentalized Classes Outside Credential Authorization

Any holder of a credential other than an emergency permit may be assigned, with ~~his/her~~ consent, to teach departmentalized classes in grades K-12 regardless of the designations on ~~his/her~~ the teaching credential, provided that **the teacher's** ~~their~~ subject matter knowledge is verified prior to the assignment. (Education Code 44258.3)

Procedures for verifying a teacher's subject matter knowledge shall be developed and implemented by the Superintendent or designee with the involvement of appropriate subject matter specialists, including curriculum specialists, resource teachers, classroom teachers certified to teach the subject, staff assigned to regional subject matter projects or curriculum institutes, or college faculty. (Education Code 44258.3)

Procedures to be used for this purpose shall specify: (Education Code 44258.3)

1. One or more of the following ways in which subject matter competence shall be assessed:
 - a. Observation by subject matter specialists
 - b. Oral interviews
 - c. Demonstration lessons
 - d. Presentation of curricular portfolios
 - e. Written examinations
2. Specific criteria and standards for verifying subject matter knowledge by any of the above methods. These criteria shall include, but need not be limited to, evidence of the individual's knowledge of the subject matter to be taught, including demonstrated knowledge of the curriculum framework for the subject and the specific content of the district's course of study for the subject at the grade level to be taught.

(cf. 4115 - Evaluation/Supervision)

Whenever a teacher is assigned to teach departmentalized classes pursuant to Education Code 44258.3, the Superintendent or designee shall notify the exclusive representative of the district's certificated employees. (Education Code 44258.3)

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

ASSIGNMENT (continued)

Assignment to Elective Courses Outside Credential Authorization

A full-time teacher with special skills and preparation outside ~~his/her~~ **the** credential authorization may, with ~~his/her~~ **the teacher's** consent and the prior approval of a district committee on assignments, be assigned to teach an elective course in the area of the special skills or preparation, excluding a course in English, mathematics, science, or social studies. (Education Code 44258.7)

The Superintendent or designee shall establish a committee on assignments, consisting of an equal number of teachers selected by teachers and school administrators selected by school administrators, to approve such assignments. (Education Code 44258.7)

Committee members shall serve a two-year term but may be reappointed using the same procedure as the initial appointment.

When determining whether a teacher is qualified for an assignment pursuant to Education Code 44258.7, the committee may consider the teacher's education, prior experience, observation by subject matter specialists, oral interviews, demonstration lessons, presentation of curricular portfolios, and/or written examinations.

Assignments approved by the committee shall be for a maximum of one school year, but may be extended by action of the committee upon application by the principal and teacher. (Education Code 44258.7)

Assignment to Special Schedules

Full-time probationary or permanent classroom teachers employed by the district prior to implementation of weekend classes shall not, without their written consent, be required to teach for more than 180 full days during a school year or for more than the number of full days during the preceding school year, whichever is greater. No teacher shall be assigned to work on a Saturday or Sunday if ~~he/she~~ **the teacher** objects in writing that such assignment would conflict with ~~his/her~~ religious beliefs or practices. (Education Code 44824)

(cf. 6176 - Weekend/Saturday Classes)

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Administrative Regulation 4161.1: Personal Illness/Injury Leave

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

First Reading: Regulation updated to revise section on "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" to clarify that, for districts choosing Option 2, employees must receive "at least" 50 percent of their regular salary during the additional period of absence. Section on "Parental Leave" updated to reflect **NEW LAW (AB 2012)** which requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

☐ Informational

☒ Discussion

☐ Approval

☐ Adoption

☐ Denial

☐ Ratification

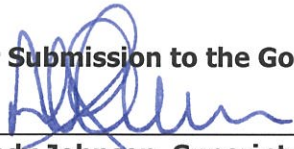
☐ Explanation: [Click here to enter text.](#)

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

PERSONAL ILLNESS/INJURY LEAVE

Certificated employees employed five school days a week are entitled to 10 days' leave of absence with full pay for personal illness or injury (sick leave), per school year of service. Employees who work less than five school days per week (part-time employees) shall be granted sick leave in proportion to the time they work. However, any part-time employees who ~~is~~ **are** entitled to less than three days of paid sick leave due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if ~~he/she is~~ **they are** eligible. (Education Code 44979; Labor Code 245-249)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.9/4261.9/4361.9 – Catastrophic Leave Program)

Use of Sick Leave

Certificated employees may use sick leave for absences due to:

1. Accident or illness, whether or not the absence arises out of ~~or~~ **and** in the course of employment; quarantine which results from contact **in the course of employment** with other persons having a contagious disease ~~during the employee's performance of his/her duties~~; or temporary inability to perform ~~his/her~~ assigned duties because of illness, accident, or quarantine, (Education Code 44964)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

2. Pregnancy, miscarriage, childbirth, and related recovery (Education Code 44965, 44978)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

3. Personal necessity (Education Code 44981)

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

4. Medical and dental appointments, in increments of not less than one hour.

5. Industrial accidents or illnesses when leave granted specifically for that purpose has been exhausted (Education Code 44984)

(cf. 4161.11/4361.11 - Industrial Accident/Illness Leave)

6. Need of the employee ~~or his/her family member, as define in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition for preventive care (Labor Code 233, 246.5) to bond with a child within one year of the child's birth, adoption, or foster care placement (parental leave) (Education Code 44977.5; Government Code 12945.2, 12945.6; 29 USC 2612; 29 CFR 825.112)~~

PERSONAL ILLNESS/INJURY LEAVE (continued)

Use of Sick Leave (Continued)

7. **Need of the employee or employee's family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care (Labor Code 233, 246.5)**
- 7 8. Need of the employee to seek or obtain any relief of medical attention specified in Labor Code 230(c) and/or 230.1 for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking (Labor Code 233, 246.5)

~~5. For the purposes specified in items #7-8, an employee may use, in any calendar year, an employee may use the amount of sick leave he/she that would accrued during six months at his/her employee's then current rate of entitlement for the following: (Labor Code 233, 246.5) An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)~~

- ~~a. Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition for preventive care~~
- ~~b. —~~
- ~~e. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking~~

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)

The district shall not require new employees to waive leave accumulated in a previous district. (Education Code 44979, 44980)

The Superintendent or designee shall notify any certificated employee who leaves the district after at least one school year of employment that if the employee accepts a certificated position in another district, county office of education, or community college district within one year, ~~he/she~~ **the employee** may request that the district transfer his/her accumulated sick leave to the new employer. (Education Code 44979, 44980)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Additional Leave for Disabled Military Veterans

In addition to any other entitlement for sick leave with pay, a certificated employee who is a former active duty member of the U.S. Armed Forces or a former or current member of the California National Guard or a federal reserve component shall be entitled to sick leave with pay of up to 10 days for the purpose of undergoing medical treatment, including mental health treatment, for a military service-connected disability rated at 30 percent or more by the U.S. Department of Veterans Affairs. An eligible employee who works less than five days per week shall be entitled to such leave in proportion to the time worked. (Education Code 44978.2)

The amount of leave shall be credited to the employee either on the date the employee receives confirmation of the submission of the disability application to the U.S. Department of Veterans Affairs or on the first day the employee begins or returns to employment after active duty, whichever is later. When the employee receives the disability rating decision, the employee shall report that information to the Superintendent or designee. If the disability rating decision makes the employee eligible for the leave, the time used before the decision shall be counted toward the 10-day maximum leave. If the disability rating decision makes the employee ineligible for the leave, the district may change the sick leave time used before the disability rating decision to an alternative leave balance. (Education Code 44978.2)

The Superintendent or designee may require verification, in accordance with the section "Verification Requirements" below, that the employee used the leave to obtain treatment of a military service-connected disability.

Leave for military-service connected disability shall be available for 12 months following the first date that the leave was credited. Leave not used during the 12-month period shall not be carried over and shall be forfeited. (Education Code 44978.2)

Notification of Absence

An employee shall notify the district of his/her the need to be absent as soon as such need is known, so that substitute services may be secured. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock (3:00) in the afternoon of the day preceding the day on which he/she intends to return to work. If the employee fails to notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

(cf. 4121 - Temporary/Substitute Personnel)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Verification Requirements (Continued)

During each school year, when a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or ~~injury~~ **accident**, continues to be absent ~~from his/her duties~~ for an additional period of up to five school months, the ~~employee~~ **district** shall ~~receive his/her~~ **deduct from the employee's** regular salary **for that period** ~~minus~~ the actual cost of a substitute to fill the position. If the district has made every reasonable effort to secure the services of a substitute and has been unable to do so, the amount that would have been paid to a substitute shall be deducted from the employee's salary. **(Education Code 44977)**

An employee shall not be provided more than one five-month period per illness or ~~injury~~ **accident**. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

Absence Beyond Five-Month Period/Reemployment List

If a certificated employee is not medically able to ~~resume his/her duties~~ **return to work** after the five-month period provided pursuant to Education Code 44977, the employee shall be placed either in another ~~vacant position, and they meet the recommended qualifications~~, or on a reemployment list. Placement on the reemployment list shall be for 24 months for probationary employees or 39 months for permanent employees and shall begin at the expiration of the five-month period. If during this time the employee becomes medically able, he/she shall be returned to employment in a position for which he/she is credentialed and qualified. (Education Code 44978.1)

(cf. 4116 – Probationary/Permanent Status)

Parental Leave

~~In addition,~~ During each school year, any certificated employee who has exhausted all available sick leave, including accumulated sick leave, and continues to be absent on account of maternity or paternity leave (baby bonding) pursuant to Government Code 12945.2 shall receive, for up to 12 school weeks, his/her regular salary minus the actual cost of a substitute to fill the position or, if no substitute was employed, the amount that would have been paid had a substitute been employed. The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of such maternity or paternity leave. (Education Code 44977.5)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Verification Requirements

After any absence due to illness or injury, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may require verification whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever available evidence clearly indicates that an absence is not related to illness or injury.

In addition, the Superintendent or designee may require an employee to visit a physician selected by the district, at district expense, in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny further leave.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return to duty and stipulating any necessary restrictions or limitations.

(cf. 4032 - Reasonable Accommodation)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Healthy Workplaces, Healthy Families Act Requirements

No employee shall be denied the right to use accrued sick days, and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:

PERSONAL ILLNESS/INJURY LEAVE (continued)

- a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The amount of sick days provided by Labor Code 245-249
 - c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against **him/her the employee**
2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
- ~~3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available~~
- (cf. 4112.9/4212.9/4312.9 — Employee Notifications)*
- 4 3.. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

Legal Reference:

EDUCATION CODE

44964 Power to grant leave of absence in case of illness, accident, or quarantine
44965 Granting of leaves of absence for pregnancy and childbirth
44976 Transfer of leave rights when school is transferred to another district
44977 Salary deduction during absence from duties up to five months after sick leave is exhausted
44977.5 Salary deduction during absence from duties from maternity or paternity leave up to 12 weeks after sick leave is exhausted
44978 Provisions for sick leave of certificated employees
44978.1 Inability to return to duty; placement in another position or on reemployment list
44979 Transfer of accumulated sick leave to another district
44980 Transfer of accumulated sick leave to a county office of education
44981 Leave of absence for personal necessity
44983 Exception to sick leave when district adopts specific rule
44984 Industrial accident or illness
44986 Leave of absence for disability allowance applicant

GOVERNMENT CODE

12945.1-12945.2 California Family Rights Act

12945.6 Parental leave

LABOR CODE

220 Sections inapplicable to public employees
230 Jury duty: legal actions by domestic violence, sexual assault and stalking victims, right to time off
230.1 Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off
233 Illness of child, parent, spouse or domestic partner
234 Absence control policy
245-249 Healthy workplaces, Healthy Families Act of 2014

PERSONAL ILLNESS/INJURY LEAVE (continued)

Legal Reference Continued:

CODE OF REGULATIONS, TITLE 5

5601 *Transfer of accumulated sick leave*

CODE OF REGULATIONS, TITLE 5

5601 *Transfer of accumulated sick leave*

UNITED STATES CODE, TITLE 29

2601-2654 *Family and Medical Leave Act of 1993, as amended*

UNITED STATES CODE, TITLE 42

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

CODE OF REGULATIONS, TITLE 29

825.100-825.702 *Family and Medical Leave Act of 1993*

1635.1-1635.12 *Genetic Information Nondiscrimination Act of 2008*

COURT DECISIONS

Veguez v. Governing Board of Long Beach Unified School District, (2005) 127 Cal.App.4th 406

PERSONAL ILLNESS/INJURY LEAVE

Classified employees employed five days a week are entitled to 12 days leave of absence with full pay for personal illness or injury (sick leave) per fiscal year. Employees who work less than a full fiscal year or fewer than five days a week (part-time employees) shall be granted sick leave in proportion to the time they work. However, any part-time employee whose work hours are so few as to entitle him/her to less than 24 hours of paid sick leave per fiscal year shall be granted sick leave pursuant to Labor Code 246, if he/she is eligible. (Education Code 45191; Labor Code 245-249)

(cf. 4161/4261/4361 - Leaves)

Use of Sick Leave

A classified employee may use sick leave for absences due to:

1. Accident or illness, whether or not the absence arises out of or in the course of employment, or by quarantine which results from contact with other persons having a contagious disease during the performance of the employee's duties (Education Code 45199)

2. Absences due to pregnancy, childbirth, and recovery (Education Code 45193)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

3. Personal necessity as specified in Education Code 45207

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

4. Industrial accident or illness when leave granted specifically for that purpose has been exhausted (Education Code 45192)

(cf. 4261.11 - Industrial Accident/Illness Leave)

5. In any calendar year, an employee may use the amount of sick leave he/she would accrue during six months at his/her current rate of entitlement for the following: (Labor Code 233, 246.5)

- a. Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition for preventive care
- b. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking

PERSONAL ILLNESS/INJURY LEAVE

Use of Sick Leave (Continued)

An employee may take personal illness or injury at any time during the school year, even if credit for such leave has not yet been accrued. However, a new full-time classified employee shall not be entitled to more than six days of sick leave until he/she has completed six months of active service with the district. (Education Code 45191)

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 45191)

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

The district shall not require newly employed classified employees to waive leave accumulated in a previous district. However, if the employee's previous employment was terminated for cause, the transfer of the accumulated leave shall be made only if approved by the Governing Board (Education Code 45202)

The Superintendent or designee shall notify any classified employee whose employment with the district is terminated after at least one calendar year for reasons other than for cause that, if he/she accepts employment in another district, county office of education, or community college district within one year of the termination of employment, he/she may be entitled to request that the district transfer his/her accumulated sick leave to the new employer. (Education Code 45202)

Notification of Absence

An employee shall notify the Superintendent or the designated manager or supervisor of his/her need to be absent as soon as such need is known so that the services of a substitute may be secured as necessary. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than 3 p.m. of the day preceding the day on which he/she intends to return to work.

Continued Absence After Available Sick Leave Is Exhausted/Differential Pay

The five-month period shall commence on the first day of the leave of absence and shall run concurrently with any other paid leave.

Each year, each regular classified employee shall be credited with no fewer than 100 working days of paid leave for personal illness or injury, including current year and accumulated days of leave. When the current year and accumulated days at full pay are exhausted, the remainder of the 100 days shall be compensated at 50% of the employee's regular salary. Any of the 100 days of leave not used during the year in which they are credited shall be forfeited and shall

PERSONAL ILLNESS/INJURY LEAVE

Continued Absence After Available Sick Leave Is Exhausted/Differential Pay (Cont'd)

not accumulate from year to year. This paid leave shall be exclusive of any other paid leave, holidays, vacation, or compensatory time to which the employee may be entitled. (Education Code 45196)

Extension of Leave

A permanent employee who is absent because of a personal illness or injury and who has exhausted all available sick leave, vacation, compensatory overtime, and any other paid leave shall be so notified, in writing, and offered an opportunity to request additional leave. The Board may grant the employee additional leave, paid or unpaid, for a period not to exceed six months and may renew this leave for two additional six-month periods or for lesser periods. The total additional leave granted shall not exceed 18 months. (Education Code 45195)

(cf. 4216 - Probationary/Permanent Status)

If the employee is still unable to resume his/her duties after all available paid and unpaid leaves have been exhausted, the employee shall be placed on a reemployment list for a period of 39 months. If during this time the employee becomes able to resume the duties of his/her position, he/she shall be offered reemployment in the first vacancy in the classification of his/her previous assignment. During the 39 months, the employee's reemployment shall take preference over all other applicants except those laid off for lack of work or lack of funds, in which case the employee shall be ranked according to his/her seniority. (Education Code 45195)

Verification Requirements

After any absence due to illness or injury, the employee shall submit a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may require verification whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever clear evidence indicates that an absence is not related to illness or injury.

In addition, the Superintendent or designee may require an employee to visit a physician selected by the district and at district expense in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, ~~may~~ deny the request for additional leave.

PERSONAL ILLNESS/INJURY LEAVE (continued)

Verification Requirements (Continued)

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return and stipulating any recommended restrictions or limitations.

(cf. 4032 - Reasonable Accommodation)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Verification requirements shall not discriminate against any employee on the basis of his/her religious practice.

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4031 - Complaints Concerning Discrimination in Employment)

Short-Term and Substitute Employees

Except for a retired annuitant who is not reinstated to the retirement system, any short-term or substitute employee who works for 30 or more days within a year of his/her employment shall be entitled to one hour of paid sick leave for every 30 hours worked. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. (Labor Code 246)

Any short-term or substitute employee may begin to use accrued paid sick days on the 90th day of his/her employment, after which he/she may use the sick days as they are accrued. (Labor Code 246)

A short-term or substitute employee may use accrued sick leave for absences due to: (Labor Code 246.5)

1. His/her own need or the need of a family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care
2. Need of the employee to obtain or seek any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking

PERSONAL ILLNESS/INJURY LEAVE

Healthy Workplaces, Healthy Families Act Requirements

No employee, including a short-term or substitute employee, shall be denied the right to use accrued sick days and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
 - a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The amount of sick days provided by Labor Code 245-249
 - c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her
 2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
 3. ~~Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available~~
- (cf. 4112.9/4212.9/4312.9 - Employee Notifications)
4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

PERSONAL ILLNESS/INJURY LEAVE

Legal Reference:

EDUCATION CODE

45103 Substitute employees

45190 Leaves of absence and vacations

45191 Leaves of absence for illness and injury

45193 Leave of absence for pregnancy (re use of sick leave under certain circumstances)

45195 Additional leave for nonindustrial accident or illness; reemployment preference

45196 Salary; deductions during sick leave

45202 Transfer of accumulated sick leave and other benefits

LABOR CODE

230 Jury duty: legal actions by domestic violence, sexual assault and stalking victims, right to time off

230.1 Employers with 25 or more employees: domestic violence, sexual assault and stalking victims, right to time off

233 Illness of child, parent, spouse or domestic partner

245-249 Healthy Workplaces, Healthy Families Act of 2014

COURT DECISIONS

California School Employees Association v. Colton Joint Unified School District, (2009) 170 Cal.App.4th 957

California School Employees Association v. Tustin Unified School District, (2007) 148 Cal.App.4th 510

ATTORNEY GENERAL OPINIONS

53 Ops.Cal.Atty.Gen. 111 (1970)

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: November 12, 2020

Agenda Item:

Administrative Regulation 4200: Classified Personnel

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

First Reading: Regulation updated to reflect **NEW LAW (AB 2160)** which eliminates the exemption of part-time playground positions from the classified service in merit system districts, thereby making those positions part of the classified service. Regulation also reflects **NEW LAW (AB 2261)** which eliminates the exemption from the classified service, in merit system districts, of community representatives employed in advisory or consulting capacities for not more than 90 working days per fiscal year. Paragraph moved to emphasize that employees in either merit or non-merit system districts who are exempted from the classified service must fulfill obligations related to physical examinations, fingerprinting, and tuberculosis tests.

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"/> Review Click here to enter text. |
| <input type="checkbox"/> Adoption | <input type="checkbox"/> Explanation: Click here to enter text. |

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: 

CLASSIFIED PERSONNEL

The Governing Board shall fill each of its classified positions with qualified persons, consistent with position requirements. The primary role of classified personnel is to provide services that support and enhance the district's educational program.

(cf. 0200 - Goals for the School District)

(cf. 4211 - Recruitment and Selection)

Each classified staff member shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations in accordance with collective bargaining agreements.

(cf. 4215 - Evaluation/Supervision)

Classification of Employees

The Board shall classify all employees and positions not requiring certification qualifications as the classified service, except for those employees and positions specifically exempt from classified service. (Education Code 45103)

Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position. (Education Code 45104)

(cf. 4211 - Recruitment and Selection)

(cf. 4212 - Appointment and Conditions of Employment)

Before employing a short-term classified employee, the Board, at a regularly scheduled meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service. The Board may shorten or extend the ending date, but the date shall not be extended beyond 75 percent of the school year, as defined. (Education Code 45103)

Each position shall have a designated title and regular minimum number of assigned hours per day, days per week and months per year. A job description shall be established for each position.

Assignment

Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

(cf. 4141/4241 - Collective Bargaining Agreement)

Legal Reference: (see next page)

CLASSIFIED PERSONNEL (continued)

Legal Reference:

EDUCATION CODE

45100-45139 *Employment of classified staff*
45160-45169 *Salaries and differential compensation*
45190-45210 *Resignation and leaves of absence*
45220-45320 *Merit system*
49406 *Examination for tuberculosis*
51760-51769.5 *Work experience education*

Management Resources:

WEB SITES

California School Employees Association: <http://www.csea.com>

CLASSIFIED PERSONNEL**Exemption from Classified Service**

Individuals hired solely for the following purposes ~~are exempt from~~ **shall not be part of** the classified service: (Education Code 45103)

1. Substitute or short-term employees, as defined, who are employed and paid for **fewer less than 75 percent 195 work days per year, including holiday, sick leave, vacation, and other leaves of absences, irrespective of the number of hours worked per day** of the school year

~~Substitute employee means any person employed to replace any classified employee who is temporarily absent from duty. In addition, if the district is then engaged in a procedure to hire a permanent employee to fill a vacancy in any classified position, the Governing Board may fill the vacancy through the employment, for not more than 60 calendar days, of one or more substitute employees, except to the extent that a collective bargaining agreement then in effect provides for a different period of time.~~

~~Short term employee means any person who is employed to perform a service for the district, upon the completion of which the service required or similar services will not be extended or needed on a continuing basis.~~

~~Seventy five percent of the school year means 195 working days, including holidays, sick leave, vacation and other leaves of absences, irrespective of the number of hours worked per day.~~

2. ~~Part time playground positions (noon duty aides), when the employees are not otherwise employed in classified positions in the district~~

32. Apprentices and professional experts employed on a temporary basis for a specific project regardless of length of employment

43. Full-time students employed part time

54. Part-time students employed part time in any college work study program, or in a work experience education program conducted by a community college district **pursuant to Education Code 51760-51769.5** and which is financed by state or federal funds

~~Persons hired solely for purposes which are exempted from the classified service shall nevertheless fulfill the obligations of classified employees related to physical examinations pursuant to Education Code 45122, fingerprinting pursuant to Education Code 45125, and tuberculosis tests pursuant to Education Code 49406. (Education Code 45106)~~

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

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

~~(cf. 4212.5 - Criminal Record Check)~~

~~(cf. 4218 - Dismissal/Suspension/Disciplinary Action)~~

CLASSIFIED PERSONNEL

Regulation
approved: September 17, 2012
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 11/12/20

Agenda Item:

Board Policy 5141.5: Mental Health

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

First Reading: New policy addresses strategies and services to promote students' emotional well-being and mental health, including student instruction, staff training, crisis intervention, counseling services and referrals, Section 504 evaluation, and collaboration with mental health professionals, agencies, and organizations. Policy reflects **NEW LAW (SB 75, 2019)** which establishes the Mental Health Student Services Act for the purpose of supporting mental health partnerships among county mental health agencies and local educational agencies.

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

Reviewed by Cabinet Member: 

MENTAL HEALTH

The Governing Board recognizes that students' emotional well-being and mental health contribute to their ability to perform to their full academic and personal potential. The Superintendent or designee shall develop strategies and services to build students' resiliency skills, help students cope with life challenges, and reduce the stigma associated with mental illness.

The Superintendent or designee shall consult and collaborate with school-employed mental health professionals, the county mental health department, psychologists and other health professionals, social workers, and/or community organizations to strengthen local mental health services and develop and implement an integrated plan to support student mental health.

(cf. 1220 - Citizen Advisory Committees)

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

To the extent possible, the district shall focus on preventive strategies which increase students' connectedness to school, create a support network of peers and trusted adults, and provide techniques for conflict resolution. The district shall investigate and resolve any complaint of bullying, intimidation, harassment, or discrimination in accordance with law and district policy.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The district shall provide instruction to students that promotes their healthy mental, emotional, and social development. Health education courses shall be aligned with the state content standards and curriculum framework and shall include, but not be limited to, instruction related to identifying signs of depression and self-destructive behaviors, developing coping skills, and identifying resources that may provide assistance.

(cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee shall provide school staff with information and training to recognize the early signs of an emerging mental health condition, identify risk factors and warning signs of suicidal intent, respond to students who have been impacted by traumatic stress, and link students with effective services and supports. Such information may also be provided to parents/guardians and families.

MENTAL HEALTH (continued)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 5141.52 - Suicide Prevention)

The Superintendent or designee shall develop a protocol for identifying students who may be suffering from an anxiety disorder, depression, eating disorder, or other severe or disabling mental illness. The Superintendent or designee may establish districtwide or school-site crisis intervention team(s) to respond to mental health concerns in the school setting.

A school counselor, school psychologist, or school social worker may provide mental health counseling to students in accordance with the specialization(s) authorized on the individual's credential. As needed, students and their parents/guardians may be provided referrals to mental health services in the community and/or to mental health services at or near district schools.

(cf. 5141.6 - School Health Services)
(cf. 6164.2 - Guidance/Counseling Services)

If a student has an emotional or mental illness that limits a major life activity, has a record of such impairment, or is regarded as having such impairment, or may need special education and related services, the student shall be referred for an evaluation for purposes of determining whether any educational or related services are required in accordance with Section 504 of the Rehabilitation Act or the federal Individuals with Disabilities Education Act, as applicable. (Education Code 56301-56302; 29 USC 794; 28 CFR 35.108)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall explore potential funding sources for district programs and services that support student's mental health. In accordance with local plans and priorities, the district may apply to the county for grants for prevention and early intervention activities that are designed to prevent mental illness from becoming severe and disabling and to improve timely access for underserved populations.

Legal Reference next page

MENTAL HEALTH (continued)*Legal Reference:***EDUCATION CODE**215-216 *Student suicide prevention*234.6 *Posting suicide prevention policy on web site*32280-32289.5 *Comprehensive safety plan*49060-49079 *Student records*49600 *Responsibilities of school counselors*49602 *Confidentiality of student information*49604 *Suicide prevention training for school counselors*56171 *Duty to identify and assess children in private schools who need special education services*56300-56385 *Identification, referral, and assessment for special education***WELFARE AND INSTITUTIONS CODE**5698 *Emotionally disturbed youth; legislative intent*5840-5840.8 *Prevention and early intervention programs*5850-5886 *Children's Mental Health Services Act***UNITED STATES CODE, TITLE 20**1400-1482 *Individuals with Disabilities Education Act***UNITED STATES CODE, TITLE 29**794 *Rehabilitation Act of 1973, Section 504***CODE OF FEDERAL REGULATIONS, TITLE 28**35.101-35.190 *Nondiscrimination on the basis of disability***CODE OF FEDERAL REGULATIONS, TITLE 34**34 CFR 300.1-300.818 *Individuals with Disabilities Education Act**Management Resources:***CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS***Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008**Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019***CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS***School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009***NATIONAL CHILD TRAUMATIC STRESS NETWORK PUBLICATIONS***Child Trauma Toolkit for Educators, 2008***WEB SITES***American Association of Suicidology: <http://www.suicidology.org>**American Foundation for Suicide Prevention: <https://afsp.org>**American Psychological Association: <http://www.apa.org>**American School Counselor Association: <https://www.schoolcounselor.org>**California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>**California Department of Health Care Services, Mental Health Services:*<http://www.dhcs.ca.gov/services/MH>*Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>**National Association of School Psychologists: <https://www.nasponline.org>**National Child Traumatic Stress Network: <https://www.nctsn.org>**National Council for Behavioral Health, Mental Health First Aid: <https://www.mentalhealthfirstaid.org>**National Institute for Mental Health: <http://www.nimh.nih.gov>**Suicide Prevention Lifeline: <https://suicidepreventionlifeline.org>**Suicide Prevention Resource Center: <https://www.sprc.org/about-suicide>**U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services**Administration: <http://www.samhsa.gov>*