

LAKE SIDE UNION SCHOOL DISTRICT

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

District Administrative Center

July 11, 2019

Closed Session: 4:30 p.m.

Open Session: 4:45 p.m.

NOTICE OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

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

A. CALL TO ORDER AND ROLL CALL

B. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3) – 4:30PM

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

C. CLOSED SESSION

Conference with Legal Counsel (Nielson, Merksamer, Parrinello, Gross & Leoni LLP – Potential Litigation (1 case) - pursuant to Government Code §54956.9.

D. OPENING PROCEDURES – 4:45PM

1. Reconvene
2. Welcome Visitors
3. Closed Session Report
4. The Pledge of Allegiance will be led by President Taylor.

E. PRESENTATION

Brian Epperson of Target River will share highlights from the current marketing campaign.

F. TRUSTEE REPORTS AND COMMENTS

Trustees will report and comment as desired.

G. SUPERINTENDENT'S REPORT

Dr. Andy Johnsen will present overall district updates.

H. ITEMS OF BUSINESS

1.1 Designate consent agenda items.

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

1.2 Discussion/adoption of consent agenda items.

SUPERINTENDENT

2.1 **Adoption** is requested of the regular board meeting minutes of June 20, 2019; and June 27, 2019.

2.2 **Approval** is requested of an Amendment to the Employment Agreement with Assistant Superintendent Erin Garcia from July 12, 2019 – June 30, 2022.

2.3 **Approval** is requested of an Amendment to the Employment Agreement with Assistant Superintendent Dr. Kimberly Reed from July 12, 2019 – June 30, 2022.

BUSINESS SERVICES

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

3.2 **Approval** is requested to award the Request for Proposal to Kyocera Document Solutions for copies and service districtwide at an approximate annual savings of \$50,000.

3.3 **Approval** is requested of a contract with Kirk Paving to install asphalt at the ESS administrative office (on Riverview Dr.) and the Riverview playground (adjacent to ESS room) at a cost of \$19,400 paid with ESS funds. **(Emphasis Goal #3, Physical Environment)**

3.4 **Approval** is requested of the following annual contracts for the 2019-20 school year: A) SPOT Kids Therapy (Spec Ed, NPS); B) Amplify Music Therapy (Spec Ed); C) Sea World (ESS); D) Mission Valley Academy for 2018-19 (Spec Ed, NPS); and E) San Diego Superintendent of Schools (Ed Services). **(Emphasis Goal #1, Academic Achievement and Emphasis Goal #2, Social-Emotional)**

BOND

4.1 **Approval** is requested to award Bid No. 2019C-02, through the CUPCAA informal bid process for the planter infill paving project located at Lemon Crest Elementary, to Anton's Service, Inc. in the amount of \$77,500. **(Emphasis Goal #3, Physical Environment)**

4.2 **Approval** is requested to award a contract for Inspector of Record (IOR) Services in support of the bond modernization and new construction program to Consulting & Inspection Services, LLC. not to exceed \$50,000. **(Emphasis Goal #3, Physical Environment)**

4.3 **Approval** is requested to appoint Liz Higgins to the Citizens' Bond Oversight Committee as the Senior Citizens' organization representative. Her term would end on March 31, 2021.

Lakeside Union School District
Board of Trustees Agenda
July 11, 2019

I. INFORMATIONAL ITEM

Enrollment Report for Month 11, ending June 14, 2019.

J. DISCUSSION

1. *First Reading* of Board Bylaw 9322, Agenda/Meeting Materials.
2. *First Reading* of Board Bylaw 9324, Minutes and Recordings.

K. REPORTS TO THE BOARD

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

L. ADJOURNMENT

Respectfully Submitted,

Andrew S. Johnsen, Ed.D.
Superintendent

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 7/11/19

Agenda Item:

Approval of Minutes

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

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

Regular Board Meeting of June 20, 2019

Regular Board Meeting of June 27, 2019

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

☐ Informational

☐ Discussion

☐ Approval

☒ Adoption

☐ Denial

☐ Ratification

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

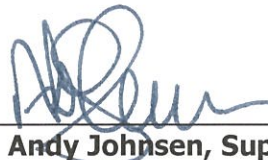
Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:



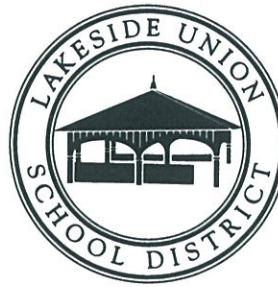
Lisa DeRosier, Executive Assistant



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

June 20, 2019

District Administrative Center

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| A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:31 p.m. by Dr. Rhonda Taylor, President, with the following members present: Holly Ferrante, Vice President, Bonnie LaChappa, Clerk; John V. Butz, Member; and Andrew Hayes, Member. Also in attendance were Dr. Andrew Johnsen, Superintendent; Dr. Kim Reed, Assistant Superintendent; and Erin Garcia, Assistant Superintendent. Lisa DeRosier was present to record the minutes. | Call to Order |
| B. There were no requests to speak to the Board regarding items on or off the agenda. | Public Comments |
| C. At 4:32 p.m. the Governing Board moved to closed session to discuss Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957; Conference with Chief Labor Negotiator, Stacy Coble, regarding the California School Employees Association, Chapter 240 pursuant to Government Code §54957.6; and Conference with Chief Labor Negotiator, Stacy Coble, regarding the Lakeside Teacher's Association pursuant to Government Code §54957.6. | Closed Session |
| D. At 5:00 p.m. President Taylor called the regular meeting to order, welcomed guests, and reported the following actions from closed session: | Welcome |
| 1. No action was taken regarding Employee Discipline/Dismissal/Release pursuant to Government Code §54957; and | Closed Session Report |
| 2. No action was taken regarding Conference with Chief Labor Negotiator, Stacy Coble, regarding the California School Employees Association, Chapter 240 pursuant to Government Code §54957.6; and | |
| 3. No action was taken regarding Conference with Chief Labor Negotiator, Stacy Coble, regarding the Lakeside Teacher's Association pursuant to Government Code §54957.6. | |
| The pledge of allegiance was led by President Taylor. | Flag Salute |
| E. 1. Robyn Bowman shared highlights from the preschool programs, which included information, such as: LEAPP runs on two campuses; more than 90% of LEAPP students move on to Lakeside schools; 55 staff members (16 certificated, 39 classified); 380 students enrolled with 180 on campus at any given time; 45 in the wrap-around program; 50 students were assessed by the PAT team and only 5 did not qualify for services. She thanked her "amazing, hardworking" staff. | Preschool Spotlight |
| 2. David Suter presented a positive 2017-18 annual report for the Citizens' Bond Oversight Committee. | CBOC Annual Audit |

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| F. | <p>Clerk LaChappa attended the middle school promotions and the end-of-year festivities at Lindo Park. She is planning on enjoying her summer.</p> <p>Member Hayes attended the majority of the promotion ceremonies. He also attended many of the retirement parties, which was a “testimony to the district.” It’s “awesome, but sad to see them go.” He attended the redesignation ceremony at Lindo Park and the Manzanita 4H banquet. He also attended a CSBA delegate assembly meeting in Sacramento; where Special Education was a topic. It was “nice to hear from other board members across the State.” He is watching a few bills moving through the Senate and is “excited to do advocacy.”</p> <p>Member Butz had no formal report.</p> <p>Vice President Ferrante had a busy month. She visited Lemon Crest classrooms with Jaime Gonzalez; went to a retirement barbeque; saw Frozen at LMS; Mary Poppins at TdS; the redesignation ceremony at Lindo Park; and the River Valley graduation. She gave a shout out to the maintenance department for “making the new venue at the rodeo grounds awesome.”</p> <p>President Taylor also had a busy month as her school was ending at the same time as Lakeside. She was able to attend the LMS band and orchestra concert; the TdS promotion; Festival of the Arts; and lots of retirement parties. She commented that the TdS students did a really nice job presenting their safety concerns.</p> | Trustee’s Reports and Comments |
| G. | <p>Dr. Johnsen reported that we had a good end to the school year and he is looking forward to continuing the important instructional improvement work next year. He commented that next year will be the third year of our 3-year LCAP, and is “very encouraged” that conversations in the district are beginning to align. At last week’s principal retreat, principals took a deep dive into their data and were very open with each other about strengths and areas of growth. He also commented that in looking at our dashboard, LUSD is doing a very good job of serving approximately half of our students. Now we need to work on the kids who are “below the line, so to speak. We want to have a system of equitable outcomes for all kids. As we begin to study what is holding some students back, we will need to tap our teachers, who know them best, and get a clear idea of why some are succeeding and others aren’t.”</p> | Superintendent’s Report |
| H. | <p>1. Assistant Superintendent Dr. Kim Reed presented information on the 2019-2020 Local Control and Accountability Plan.</p> | LCAP Presentation |
| | <p>At 5:44 p.m. President Taylor opened a public hearing to receive input on the 2019-2020 Local Control and Accountability Plan (LCAP) prior to the final adoption on June 27, 2019, as required by Education Code §52062. Hearing no comments, the public hearing was closed at 5:44 p.m.</p> | Public Hearing – LCAP |
| | <p>2. Assistant Superintendent Erin Garcia presented the proposed 2019-2020 budget for the Lakeside Union School District.</p> | Budget Presentation |
| | <p>At 6:16 p.m. President Taylor opened a public hearing to receive input on the proposed 2019-2020 Budget for the Lakeside Union School District prior to the final adoption on June 27, 2019, as required by Education Code §42103. Hearing no comments, the public hearing was closed at 6:17 p.m.</p> | Public Hearing - Budget |

H. PUBLIC HEARINGS (CONTINUED)

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| 3. At 6:17 p.m. President Taylor opened a public hearing to receive input on Initial Proposal from the District to the Lakeside Teachers Association for the 2019-2020 year pursuant to Government Code Section 3547(a). Hearing no comments, the public hearing was closed at 6:17 p.m. | Public Hearing – District’s Initial Proposal to LTA |
| 4. <u>It was moved by</u> Member Hayes and seconded by Clerk LaChappa to adopt the Initial Proposal from the District to the Lakeside Teachers Association so negotiations may commence. Motion carried 5:0 (<u>Ayes</u> : Butz, Ferrante, Hayes, LaChappa, Taylor). | Adopt Initial Proposal to LTA |
| I. <u>It was moved by</u> Member Hayes and seconded by Clerk LaChappa to designate all Items of Business to the consent agenda. The motion carried unanimously to designate Items of Business 2.1, 2.2, 3.1, 3.2, 3.3, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 5.1, 5.2, 5.3, 6.1, 6.2, 6.3, 6.4 7.1 and 7.2 to the consent agenda. | Consent Agenda |
| 1.1 <u>It was moved</u> by Vice President Ferrante and seconded by Member Hayes to adopt the following items of business: | Items of Business |
| 1.2 There was no discussion on items of business. | Discussion |

SUPERINTENDENT/BOARD

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| 2.1 A motion to adopt the minutes from the regular board meeting of May 9, 2019 and the special board meeting of June 6, 2019. | Adopt Minutes |
| 2.2 A motion to adopt a revised 2019-20 school calendar with the addition of a school site goal review and planning day (minimum day for students) on Friday, June 5, 2020. | Adopt Revised Calendar |

HUMAN RESOURCES

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| 3.1 A motion to adopt Personnel Assignment Order No. 2019-11. | Adopt PAO |
| 3.2 A motion to adopt Resolution No. 2019-27, designating the Assistant Superintendent Erin Garcia, to be the Chief Negotiator and designated representative in negotiations with the California School Employees Association, Lakeside Chapter 240 for the 2019-2020 school year. | Adopt Resolution No. 2019-27 |
| 3.3 A motion to adopt Resolution No. 2019-28, designating the Director of Human Resources Stacy Coble, to be the Chief Negotiator and designated representative in negotiations with the Lakeside Teachers Association for the 2019-2020 school year. | Adopt Resolution No. 2019-28 |

BUSINESS SERVICES

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| 4.1 A motion to approve the following monthly business items: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures. | Approve Business Items |
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I. BUSINESS SERVICES (CONTINUED)

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| 4.2 | A motion to adopt Resolution No. 2019-26, designating Use of Education Protection Account Funds for 2019-20. | Adopt Resolution No. 2019-26 |
| 4.3 | A motion to adopt the 2019-2020 Interim Salary Schedules: A) Teacher; B) Special Ed Infant Teacher; C) Preschool Teacher; D) Classified; E) Confidential; F) Management; and G) Superintendents. | Adopt Interim Salary Schedules |
| 4.4 | A motion to award a contract to P&R Paper, the lowest, responsive and responsible bidder, for paper products for the 2019-20 school year in the approximate amount of \$35,602.50. | Award Contract to P&R Paper |
| 4.5 | A motion to award a contract to Gold Star Foods, the lowest, responsive and responsible bidder, for dry goods, frozen purchased foods, dry/frozen, and commodity NOI/rebate frozen foods for the 2019-20 school year in the amount of \$184,165.06. | Award Contract to Gold Star Foods |
| 4.6 | A motion to approve a Master 4-year Lease Agreement with Apple for new iPads, Mosyle Manager for iOS, and Logitech cases for the iPads. The total cost is \$551,776.41, 1.99% interest rate, paid at \$142,047.68 annually for 4 years. | Approve Agrmnt with Apple |
| 4.7 | A motion to approve/ratify the following contracts for the 2019-20 school year: A) ABA Education Foundation (Spec Ed, NPS); B) Achieve 3000 (Multiple Sites); C) Alliance for African Assistance (Multiple Sites); D) American Fidelity Admin Services (Business Services); E) Artic Containers (Food Service); F) Aseltine School (Spec Ed, NPS); G) Brenda Wilson (Spec Ed); H) California School Boards Association (Board, Manual Maintenance); I) California School Boards Association (Board, Gamut Online); J) California School Boards Association (Board, Annual Membership); K) Cary Trivanovich (LMS, School Assembly); L) Chemsearch (Food Service); M) Coast Music Therapy (Spec Ed, Music Therapy); N) Community School of San Diego (Spec Ed, NPS); O) Dannis Woliver Kelley (Supt, Legal Services); P) Document Tracking Services (Business Services); Q) East County SELPA/Fred Fox (Spec Ed, Program Specialist); R) Edudance – Classrooms in Motion (LF, Dance Enrichment); S) EL Education, Inc. (Ed Services, PD); T) Exceptional Family Resource Center (Spec Ed, Infant Referrals); U) Godfrey Educational Consulting Group (Supt, Alternative Ed Program); V) Leader Services (Spec Ed, Medi-Cal Reimbursements); W) Lexia (LC, Core5 Reading); X) Mail Finance (Supt, Postage Machine Lease); Y) Main Street Optometry – Dr. Lisa Weiss (Spec Ed, Vision Therapy); Z) Math Transformations (LF/Spec Ed, PD); AA) Mr. & Mrs. James Wild (Spec FF) Ed, Transportation); BB) Nancy von Langen-Scott/NvLS Professional Services (Business Services, Erate Consultant); CC) New Haven Youth & Family Services, Inc. (Spec Ed, NPS); DD) Nutri-Link Technologies (Food Service, Free/Reduce App Processing); EE) Nutrislice (Food Service, Software); Orange County Supt of Schools (Business Services, SMAA Participation); GG) Pear Deck (District, PD); HH) Rady Children’s Hospital (Pupil Services, IEP Services/Screenings); II) Regents of UCSD School of Medicine, Dept of Pediatrics (Pupil Services); JJ) SD County Office Supt of Schools (Ed Services, Science Outreach); KK) SD County Office Supt of Schools (Ed Services, Librarian of Record); LL) SD County Office Supt of Schools (Ed Services, Outdoor Camp); MM) SD County Office Supt of Schools (Ed Services, Data Sharing); NN) Satellite Sports Group/Perf on Wheels (ESS, Performance); OO) School Services of California (Business | Approve Annual Contracts |

I. BUSINESS SERVICES (CONTINUED)

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| <p>4.7 (Continued): Services); PP) SeaWorld/Aquatica (ESS, Field Trip); QQ) Silvia Taraz (Spec Ed, Bilingual Speech and Lang Assessments); RR) Specialized Therapy Services (Spec Ed, NPS); SS) Villa Santa Maria (Spec Ed, NPS); TT) Vista Hill Learning Assistance Center (Spec Ed, NPS); UU) Wilkinson Hadley King and Co. (Bond, Auditor); and VV) Wilkinson Hadley King and Co. (Business Services, Auditor).</p> | <p>Approve Annual Contracts (Continued)</p> |
| <p>4.8 A motion to accept the following donations to the District: A) Holly Ferrante Farmers Insurance donated \$99.15 worth of dry erase markers and pencils to Lindo Park; \$95.66 in lanyards and ID badges to Lakeside Middle School; and \$100 to Mrs. Sanford's classroom at Lemon Crest through donorschoose.org; B) El Capitan Stadium Association donated \$500 to the Ag Program at Lakeside Middle; C) Optimists donated \$1,000 to the FFA program at Lakeside Middle; D) The San Diego Foundation donated \$500 to the FFA program at Lakeside Middle; E) Online donations of \$325 to the Robotics club at Lakeside Middle; F) Online donations of \$240 to the Orchestra program at Lakeside Middle; G) John Butz donated \$100 to Daneal Damon's classroom for the safety program at Tierra del Sol; H) Dr. Patricia Fernandez donated a bookcase and two office chairs to LUSD; I) M&M Custom Fishing Rods donated 288 turkey hot dogs, 1 pack of condiments and 120 snack portions of Rice Krispies treats (approximate value, \$81) and a balloon arch for promotion (\$80 value) at Tierra del Sol; J) Sol Pacific Pool Plastering donated a 4-pack of Padres tickets and memorabilia (valued at \$300) to Eucalyptus Hills; K) Tim Mathews of Ace Hardware of Alpine donated garden supplies (valued at \$600) to Eucalyptus Hills; and L) Barona Band of Mission Indians donated a restaurant gift card for a raffle to Eucalyptus Hills.</p> | <p>Accept Gifts to the District</p> |

EDUCATIONAL SERVICES

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| <p>5.1 A motion to approve an out-of-county field trip for ESS to Medieval Times or Pirates Dinner Adventure on August 14, 2019.</p> | <p>Approve Field Trip</p> |
| <p>5.2 A motion to approve an out-of-state conference for Lisa Farris (LMS Math teacher) to attend CPM Math Training in Salt Lake City, Utah from June 23-28, 2019.</p> | <p>Approve Conference</p> |
| <p>5.3 A motion to approve a Memorandum of Understanding with Pacific Oaks College to provide their students teaching experience through practice teaching.</p> | <p>Approve MoU w/ Pacific Oaks</p> |
| <p>5.4 A motion to approve a quote with NWEA for Map Assessment pilot. Per the Differentiated Assistance and Program Implementation Review Process, the district is supporting the pilot implementation and administration of a universal screener as determined by District.</p> | <p>Approve Quote with NWEA</p> |

PUPIL SERVICES

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| <p>6.1 A motion to adopt Resolution No. 2020-01, authorizing the District to enter into a contract with the California Department of Education for Child Development Services, and authorizing the Superintendent to sign contract documents for fiscal year 2019-2020.</p> | <p>Adopt Resolution 2020-01</p> |
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I. PUPIL SERVICES

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| 6.2 | A motion to approve a contract with the California Department of Education for Child Development Services, and authorizing the Superintendent to sign contract documents for fiscal year 2019-2020. | Approve Preschool Contract w/CDE |
| 6.3 | A motion to approve a Compromise and Release Agreement for tuition with NewBridge, a nonpublic school, for a district student. The total cost is not to exceed \$12,000 (\$10,000 for school; \$2,000 for attorney fees). | Approve Settlement Agreement |
| 6.4 | A motion to approve a contract with the San Diego Center for Children and the East County Outpatient Counseling Program for mental health services to include individual collateral, family and group psychotherapy services, medication support and case management services under EPSDT. | Approve Contract w/SD Center for Children |

BOND

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| 7.1 | A motion to ratify Bid No. 2019C-04, through the CUPCAA informal bid process, for the clearing of vacant property at Lakeside Farms to create additional parking and authorize staff to enter into a contract with Anton's Services, Inc. at a cost of \$62,500. | Ratify Bid No. 2019C-04 |
| 7.2 | A motion to approve the 2017-2018 Annual Report of the Citizen's Bond Oversight Committee. | Approve CBOC Annual Audit |

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

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| J. | Assistant Superintendent, Erin Garcia, shared the Enrollment Report for Month 9, ending May 3, 2019 and Month 10, ending May 31, 2019. She commented that we were "overall pretty stable." | Enrollment Report |
| K. | <p>1. President Taylor read and the Board discussed Core Value #5, Effective Governance. Member Hayes likes the way our "discussions have been tied into the presentations." President Taylor commented that the "LCAP and the budget go hand in hand."</p> <p>2. Review of Administrative Regulation 3350, Travel Expenses.</p> <p>3. First Reading of Board Policy and Administrative Regulation 5141.52, Suicide Prevention.</p> <p>4. Second Reading of Board Policy and Administrative Regulation 0420.42, Charter School Renewal.</p> <p>5. Second Reading of Board Policy 5144, Discipline.</p> | <p>Core Value #5</p> <p>AR 3350 BP/AR 5141.52</p> <p>BP/AR 0420.42</p> <p>BP 5144</p> |
| L. | <p>1A. LTA President, Cathy Sprecco, was not in attendance.</p> <p>1B. CSEA President, Lisa Ford, shared her experience at the LMS beach day. She enjoyed the district's retirement party and the new venue for promotions. She reported she has been attending school board meetings in East County. She thanked Member Hayes for sharing his CSBA trips and President Taylor for her "questions."</p> | <p>LTA President</p> <p>CSEA President</p> |

L. REPORTS TO THE BOARD (CONTINUED)

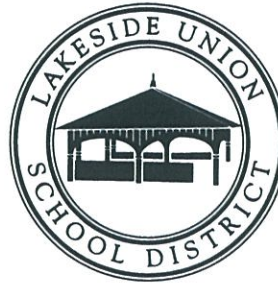
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| 2A. Erin Garcia, Assistant Superintendent, reported that the Business Office has begun to close the books. The summer bond projects are beginning and you can call her with any questions. The final TVs are going into classrooms. The Maintenance department will start carpet and floor cleaning, painting, repairing portable buildings, fencing, shrubbery, and so much more. | Erin Garcia |
| 2B. Dr. Kim Reed, Assistant Superintendent, discussed the June 7 planning day. The principals worked all year on their action plans and then came together with staff to discuss the outcomes. She saw "some really reflective work being done, greater clarity." | Dr. Kim Reed |
| 2C. Dr. Andy Johnsen, Superintendent, expressed thanks to the staff. "The school sites are in a flurry of activity" right now closing down their sites for the summer. He thanked Erin and Miranda for their tremendous work on the budget; Kim and her team; Stacy for the credential audit and hiring new staff; Christine and the Special Ed staff; Sally and her team; and the Board for their leadership. | Dr. Andy Johnsen |
| M. At 6:45 p.m. the Board moved to closed session to discuss Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957. | Closed Session |
| N. President Taylor reported there was no action taken in closed session. | Closed Session Report |
| O. President Taylor asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 8:03 p.m. | Adjournment |

Andrew S. Johnsen, Ed.D.
Superintendent

Bonnie LaChappa
Clerk of 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

June 27, 2019

District Administrative Center

- | | |
|--|-----------------------------------|
| A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:31 p.m. by Dr. Rhonda Taylor, President, with the following members present: Holly Ferrante, Vice President, and John V. Butz, Member. Also in attendance were Dr. Andrew Johnsen, Superintendent; Dr. Kim Reed, Assistant Superintendent; and Erin Garcia, Assistant Superintendent. Clerk Bonnie LaChappa and Member Andrew Hayes were absent. Lisa DeRosier was present to record the minutes. | Call to Order |
| B. There were no requests to speak to the Board regarding items on or off the agenda. | Public Comments |
| C. At 4:31 p.m. the Governing Board moved to closed session to discuss Public Employee Appointment, Small Schools Administrator, pursuant to Government Code §54957; and Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957. | Closed Session |
| D. At 5:30 p.m. President Taylor called the regular meeting to order, welcomed guests, and reported the following actions from closed session: | Welcome |
| 1. The Board met and welcomed Hee-Jin Peterson and declared no action was taken regarding Public Employee Appointment, Small Schools Administrator, pursuant to Government Code §54957; and | Closed Session Report |
| 2. No action was taken regarding Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957. | |
| The pledge of allegiance was led by President Taylor. | Flag Salute |
| E. 1. Brooke Faigin , River Valley Principal, thanked the Board and Administration for attending their graduation this year. She shared information about the school, such as: 45 graduates (17 together since 8 th grade) and only 3 not going to college, trade school, military or Grossmont; scholarship earnings of \$843,000; WASC visit next year; and much more. President Taylor commented that she is "proud of River Valley." | River Valley Charter Presentation |
| 2. Dale Scott presented 2020 bond strategies. The District has had 2 successful bond elections with Prop V in 2008 and Measure L in 2014. He continues to look for opportunities to refinance CAB bonds, which saves our taxpayers money. He asked the Board if they would like to move forward with a telephone survey to see where our voters stand on a new bond initiative. They agreed to the survey, which will be at no cost to the District if the bond doesn't pass. Mr. Scott will come to the August 8 th board meeting with the results. | Bond Presentation |

E. PRESENTATIONS (CONTINUED)

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| 3. | Dr. Kim Reed presented information on the new Home Flex program. A committee came together to discuss ideas to recapture some of our declining enrollment. With the help of former Superintendent Steve Halfaker, the home school idea was chosen. They decided on the home flex model which is up to 3-days on campus (Riverview) and the rest as Independent Study. The flex part is that the student could participate in our signature programs on a school site. We are working on the infrastructure and marketing. We have 16 interested families at this time and would like to cap the program this year at 25 students. | Home Flex Program |
| F. | Member Butz attended the Labor Management Initiative all 3 days. He felt it "went well," a "good move forward. Hopefully it will bear some good fruit." Mr. Butz had questions of Administration on how River Valley communicates safety with our school district. Dr. Johnsen will research and get the information to the Board. | Trustee's Reports and Comments |
| | Vice President Ferrante had no formal report. | |
| | President Taylor spent one day at the Labor Management Initiative and thought it was a "rewarding day spent with everyone," and "enjoyed time there." | |
| G. | Dr. Johnsen also spent time at the Labor Management Initiative and acknowledged the LTA, CSEA, management and board members who attended. He believes this will be helpful as we continue to strengthen our working relationships. | Superintendent's Report |
| H. | <u>It was moved by</u> Vice President Ferrante and seconded by Member Butz to designate all Items of Business to the consent agenda. The motion carried unanimously to designate Items of Business 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 4.1, 4.2, 5.1, 6.1, 6.2, and 6.3 to the consent agenda. | Consent Agenda |
| 1.1 | <u>It was moved by</u> Member Butz and seconded by Vice President Ferrante to adopt the following items of business: | Items of Business |
| 1.2 | There was no discussion on items of business. | Discussion |
| | <u>HUMAN RESOURCES</u> | |
| 2.1 | A motion to adopt Personnel Assignment Order No. 2019-02. | Adopt PAO |
| 2.2 | A motion to approve an Amendment to the Employment Agreement with Superintendent Andrew Johnsen, Ed.D. from July 1, 2019 – June 30, 2022, with longevity aligned to July 1 from March 1. | Approve Supt Contract Extension |
| | <u>EDUCATIONAL SERVICES</u> | |
| 3.1 | A motion to adopt the District's 2019-20 Local Control and Accountability Plan (LCAP). | Adopt LCAP |
| 3.2 | A motion to adopt the District's 2019-20 Local Control and Accountability Plan (LCAP) Addendum. | Adopt LCAP Addendum |

H. EDUCATIONAL SERVICES (CONTINUED)

- | | | |
|-----|--|-----------------------------|
| 3.3 | A motion to approve the 2019-20 Categorical Funding: A) Title I, Part A- Basic; B) Title II, Part A – Supporting Effective Instruction; C) Title III, English Learner; D) Title III, Immigrant; and E) Title IV, Part A – Student Support. | Approve Categorical Funding |
| 3.4 | A motion to re-open Lakeside Union School District’s Home School program, which will now be called Home Flex, with the California Department of Education. | Re-Open Home School Program |

BUSINESS SERVICES

- | | | |
|-----|---|--------------------------|
| 4.1 | A motion to adopt the 2019-2020 Adopted Budget and the 2018-2019 Estimated Actuals Budget Report. | Adopt Budget |
| 4.2 | A motion to approve the following annual contracts for the 2019-20 school year: A) The Regents of the University of California (SpEd); B) Springall Academy (SpEd, NPS); C) Sierra Academy of San Diego (SpEd, NPS for 2018-19); D) Sierra Academy of San Diego (SpEd, NPS); E) Target River (Marketing Campaign for District); F) The Devereux Foundation and Devereux Texas (SpEd, NPS); G) District Parent (SpEd, Transportation); H) Houghton Mifflin Harcourt/Read 180 (Various Sites); I) CSI: California School Inspections, LLC (Facilities Inspection Services & Reporting); J) Stein Center (SpEd, NPS); and K) TIEE – Children’s Workshop (SpEd, NPS). | Approve Annual Contracts |

PUPIL SERVICES

- | | | |
|-----|--|-------------------------------------|
| 5.1 | A motion to approve an Agreement with San Diego County Superintendent of Schools for a Circles of Equity Grant. The grant leader and contact will be Dr. Patricia Fernandez and the County agrees to pay the district \$10,000 under the terms of the agreement. | Approve Circles of Equity Agreement |
|-----|--|-------------------------------------|

POLICIES AND REGULATIONS

- | | | |
|-----|---|---------------------|
| 6.1 | A motion to adopt Board Policy and Administrative Regulation 0420.42, Charter School Renewal. | Adopt BP/AR 0420.42 |
| 6.2 | A motion to adopt Board Policy and Administrative Regulation 5141.52, Suicide Prevention. | Adopt BP/AR 5141.52 |
| 6.3 | A motion to adopt Board Policy 5144, Discipline. | Adopt BP 5144 |

Motion carried 3:0:2 (Ayes: Butz, Ferrante, Taylor; Absent: Hayes, LaChappa).

- | | | |
|----|---|--|
| I. | 1A. LTA President, Cathy Sprecco, was not in attendance. 1B. CSEA President, Lisa Ford, was not in attendance 2A. Erin Garcia, Assistant Superintendent, had no formal report. 2B. Dr. Kim Reed, Assistant Superintendent, had no formal report. 2C. Dr. Andy Johnsen, Superintendent, thanked the Board tonight for adopting the LCAP and the Budget. “Thank you for your leadership.” | LTA President CSEA President Erin Garcia Dr. Kim Reed Dr. Andy Johnsen |
|----|---|--|

- J. President Taylor asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 6:30 p.m.

Adjournment

Andrew S. Johnsen, Ed.D.
Superintendent

Bonnie LaChappa
Clerk of the Board

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 7/11/19

Agenda Item:

Assistant Superintendent Contract Amendment

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

Approval is requested of the Amendment to the Employment Contract for Assistant Superintendent Erin Garcia rolling her contract to June 30, 2022.

Fiscal Impact (Cost):

N/A

Funding Source:

General 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: Click here to enter text. |
-

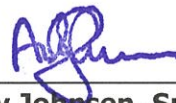
Originating Department/School: Superintendent

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Lisa DeRosier, Executive Assistant



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member

**AMENDMENT TO THE EMPLOYMENT AGREEMENT
FOR ASSISTANT SUPERINTENENT
BETWEEN THE GOVERNING BOARD
OF THE LAKESIDE UNION SCHOOL DISTRICT AND
ERIN GARCIA**

The Governing Board of the Lakeside Union School District of San Diego County, California (hereinafter referred to as the "Board") and Erin Garcia (hereinafter referred to as ("Assistant Superintendent")) agree to amend the Employment Agreement between the Governing Board of the Lakeside Union School District and Erin Garcia (hereinafter "Agreement") and to enter into this Amendment to the Agreement between the Governing Board of the Lakeside Union School District and Erin Garcia (hereinafter "Amendment") on following terms and conditions:

1. The following provision shall replace Paragraph 1, (Term), of the Agreement:

1. TERM

The Board hereby employs the Assistant Superintendent for a period of three (3) years commencing July 12, 2019 and terminating on June 30, 2022.

2. With the exception of the above modifications, all other terms and conditions of the Agreement shall remain in full force and effect.
3. The Assistant Superintendent and the Board agree that this Amendment is not binding or enforceable unless it is ratified in by the Board in an open session meeting of the Board.

ERIN GARCIA
Assistant Superintendent

FOR THE GOVERNING BOARD

Date: _____

Date: _____

Ratified in an open session of the Governing Board on: _____

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 7/11/19

Agenda Item:

Assistant Superintendent Contract Amendment

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

Approval is requested of the Amendment to the Employment Contract for Assistant Superintendent Kimberly Reed rolling her contract to June 30, 2022.

Fiscal Impact (Cost):

N/A

Funding Source:

General 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: 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 Johnson, Superintendent

Reviewed by Cabinet Member _____

**AMENDMENT TO THE EMPLOYMENT AGREEMENT
FOR ASSISTANT SUPERINTENENT
BETWEEN THE GOVERNING BOARD
OF THE LAKESIDE UNION SCHOOL DISTRICT AND
KIMBERLY REED, Ed.D.**

The Governing Board of the Lakeside Union School District of San Diego County, California (hereinafter referred to as the "Board") and Kimberly Reed, Ed.D. (hereinafter referred to as ("Assistant Superintendent")) agree to amend the Employment Agreement between the Governing Board of the Lakeside Union School District and Kimberly Reed, Ed.D. (hereinafter "Agreement") and to enter into this Amendment to the Agreement between the Governing Board of the Lakeside Union School District and Kimberly Reed, Ed.D (hereinafter "Amendment") on following terms and conditions:

1. The following provision shall replace Paragraph 1, (Term), of the Agreement:

1. TERM

The Board hereby employs the Assistant Superintendent for a period of three (3) years commencing July 12, 2019 and terminating on June 30, 2022.

2. With the exception of the above modifications, all other terms and conditions of the Agreement shall remain in full force and effect.
3. The Assistant Superintendent and the Board agree that this Amendment is not binding or enforceable unless it is ratified in by the Board in an open session meeting of the Board.

KIMBERLY REED, Ed.D.
Assistant Superintendent

FOR THE GOVERNING BOARD

Date: _____

Date: _____

Ratified in an open session of the Governing Board on: _____

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: JULY 11, 2019

Agenda Item:

COMMERCIAL WARRANT LISTING SHEET – for the period 06/01/2019-06/30/2019

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

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

Fiscal Impact (Cost):

\$1,428,014.37

Funding Source:

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

Addresses Emphasis Goal(s):

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

Recommended Action:

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

Originating Department/School: Click here to enter text.

Submitted/Recommended By:

Approved for Submission to the Governing Board:

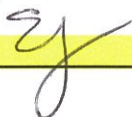


Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|------------|--------------------------------------|--------------|--------------------------------|------|------------------------|
| 14553060 | LANGUAGE TESTING INTERNATIONAL, INC. | 6/3/2019 | LANGUAGE TESTING INVOICE NO. L | 0100 | 3,325.00 |
| 14553062 | MATH TRANSFORMATIONS | 6/3/2019 | MATH TRANSFORMATIONS | 0100 | 33,000.00 |
| 14553063 | BORDERLAN SECURITY | 6/3/2019 | 14600-AX10GSR2 HARDWARE AND 14 | 0100 | 11,966.98 |
| 14553063 | BORDERLAN SECURITY | 6/3/2019 | MALWARE DEFENSE FEATURES K12-3 | 0100 | 32,594.38 |
| 14553068 | COMPETITIVE METALS, INC | 6/3/2019 | OPEN PURCHASE ORDER FOR FISCAL | 0100 | 1,489.41 |
| 14553069 | CED-SAN DIEGO CONSOLIDATED ELECTRIC | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 81.14 |
| 14553070 | DATTEL SYSTEMS INCORPORATED | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 8,534.21 |
| 14553071 | DEPARTMENT OF JUSTICE | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 424.00 |
| 14553072 | DEVEREUX TEXAS TREATMENT NETWORK | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 16,718.09 |
| 14553077 | HELIUM WATER DISTRICT | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,763.04 |
| 14553079 | LAKESIDE WATER DISTRICT | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 500.66 |
| 14553081 | SOUTHWEST SCHOOL & OFFICE SUPPLY | 6/3/2019 | OPEN PURCHASE ORDER FOR FISCAL | 0100 | 881.26 |
| 14553084 | WATKINS ENVIRONMENTAL | 6/3/2019 | LMS RM 6 REMOVAL & DISPOSAL OF | 0100 | 6,300.00 |
| 14553599 | ERIN GARCIA, CUSTODIAN | 6/4/2019 | REVOLVING CASH | 0100 | 12,749.97 |
| 14553600 | MENDTRONIX, INC | 6/4/2019 | SMART BOARD DEEP CLEANING SVC. | 0100 | 5,669.97 |
| 14555064 | A&B SAW & LAWNMOWER SHOP | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 51.18 |
| 14555065 | ABABA BOLT | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 63.02 |
| 14555066 | ABA EDUCATION FOUNDATION | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 11,538.30 |
| 14555067 | BUREAU OF EDUCATION + RESEARCH, INC. | 6/6/2019 | BEST, SPECIALLY DESIGNED INSTR | 0100 | 4,888.00 |
| 14555069 | COPY CORRAL | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 593.49 |
| 14555071 | EL CAJON FORD | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,296.04 |
| 14555072 | MORSCO SUPPLY, LLC | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 30.65 |
| 14555073 | ERIN GARCIA, CUSTODIAN | 6/6/2019 | TRAVEL & CONF REVOLVING CASH | 0100 | 9,421.51 |
| 14555075 | INSTITUTE FOR EFFECTIVE EDUC. | 6/6/2019 | INVOICE # 90140554 | 0100 | 2,891.20 |
| 14555076 | BORDER RECAPING, LLC | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,016.34 |
| 14555933 | EDCO DISPOSAL CORPORATION | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 3,975.04 |
| 14555934 | ERIN GARCIA, CUSTODIAN | 6/7/2019 | REVOLVING CASH | 0100 | 700.00 |
| 14555937 | KYOCERA DOCUMENT SOLUTIONS WEST, LLC | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 249.50 |
| 14555938 | LOWE'S | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,057.59 |
| 14555939 | MRC | 6/7/2019 | BLANKET PURCHASE ORDER FOR 201 | 0100 | 448.02 |
| 14555941 | OFFICE DEPOT, INC. | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,502.74 |
| 14555942 | O'REILLY AUTO PARTS | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,545.93 |
| 14555943 | LASERCYCLE USA, INC. | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 158.34 |
| 14556476 | ROCK AND BLOCK HARDSCAPE SUPPLY | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 255.97 |
| 14556477 | E3 DIAGNOSTICS, INC | 6/10/2019 | SANIBEL™ EARTIPS; 10MM, RED, M | 0100 | 220.14 |
| 14556479 | COAST MUSIC THERAPY INC. | 6/10/2019 | CONSULT/COLLAB FOR R. FLOOD - | 0100 | 62.50 |
| 14556480 | STATE OF CALIFORNIA | 6/10/2019 | License #16552 Renewal - Melis | 0100 | 110.00 |
| 14556481 | EXCELSIOR ACADEMY | 6/10/2019 | FIN. CHARGES ON OVERDUE BALANC | 0100 | 111.62 |
| 14556483 | GRAINGER | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 15.73 |
| 14556484 | GROSSMONT UNION HIGH | 6/10/2019 | GUHSD INVOICES AR010127 AND AR | 0100 | 125.00 |
| 14556485 | OFFICE DEPOT, INC. | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 799.04 |
| 14556487 | PECK'S HEAVY FRICTION INC | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 271.50 |
| 14556488 | PPG ARCHITECTURAL FINISHES INC | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 129.11 |
| 14556489 | RO HEALTH, INC | 6/10/2019 | NONPUBLIC MASTER CONTRACT 2018 | 0100 | 431.41 |
| 14556490 | SCHOOL INNOVATIONS & ACHIEVEMENT | 6/10/2019 | ACHIEVEMENT INITIATIVE FOR CHR | 0100 | 1,100.00 |
| 14556491 | SILVIA M. TARAZ | 6/10/2019 | CHANGE ORDER - BILINGUAL SPEEC | 0100 | 1,400.00 |
| 14556492 | LASERCYCLE USA, INC. | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 70.87 |
| 14556934 | ALAN'S MUSIC CENTER INC | 6/11/2019 | INSTRUMENT REPAIRS - INVOICE | 0100 | 73.24 |

BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|------------|--|--------------|-----------------------------------|------|------------------------|
| 14556935 | ALLIANCE FOR AFRICAN | 6/11/2019 | ALLIANCE FOR AFRICAN ASSISTANC | 0100 | 166.19 |
| 14556936 | AMAZON CAPITAL SERVICES, INC. | 6/11/2019 | BLANKET PURCHASE ORDER | 0100 | 1,306.39 |
| 14556937 | CINTAS CORPORATION | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 176.02 |
| 14556939 | CPM EDUCATIONAL PROGRAM | 6/11/2019 | CPM CONFERENCE | 0100 | 1,077.50 |
| 14556940 | DANNIS WOLIVER KELLEY | 6/11/2019 | INVOICES: 235356, 235357, 2353 | 0100 | 3,796.50 |
| 14556941 | DION & SONS, INC. | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 5,485.64 |
| 14556942 | ERIN GARCIA, CUSTODIAN | 6/11/2019 | REVOLVING CASH | 0100 | 3,482.74 |
| 14556943 | HOME DEPOT CREDIT SERVICES | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,749.14 |
| 14556944 | INTERNATIONAL LIGHTING CORP | 6/11/2019 | OSRAM SYLVANIA 18896 | 0100 | 255.99 |
| 14556945 | PATRICIA K JEFFERS | 6/11/2019 | PROFESSIONAL DEVELOPMENT FOR M | 0100 | 400.00 |
| 14556946 | STACEY WEIN | 6/11/2019 | LITERATURE COMES TO LIFE ASSEM | 0100 | 695.00 |
| 14556947 | MAD SCIENCE OF SAN DIEGO | 6/11/2019 | 4TH GRADE MAD SCIENCE ASSEMBLY | 0100 | 715.00 |
| 14556948 | PARTNER PURCHASING GROUP | 6/11/2019 | M5472K DRY ERASE KIDNEY TABLE | 0100 | 769.90 |
| 14556949 | PEARSON EDUCATION | 6/11/2019 | SCOTT FOREMAN HISTORY-SOCIAL S | 0100 | 13,008.11 |
| 14556951 | PRO-ED | 6/11/2019 | TOLD-I:4 EXAMINER RECORD BOOKL | 0100 | 144.10 |
| 14556952 | ROADONE | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 560.00 |
| 14556953 | SOUTHWEST SCHOOL & OFFICE SUPPLY | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,540.59 |
| 14556955 | WESTERN ENVIRONMENTAL & SAFETY | 6/11/2019 | LAKESIDE MS RM 6 ASBESTOS REMO | 0100 | 3,475.00 |
| 14556956 | WESS TRANSPORTATION SERVICES | 6/11/2019 | 5TH GRADE FT TO BIZTOWN TRANSP | 0100 | 1,829.36 |
| 14557864 | OFFICE DEPOT, INC. | 6/12/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 120.60 |
| 14557865 | PEARSON EDUCATION | 6/12/2019 | SCOTT FORESMAN HISTORY-SOCIAL | 0100 | 1,851.04 |
| 14557866 | SOUTHWEST SCHOOL & OFFICE SUPPLY | 6/12/2019 | 42" ACTIVITY TABLE | 0100 | 1,055.87 |
| 14557867 | CA DEPT OF TAX AND FEE ADMINISTRATION | 6/12/2019 | DIESEL TAX | 0100 | 37.79 |
| 14558545 | ANDREA AGUIAR | 6/13/2019 | 7-STUDENT PROFILE POSTERS | 0100 | 420.00 |
| 14558546 | AGRICULTURAL PEST CONTROL | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 730.00 |
| 14558547 | AHERN RENTALS | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 865.94 |
| 14558548 | AMAZON CAPITAL SERVICES, INC. | 6/13/2019 | LAKESIDE FARMS BLANKET PURCHAS | 0100 | 196.80 |
| 14558549 | CINTAS CORPORATION | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 176.02 |
| 14558550 | CIT FINANCE LLC | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 382.53 |
| 14558551 | CLARK SECURITY PRODUCTS | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 132.15 |
| 14558552 | COMPETITIVE METALS, INC | 6/13/2019 | OPEN PURCHASE ORDER FOR FISCAL | 0100 | 192.16 |
| 14558553 | DAILY JOURNAL CORPORATION | 6/13/2019 | 2019 RFP COPIER/MFD HARDWARE A | 0100 | 65.00 |
| 14558554 | DEPARTMENT OF JUSTICE | 6/13/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 456.00 |
| 14558555 | ERIN GARCIA, CUSTODIAN | 6/13/2019 | REVOLVING CASH | 0100 | 7,435.68 |
| 14558556 | GODFREY EDUCATIONAL CONSULTING GROUP | 6/13/2019 | HOME FLEX CONSULTANT | 0100 | 990.00 |
| 14559254 | LANGUAGE TESTING INTERNATIONAL, INC. | 6/14/2019 | AAPPL TESTINGINVOICE L27529-I | 0100 | 730.00 |
| 14559255 | MATH TRANSFORMATIONS | 6/14/2019 | MATH WORKSHOP: MATH AND PE INT | 0100 | 1,500.00 |
| 14559256 | HERITAGE TRUCK PAINTING & AUTO COLLISION | 6/14/2019 | REPAINT BUS #50/51 PER HIGHWAY PA | 0100 | 9,001.60 |
| 14559257 | NATIONAL FFA ORGANIZATION | 6/14/2019 | CUST ID CA0584 MISC FFA MAT | 0100 | 952.00 |
| 14559258 | EL CAJON FORD | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 11.82 |
| 14559259 | MORSCO SUPPLY, LLC | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,319.53 |
| 14559260 | GRAINGER | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 328.31 |
| 14559261 | IMPERIAL SPRINKLER SUPPLY, INC. | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 21.27 |
| 14559262 | LAKESIDE EQUIPMENT | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 80.58 |
| 14559263 | MAIL FINANCE | 6/14/2019 | LEASE OF POSTAGE MACHINE FOR F | 0100 | 301.89 |
| 14559264 | MRC | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 493.85 |
| 14559265 | OFFICE DEPOT, INC. | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1.10 |
| 14559266 | RAYNE OF SAN DIEGO | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 59.00 |

BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|------------|--|--------------|--------------------------------|------|------------------------|
| 14559267 | VILLA SANTA MARIA, INC. | 6/14/2019 | INVOICES 7293, 7294, 7295 | 0100 | 43,308.00 |
| 14559828 | ERIN GARCIA, CUSTODIAN | 6/17/2019 | REVOLVING CASH | 0100 | 7,115.10 |
| 14560399 | AT&T | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,639.99 |
| 14560400 | ERIN GARCIA, CUSTODIAN | 6/18/2019 | REVOLVING CASH | 0100 | 146.83 |
| 14560401 | HEINEMANN | 6/18/2019 | UNITS OF STUDY READING/Writing | 0100 | 2,946.76 |
| 14560402 | O'REILLY AUTO PARTS | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,110.99 |
| 14560403 | SOCIAL COMM. SPEC. SPEECH THERAPY CLINIC | 6/18/2019 | SPEECH THERAPY SERVICES FOR FI | 0100 | 300.00 |
| 14560404 | SYCAMORE LANDFILL | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 76.60 |
| 14560405 | VEX ROBOTICS, INC. | 6/18/2019 | VRC TOWER TAKEOVER FULL FIELD | 0100 | 646.46 |
| 14560406 | WAXIE SANITARY SUPPLY | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 9,596.19 |
| 14560407 | WEBB'S RV SUPPLY | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 11.95 |
| 14562506 | AIRGAS USA, LLC | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 249.96 |
| 14562510 | CINTAS CORPORATION | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 176.02 |
| 14562511 | CIT FINANCE LLC | 6/20/2019 | RISO LEASE FISCAL YEAR 2018-19 | 0100 | 219.25 |
| 14562512 | DATEL SYSTEMS INCORPORATED | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 9,405.90 |
| 14562515 | KIRK'S RADIATOR | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,494.46 |
| 14562516 | LAKESIDE EQUIPMENT | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 569.06 |
| 14562517 | LYNN'S LOCKSMITH SERVICE | 6/20/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 12.99 |
| 14562518 | DAVIS CONSULTING CORPORATION | 6/20/2019 | MAY MONTHLY SERVICE-PRINTER/CO | 0100 | 1,550.00 |
| 14563850 | ALBERTSONS | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 106.86 |
| 14563851 | AMAZON CAPITAL SERVICES, INC. | 6/21/2019 | SPECIAL EDUCATION BLANKET PURC | 0100 | 75.95 |
| 14563853 | CINTAS CORPORATION | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 176.02 |
| 14563854 | DEVEREUX TEXAS TREATMENT NETWORK | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 17,197.99 |
| 14563855 | ERIN GARCIA, CUSTODIAN | 6/21/2019 | REVOLVING CASH | 0100 | 3,622.19 |
| 14563856 | ERIN GARCIA, CUSTODIAN | 6/21/2019 | REVOLVING CASH T&C | 0100 | 7,456.00 |
| 14563857 | HOME DEPOT CREDIT SERVICES | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,971.70 |
| 14563858 | KIRK'S RADIATOR | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,407.41 |
| 14564673 | ACADEMIC THERAPY PUBLICATIONS, INC | 6/24/2019 | TAPS-4-TEST KIT: MANUAL, 25 RE | 0100 | 3,016.49 |
| 14564674 | EYE PHONE CITY | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 6,433.59 |
| 14564675 | SAN DIEGO COUNTY SCHOOL FBC | 6/24/2019 | JUNE DENTAL COBRA | 0100 | 244.19 |
| 14564676 | ERIN GARCIA, CUSTODIAN | 6/24/2019 | REVOLVING CASH | 0100 | 4,441.76 |
| 14564677 | HD SUPPLY FACILITIES MAINT | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 596.85 |
| 14564678 | MAXIM HEALTHCARE SERVICES, INC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 456.00 |
| 14564679 | OFFICE DEPOT, INC. | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,391.39 |
| 14564680 | PECK'S HEAVY FRICTION INC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 653.77 |
| 14564681 | PPG ARCHITECTURAL FINISHES INC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 129.19 |
| 14564682 | RICOH USA, INC | 6/24/2019 | LEASE CHARGES FOR FISCAL YEAR | 0100 | 818.57 |
| 14564683 | SAN DIEGO GAS & ELECTRIC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 80,780.21 |
| 14564684 | SCHOOL BUS PARTS CO. | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 51.61 |
| 14564685 | SCHOOL HEALTH CORPORATION | 6/24/2019 | ATTAINMENT GOTALK 32+ | 0100 | 297.21 |
| 14564686 | SHIFFLER EQUIPMENT SALES INC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 164.51 |
| 14564687 | SPARKLETTES | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 312.30 |
| 14564688 | SPECIALIZED THERAPY SERVICES | 6/24/2019 | THERAPY SERVICES FOR FISCAL YE | 0100 | 5,195.00 |
| 14564689 | SPRINGALL ACADEMY | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 5,700.60 |
| 14564690 | SPOT Kids Therapy, Inc. | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 44,460.00 |
| 14564691 | SILVIA M. TARAZ | 6/24/2019 | CHANGE ORDER - BILINGUAL SPEEC | 0100 | 840.00 |
| 14564692 | TROXELL COMMUNICATIONS, INC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 3,853.14 |
| 14564693 | VISTA HILL FOUNDATION | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 11,537.00 |

BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|----------------|-------------------------------------|--------------|--------------------------------|-------------------|------------------------|
| 14565603 | ROCK AND BLOCK HARDSCAPE SUPPLY | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 91.53 |
| 14565605 | CULVER-NEWLIN INC | 6/25/2019 | FOMCORE/HON/VS IN STOCK/MISC | 0100 | 28,214.00 |
| 14565607 | DISCOVERY TOURS & TRAVEL | 6/25/2019 | BUS TRIP TO DISNEYLAND | 0100 | 3,229.00 |
| 14565609 | GROSSMONT UNION HIGH | 6/25/2019 | APR 2019 FIELD TRIPS | 0100 | 1,124.10 |
| 14565611 | JUNIOR LIBRARY GUILD | 6/25/2019 | JUNIOR LIBRARY GUILD | 0100 | 2,704.31 |
| 14565612 | LAKESIDE WATER DISTRICT | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,315.43 |
| 14565613 | LEADER SERVICES | 6/25/2019 | CHANGE ORDER 2/15 - MEDICAID R | 0100 | 3,346.14 |
| 14565616 | PEARSON EDUCATION | 6/25/2019 | SCOTT FORESMAN HISTORY-SOCIAL | 0100 | 14,941.44 |
| 14565617 | SCHOOL HEALTH CORPORATION | 6/25/2019 | ATTAINMENT GOTALK 9+ LITE TOUC | 0100 | 605.89 |
| 14565618 | SMART & FINAL | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,479.00 |
| 14565619 | SPRINT SOLUTIONS, INC. | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,039.86 |
| 14565620 | U.S. BANK EQUIPMENT FINANCE | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 1,598.56 |
| 14565622 | WESS TRANSPORTATION SERVICES | 6/25/2019 | RUBEN H. FLEET SPACE THEATER - | 0100 | 1,098.30 |
| 14565623 | XEROX CORPORATION | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,701.95 |
| 14566720 | ALLIANCE FOR AFRICAN | 6/26/2019 | INTERPRETATION | 0100 | 793.26 |
| 14566723 | COAST MUSIC THERAPY INC. | 6/26/2019 | CONSULT/COLLAB | 0100 | 125.00 |
| 14566726 | CULVER-NEWLIN INC | 6/26/2019 | OODLE31DESCRIPTION: STACK IF T | 0100 | 482.45 |
| 14566727 | EXCELSIOR ACADEMY | 6/26/2019 | NON PUBLIC SCHOOL | 0100 | 5,193.43 |
| 14566730 | INSTITUTE FOR EFFECTIVE EDUC. | 6/26/2019 | NON PUBLIC SCHOOL | 0100 | 4,670.40 |
| 14566731 | LAKESIDE WATER DISTRICT | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 3,375.90 |
| 14566732 | MACDOUGAL-MORRIS GROUP LLC | 6/26/2019 | NON PUBLIC SCHOOL | 0100 | 10,125.66 |
| 14566733 | MISSION FEDERAL CREDIT UNION | 6/26/2019 | P CARDS | 0100 | 20,705.65 |
| 14566734 | PAYTON TRUE VALUE HARDWARE | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,373.52 |
| 14566735 | NCS PEARSON, INC | 6/26/2019 | BASC-3 PARENT RATING SCALES (P | 0100 | 741.93 |
| 14566736 | PEARSON EDUCATION | 6/26/2019 | SCOTT FORESMAN HISTORY-SOCIAL | 0100 | 26,078.53 |
| 14566738 | SDCOE | 6/26/2019 | ASSESSING SUICIDAL STUDENTS | 0100 | 45.00 |
| 14566740 | TCR SERVICES | 6/26/2019 | HP CF280X 80X REMAN | 0100 | 279.93 |
| 14566742 | VERIZON WIRELESS | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,183.19 |
| 14566743 | VILLA SANTA MARIA, INC. | 6/26/2019 | NON PUBLIC SCHOOL | 0100 | 32,061.00 |
| 14566744 | XEROX CORPORATION | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 0100 | 2,585.24 |
| 14567716 | APOLLO ELEVATOR MAINTENANCE SERVICE | 6/27/2019 | PRICE FOR LOAD TEST AT LAKESID | 0100 | 1,175.00 |
| 14567717 | DEBRA DUPREE | 6/27/2019 | INVOICE NO. 2019-0694 AND 2019 | 0100 | 1,470.00 |
| 14567718 | ERIN GARCIA, CUSTODIAN | 6/27/2019 | REVOLVING CASH | 0100 | 562.72 |
| 14567839 | ASELTINE SCHOOL | 6/28/2019 | NON PUBLIC SCHOOL | 0100 | 4,214.60 |
| 14567840 | CURRIER & HUDSON | 6/28/2019 | LEGAL SERVICES FOR FISCAL YEAR | 0100 | 31,748.31 |
| 14567841 | ERIN GARCIA, CUSTODIAN | 6/28/2019 | REVOLVING CASH | 0100 | 10,145.01 |
| 14567842 | UCSD MEDICAL GROUP | 6/28/2019 | EYE SERVICES | 0100 | 927.00 |
| GENERAL | | | | 0100 Total | 767,659.08 |
| 14555933 | EDCO DISPOSAL CORPORATION | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 99.30 |
| 14556936 | AMAZON CAPITAL SERVICES, INC. | 6/11/2019 | ESS BLANKET PURCHASE ORDER 201 | 1200 | 4,542.26 |
| 14556938 | COACH CLIFF'S GAGA BALL PITS LLC | 6/11/2019 | MISC BALLS AND OUTDOOR EQUIP | 1200 | 1,641.50 |
| 14556941 | DION & SONS, INC. | 6/11/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 75.16 |
| 14556950 | PRISMATIC MAGIC LLC | 6/11/2019 | PRISMATIC MAGIC SHOW FOR SUMME | 1200 | 1,049.00 |
| 14558548 | AMAZON CAPITAL SERVICES, INC. | 6/13/2019 | ESS BLANKET PURCHASE ORDER 201 | 1200 | 60.25 |
| 14563850 | ALBERTSONS | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 66.24 |
| 14563851 | AMAZON CAPITAL SERVICES, INC. | 6/21/2019 | ESS BLANKET PURCHASE ORDER 201 | 1200 | 4,272.83 |
| 14563857 | HOME DEPOT CREDIT SERVICES | 6/21/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 924.10 |
| 14564683 | SAN DIEGO GAS & ELECTRIC | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 859.95 |

BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|-------------------|---|--------------|--------------------------------|------------|------------------------|
| 14564687 | SPARKLETT'S | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 46.20 |
| 14565618 | SMART & FINAL | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 468.38 |
| 14565623 | XEROX CORPORATION | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1200 | 1,177.94 |
| 14566733 | MISSION FEDERAL CREDIT UNION | 6/26/2019 | P CARDS | 1200 | 6,033.89 |
| CHILD DEVELOPMENT | | | | 1200 Total | 21,317.00 |
| 14553061 | AMERICAN PRODUCE DISTRIBUTORS | 6/3/2019 | OPEN PURCHASE ORDER FOR FISCAL | 1300 | 15,691.31 |
| 14553066 | CA DEPT OF EDUCATION | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 1,470.60 |
| 14553073 | DOMINO'S PIZZA | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 14,446.96 |
| 14553074 | GARCIA'S PUEBLA MERCADO | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 282.50 |
| 14553075 | GOLD STAR FOODS INC | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 5,693.67 |
| 14553078 | K GRAPHICS POSTERS | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 468.00 |
| 14553080 | PRO-EDGE KNIFE | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 60.00 |
| 14553082 | TEMPERATURE DESIGN REFRIGERATION | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 1,125.00 |
| 14553085 | WEBB'S RV SUPPLY | 6/3/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 42.39 |
| 14555068 | CA DEPT OF EDUCATION | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 51.90 |
| 14555070 | DION & SONS, INC. | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 653.04 |
| 14555932 | EAST COUNTY SIGN WORKS | 6/7/2019 | BANNER FOR LINDO PARK LUNCH SU | 1300 | 404.08 |
| 14555935 | HOLLANDIA DAIRY | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 25,780.99 |
| 14555936 | TAKKT AMERICA HOLDING INC | 6/7/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 166.63 |
| 14555940 | NUTRI-LINK TECHNOLOGIES, INC. | 6/7/2019 | NUTRI-CLOUD F&R APPLICATION PR | 1300 | 3,310.00 |
| 14556482 | GALASSO'S BAKERY | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 3,419.52 |
| 14556486 | P&R PAPER SUPPLY COMPANY, INC. | 6/10/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 6,840.08 |
| 14556954 | SYSCO FOODS SERVICES | 6/11/2019 | OPEN PURCHASE ORDER FOR FISCAL | 1300 | 19,778.14 |
| 14559264 | MRC | 6/14/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 82.31 |
| 14560399 | AT&T | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 13.52 |
| 14562509 | CHEMSEARCH | 6/20/2019 | WATER TREATMENT PROGRAM | 1300 | 433.69 |
| 14562513 | ECOLAB FOOD SAFETY SPECIALTIES | 6/20/2019 | PAN LINERS | 1300 | 421.50 |
| 14565604 | CA DEPT OF EDUCATION | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 1,134.30 |
| 14565614 | NU HEALTH CALIFORNIA LLC | 6/25/2019 | FRUIT SHOTS | 1300 | 1,966.08 |
| 14565615 | P&R PAPER SUPPLY COMPANY, INC. | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 1,298.15 |
| 14565621 | WEBB'S RV SUPPLY | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 41.37 |
| 14565623 | XEROX CORPORATION | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 50.19 |
| 14566725 | CULLIGAN | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 48.17 |
| 14566729 | GALASSO'S BAKERY | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 1,772.42 |
| 14566731 | LAKESIDE WATER DISTRICT | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 221.54 |
| 14566733 | MISSION FEDERAL CREDIT UNION | 6/26/2019 | P CARDS | 1300 | 252.90 |
| 14566734 | PAYTON TRUE VALUE HARDWARE | 6/26/2019 | MISC SUPPLIES | 1300 | 70.76 |
| 14566737 | PRO-EDGE KNIFE | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 60.00 |
| 14566739 | SYSCO FOODS SERVICES | 6/26/2019 | OPEN PURCHASE ORDER FOR FISCAL | 1300 | 12,206.72 |
| 14566742 | VERIZON WIRELESS | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 53.92 |
| 14566744 | XEROX CORPORATION | 6/26/2019 | BLANKET PURCHASE ORDER FOR FIS | 1300 | 37.61 |
| CAFETERIA | | | | 1300 Total | 119,849.96 |
| 14562507 | ALPHA STUDIO DESIGN GROUP | 6/20/2019 | INVOICE NO. 19-0060-4 | 2139 | 21,732.50 |
| 14563852 | THE BANK OF NEW YORK MELLON TRUST CO NA | 6/21/2019 | AGENT FEE APRIL 23, 2018 TO AP | 2139 | 1,500.00 |
| 14563859 | VALLEY BOX COMPANY | 6/21/2019 | INVOICE 34905VB | 2139 | 316.79 |
| 14565606 | DAILY JOURNAL CORPORATION | 6/25/2019 | INVOICE NO. A3248581 | 2139 | 334.10 |
| 14565608 | DALE SCOTT & COMPANY, INC. | 6/25/2019 | INVOICE NO. 202071 | 2139 | 5,000.00 |
| 14565610 | ERIC HALL & ASSOCIATES, LLC | 6/25/2019 | BLANKET PURCHASE ORDER FOR FIS | 2139 | 4,800.00 |

BOARD WARRANT REPORT

06/01/2019-06/30/2019

| Warrant ID | Vendor Name | Payment Date | Invoice Item Description | Fund | Amount Charged to Fund |
|-----------------------------|----------------------------------|--------------|--------------------------------|-------------------|------------------------|
| 14566721 | ALPHA STUDIO DESIGN GROUP | 6/26/2019 | 19-012 EH ES Shade Shelter | 2139 | 64,982.94 |
| 14566728 | MUFG UNION BANK N.A. | 6/26/2019 | PA 9 - DISTRICT WIDE TV INSTAL | 2139 | 340,000.00 |
| 14566741 | VALLEY BOX COMPANY | 6/26/2019 | ESTIMATE# 33305 | 2139 | 1,538.67 |
| BOND | | | | 2139 Total | 440,205.00 |
| 14555074 | GOLDEN OFFICE TRAILERS, INC. | 6/6/2019 | BLANKET PURCHASE ORDER FOR FIS | 2519 | 700.38 |
| CAPITAL FACILITIES | | | | 2519 Total | 700.38 |
| 14553083 | U.S. BANK CORPORATE PYMT SYS | 6/3/2019 | CAL CARD | 6200 | 864.85 |
| 14556493 | U.S. BANK CORPORATE PYMT SYS | 6/10/2019 | CAL CARD | 6200 | 1,726.43 |
| 14556494 | WILKINSON HADLEY KING & CO LLP | 6/10/2019 | PREP TAX RETURNS FY 18 | 6200 | 1,000.00 |
| BARONA CHARTER | | | | 6200 Total | 3,591.28 |
| 14553064 | CVUSD | 6/3/2019 | POOL USE | 6201 | 299.00 |
| 14553065 | CALIFORNIA COAST CREDIT UNION | 6/3/2019 | CAL COAST CARD | 6201 | 2,976.14 |
| 14553067 | CDW GOVERNMENT, INC. | 6/3/2019 | ACER CHROMEBOOKS 11C771-C4TM-1 | 6201 | 4,574.87 |
| 14553076 | GROSSMONT UNION HIGH | 6/3/2019 | APR19 EXTRACURRICULAR TRIPS | 6201 | 805.20 |
| 14555933 | EDCO DISPOSAL CORPORATION | 6/7/2019 | TRASH SERVICE | 6201 | 186.00 |
| 14556475 | AARDVARK ANT & PEST CONTROL, INC | 6/10/2019 | PEST CONTROL | 6201 | 209.00 |
| 14556478 | CDW GOVERNMENT, INC. | 6/10/2019 | TEACHER BUNDLE-SUBSCRIPTION LI | 6201 | 4,876.00 |
| 14556943 | HOME DEPOT CREDIT SERVICES | 6/11/2019 | MISC SUPPLIES | 6201 | 152.31 |
| 14560399 | AT&T | 6/18/2019 | BLANKET PURCHASE ORDER FOR FIS | 6201 | 80.70 |
| 14562508 | CALIFORNIA COAST CREDIT UNION | 6/20/2019 | CAL COAST | 6201 | 3,467.80 |
| 14562514 | GRADESLAM INC. | 6/20/2019 | GRADESLAM STUDENT ACCOUNTS 201 | 6201 | 49,600.00 |
| 14563857 | HOME DEPOT CREDIT SERVICES | 6/21/2019 | MISC SUPPLIES | 6201 | 1,152.08 |
| 14564683 | SAN DIEGO GAS & ELECTRIC | 6/24/2019 | GAS & ELECTRIC | 6201 | 2,408.14 |
| 14564687 | SPARKLETTS | 6/24/2019 | BLANKET PURCHASE ORDER FOR FIS | 6201 | 222.36 |
| 14566722 | CALIFORNIA COAST CREDIT UNION | 6/26/2019 | CREDIT CARD | 6201 | 3,447.07 |
| 14566724 | COX COMMUNICATIONS | 6/26/2019 | INTERNET | 6201 | 235.00 |
| RIVER VALLEY CHARTER | | | | 6201 Total | 74,691.67 |
| Grand Total | | | | | 1,428,014.37 |

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

REVOLVING CASH REGISTER

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

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

Fiscal Impact (Cost):

\$47,306.04

Funding Source:

GENERAL FUND, DONATION ACCOUNTS, ETC.

Addresses Emphasis Goal(s):

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

Recommended Action:

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

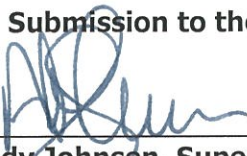
Originating Department/School: Click here to enter text.

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

Lakeside Union School District
Revolving Cash Register
June 2019

| Date | Num | Name | Memo/Description | Amount |
|------------|-------|------------------------|--|---------|
| 06/04/2019 | 38018 | Robert Dennett | Recipient Of The Boards "Academic Excellence" Award. | -100.00 |
| 06/04/2019 | 38019 | David Flores Lopez | Recipient OF The Harold Hilliker Scholarship Fund. | -50.00 |
| 06/04/2019 | 38020 | Hector Hernandez | Recipient Of The Waneta Campbell Memorial Award. | -50.00 |
| 06/04/2019 | 38021 | Ashley-Mae Bellows | Recipient Of The Joseph Cice Memorial Award. | -100.00 |
| 06/04/2019 | 38022 | Aiden Garcia Odom | Recipient Of The Joseph Cice Memorial Award. | -100.00 |
| 06/04/2019 | 38023 | Samuel Gallamore | Recipient Of The Katherine Scott Memorial Award. | -50.00 |
| 06/04/2019 | 38024 | Spencer Abramson | Recipient Of The Katherine Scott Memorial Award. | -50.00 |
| 06/04/2019 | 38025 | GRACE BROWNING | Recipient Of The Katherine Scott Memorial Award. | -100.00 |
| 06/04/2019 | 38026 | REAGAN OCHALEK | Recipient Of The Katherine Scott Memorial Award. | -100.00 |
| 06/05/2019 | 38027 | Aymara S. Ahumada Ruiz | (5) Stools, Art Supplies, Beads, Thread, Markers, Colored Paper. | -172.72 |
| 06/05/2019 | 38028 | Tonja Anderson | Run For The Arts Supplies - Avery Labels, Laminating Pouches, Color Paper & Cardstock. | -101.67 |
| 06/05/2019 | 38029 | Staci Arnold | iPad Pro Smart Keyboard Folio. | -192.87 |
| 06/05/2019 | 38030 | Sharon Armstrong | Craft Sticks, Dry Erase Boards, Wood Rulers, Jr. Olympics Supplies - Water, Ice, Signage, Donuts. | -300.53 |
| 06/05/2019 | 38031 | Suzanne Bass | Science Field Day Snacks And Tape For Structures Event. | -33.24 |
| 06/05/2019 | 38032 | Lucretia Browning | Classroom Pet Supplies & Cooking Club Supplies - Pretzels, Marshmallows, Animal Food, Flour. | -29.98 |
| 06/05/2019 | 38033 | Jessica Byrd | Sensory Toy, Reinforcers, Craft & Classroom Supplies. | -90.23 |
| 06/05/2019 | 38034 | Catherine Calvert | Photos For Promotion. | -13.56 |
| 06/05/2019 | 38035 | Lyndsey Clark | Amazon - Office Chair & USB Stick Miner. | -196.42 |
| 06/05/2019 | 38036 | Teri Cook | Balloons For EL Ceremony On June 3, 2019 Including Helium Cost. | -44.97 |
| 06/05/2019 | 38037 | Lina Cortes | Art Project And Mother's Day Activity, Memorial Garden Stake, Paper, Photos For Gold Miners Day, Paints. | -187.35 |
| 06/05/2019 | 38038 | Heather Covert | Art, Classroom Supplies - Presidential Gold Award Pins. | -366.27 |
| 06/05/2019 | 38039 | Lisa DeRosier | Refreshments For District Meetings And Frames For Employee Of The Year, Ice Cream Social Supplies. | -180.59 |
| 06/05/2019 | 38040 | Michelle Dobyns | Walmart - Colored Pencils, Crayons. | -64.54 |
| 06/05/2019 | 38041 | Tamara Drake | Gildan Short Sleeve Shirts Various Sizes, Neck Short Womens. | -153.06 |
| 06/05/2019 | 38042 | Amanda Elson | Folders, Pencil Erasers, Chalk, Markers, Books. | -147.89 |
| 06/05/2019 | 38043 | Laurie Gallamore | Amazon, TPT, Classroom And Run For The Arts Supplies. | -340.11 |
| 06/05/2019 | 38044 | Bridget Gambardella | Photo's, Promotion Supplies. | -203.37 |
| 06/05/2019 | 38045 | Sarah Grosskreutz | Target-Independent Activities, Testing Supplies, Classroom Supplies. | -126.26 |
| 06/05/2019 | 38046 | Carolyn Hood | Active Kids Chairs, Bed Risers, Bookcase. | -450.00 |
| 06/05/2019 | 38047 | Daynah Hooper-Robledo | Brushes, Acrylic Paints, SD County Fair Entry Fees, Spray Adhesive, Printing Plates, Construction Paper. | -171.63 |
| 06/05/2019 | 38048 | Jason Justeson | Amazon Receipts, Saxophone Neck Strap. | -21.97 |
| 06/05/2019 | 38049 | KEITH KEIPER | Teacher Appreciation Supplies - Plastic Cups, Slotted Spoons, Spoon, Foam Plate, Reusable Bags, Tongs, Silverware, Cups. | -30.49 |
| 06/05/2019 | 38050 | Won Mi Kim | Amazon - LED Light Box. | -22.94 |
| 06/05/2019 | 38051 | Brad Lappin | Voided - Home Depot - Dowel, PVC Pipe, Bushings, Tee. | 0.00 |
| 06/05/2019 | 38052 | Ivy Lawler | Voided - Best Buy - Laptop Charger. | 0.00 |
| 06/05/2019 | 38053 | Sheila Maddox | Pencils, Storage Boxes, Pencil Sharpeners. | -109.62 |
| 06/05/2019 | 38054 | Aubri McWay | Costco - Snacks For State Testing. | -31.97 |
| 06/05/2019 | 38055 | Kim Messina | Vinal, Roses. | -204.91 |
| 06/05/2019 | 38056 | Brad Lappin | Home Depot - Dowel, PVC Pipe, Bushings, Tee. | -49.43 |
| 06/05/2019 | 38057 | Ivy Lawler | Best Buy - Laptop Charger | -75.41 |
| 06/06/2019 | 38058 | Loren Davis | Audio Cable For Sound System. | -7.63 |
| 06/06/2019 | 38059 | Alex DeRosier | All About Reading Materials, Basic Reading Interactive Kit, Copy Paper, Ribbon, Colored Pencils, Scissors, Crayons, Pencils. | -330.46 |

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|------------|-------|-----------------------|---|---------|
| 06/06/2019 | 38060 | Amber Fitzpatrick | Dollar Tree - Incentives, Incentive Charts. | -51.72 |
| 06/06/2019 | 38061 | Jackie Georgi | Albertsons - Snacks For Career Day Guests. | -30.91 |
| 06/06/2019 | 38062 | Daynah Hooper-Robledo | Walmart - Foam Mounting Tape. | -131.01 |
| 06/06/2019 | 38063 | Amber Hudson | Dollar Tree - 2nd Grade Intervention Project Supplies. | -65.52 |
| 06/06/2019 | 38064 | Eva Johnson | Amazon - HP Laser Printer. | -152.68 |
| 06/06/2019 | 38065 | Kristie Kauffman | Grocery Outlet - Class Incentives - Water Juice, Popcorn. | -53.38 |
| 06/06/2019 | 38066 | KEITH KEIPER | Party Supplies For Classified Luncheon. | -15.26 |
| 06/06/2019 | 38067 | Won Mi Kim | PECS Training CD For Professional Development Training. | -70.58 |
| 06/06/2019 | 38068 | Brian Mendoza | Clear Drawers, Zip Ties, Floor Mat Scrubber, Dust Pan & Broom. | -87.34 |
| 06/06/2019 | 38069 | Bruce Mikolaycik | (10) Black Mini Flying Disks, Copy Paper, Colored Paper. | -342.23 |
| 06/06/2019 | 38070 | Alana Miller | Crayola, Dawn Soap, Pong Balls, Sandpaper, Fire Truck, Airplane, Ambulance, Decorative Shell, Posterboards, Tissues. | -211.81 |
| 06/06/2019 | 38071 | Kim Miller | Festival Of The Arts Supplies, Muffins With Mom, Mother's Day Art, Fathers Day Craft Supplies. | -76.01 |
| 06/06/2019 | 38072 | Clifford Mull | Ice Crystal Icicle Lights, Batteries, Lunch Plates. | -131.78 |
| 06/06/2019 | 38073 | Steve Mull | Walmart - Supplies For Concert - Envelopes. | -47.47 |
| 06/06/2019 | 38074 | Aimee Nava | Folders, Books, Utility Tubs. | -129.75 |
| 06/06/2019 | 38075 | Wade Nielsen | iPad Headphones, Math Racer Rewards Activity Supplies, Ink, Sharpener, Staples, File Folders. | -300.64 |
| 06/06/2019 | 38076 | Candace Newkirk | Amazon - Books, Library Supplies, Reading Challenge. | -176.47 |
| 06/06/2019 | 38077 | Emily Okerlund | Lunch Bin Storage. | -8.24 |
| 06/06/2019 | 38078 | Jana Paper | Laminating, Light Box, Paper, Trampoline Pad. | -230.65 |
| 06/06/2019 | 38079 | Paula Peterson | Binders, Laminating Pouches, Pencils, Copy Paper, Notebook Filler, Erasers, Headphones. | -336.17 |
| 06/06/2019 | 38080 | Denise Purgason | Lakeshore Learning - Classroom Supplies - Vocab Practice, Evidence-Based Reading, Problem Solving, Text-Based Writing, Color Pop Cards. | -93.00 |
| 06/06/2019 | 38081 | Lisa Reynolds | Classroom Supplies - Clear Gloss, Light Up Spin, Bubbles. | -44.92 |
| 06/06/2019 | 38082 | Deanna Rodriguez | Cardstock, Markers, Sharpies, Xerox Paper, HP Office Paper. | -52.04 |
| 06/06/2019 | 38083 | Melody Sather | Launch & Learn Beginning Sounds, Alphabet, Nameplates. | -74.48 |
| 06/06/2019 | 38084 | Jackie Siragusa | (50) 5X7 Prints - "Be The Nice Kid". | -31.79 |
| 06/06/2019 | 38085 | Suzie Smith | Amazon - Heirloom Pumpkin Seeds. | -23.96 |
| 06/06/2019 | 38086 | Claudia Soto | Amazon - Construction Paper Class Pack. | -50.00 |
| 06/07/2019 | 38087 | Tamara Drake | SS Crew Tee, NB Tee, Fol Pocket T, Fol No Pocket T, Time & True, Cat Ears, Clipboard, Team Access, Lanyards. | -233.05 |
| 06/07/2019 | 38088 | Clifford Mull | Donuts, Labels, USB, Snacks. | -83.82 |
| 06/07/2019 | 38089 | Dahlia Rinck | Copper Wire, Magnets, Design Project Materials, Micro 3 Phase AC. | -409.27 |
| 06/07/2019 | 38090 | Danielle Schneipp | Social Emotional Learning Curriculum, Carpet Markers, Class Supplies. | -240.54 |
| 06/07/2019 | 38091 | Jennifer Speedie | Muffins With Mom Supplies, Field Day Supplies, Donuts With Dad Supplies, Art Rotation Supplies, Classroom Supplies. | -705.65 |
| 06/07/2019 | 38092 | Catherine Sprecco | Art Supplies - Retractable Sharpies, Construction Paper, Dry Erase Markers, Pacon Chart Tablets. | -104.87 |
| 06/07/2019 | 38093 | Jodi Stein | Really Good Stuff - Posters, Amazon - Making T-Shirts. | -42.15 |
| 06/07/2019 | 38094 | Julie Strate | TPT - Playhouse Interactive Speech Therapy, Itsy Bitsy Spider Language, Sound Wall, Printer, Index Cards, Cardstock, Follow Directions. | -148.69 |
| 06/07/2019 | 38095 | Samantha Taylor | ESS Class Pet Food 5/8/19 & 5/20/19. | -38.73 |
| 06/07/2019 | 38096 | Linda Torres | Pocket Charts, Class Exit Pass Notepads, Don't Forget Stickers, Hall Pass Lanyards, Peer Response Notes, Thumbs Up & Thumbs Down Paddles, Fidget Spinners, Bookmarks. | -424.19 |
| 06/07/2019 | 38097 | Karen VanNest | TPT - Curriculum, Activities, Posterboard - King Tut Word Search, La Casa Spanish Vocabulary . | -62.11 |
| 06/07/2019 | 38098 | Melanie Van Oostende | 5 Mil Laminating, 8 Piece Magnetic Hooks, Cups, Goldfish, Red Vines, Thank You Mr. Falker Book, Blank Books. | -105.61 |

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|------------|-------|--|--|-----------|
| 06/07/2019 | 38099 | Shaun Williams | Art Supplies - Sharpies, Glue, Pencils, Erasers, Markers, Crayons, Whiteboard Spray, Sticky Notes, Baskets, Dry Erase Pockets, Sheet Protectors, Address Labels, Magnetic Dry Erase. | -355.80 |
| 06/07/2019 | 38100 | Wilma Ward | (20) 1st, 2nd, 3rd Place Medals For Running Club. | -63.60 |
| 06/07/2019 | 38101 | Heather Watson | Supplies And Decorations For Preschool - Luau Tissue Centerpieces, Summer Boarder, Tinsel Flamingo. | -22.50 |
| 06/07/2019 | 38102 | Barbara Welch | NGSS Supplies - Galvanized Wire, Full Circle Stream Bubble, PVC Coated, Flower Pot Plastic Round. | -21.32 |
| 06/07/2019 | 38103 | Lisa DeRosier | Refreshments For District Meetings - KS Mini Favs. | -14.99 |
| 06/07/2019 | 38104 | Hunter Donahoo | Supplies For 2nd Grade Intervention - White Glue, Food Coloring, Markers, Baking Soda. | -13.50 |
| 06/07/2019 | 38105 | KEITH KEIPER | Marechiaro's - Spaghetti, Salad, Pizza, Garlic Bread, For Classified Week Luncheon. | -160.66 |
| 06/07/2019 | 38106 | Dani Kordyak | Light Table Pegboard & Peg, ABC 123 Rocket, Soft & Squeezy Farm Animals. | -73.62 |
| 06/07/2019 | 38107 | Kathryn Martin | Classroom Supplies, Headphones For iPads, Dry Erase Markers. | -53.80 |
| 06/07/2019 | 38108 | Aaron Sage Ramos | (4) Large GraphPaper Pads. | -68.05 |
| 06/10/2019 | 38109 | Charmaine Albin | | -103.50 |
| 06/10/2019 | 38110 | Lindsey Atwill | Refund Of Aaron & Jack Atwill's School Lunch Account. | -82.50 |
| 06/10/2019 | 38111 | Raymond Brown | Refund Of Naomi & Caleb's School Lunch Account. | -29.00 |
| 06/10/2019 | 38112 | Bill Eytel | Refund Of Jocelyn Eytel's School Lunch Account. | -13.15 |
| 06/10/2019 | 38113 | Pamela Hamel | Refund Of Hayden's School Lunch Account. | -21.30 |
| 06/10/2019 | 38114 | Janel Henry | Refund Of Adam Dawson Jr.'s School Lunch Account. | -40.25 |
| 06/10/2019 | 38115 | Jonathan Peverall | Refund Of Abigail's School Lunch Account. | -58.00 |
| 06/10/2019 | 38116 | Jessica Strandberg | Refund Of Trysten's School Lunch Account. | -14.75 |
| 06/11/2019 | 38117 | Memories Event Photography & Photo Booth | 06/11/2019 Photo Booth Services - Deluxe Party Booth. | -319.00 |
| 06/11/2019 | 38118 | Kelly Blum | Construction Paper, Display Hooks, Scissors, Math Game Materials, Guided Reading, Science Supplies. | -1,975.97 |
| 06/11/2019 | 38119 | Heather Covert | Really Good Stuff -School Supplies. | -158.23 |
| 06/11/2019 | 38120 | Kim Messina | Sound Cables, Audio Cables, Roses, Volunteer Gifts. | -210.02 |
| 06/11/2019 | 38121 | Candace Newkirk | Amazon - Spanish Books For Library. | -474.12 |
| 06/11/2019 | 38122 | Sandy Patterson | Kindergarten Materials, Science, Phonics Bundle, Flower Pots, CVC Big Endless Bundle. | -2,026.53 |
| 06/11/2019 | 38123 | Paula Peterson | Posters, Key Chains, Candy, Lantern Craft Kit, Desk Plates, Flashlights, Pencil Cases, Notebooks. | -287.93 |
| 06/11/2019 | 38124 | Karen Saake | Pencils, Glue Sticks-Multi, Binder Paper Reading Comp Book, Toner, Dry Erase, Flair Pens, Toner Cartridge. | -209.97 |
| 06/11/2019 | 38125 | Sharon Sullinger | 3rd Grade NGSS Animal Unit, Posters & Art Supplies, Classroom Storage, Science Tubs, NGSS Books. | -587.52 |
| 06/11/2019 | 38126 | Elizabeth Upchurch | Amazon - Art Supplies - Washable Markers, Colored Pencils, Washable Glue. | -98.53 |
| 06/11/2019 | 38127 | Melanie Van Oostende | (3) Paint Pens, Shirts, Bags, Cookies, Drinks, Erasable Pens, Label Pens, Pizza. | -132.63 |
| 06/11/2019 | 38128 | Barbara Welch | Flowers For Mother's Day Gifts, Classroom Supplies - Sensory Fidget Toys. | -238.36 |
| 06/11/2019 | 38129 | Brandi Whitehurst | Elac Meeting Supplies - Coffee, Donuts. | -33.84 |
| 06/13/2019 | 38130 | Lucretia Browning | Supplies For End Of Year And Cooking Club. | -36.10 |
| 06/13/2019 | 38131 | Raymond Cara | Costco - (12) Flower Leis. | -167.96 |
| 06/13/2019 | 38132 | Raymond Cara | HP Printer And HP Blue & Black Toner, Donuts For Food Rewards. | -568.68 |
| 06/13/2019 | 38133 | Heather Covert | Rock & Block Hardscape- Synthetic Turf. | -491.28 |
| 06/13/2019 | 38134 | Catherine Fischer | (3) Wobble Stools And Super Teacher Website. | -174.92 |
| 06/13/2019 | 38135 | Tessa Green | Professional Development Snacks - Gourmet & White Cheddar Popcorn, Assorted Chocolate Candies. | -48.97 |
| 06/13/2019 | 38136 | Sarah Grosskreutz | Walmart - Classroom Storage Bins, Chairs, And Supplies. | -240.91 |
| 06/13/2019 | 38137 | Tifani Gunn | Office Depot - Laminating Film. | -118.68 |

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|------------|-------|---------------------|---|------------|
| 06/13/2019 | 38138 | Diana Hallin | Walmart - Chalk. | -4.18 |
| 06/13/2019 | 38139 | Kasey Haynes | Office Depot - Bookshelves, Stapler, Copy Paper, And Storage Bins. | -386.70 |
| 06/13/2019 | 38140 | Catherine Huifen Li | Science Materials, Chair Balls, Spinning Plates, Inside Out And Back Again, Portable Voice Amplifier, Glow In The Dark Birthday Party Favors, Certificates. | -395.22 |
| 06/13/2019 | 38141 | Jason Justeson | Class Party Pizza, USB HDMI Adapter, Tenor Sax Reeds, Apple Lightning To Digital AV Adapter. | -164.73 |
| 06/13/2019 | 38142 | Jerred Murphy | Costco - Chips, Drinks, Snacks, Milk. | -616.37 |
| 06/13/2019 | 38143 | Monique Rappleyea | Hobby Lobby - Dance Performance Supplies. | -51.46 |
| 06/13/2019 | 38144 | Heather Watson | Supplies And Decorations For Preschool - Tinsel Shape Sun, Palm Tree, Beach Balls. | -34.07 |
| 06/13/2019 | 38145 | Beth Woodill | File Folders & (6) Dial Soap Dispensers. | -121.45 |
| 06/13/2019 | 38146 | Diana LUU | Supplies For Seaweed Dance & School Supplies. | -355.80 |
| 06/13/2019 | 38147 | Lisa Delgado | ELAC - Supplies For June 4, 2019 Meeting. | -118.56 |
| 06/19/2019 | 38148 | Jerred Murphy | Costco - Otter Pops, Soap, Syrup, Pancakes, Drumsticks, Plates, Flashlights, Beach Buckets, Water Balloons, Batteries, Tarps. | -4,162.88 |
| 06/24/2019 | 38149 | Jerred Murphy | Dave & Busters - Lunches, Power Cards and Sea World - Aquatica Deposit, Splash Passes, Meal Vouchers. | -10,002.31 |
| 06/24/2019 | 38150 | Shaun Frude | Refund Of Jacob Frude's School Lunch Account. | -2.50 |
| 06/24/2019 | 38151 | Veronica Guerrero | Refund Of Isabella's School Lunch Account. | -14.60 |
| 06/24/2019 | 38152 | Jacklyn Mills | Refund Of School Lunch Accounts For Dylan and Mason Mills. | -49.75 |
| 06/24/2019 | 38153 | Jessica Weldele | Classroom Decor - Calming Corner, Art Supplies, Writing Materials, Copies For ESY. | -49.85 |
| 06/24/2019 | 38154 | Kelli Hunnicutt | Refund Of Kennedy & Taylor's School Lunch Account. | -26.00 |
| 06/27/2019 | 38155 | Jerred Murphy | Sea World - Aquatica Splash Passes & Buffet Meals. | -8,813.75 |
| 06/28/2019 | 38156 | Brenda Sanchez | Correction for June Pay Dock That Processed At Double Hourly Rate. | -699.98 |
| 06/28/2019 | 38157 | Rose Ridgley | June 2019 Pay Docked Processed At Double Rate. | -654.86 |

-\$ 47,306.04

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

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

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

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

Fiscal Impact (Cost):

\$431,752.73

Funding Source:

General Fund Total: \$48,186.34 Pre-School Fund Total: \$8,875.34 Food Services Fund Total: \$27,387.86 Bond Fund Total: \$347,303.19

Addresses Emphasis Goal(s):

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

Recommended Action:

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

Originating Department/School: District Wide/Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

JUNE 2019 PURCHASE ORDERS

| PO No. | Supplier | PO Ref | Fund | Total |
|--|--------------------------------------|-----------------------------------|------|----------------------|
| 0000004914 | AMAZON CAPITAL SERVICES | BLANKET PO - DISTRICT | 0100 | \$ 1,850.31 |
| 0000004949 | EXCELSIOR ACADEMY | NON PUBLIC SCHOOL - SPED | 0100 | \$ 111.62 |
| 0000004950 | COAST MUSIC THERAPY INC. | MUSIC THERAPY - SPED | 0100 | \$ 62.50 |
| 0000004951 | SCHOOL INNOVATIONS & ACHIEVEMENT | SCHOOL SERVICES - SPED | 0100 | \$ 1,100.00 |
| 0000004952 | DANNIS WOLIVER KELLEY | LEGAL SERVICES - SUPT | 0100 | \$ 3,796.50 |
| 0000004954 | DAVIS CONSULTING CORPORATION | MANAGED PRINT SERVICES - BUS SVCS | 0100 | \$ 3,100.00 |
| 0000004955 | GROSSMONT UNION HIGH | FIELD TRIP TRANS - LC | 0100 | \$ 1,124.10 |
| 0000004956 | STATE OF CALIFORNIA | SLP LICENSE RENEWAL - SPED | 0100 | \$ 110.00 |
| 0000004957 | CERTIFIED MOBILE SHRED | DOCUMENT SHREDDING - TDS | 0100 | \$ 75.00 |
| 0000004958 | GODFREY EDUCATIONAL CONSULTING GROUP | HOME FLEX CONSULTANT - SUPT | 0100 | \$ 990.00 |
| 0000004959 | ANDREA AGUIAR | DESIGNED POSTERS - ED SVCS | 0100 | \$ 420.00 |
| 0000004960 | DEBRA DUPREE | CONSULTANT - HR | 0100 | \$ 1,470.00 |
| 0000004962 | CPM EDUCATIONAL PROGRAM | CORE CONNECTIONS - ED SVCS | 0100 | \$ 4,365.19 |
| 0000004963 | DAILY JOURNAL CORPORATION | BID ADVERTISING - BUS SVCS | 0100 | \$ 65.00 |
| 0000004969 | APOLLO ELEVATOR MAINTENANCE SERVICE | WHEELCHAIR LIFT SERVICES - MAINT | 0100 | \$ 1,175.00 |
| 0000004970 | CANAL TRANSMISSIONS | BUS REPAIRS - TRANS | 0100 | \$ 2,789.82 |
| 0000004974 | DISCOVERY TOURS & TRAVEL | FIELD TRIP TRANS - TDS | 0100 | \$ 850.00 |
| 0000004975 | COPY CORRAL | GRADUATION PROGRAMS - TDS | 0100 | \$ 1,044.91 |
| | | | | \$ 24,499.95 |
| 0000004914 | AMAZON CAPITAL SERVICES | BLANKET PO - ESS | 1200 | \$ 8,875.34 |
| | | | | \$ 8,875.34 |
| 0000004968 | CHEMSEARCH | WATER TREATMENT - FS | 1300 | \$ 433.69 |
| 0000004961 | ECOLAB FOOD SAFETY SPECIALTIES | PAN LINERS - FS | 1300 | \$ 454.17 |
| | | | | \$ 887.86 |
| 0000004947 | DAILY JOURNAL CORPORATION | ADVERTISING FEES - BOND | 2139 | \$ 166.40 |
| 0000004948 | MUFG UNION BANK N.A. | ESCROW DEPOSIT TV INSTALL-BOND | 2139 | \$ 340,000.00 |
| 0000004967 | SALEM ENERGY SAVERS, INC. | INSPECTION SERVICES - BOND | 2139 | \$ 910.00 |
| 0000004976 | SALEM ENERGY SAVERS, INC. | INSPECTION SERVICES - BOND | 2139 | \$ 910.00 |
| 0000004990 | DALE SCOTT & COMPANY, INC. | BOND SERVICES - BOND | 2139 | \$ 5,000.00 |
| 0000004991 | VALLEY BOX COMPANY | BOXES FOR LF - BOND | 2139 | \$ 316.79 |
| | | | | \$ 347,303.19 |
| | | | | \$ 381,566.34 |
| CHANGE ORDER AMOUNT INFORMATION | | | | |
| 0000003796 | LOWE'S | CHANGE ORDER - MAINT | 0100 | \$ 750.00 |
| 0000003799 | O'REILLY AUTO PARTS | CHANGE ORDER - MAINT/TRANS | 0100 | \$ 1,500.00 |
| 0000003822 | PECK'S HEAVY FRICTION INC | CHANGE ORDER - TRANS | 0100 | \$ 500.00 |

JUNE 2019 PURCHASE ORDERS

| PO No. | Supplier | PO Ref | Fund | Total |
|------------|------------------------------------|--------------------------------|------|----------------------|
| 0000003826 | BORDER RECAPPING, LLC | CHANGE ORDER - TRANS | 0100 | \$ 1,500.00 |
| 0000003994 | MRC | CHANGE ORDER - LF | 0100 | \$ 1,000.00 |
| 0000004183 | COPY CORRAL | CHANGE ORDER - LMS | 0100 | \$ 1,000.00 |
| 0000004892 | ACADEMIC THERAPY PUBLICATIONS, INC | CHANGE ORDER - PSYCH SVCS | 0100 | \$ 266.39 |
| 0000004914 | AMAZON BUSINESS PRIME | CHANGE ORDER - DISTRICT | | \$ 15,670.00 |
| 0000004917 | MATH TRANSFORMATIONS | CHANGE ORDER - TDS | 0100 | \$ 1,500.00 |
| | | | | \$ 23,686.39 |
| 0000003881 | DION & SONS, INC. | CHANGE ORDER - FS | 1300 | \$ 500.00 |
| 0000003883 | SYSCO FOODS SERVICES | CHANGE ORDER - FS | 1300 | \$ 25,000.00 |
| 0000004454 | GALASSO'S BAKERY | CHANGE ORDER - FS | 1300 | \$ 1,000.00 |
| | | | | \$ 26,500.00 |
| | | | | \$ 50,186.39 |
| | | | | \$ 381,566.34 |
| | | | | \$ 50,186.39 |
| | | TOTAL PURCHASE & CHANGE ORDERS | | \$ 431,752.73 |

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

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

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

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

Fiscal Impact (Cost):

\$26,992.44

Funding Source:

General Fund Total: \$21,001.87 Child Development Fund Total: \$5,990.57 Food Services Fund Total: \$252.90

Addresses Emphasis Goal(s):

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

Recommended Action:

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

Originating Department/School: District Wide/Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

JUNE 2019 PURCHASE ORDERS

| PO No. | Supplier | PO Ref | Fund | Total |
|--|--------------------------------------|-----------------------------------|------|----------------------|
| 0000004914 | AMAZON CAPITAL SERVICES | BLANKET PO - DISTRICT | 0100 | \$ 1,850.31 |
| 0000004949 | EXCELSIOR ACADEMY | NON PUBLIC SCHOOL - SPED | 0100 | \$ 111.62 |
| 0000004950 | COAST MUSIC THERAPY INC. | MUSIC THERAPY - SPED | 0100 | \$ 62.50 |
| 0000004951 | SCHOOL INNOVATIONS & ACHIEVEMENT | SCHOOL SERVICES - SPED | 0100 | \$ 1,100.00 |
| 0000004952 | DANNIS WOLIVER KELLEY | LEGAL SERVICES - SUPT | 0100 | \$ 3,796.50 |
| 0000004954 | DAVIS CONSULTING CORPORATION | MANAGED PRINT SERVICES - BUS SVCS | 0100 | \$ 3,100.00 |
| 0000004955 | GROSSMONT UNION HIGH | FIELD TRIP TRANS - LC | 0100 | \$ 1,124.10 |
| 0000004956 | STATE OF CALIFORNIA | SLP LICENSE RENEWAL - SPED | 0100 | \$ 110.00 |
| 0000004957 | CERTIFIED MOBILE SHRED | DOCUMENT SHREDDING - TDS | 0100 | \$ 75.00 |
| 0000004958 | GODFREY EDUCATIONAL CONSULTING GROUP | HOME FLEX CONSULTANT - SUPT | 0100 | \$ 990.00 |
| 0000004959 | ANDREA AGUIAR | DESIGNED POSTERS - ED SVCS | 0100 | \$ 420.00 |
| 0000004960 | DEBRA DUPREE | CONSULTANT - HR | 0100 | \$ 1,470.00 |
| 0000004962 | CPM EDUCATIONAL PROGRAM | CORE CONNECTIONS - ED SVCS | 0100 | \$ 4,365.19 |
| 0000004963 | DAILY JOURNAL CORPORATION | BID ADVERTISING - BUS SVCS | 0100 | \$ 65.00 |
| 0000004969 | APOLLO ELEVATOR MAINTENANCE SERVICE | WHEELCHAIR LIFT SERVICES - MAINT | 0100 | \$ 1,175.00 |
| 0000004970 | CANAL TRANSMISSIONS | BUS REPAIRS - TRANS | 0100 | \$ 2,789.82 |
| 0000004974 | DISCOVERY TOURS & TRAVEL | FIELD TRIP TRANS - TDS | 0100 | \$ 850.00 |
| 0000004975 | COPY CORRAL | GRADUATION PROGRAMS - TDS | 0100 | \$ 1,044.91 |
| | | | | \$ 24,499.95 |
| 0000004914 | AMAZON CAPITAL SERVICES | BLANKET PO - ESS | 1200 | \$ 8,875.34 |
| | | | | \$ 8,875.34 |
| 0000004968 | CHEMSEARCH | WATER TREATMENT - FS | 1300 | \$ 433.69 |
| 0000004961 | ECOLAB FOOD SAFETY SPECIALTIES | PAN LINERS - FS | 1300 | \$ 454.17 |
| | | | | \$ 887.86 |
| 0000004947 | DAILY JOURNAL CORPORATION | ADVERTISING FEES - BOND | 2139 | \$ 166.40 |
| 0000004948 | MUFG UNION BANK N.A. | ESCROW DEPOSIT TV INSTALL-BOND | 2139 | \$ 340,000.00 |
| 0000004967 | SALEM ENERGY SAVERS, INC. | INSPECTION SERVICES - BOND | 2139 | \$ 910.00 |
| 0000004976 | SALEM ENERGY SAVERS, INC. | INSPECTION SERVICES - BOND | 2139 | \$ 910.00 |
| 0000004990 | DALE SCOTT & COMPANY, INC. | BOND SERVICES - BOND | 2139 | \$ 5,000.00 |
| 0000004991 | VALLEY BOX COMPANY | BOXES FOR LF - BOND | 2139 | \$ 316.79 |
| | | | | \$ 347,303.19 |
| | | | | \$ 381,566.34 |
| CHANGE ORDER AMOUNT INFORMATION | | | | |
| 0000003796 | LOWE'S | CHANGE ORDER - MAINT | 0100 | \$ 750.00 |
| 0000003799 | O'REILLY AUTO PARTS | CHANGE ORDER - MAINT/TRANS | 0100 | \$ 1,500.00 |
| 0000003822 | PECK'S HEAVY FRICTION INC | CHANGE ORDER - TRANS | 0100 | \$ 500.00 |

JUNE 2019 PURCHASE ORDERS

| PO No. | Supplier | PO Ref | Fund | Total |
|------------|------------------------------------|--------------------------------|------|----------------------|
| 0000003826 | BORDER RECAPPING, LLC | CHANGE ORDER - TRANS | 0100 | \$ 1,500.00 |
| 0000003994 | MRC | CHANGE ORDER - LF | 0100 | \$ 1,000.00 |
| 0000004183 | COPY CORRAL | CHANGE ORDER - LMS | 0100 | \$ 1,000.00 |
| 0000004892 | ACADEMIC THERAPY PUBLICATIONS, INC | CHANGE ORDER - PSYCH SVCS | 0100 | \$ 266.39 |
| 0000004914 | AMAZON BUSINESS PRIME | CHANGE ORDER - DISTRICT | | \$ 15,670.00 |
| 0000004917 | MATH TRANSFORMATIONS | CHANGE ORDER - TDS | 0100 | \$ 1,500.00 |
| | | | | \$ 23,686.39 |
| 0000003881 | DION & SONS, INC. | CHANGE ORDER - FS | 1300 | \$ 500.00 |
| 0000003883 | SYSCO FOODS SERVICES | CHANGE ORDER - FS | 1300 | \$ 25,000.00 |
| 0000004454 | GALASSO'S BAKERY | CHANGE ORDER - FS | 1300 | \$ 1,000.00 |
| | | | | \$ 26,500.00 |
| | | | | \$ 50,186.39 |
| | | | | \$ 381,566.34 |
| | | | | \$ 50,186.39 |
| | | TOTAL PURCHASE & CHANGE ORDERS | | \$ 431,752.73 |

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Approval is requested to award the Request for Proposal to Kyocera Document Solutions for copiers and service, district-wide.

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

Approval is requested of the attached Request for Proposal (RFP), where responses and information were collected by Optimizon for copier replacement for the coming years as the current leases expire. It is recommended that the award be given to Kyocera Document Solutions who came in with the highest overall score and lowest pricing. With the replacement of these cost effective copiers and service, the District expects to save approximately \$50,000 annually. The pricing and details of the RFP will be honored for 24 months and then negotiated at similar rates thereafter.

Fiscal Impact (Cost):

Annual Savings of approximately \$50,000

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 



Lakeside Union School District
Executive Summary
2019 RFP Copier/MFD Hardware and Service

Objectives:

The RFP was issued to establish a contract to replace copiers and duplicators over the next several years as devices reach end-of-life and leases expire.

Team:

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

Vendors:

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

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

RFP Process:

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

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

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



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

| Vendor (Copier Hardware Brand) | 2019 RFP Copier/MFD Hardware and Service Score | Rank |
|---------------------------------------|---|------|
| Kyocera Document Solutions (Kyocera) | 660.8 | 1 |
| South Coast Copy Systems (Canon) | 636.3 | 2 |
| Business Complete Solutions (Toshiba) | 629.0 | 3 |
| Sharp Business Systems (Sharp) | 600.6 | 4 |
| MRC Smart Technology / Xerox (Xerox) | 559.6 | 5 |
| LaserCycle Inc. (Xerox) | 536.6 | 6 |
| Ricoh (Ricoh) | 492.0 | 7 |
| Total Possible | 670.0 | |

| Total 60-Month Cost Comparison of RFP Responses | | | |
|---|---|---------------------------------------|-------------------------|
| Vendor | FMV Lease for Copier/MFD Hardware | Service for Copier/MFD Hardware | Total 60- Month Cost |
| Kyocera Document Solutions (Kyocera) | \$175,342 | \$209,378 | \$384,719 |
| South Coast Copy Systems (Canon) | \$260,186 | \$195,039 | \$455,225 |
| Sharp Business Systems (Sharp) | \$231,421 | \$233,306 | \$479,156 |
| Business Complete Solutions (Toshiba) | \$276,316 | \$247,735 | \$509,622 |
| MRC Smart Technology / Xerox (Xerox) | \$382,422 | \$312,680 | \$695,102 |
| Ricoh (Ricoh) | \$412,990 | \$304,544 | \$717,535 |
| LaserCycle Inc. (Xerox) | \$544,549 | \$372,050 | \$916,599 |
| Current Cost | \$652,924 | | \$652,924 |

Award Recommendation:

The recommendation is to award the RFP to Kyocera Document Solutions. Kyocera Document Solutions is offering the most competitive pricing along with strong terms and conditions. They also agreed to back up the guarantees they are making by providing a performance bond to the District equaling 25% of the total hardware and service costs for a period of 60 months.

Financial Summary:

| Projected Savings | | |
|--|------------------------|--------------------|
| Costs are for all devices; However, devices will be replaced over several years as contracts expire. | | |
| Component | Current Annual Cost | New Annual Cost |
| 2019 RFP Copier/MFD Hardware and Service Score | \$130,585 | \$76,944 |
| Annual Savings | \$53,641 | |
| Total 60-Month Contract Savings | \$268,205 | |

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Authorize staff to enter into contract with Kirk Paving to install asphalt at ESS administrative office and Riverview playground (adjacent to ESS room)

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

Under Public Contract Code, school districts are authorized to negotiate small purchase contracts under \$60,000. We requested quotes from two contractors, Kirk Paving and Ace, to install asphalt. The Kirk Paving quote was the lowest cost at \$10,900 for the ESS administrative office and \$8,500 for Riverview playground.

It is recommended that the Governing Board authorize staff to enter into a contract with Kirk Paving in the amount of \$19,400.

Fiscal Impact (Cost):

\$19,400

Funding Source:

ESS funds: 1200 9010-200 0000 8500 6170000 780 205

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 

ASPHALT BID RESULTS FOR ESS 06-05-19

| Company | OLD FIRE STATION | | RIVERVIEW PLAYGROUND | |
|-------------|------------------|--------|----------------------|--------|
| KIRK PAVING | \$10,900.00 | Lowest | \$8,500.00 | Lowest |
| ACE | \$13,778.00 | | \$9,459.00 | |



8722 Winter Gardens Blvd.
Lakeside, CA 92040

License #749206
SBE #2001432
SLBE #11KP0127

Estimate/Contract

DIR# 1000002341

| Customer Name & Address | | Estimate Date | Estimate Number | |
|--|--------------|--------------------------|-----------------|-----------|
| Lakeside Union School District Attn: Todd Owens P.O. Box 578 Lakeside, CA 92040 | | 5/31/2019 | 13708 | |
| | | Project | | |
| | | Old Fire Station | | |
| Customer Phone | Customer Fax | Customer E-mail | | Rep |
| 619-390-2600 | 619-390-2571 | towens@lsusd.net | | JON |
| Description | | Quantity | Measure | Total |
| <p>Grade & compact existing dirt area. Place approximately 110 l.f. of 2x4 redwood header. Remove 1 ea multiple branch palm tree. Spray industrial strength herbicide. Import & place ac to a depth of 3", approximately 2,900 sq.ft. Place approximately 40 l.f. of rolled berm.</p> <p>Excludes: See attached. Includes: Prevailing wage.</p> <p>If the above price(s) is(are) acceptable, please sign this estimate below and return it to our office. An executed copy will be mailed to you.</p> <p>----- (SIGNATURE)</p> | | | | 10,900.00 |
| Jon Kirk 619-921-4496 | | Total \$10,900.00 | | |
| <p>Terms: Net 30, unless otherwise specified above. All past due amounts are subject to a service charge at the maximum rate allowed by state law plus costs of collection, including attorney fees if incurred, at the highest rate legally available.</p> <p>We recommend 24 hrs minimum cure time (closed to traffic). Opening sealed areas less than minimum specified time may cause premature wear to quality of materials & workmanship. If base is found to be unacceptable at depth, additional excavation & installation of new base may be needed, in which case additional costs will be charged at "T&M" +15% overhead & profit, upon approval of onsite superintendent. Kirk Paving, Inc. is not liable for damage or injury to pedestrians or vehicles in barricaded construction areas. When seal coating, paving & striping contractor places barricades, roped off areas, safety cones, delineators, etc. around all work areas. If animals or people walk, drive through or around our barricades & ropes, tracking materials onto sidewalks, carpets, etc., Contractor will not be responsible.</p> | | | | |



Estimate# 13708

EXCLUSIONS:

SHORING.
PERMITS & FEES.
ADJUSTMENT OF UTILITIES.
PRIME COAT.
PAVEMENT MARKINGS.
SEAL.
CRACKFILL.
BOND.
ENGINEERING.
SURVEY.
TESTING.
MORE THAN ONE MOVE IN.
IMPORT/EXPORT OF DIRT.
REMOVAL/RELOCATION OF EXISTING FACILITIES.
DEWATERING.
REMOVAL/HANDLING HAZARDOUS MATERIALS.
TRAFFIC CONTROL/TRAFFIC CONTROL PLAN OR PERMITS.
TRAFFIC SIGNAGE/DELINEATION.
STORM WATER POLLUTION CONTROL OR STORM WATER POLLUTION CONTROL PLAN.
ROCK EXCAVATION.
HANDLING OF OVERSIZE MATERIALS.
LANDSCAPE/IRRIGATION.
SAWCUTTING.
EROSION CONTROL.
PAVEMENT REMOVAL.
REMOVAL OR HANDLING OF BURIED TRASH OR DEBRIS.
95% COMPACTION IN PAVED AREAS.
SOILS TREATMENT OR TOPSOIL.
EXCAVATION OR BACKFILL OF STRUCTURES OR FOOTINGS.
DISPOSAL OF MATERIALS GENERATED BY OTHERS.
REMOVAL OR HANDLING OF BURIED UNKNOWN MANMADE OBJECTS.
BASE MATERIAL OR MOISTURE BARRIER UNDER BUILDING SLABS OR OTHER PCC WORK.
LANDSCAPE OR HARDSCAPE FINISHED GRADING.
CURB/SIDEWALK CUT OR BACKFILL.
ANY CONTRACT LANGUAGE REQUIRING KIRK PAVING, INC. TO HOLD OTHERS HARMLESS FOR THEIR OWN ACTIVE,
PASSIVE OR CONTRIBUTORY NEGLIGENCE.
CONSTRUCTION WATER.
PATCHING OF OTHER TRADES.
NIGHT WORK.
ALLOWANCES.
BUILDERS RISK, LONG SHOREMEN AND RAILROAD INSURANCE.

CONDITIONS:

QUANTITIES USED ARE APPROXIMATE, FINAL BILLINGS ARE BASED ON FIELD MEASURED QUANTITIES.
THIS QUOTE IS BASED ON APPROVED PLANS, ANY CHANGES IN APPROVED PLANS WHICH ADVERSELY AFFECT THE
COST OF THE WORK WILL BE SUBJECT TO RENEGOTIATION.
OWNERS REPRESENTATIVE TO ACCEPT AND CERTIFY THE GRADES BEFORE KIRK PAVING, INC. LEAVES THE SITE.
ALLUVIAL/COLLUVIAL/REMEDIAL UNDERCUTTING WILL BE MEASURED IN THE FIELD AND MUTUALLY AGREED TO
BETWEEN THE GRADING FOREMAN AND THE OWNER'S REPRESENTATIVE ON A DAILY BASIS FOR PAYMENT PURPOSES.
INCLUDES ROUGH GRADES TO +/- 1/10' OF PLANNED FINISH OR SUBGRADE *ONE TIME ONLY*.
THIS QUOTE IS BASED ON PERFORMANCE OF ALL OF THE WORK AS QUOTED, WE WILL NOT SPLIT WITHOUT PRIOR
APPROVAL.
THIS PROPOSAL AND CONDITIONS TO BE INCLUDED AS PART OF THE CONTRACT.



Estimate# 13709

EXCLUSIONS:

SHORING.
PERMITS & FEES.
ADJUSTMENT OF UTILITIES.
HEADERS.
HERBICIDE.
PRIME COAT.
PAVEMENT MARKINGS.
SEAL.
CRACKFILL.
BOND.
ENGINEERING.
SURVEY.
TESTING.
MORE THAN ONE MOVE IN.
IMPORT/EXPORT OF DIRT.
REMOVAL/RELOCATION OF EXISTING FACILITIES.
DEWATERING.
REMOVAL/HANDLING HAZARDOUS MATERIALS.
TRAFFIC CONTROL/TRAFFIC CONTROL PLAN OR PERMITS.
TRAFFIC SIGNAGE/DELINEATION.
STORM WATER POLLUTION CONTROL OR STORM WATER POLLUTION CONTROL PLAN.
ROCK EXCAVATION.
HANDLING OF OVERSIZE MATERIALS.
LANDSCAPE/IRRIGATION.
SAWCUTTING.
EROSION CONTROL.
PAVEMENT REMOVAL.
REMOVAL OR HANDLING OF BURIED TRASH OR DEBRIS.
95% COMPACTION IN PAVED AREAS.
SOILS TREATMENT OR TOPSOIL.
EXCAVATION OR BACKFILL OF STRUCTURES OR FOOTINGS.
DISPOSAL OF MATERIALS GENERATED BY OTHERS.
REMOVAL OR HANDLING OF BURIED UNKNOWN MANMADE OBJECTS.
BASE MATERIAL OR MOISTURE BARRIER UNDER BUILDING SLABS OR OTHER PCC WORK.
LANDSCAPE OR HARDSCAPE FINISHED GRADING.
CURB/SIDEWALK CUT OR BACKFILL.
ANY CONTRACT LANGUAGE REQUIRING KIRK PAVING, INC. TO HOLD OTHERS HARMLESS FOR THEIR OWN ACTIVE, PASSIVE OR CONTRIBUTORY NEGLIGENCE.
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ALLOWANCES.
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INCLUDES ROUGH GRADES TO +/- 1/10' OF PLANNED FINISH OR SUBGRADE *ONE TIME ONLY*.
THIS QUOTE IS BASED ON PERFORMANCE OF ALL OF THE WORK AS QUOTED, WE WILL NOT SPLIT WITHOUT PRIOR APPROVAL.
THIS PROPOSAL AND CONDITIONS TO BE INCLUDED AS PART OF THE CONTRACT.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

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

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

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

Fiscal Impact (Cost):

See attached list.

Funding Source:

General Fund.

Addresses Emphasis Goal(s):

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

Recommended Action:


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

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

LUSD Contracts 2019-20

| Agency Name | Description | Contract # | Dept./Site | Began | Ends | Amount (not to exceed) |
|-------------------------------------|------------------------|------------|------------|----------|-----------|------------------------|
| SPOT Kids Therapy | NPS | V2020-053 | SPED | 7/1/2019 | 6/30/2020 | See Agreement |
| Amplify Music Therapy | Music Therapy for IEP | I2020-012 | SPED | 7/1/2019 | 6/30/2019 | NTE \$630 |
| Sea World | Special Events | V2020-054 | ESS | 8/7/2019 | 8/20/2019 | \$6,650.00 |
| Mission Valley Academy (2018-19) | NPS | V2019-120 | SPED | 4/1/2019 | 6/30/2019 | See Agreement |
| San Diego Superintendent of Schools | Amendment to Agreement | V2020-055 | Bus. Serv. | 7/1/2019 | 6/30/2020 | \$9,000.00 |

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Award Bid No. 2019C-02 through the CUPCCAA informal bid process for the planter infill paving project located at Lemon Crest Elementary School.

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

A "notice inviting bids" was sent to vendors who have registered to be on the District's qualified vendors list for CUPCCAA. Two vendors replied to the bid and submitted bids to the District for review. Anton's Service, Inc. submitted the lowest bid as evidenced in the chart below. All Planter Infill Pavings bids include a base bid plus an allowance of \$7,500 to cover any unforeseen conditions that may occur during construction.

The bids are as follows:

| Bidder | Bid Amount |
|-----------------------|-------------|
| Anton's Service, Inc. | \$77,500.00 |
| GEM Industrial | \$79,860.00 |

It is recommended that the Governing Board award the CUPCCAA informal bid to Anton's Service, Inc in the amount of \$77,500.00. Both bids are below the architect's estimate.

Fiscal Impact (Cost):

\$77,500.00

Funding Source:

Bond Fund - Measure L-Series B

Addresses Emphasis Goal(s):

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

Recommended Action:

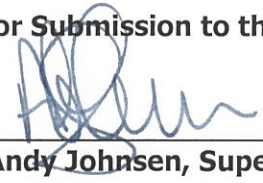
- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
|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

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Award consultant contract for Inspector of Record (IOR) Services in support of the bond modernization and new construction program.

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

On June 27, 2019 a request for Inspector of Record (IOR) Inspection Services was emailed to Consulting & Inspection Services and a proposal was received. These services are required by the Division of State Architect (DSA) to be provided for any DSA approved project and must be provided by a firm that is State of California certified. Consulting & Inspection Services meets these requirements. IOR services certify that the work shown on DSA approved plans meets the DSA and the California Building Codes standards. Contract for services will be held for one year on an as needed basis.

It is recommended that the Governing Board authorize staff to execute the contract with Consulting & Inspection on Services for Inspector of Record services to support the bond modernization and new construction program.

Fiscal Impact (Cost):

These services will be provided on an as needed basis not to exceed \$50,000.00

Funding Source:

Bond Fund - Measure L-Series B

Addresses Emphasis Goal(s):

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

Recommended Action:

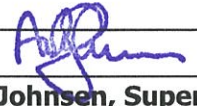
| | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input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

**DSA CERTIFIED PROJECT INSPECTOR
AND PLANS AND SPECIFICATIONS COMPLIANCE INSPECTION SERVICES**

THIS AGREEMENT ("Agreement") is made on this 11th day of July, 2019, by and between the LAKESIDE UNION SCHOOL DISTRICT located at 12335 Woodside Avenue, Lakeside, California 92040 (hereinafter "District"), a public school district organized under the laws of the State of California, and CONSULTING & INSPECTION SERVICES, LLC, located at P.O. Box 2017, San Marcos, CA 92079 (hereinafter "Consultant").

RECITALS

WHEREAS, The Consultant has experience and expertise in providing Division of State Architect (DSA) Certified Project Inspector and Plans and Specification Compliance Inspection Services for construction projects;

WHEREAS, The District desires that the Consultant provide DSA Project Inspector and Plans and Specifications Compliance Inspection Services for construction projects at various school sites within the District;

WHEREAS, Consultant represents itself able and, for a consideration, willing to perform the services required by the District;

NOW, THEREFORE, for and in consideration of the promises hereinafter contained, the parties agree as follows:

1. AVAILABILITY OF FUNDS AND BUDGET AND FISCAL PROVISION AND TERMINATION IN THE EVENT OF NON-APPROPRIATION.

- a. This agreement is subject to the budget and fiscal provisions of the District, notwithstanding any other provision of this Agreement. This Agreement shall have no effect until the District has appropriated funds.
- b. The amount of the District's obligation hereunder shall not at any time exceed the amount herein stated.
- c. This agreement shall terminate without penalty at the end of any fiscal year in the event funds are not appropriated for the next succeeding fiscal year. If funds are appropriated for a portion of the fiscal year, this agreement will terminate, without penalty, at the end of the term for which funds are appropriated.
- d. This section controls against any and all other provisions of this Agreement.

2. TERM OF THE AGREEMENT

The agreement shall become effective beginning July 11, 2019 and shall terminate on or before June 30, 2020.

3. SERVICES CONSULTANT AGREES TO PERFORM

a. Consultant shall perform DSA Certified Project Inspector and Plans and Specifications Compliance Inspection Services for modernization and new construction work at various school sites within the District. The services covered by this Agreement are identified in Exhibit A.

b. A detailed level of effort proposal will be requested for the projects for which services are to be provided. The Consultant's Proposal shall be submitted using the Unit Pricing and Estimate Sheet attached as Exhibit B, along with supporting documentation as needed. Upon reaching a consensus with respect to the types of services and level of effort for each tasking, a Work/Services Authorization letter, with a "Not to Exceed" compensation amount, will be issued by the District for the designated services. (See attached Exhibit C, sample of Work/Services Authorization letter.) The actual level of effort and timing of accomplishment of the services required will be as directed by the designated Project Manager or Construction Contract Manager. The designated level of effort and/or the authorized compensation for each Work/Services Authorization shall not be exceeded without a written Amendment to the Work/Services Authorization.

c. Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.

d. Substitution of Key Personnel. Consultant has represented to District that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Consultant cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the District, or who are determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the District. The key personnel for performance of this Agreement are as follows: Sherri Mellor (DSA Inspector).

e. District's Representative. The District hereby designates Erin Garcia, Assistant Superintendent, Business Services and her designee Todd Owens, Director of Maintenance, Operations and Transportation to act as its representative for the performance of this Agreement ("District's Representative"). District's Representative shall have the power to act on

behalf of the District for all purposes under this Agreement. Consultant shall not accept direction or orders from any person other than the District's Representative or her designee.

f. Consultant's Representative. Consultant hereby designates Sherri Mellor, or his/her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

g. Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

h. Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and sub-consultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and sub-consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the District, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the District, shall be promptly removed from the Project by the Consultant and shall not be reemployed to perform any of the Services or to work on the Project.

i. Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any

work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers,

employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

4. COMPENSATION

The Consultant shall be paid at the rates listed in Exhibit B. Invoices shall be submitted monthly, by the 10th of the month for services provided in the immediately preceding month and include a breakdown of charges and records of services performed. For hourly services, there shall be no minimum level of effort hours per service. Separate invoices shall be submitted for each Project, Work/Services Authorization, and Purchase Order.

The Consultant shall submit the following information and documentation as part of all invoices:

- a. Location (School Name)
- b. Project Description (Project Name)
- c. Project Number
- d. Work/Services Authorization Number
- e. Purchase Order Number (Refer to the Purchase Order sent directly to the Consultant from the District Purchasing Department.)
- f. Copies of daily reports for services performed at site during the invoice period. Reports shall include date, start time and finish time, work being performed by contractors and the number of personnel performing work in each trade.

Failure to provide the required information and documentation will cause an invoice to be deemed unacceptable. When required information is not provided the invoice will be returned for correction and the documentation will be requested in writing. Processing of invoices will proceed when the required information and documentation are provided and are acceptable.

Payments shall be made in a reasonable time upon receipt of acceptable invoices and validation that the services have been rendered as set forth in Article 3 of this Agreement and Exhibit A attached hereto. The total compensation to be paid to the Consultant under this Agreement shall not exceed Fifty Thousand Dollars (\$50,000) per 12-month period. This amount may be increased provided there is prior written modification to this Agreement.

It shall be the responsibility of the Consultant to ensure that accumulated fees for services do not exceed the total compensation included in the Agreement. Work performed that will cause the Agreement amount to be exceeded shall not be compensated.

5. TERMINATION

a. It is expressly understood and agreed that in the event the Consultant or the District fails to perform its obligations under this Agreement, this Agreement shall be terminated, and all the Consultant's/District's rights hereunder ended. Termination shall be upon ten (10) days written notice to the defaulting party, and no work will be undertaken after the date of receipt of the notice. In the event this Agreement is terminated by the District pursuant to this paragraph, the Consultant shall be paid for services performed up to the date of the termination.

b. It is further understood and agreed that the District may terminate this agreement for the District's convenience and without cause at any time by giving the Consultant thirty (30) days written notice of such termination. In such an instance, the Consultant shall be entitled to compensation for services performed up to the effective date of termination.

c. Upon receipt of written notice that this Agreement is terminated, the Consultant will submit an invoice to the District for an amount which represents the value of services actually performed to the date of termination for which the Consultant has not previously been compensated and as per paragraph 4 above. Upon approval and payment of this invoice by the District, the District shall be under no further obligation to the Consultant monetarily or otherwise.

6. INDEPENDENT CONSULTANT

The Consultant shall be deemed at all times to be an independent Consultant and shall be wholly responsible for the manner in which he performs the service required of him under the terms of this Agreement. The Consultant shall be liable for any act or acts of his own, or his agents or employees, and nothing contained herein shall be construed as creating the relationship of employer and employee between the District and the Consultant or their agents and employees.

7. MODIFICATION OF AGREEMENT

This Agreement may be amended in writing by mutual consent of the parties. Changes, including any increase or decrease in the total not to exceed compensation to be paid to the Consultant, shall only be effective upon the execution of a duly authorized written amendment to this Agreement.

8. SUBCONTRACTING

The Consultant is prohibited from subcontracting this Agreement or services unless such subcontracting is agreed to in writing and executed in the same manner as this Agreement. No party on the basis of this Agreement shall in any way contract on behalf of or in the name of the other party of this Agreement, and violation of this provision shall confer no rights on any party and shall be void.

9. ADMINISTRATIVE REMEDY FOR AGREEMENT INTERPRETATION

Should any question arise as to the meaning and intent of the Agreement, the matter shall, prior to any action or resort to any other legal remedy, be referred to the District's Superintendent, who shall decide the true meaning and intent of the Agreement.

10. BANKRUPTCY

In the event that either party shall cease conducting business in the normal course, become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or assets or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of creditors, then at option of the other party, this Agreement shall terminate and be of no further force and effect, and any property or rights of such other party, tangible or intangible, shall forthwith be returned to it.

11. CONSULTANT'S DEFAULT

Failure or refusal of the Consultant to perform or do any act herein required shall constitute a default. In the event of any default, in addition to any other remedy available to the District, this contract may be terminated by the District pursuant to the terms of Section 5a herein. Such termination shall not waive any other legal remedies available to the District.

12. CONFLICT OF INTEREST

Consultant understands the following and certifies that it does not know of any facts which constitutes a violation:

a. Consultant hereby certifies that no current Board of Education member or employee of the LAKESIDE UNION SCHOOL DISTRICT, and no one who has been a Board of Education member or who has been employed by the LAKESIDE UNION SCHOOL DISTRICT within the past two years, has participated in bidding, selling or promoting this contract. Furthermore, Consultant certifies that no such current or former Board of Education member or employee has an ownership interest in this contract, nor shall any such current or former Board of Education member or employee derive any compensation, directly or indirectly, from this contract. Consultant understands that any violation of this provision of the contract shall make the agreement voidable by the District.

b. Government Code of the State of California, Section 87100 et. seq. Public officials; state and local; financial interest:

No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a

financial interest.

13. SEVERABILITY

If any term or provision of this contract shall be found illegal or unenforceable, then, notwithstanding, this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

14. AGREEMENT MADE IN CALIFORNIA

This Agreement shall be deemed to be made in, and shall be construed in accordance with, the laws of the State of California.

15. INDEMNIFICATION

The Consultant shall defend, indemnify and hold harmless the District, its Board, officers and employees of the District, and representatives or agents of the District to include the Program Manager, the Project Architect and their employees and consultants from and against all claims, costs, lawsuits and damage arising out of the negligent acts, errors or omissions of the Consultant to all persons, corporations, and partnerships including but not limited to employees of the Consultant and heirs of employees of the Consultant and employees and heirs of employees of the District arising out of and in the course of the performance of this Agreement. This liability shall not lie in instance where the damages are caused by the sole negligence or intentional tort of the District or its employees.

16. INSURANCE

a. Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to the District that it has secured all insurance required under this section. In addition, Consultant shall not allow any sub-consultant to commence work on any subcontract until it has provided evidence satisfactory to the District that the sub-consultant has secured all insurance required under this section.

b. Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or sub-consultants. Consultant shall also require all of its sub-consultants to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(1) Minimum Scope of Insurance. Coverage shall be at least as broad

as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

- (2) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease.
- (3) Professional Liability. Consultant shall procure and maintain and require its sub-consultants to procure and maintain for a period of five (5) years following completion of the Project errors and omissions liability insurance appropriate to its profession. Such insurance shall be in an amount not less than \$1,000,000 per claim and shall be endorsed to include contractual liability. Note: Contractual liability may be endorsed under the GCL policy, per LUSD insurance administrator (5.26.15)

e. Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

- (1) General Liability. The general liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the Work or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

- (2) Automobile Liability. The automobile liability policy shall be endorsed to state that: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.
- (3) General Liability, Auto Liability, and Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.
- (4) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents and volunteers.
- f. Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such
- insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.
- g. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A: VIII, licensed to do business in California, and satisfactory to the District.
- h. Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall be on forms provided by the District if requested. All certificates and

endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

17. PROPRIETARY INFORMATION OF DISTRICT

The Consultant understands and agrees that, in the performance of the work of services under this Agreement or in contemplation thereof, the Consultant may have access to private or confidential information which may be owned or controlled by the District and that such information may contain proprietary details, the disclosure of which to third parties will be damaging to the District. The Consultant agrees that all information disclosed by the District to the Consultant shall be held in confidence and used only in performance of the Agreement. The Consultant shall exercise the same standard of care to protect such information as is used to protect its own proprietary data.

18. NOTICES TO THE PARTIES

All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and registered as follows:

TO THE DISTRICT: LAKESIDE UNION SCHOOL DISTRICT

 Attention: Erin Garcia, Assistant Superintendent

 12335 Woodside Avenue

 Lakeside, CA 92040

TO THE CONSULTANT: CONSULTING & INSPECTION SERVICES

 Attention: Sherri Mellor

 Box 2017

 San Marcos, CA 92079

19. WAIVER

The omission by either party at any time to enforce any default or right reserved to it, or to require performance of any of the terms, covenants, or provisions hereof by the other party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.

20. ASSIGNMENT

It is understood and agreed that the services to be performed by the Consultant are personal in character and neither this agreement nor any duties or obligations hereunder shall be assigned or delegated by the Consultant without the prior consent of the District.

21. OWNERSHIP OF THE RESULTS

Any interest of the Consultant in studies, reports, memoranda, computation sheets or other documents prepared by the Consultant in connection with services to be performed under this Agreement shall become the property of and will be transmitted to the District. However, the Consultant may retain and use copies for reference and as documentation of its experience and capabilities.

22. AUDIT AND INSPECTION OF RECORDS

The Consultant agrees to maintain and make available to the District accurate books and accounting records relative to its activities under this Agreement. The Consultant will permit the District to audit, examine and make excerpts and transcripts from such books and records, and to make audits of all invoices, materials, payrolls, records or personnel and other data related to all other matters covered by this Agreement, whether funded in whole or in part under this Agreement. The Consultant shall maintain such data and records in an accessible location and condition for a period of not less than three years after final payment under this Agreement or until after final audit has been resolved, whichever is later.

23. FINGERPRINTING REQUIREMENTS

Limited Contact With Students. District Determination of Fingerprinting Requirement Application.

a. Contracts for Construction, Reconstruction, Rehabilitation or Repair of a School Facility Involving More than Limited Contact with Students.

If the District determines based on the totality of the circumstances concerning the Project that the Consultant and Consultant's employees are subject to the requirements of Education Code Section 45125.2 pertaining to Contracts for Construction, Reconstruction, Rehabilitation or Repair of a School Facility because they will have contact other than limited contact with pupils, by execution of the Contract, the Consultants acknowledges that Consultant is entering into a contract for the construction, reconstruction, rehabilitation, or repair of a school facility where the Consultant and/or Consultants' employees will have more than limited contact with students and the services to be provided do not constitute an emergency or exceptional situation. In accordance with Education Code Section 45125.2 the Consultant shall, at Consultant's own expense, (a) install a physical barrier to limit contact with students by Consultant and/or Consultant's employees, or (b) provide for the continuous supervision and monitoring of the Consultant and/or Consultant's employees by an employee of the Consultant who has received fingerprint clearance from the California Department of Justice, or (c) provide for the surveillance of the Consultant and Consultant's employees by a District employee.

b. Contracts for Construction, Reconstruction Rehabilitation or Repair of a School Facility Involving Only Limited Contact With Students.

If the District determines based on the totality of the circumstances concerning the Project that the Consultant and Consultant's employees are subject to the requirements of Education Code Section 45125.2 pertaining to Contracts for Construction, Reconstruction, Rehabilitation or Repair of a School Facility because they will have only limited contact with pupils, by execution of the Contract, the Consultant acknowledges that Consultant is entering into a contract for the construction, reconstruction, rehabilitation or repair of a school facility involving only limited contact with students. Accordingly, the parties agree that the following conditions apply to any work performed by the Consultant and/or Consultant's employees on a school site: (1) Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site; (2) Consultant and/or Consultant's employees shall inform school office staff of their proposed activities and location at the school site; (3) Once at such location Consultant and/or Consultant's employees shall not change locations without contacting the school office; (4) Consultant and Consultant's employees shall not use student restroom facilities; and (5) If Consultant and/or Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work.

24. SECTION HEADINGS

The section headings contained herein are for convenience in reference and are not intended to define the scope of any provision of this Agreement.

25. CALIFORNIA LABOR CODE REQUIREMENTS

Consultant is aware of the requirements of California Labor Code Sections 1720 et. seq. and 1770 et. seq., as well as California Code of Regulations, Title 8, Section 16000 et. seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. The Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. A copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement are 12335 Woodside Avenue, Lakeside, CA 92040. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims.

The above obligations include compliance with all of the Department of Industrial Relations' (DIR) contractor registration requirements set forth in Labor Code Section 1725.5, and 1771.1. Consultant shall also ensure compliance with these requirements by all of its subcontractors or sub-consultants at all times. Consultant shall provide written evidence of compliance with the DIR registration requirements by all such subcontractors/sub-consultants upon request by the District. All such public works shall also be subject to prevailing wage compliance monitoring and enforcement by the DIR, including but not limited to submission of certified payrolls as required by DIR. _

26. EQUAL OPPORTUNITY EMPLOYMENT.

- a. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any sub-consultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of District's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

27. LABOR CERTIFICATION.

- a. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

28. NO THIRD-PARTY BENEFICIARIES.

- a. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.

29. ATTORNEY'S FEES.

- a. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

30. TIME IS OF THE ESSENCE.

- a. Time is of the essence for each and every provision of this Agreement.

31. COOPERATION; FURTHER ACTS.

- a. The parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

32. SAFETY.

- a. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and sub-consultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

33. ENTIRE AGREEMENT

- a. All of the Agreement between the parties is included herein and no warranties, expressed or implied, representations, promises, or statements have been made by either party unless endorsed herein in writing, and no change or waiver of any provision hereof shall be valid unless made in writing and executed in the same manner as this agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the year and date first above written:

CONSULTING & INSPECTION
Services, LLC

LAKESIDE UNION SCHOOL DISTRICT

By: _____

By: _____
Erin Garcia, Assistant Superintendent
Business Services

Consultant's DIR Registration #

Date: _____

Date: _____

EXHIBIT A

Scope of Work

DSA Certified Project Inspector and Plans and Specifications Compliance Inspection Services

The Scope of Work and General Requirements and Procedures are as follow:

1. Perform the services of Project Inspector in accordance with California Building Standards Administration (Title 24, Part 1), Sections 4-211, 4-333, 4-334, 4-336, 4-337, 4-342 & 4-343, and California Education Code, Sections 17309 & 81141, which include:
 - a. Personal monitoring of the work performed by the construction contractor or contractors for the project. The work to be monitored shall include all structural and non-structural portions of the work, including but not limited to electrical, mechanical, plumbing, millwork, doors, windows and other architectural work.
 - b. Submission of the Semi-Monthly Reports, Verified Reports, and other required reports.
 - c. Maintenance of files, records, and other documents at the Project worksite
 - d. Oversight of the Special Inspections and Sampling and Testing of Materials and Work-in-Place.
2. Develop and implement an inspection plan for monitoring construction contractor's work and verifying compliance with the quality and workmanship standards specified in the Construction Contract Plans and Specifications. The scope of this service includes inspection to determine compliance with all contract drawings and specification requirements, whether or not code compliance related, including compliance with approved submittals and Architect Supplemental Instructions. The inspection plan shall be coordinated with the contractor's construction schedule.
3. Schedule and coordinate the Special Inspections and Testing required to be performed for the work by other firms under contract with the District. Verify the completion of the required Special Inspections and Testing and collect and distribute all Special Inspection and Testing reports to the Construction Contract Manager, the Architect, and the required files. Maintain a log of Special Inspections and Testing by recording, at a minimum information pertaining to type of service, date and time performed, and the results.
4. Prepare daily Inspection Reports for the work. The daily Inspection Reports shall record all applicable information indicated on the special form, shall be completed no later than the following workday, and copies shall be provided to the

Construction Contract Manager for the District and Contractor and the Architect. The daily Inspection Reports shall be prepared electronically using the District provided Project Management software, Prolog Manager. (Refer to sample "Inspector's Daily Report".)

5. Prepare and issue to the Construction Contractors, as required, written Notices of Non-Compliance. The Form shall be completed, provided to the Contractor, and copies distributed to the Construction Contract Manager and the Architect. A log of Non-Compliance Notices issued, and actions completed for correction shall be monitored and records maintained by the Project Inspector. The Notices of Non-Compliance and the Tracking Log shall be prepared and maintained electronically using the District provided Project Management software, Prolog Manager. (Refer to sample "Notices of Non-Compliance".)

The services and documentation specified in paragraphs 3, 4, and 5 shall include that required for Quality Assurance of all work defined by the construction contract plans and specifications, in addition to that required by Title 24 and DSA Project Inspector roles and responsibilities.

16. Review and make recommendations to the Construction Contract Manager regarding acceptability of Construction Contractor's progress Payment Requests.
17. Review at least monthly and make recommendations regarding suitability, the Construction Contractor prepared and maintained mark-up of drawings and specifications representing "as-built" conditions and approved changes.
18. The Project Inspector will provide all the required "tools of the trade", including a computer configured for interfacing with the District provided Project Management software, Prolog Manager. The District will provide office space with utilities, office furniture and furnishings, land-line telephone service, internet connection (to connect to Prolog Manager) and access to fax and copying equipment.
19. Attend and participate in construction contract work Progress meetings and other specially called meetings as requested by the LUSD Project Manager, Construction Contract Manager and/or Architect.
20. The services shall be performed at the hourly billing rates included in Exhibit B.
21. Invoices and statements shall designate "inspection" or "testing" for each line item when appropriate.
22. Invoices and statements shall be addressed and sent to:
Aimee McReynolds
Account Clerk III

LAKESIDE UNION SCHOOL DISTRICT
12335 Woodside Avenue
Lakeside, CA 92040

EXHIBIT B

Unit Pricing & Estimate Sheet

**DSA Certified Project Inspector and
Plans and Specifications Compliance Inspection Services**

| Services Description | Rate | Estimated Hours | Estimated Amount |
|---|-------------|------------------------|-------------------------|
| Class 1 DSA Certified Inspector | \$90.00 | | |
| Class 2 DSA Certified Inspector | \$90.00 | | |
| Class 3/4 DSA Certified Inspector | \$ | | |
| Project Administrative Assistant | \$49.00 | | |
| DSA Approved Assistant Inspector Services | \$ | | |
| Non-DSA Inspector Services | \$ | | |
| Mileage Reimbursement Fee for Travel among multiple LUSD sites for assigned projects* | \$ | | |

Notes:

1. Travel time shall not be charged to the District.
2. Escalation for Multi-Year Contracts:

Fees and unit prices listed in the Unit Pricing & Estimate Sheet shall be adjusted yearly according to the U.S. City Average, 12 Months Percent Change, Unadjusted, All Items Consumer Price Index for All Urban Consumers (CPI-U), for the base period 1982-84 = 100 available from the Bureau of Labor Statistics, U.S. Department of Labor (www.bls.gov/cpi/).

The base contract fees and unit prices shall be in effect from the date this agreement was made, as shown in the first paragraph of the agreement, for one year. Following the first year, yearly adjustments for escalation of the CPI shall be made using the CPI value for the month the contract was made. No adjustment will be made should the CPI-U be equal to or less than zero.

* Shall be based on the current IRS standard mileage rate

EXHIBIT C

IOR INFORMATION

WORK/SERVICES AUTHORIZATION

Authorization No. LUSD Project No., Dated XXXX

For

| | |
|--|---------------------------------|
| Agreement: DSA Project Inspector and Plans and Specifications Compliance Inspection Services | Agreement No.: LUSD Project No. |
| Issued to: IOR FIRM | |
| Project Description: Description | Location: Name of School |
| LUSD Project No: XXX-XXX | |
| DSA File No. XX-XX | DSA Application No. 04-XXXXXXX |

Please accept this Work/Services Authorization (W/SA) as Notice to Proceed with the following scope of services for the Project identified above.

The monetary amount of this W/SA is not to exceed _____ Dollars (\$XXX.00) and is based on the level of effort and specific services itemized in the attached Exhibit B, Unit Pricing & Estimate Sheet.

This W/SA is provided to you pursuant to Article 3 of the Agreement identified above, and the services shall be accomplished in accordance with all the terms and conditions of the Agreement and the attached Exhibit A, Scope of Services.

LAKESIDE UNION SCHOOL DISTRICT

Erin Garcia
Assistant Superintendent of Business

Date: _____

Attachments: Exhibit A: Scope of Work
 Exhibit B: Unit Pricing and Estimate Sheet

INSPECTOR'S DAILY REPORT (sample)

| | | | | | |
|--|----------|---------------------------|--|----------------------|------------------------|
| LUSD Bond Construction Program Mgmt. Group | | | | Date: | |
| Project Title: | | | | | |
| Project No. | | Contract No.: | | DSA Application No.: | |
| | | | | | |
| Report No.: | | Contractor: | | | PM/Supt.: |
| | | | | | |
| Weather: | | | Temp. Range: | | |
| Weather Effects: | | | | | |
| Contract Time | | Visitors to Project Site: | | | |
| Days Elapsed | | Materials Rec'd: | | | |
| Days Remaining | | Meetings Held: | | | |
| | | | | | |
| Contractor Work Force | | | Location & Description of Work Performance Observed: | | |
| No. of Workers | Employer | Trade | | | |
| | | | | | |
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| Special Inspections/Tests Performed | | | Location/Element of Work | | Non-Compliance Notices |
| Inspector's Remarks: | | | | | |
| | | | | | |
| Inspector Signature/Date | | | | | |

NOTICE OF NON-COMPLIANCE (sample)

| | | | |
|--|---------------|-------------------------------|--|
| LUSD Bond Construction Program Mgmt. Group | | Date: | |
| Project Title: | | | |
| Project No. | Contract No.: | DSA Application No.: | |
| | | | |
| Notice No.: | Contractor: | PM/Supt.: | |
| | | | |
| Contract Requirement & Description of Non-Compliance: | | | |
| Project Inspector Signature | | | |
| Contractor's Response: | | | |
| Contractor's Signature / Date | | | |
| Architect's Review/Approval of Proposed Corrective Action: | | | |
| Architect's Signature / Date | | | |
| Verification that Non-Conforming Condition has been corrected: | | | |
| Project Inspector / Date | | Const. Project Manager / Date | |

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Appoint member to fill a vacancy on the Citizens' Bond Oversight Committee (CBOC).

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

The District recommends that the Board of Trustees appoint the following member:

| Name: | *Position: | Term Length: | Term Expiration: |
|-------------|--|--------------|------------------|
| Liz Higgins | Senior Citizens' organization representative | 1+ years | 3/31/2021 |

* Citizens' Oversight Committee pursuant to Education Code Section 15282

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

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member



**Lakeside Union School District
Citizens' Bond Oversight Committee
12335 Woodside Ave.
Lakeside, CA 92040**

Nomination/Application Form

The Governing Board is seeking to fill a vacancy on the CBOC with a representative from the Lakeside Community. Please return the completed application to Lakeside Union School District, Attention: Aimee McReynolds, 12335 Woodside Ave. Lakeside, CA 92040, or e-mail to amcreynolds@lsusd.net

| |
|---|
| Name: Elizabeth (Liz) Higgins |
| June 28,2019 |
| Address: 11949 Riverside Dr. #45 |
| City, State, Zip Code: Lakeside, CA, 92040 |
| Phone Number(s): 619-441-2717 Cell: 619-733-0711 |
| E-Mail Address: Liz.Higgins@cox.net |

Complete the following information:

| |
|---|
| <p>Please explain your interest in being part of the CBOC: I recently was termed out as a member of the Grossmont Union High School District Bond Oversight Committee after 6 years and am interested in continuing with LSD as a member of your bond oversight committee.</p> |
|---|

Please provide a brief description of qualifications (additional sheet may be attached)

Please see attached brief resume.

References:

Andrew Haye, Trustee Lakeside School District

Scott Patterson, Deputy Superintendent, Grossmont Union High School District, 1100 Murray Dr.
El Cajon, CA 92020, 619-644-8010

Tracy Morgan Hollingworth, Morgan Hollingworth Public Affairs & Association Management, LLC,
619-222-8155

Please provide three references, including name, position, address and phone number.

| NAME | POSITION | EMAIL | ADDRESS | PHONE NUMBER |
|--------------|----------|-------|-----------------|--------------|
| Andrew Hayes | Trustee | | Lakeside School | |
| | | | DDistrict | |
| | | | | |

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 11, 2019

Agenda Item:

Enrollment Report for months 11 (6/3/2019-6/14/2019)

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

Click here to enter text.

Fiscal Impact (Cost):

N/A

Funding Source:

Click here to enter text.

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement

☐ **#2:** Social Emotional

☐ **#3:** Physical Environments

Recommended Action:

☒ **Informational**

☐ **Denial/Rejection**

☐ **Discussion**

☐ **Ratification**

☐ **Approval**

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

☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Erin Garcia, Assistant Superintendent



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member 

LAKESIDE UNION SCHOOL DISTRICT

MONTH 11

6/03/2019 - 6/14/2019

DATE: 6/28/2019

| SCHOOL | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | SDC | EAK | NON ADA | TK | | 18/19 TOTAL | 17/18 TOTAL | VARIANCE |
|------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|-----|--|----------------|----------------|----------|
| EUCALYPTUS HILLS | | | | | | | | | | | | | 105 | | 105 | 137 | -32 |
| LAKESIDE FARMS | 97 | 117 | 87 | 98 | 111 | 107 | | | | 36 | | | | | 653 | 649 | 4 |
| LAKEVIEW | 104 | 122 | 121 | 127 | 109 | 121 | | | | | | | | | 704 | 713 | -9 |
| LEMON CREST | 83 | 75 | 82 | 89 | 86 | 79 | | | | 24 | 22 | | | | 540 | 597 | -57 |
| LINDO PARK | 63 | 78 | 63 | 69 | 78 | 75 | | | | 44 | 48 | | | | 518 | 521 | -3 |
| RIVERVIEW | | | 161 | 156 | 151 | 130 | | | | | | | | | 598 | 603 | -5 |
| WINTER GARDENS | 174 | 182 | | | | | | | | | | | | | 356 | 359 | -3 |
| LAKESIDE MIDDLE | | | | | | | 250 | 265 | 274 | 20 | | | | | 809 | 840 | -31 |
| TIERRA DEL SOL | | | | | | | 262 | 247 | 204 | 32 | | | | | 745 | 681 | 64 |
| DISTRICT TOTAL | 521 | 574 | 514 | 539 | 535 | 512 | 512 | 512 | 478 | 156 | 70 | 0 | 105 | | 5028 | 5100 | -72 |

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 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|
| 2018-2019 | 5073 | 5054 | 5054 | 5046 | 5098 | 5110 | 5098 | 5090 | 5081 | 5070 | 5028 |
| 2017-2018 | 5164 | 5179 | 5161 | 5153 | 5211 | 5208 | 5183 | 5159 | 5151 | 5135 | 5101 |
| 2016-2017 | 5051 | 5039 | 5045 | 5031 | 5103 | 5091 | 5080 | 5059 | 5071 | 5050 | 5023 |
| 2015-2016 | 5087 | 5100 | 5083 | 5077 | 5138 | 5124 | 5139 | 5121 | 5107 | 5081 | 5056 |
| 2014-2015 | 5003 | 5005 | 4010 | 4992 | 4986 | 5040 | 5008 | 5021 | 5015 | 5006 | - |
| 2013-2014 | 4835 | 4817 | 4823 | 4825 | 4848 | 4834 | 4790 | 4818 | 4813 | 4790 | - |
| 2012-2013 | 4395 | 4387 | 4372 | 4365 | 4369 | 4375 | 4363 | 4367 | 4365 | 4348 | - |

| BARONA INDIAN | GRADE | TK/K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | TOTAL |
|----------------|-------|------|----|----|----|----|----|---|----|---|-------|
| CHARTER SCHOOL | | 9 | 10 | 14 | 11 | 12 | 13 | 9 | 12 | 8 | 98 |

| RIVER VALLEY | GRADE | 7 | 8 | 9 | 10 | 11 | 12 | TOTAL |
|----------------|-------|----|----|----|----|----|----|-------|
| CHARTER SCHOOL | | 38 | 50 | 57 | 63 | 55 | 45 | 308 |

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 7/11/19

Agenda Item:

Board Bylaw 9322, Agenda/Meeting Materials

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

First Reading: Bylaw updated to reflect requirement that districts post a direct link on the homepage of their website to the current board meeting agenda or to the district's agenda management platform. Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda items that has previously been considered at an open meeting of a committee comprised exclusively of board members.

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:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: _____

AGENDA/MEETING MATERIALS

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 – Vision)

(cf. 0200 – Goals for the School District)

~~Governing Board meeting~~ **Each** agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. **However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it.**

The agenda **for a regular Board meeting** shall also provide members of the public an opportunity to ~~testify at regular meetings~~ **provide comment** on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

~~Each meeting agenda~~ **for a regular Board meeting** shall list the address designated by the Superintendent or designee for public inspection of agenda documents **related to an open session item** that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall ~~specify that~~ **include information regarding how, when, and to whom a request should be made if** an individual ~~who~~ requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting ~~should contact the Superintendent or designee.~~ (Government Code 54954.2)

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. ~~Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.~~

~~(cf. 0000 - Vision)~~

~~(cf. 0200 - Goals for the School District)~~

~~(cf. 9121 - President)~~

~~(cf. 9122 - Secretary)~~

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing and be submitted to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board president and Superintendent shall decide whether a request **from a member of the public** is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, **before placing the item on the agenda**, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board president and Superintendent shall **also** decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, **or** an information item that does not require immediate action, ~~or a consent item that is routine in nature and for which no discussion is anticipated.~~

Consent Items

In order to promote efficient meetings, the Board may **bundle a number of items and act upon them together** ~~more than one item~~ by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature **and** ~~or~~ items for which ~~no~~ Board discussion is **not** anticipated and for which the Superintendent recommends approval. ~~In accordance with law, the public has a right to comment on any consent item. At the request of any member of the~~ **When any Board member requests the removal of an, any item on from the consent agenda, the item** shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 – Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Agenda Dissemination to Board Members

At least ~~three days~~ **72 hours** before each regular meeting, **each Board member shall be provided** a copy of the agenda and agenda packet ~~shall be forwarded to each Board member,~~ including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, ~~citizens,~~ and others; and other available documents pertinent to the meeting.

When special meetings are called, ~~the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting~~ **Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956).**

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items. **However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.**

(cf. 9012 – Board Member Electronic Communications)

Agenda Dissemination to Members of the Public

~~The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)~~

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. ~~If a document is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at the time the document is distributed to a majority of the Board provided that the document is a public record under the~~ **Only those documents which are disclosable public records under the Public Records Act and which relates to an agenda item scheduled for an the open session portion of a regular Board meeting shall be made available to the public.** ~~The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)~~

In addition, the Superintendent or designee shall post the agenda on the homepage of the district website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2.

(cf. 1113 - District and School Web Sites)
(cf. 1340 - Access to District Records)

~~Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)~~

~~Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)~~

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Acts. (Government Code 54954.1)

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE

35144 *Special meetings*

35145 *Public meetings*

35145.5 *Right of public to place matters on agenda*

GOVERNMENT CODE

6250-6270 *Public Records Act*

53635.7 *Separate item of business*

54954.1 *Mailed agenda of meeting*

54954.2 *Agenda posting requirements; board actions*

54954.3 *Opportunity for public to address legislative body*

54954.5 *Closed session item descriptions*

54956.5 *Emergency meetings*

54957.5 *Availability of public records*

54960.2 *Challenging board actions; cease and desist*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 *Effective communications*

36.303 *Auxiliary aids and services*

COURT DECISIONS

***Mooney v. Garcia*, (2012) 207 Cal.App.4th 229**

Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 *Ops. Cal. Atty. Gen.* 11 (2016)

78 *Ops. Cal. Atty. Gen.* 327 (1995)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2007 **2014**

Guide to Effective Meetings, rev. 2007

Maximizing School Board Leadership: Boardsmanship, 1996

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, rev. 2003

CALIFORNIA CITY ATTORNEY PUBLICATIONS

Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000

WEB SITES

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

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

Bylaw
adopted: September 17, 2012
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 7/11/19

Agenda Item:

Board Bylaw 9324, Minutes and Recordings

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

First Reading: Bylaw updated to reflect **NEW LAW (SB 1036)** which prohibits districts from including in board meeting minutes a student's directory information or a parent/guardian's personal information, as define, when the student or parent/guardian requests that such information be excluded. Bylaw also includes optional statement that the minutes will summarize topics addressed during the public comment period and need not reflect the names of the individuals who comment.

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:

Approved for Submission to the Governing Board:



Lisa DeRosier, Executive Assistant



Dr. Andy Johnsen, Superintendent

Reviewed by Cabinet Member: _____

MINUTES AND RECORDINGS

The Governing Board recognizes that maintaining accurate minutes of Board meetings **helps foster public trust in Board governance and** provides a record of Board actions for use by district staff and the public ~~and helps foster public trust in Board governance.~~

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9323 - Meeting Conduct)

The secretary of the Board shall keep minutes and record all official Board actions. The Board's minutes shall be public records and shall be made available to the public upon request. (Education Code 35145, 35163)

(cf. 1340 - Access to District Records)

(cf. 9122 - Secretary)

(cf. 9323.2 - Actions by the Board)

The minutes of Board meetings shall include, but not be limited to:

1. ~~The minutes shall reflect which~~ **A notation of which Board** members are present, **in person or by teleconference**, and whether a member is not present for part of the meeting due to late arrival and/or early departure.

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

(cf. 9320 - Meetings and Notices)

2. ~~In order to ensure that the minutes are focused on Board action, the minutes shall include only a~~ **A** brief summary of the Board's discussion **on each agenda topic**, but shall not include **rather than** a verbatim record of the Board's discussion ~~on each agenda topic or the names of each Board member's who made specific points of view during the discussion.~~
3. ~~The minutes shall reflect the names of those individuals who comment during the meeting's public comment period as well as the topics they address.~~ **A summary of the public comments made on agendized items and unagendized topics.**
4. ~~The minutes shall include the specific language of each motion and the names of the Board members who made and seconded the motion. If a board member abstains from a vote, a reason for the abstention may be provided.~~
5. ~~The minutes shall also report any~~ **Any** action taken **by the Board** and the vote or abstention on that action of each **Board** member present. **(Education Code 35145; Government Code 54953)**

MINUTES AND RECORDINGS (continued)

Upon request by a student's parent/guardian, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

(cf. 5125.1 – Release of Directory Information)

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The Board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the Board, the minutes shall be signed by the Clerk and the Superintendent.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

(cf. 3580 - District Records)

Any minutes or recordings kept for Board meetings held in closed session shall be kept separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

(cf. 9321.1 - Closed Session Actions and Reports)

Recording or Broadcasting of Meetings

The district may tape, film, **stream**, or broadcast any open Board meeting. **At the beginning of the meeting,** the Board president shall announce that a recording or broadcasting is being made at the direction of the Board ~~at the beginning of the meeting and, as~~ **As** practicable, the recorder or camera shall be placed in plain view of meeting participants.

Any district recording may be erased or destroyed 30 days after the meeting. Recordings made at the direction of the Board during a meeting are public records and, upon request, shall be made available for inspection by members of the public on district equipment without charge. (Government Code 54953.5)

*Legal Reference:*EDUCATION CODE

35012 *Number of members: terms; student board members*

35145 *Public meetings*

35163 *Official actions, minutes and journals*

35164 *Vote requirements*

49061 *Student records; definitions*

49073.2 *Privacy of student and parent/guardian personal information*

MINUTES AND RECORDINGS (continued)

GOVERNMENT CODE

54952.2 *Meeting defined*

54953 *Meetings*

54953.5 *Audio or video recording of proceedings*

54953.6 *Broadcasting of proceedings*

54957.2 *Closed sessions; clerk; minute book*

54960 *Violations and remedies*

PENAL CODE

632 *Unlawful to intentionally record a confidential communication without consent*

CODE OF REGULATIONS, TITLE 5

16020-16027 *Classification and retention of records*

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2009

Guide to Effective Meetings, rev. 2007

WEB SITES

CSBA, Agenda Online: <http://www.esba.org/agendaonline.com>