

LAKE SIDE UNION SCHOOL DISTRICT

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

Audience:
Meeting ID: 947 9256 2765
Meeting Password: 947175

August 12, 2021
Closed Session: 4:00 p.m.
Open Session: 4:30 p.m.

NOTICE OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

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

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

Members of the public who wish to participate in public comment are encouraged to fill out a form using the **Public Comment Form** or by filling out a Request to Speak form located at the district office. Public comment can be made in person or through Zoom.

A. CALL TO ORDER AND ROLL CALL

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

During this time, citizens are invited to address the Board of Education regarding items on or off the agenda. A public comment form (link above) or a request-to-speak cards must be submitted before the start of the meeting. The Board may not take action on any item presented. The Board has policy limiting any individual speaker to four minutes or 20 minutes, for multiple speakers, on one subject.

C. CLOSED SESSION

1. Conference with Labor Negotiator, Erin Garcia, regarding the California School Employees Association and its Chapter 240, pursuant to Government Code §54957.6; and
2. Conference with Labor Negotiator, César Morales, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6; and
3. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957.

D. OPENING PROCEDURES – 4:30PM

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

E. TRUSTEE REPORTS AND COMMENTS

Trustees will report and comment as desired.

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

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

G. PRESENTATIONS

1. **Dr. Jeffrey Felix**, Interim Principal, will present an annual update of Barona Indian Charter School.
2. **Erin Garcia**, Assistant Superintendent, will present the 45-day Budget Update to the 2021-2022 Adopted Budget.
3. **Approval** is requested of the 45-day budget update to the Adopted 2021-22 LUSD budget pursuant to Education Code 42127 (i)(4). The State budget was signed on June 28, 2021, requiring a budget revision be made available to the public prior to August 12, 2021. These revisions have resulted in a decrease of (\$518,056) to the ending fund balance, and a total reserve percentage of 16.61%.

H. PUBLIC HEARING/ACTION ITEMS

1. **PUBLIC HEARING:** The Board will hear input regarding the Disclosure of Collective Bargaining Agreement and Side Letter of Agreement with the California School Employees Association and its Chapter 240 for the position of Van Driver.
2. **Approval** is requested of the Disclosure of Collective Bargaining Agreement and Side Letter of Agreement with the California School Employees Association and its Chapter 240 for the position of Van Driver.
3. **Approval** is requested of a Side Letter of Agreement with the California School Employees Association and its Chapter 240 for the position of Van Driver for a net savings of \$22,741.

I. 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 minutes of the regular board meetings of June 24, 2021 and July 8, 2021; and the special board meetings of July 22, 2021 and August 4, 2021.
- 2.2 **Adoption** is requested of the 2021-2022 Board Goals, re-developed during the August 4, 2021 special board meeting.

I. HUMAN RESOURCES

- 3.1 **Adoption** is requested of Personnel Assignment Order No. 2022-03.
- 3.2 **Approval** is requested of a CSEA job description for a van driver, Range 19.

BUSINESS SERVICES

- 4.1 **Approval** is requested of the following monthly business reports: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures.
- 4.2 **Approval** is requested of the Facility Use Fee Schedule. Due to COVID-19, Lakeside Union School District indoor facilities have been closed consistent with state guidance, however, outdoor spaces on school campuses, such as fields, have been made available for community use.
- 4.3 **Approval/Ratification** is requested of the following annual contracts for the 2021-22 school year: A) Community Schools of San Diego (Spec Ed/NPS); B) Specialized Therapy Services (Spec Ed/NPS); C) TIEE Childrens Workshop (Spec Ed/NPS); D) Vista Hill Learning Assistance Center (Spec Ed/NPS); E) Johnson Controls Fire Protection (Maint); F) PayActiv (Business Services); G) Heartland Payment Systems (Food Services); H) Illuminate Education (Ed Services); I) Document Tracking Services (Ed Services); J) Jim Huge (Supt); K) SPOT Kids Therapy, Inc. (Spec Ed/NPS); L) The Regents of UC (Pupil Services); M) Therapy Travelers LCC & 3 Chords, Inc (Spec Ed/NPS); N) Procure Therapy (Spec Ed); O) SDCOE (Broadband/Tech); P) RO Health, Inc. (Spec Ed/NPS); Q) Stein Education Center (Spec Ed/NPS); R) Excelsior Academy (Spec Ed/NPS); and S) Maxim Healthcare Staffing Services (Spec Ed).
- 4.4 **Approval** is requested of an overnight field trip to Museum of Tolerance for Tierra del Sol Middle School 8th grade students (Date to be determined).
- 4.5 **Approval** is requested of the following donations to the District: A) Donors Choose donated \$993 to Dahlia Rinck at Tierra del Sol Middle School; and \$459 to Kelsey Thomas at Lemon Crest.

PUPIL SERVICES

- 5.1 **Approval** is requested of the Local Agreement for Child Development Services for the State Preschool Program for fiscal year 2021-2022 at a maximum reimbursable amount of \$271,084.

BOND

- 6.1 **Ratification** is requested of Change Order #01 with the Nexon Corporation for asbestos abatement at the Lindo Park Elementary School Multipurpose Room Project in the amount of \$3,225.

BOARD POLICIES, REGULATIONS, EXHIBITS & BYLAWS

- 7.1 **Adoption** is requested of Board Policy 0420.42, Charter School Renewal.
- 7.2 **Adoption** is requested of Administrative Regulation 3311.2: Lease-Leaseback Contracts.
- 7.3 **Adoption** is requested of Board Policy 3452: Student Activity Funds.

I. BOARD POLICIES, REGULATIONS, EXHIBITS & BYLAWS (CONTINUED)

7.4 **Adoption** is requested of Board Policy 3600: Consultants.

7.5 **Adoption** is requested of Administrative Regulation 6173.4: Title VI Indian Education Programs.

J. DISCUSSION

1. **First Reading** is requested of Board Policy and Administrative Regulation 1312.3: Uniform Complaint Procedures.
2. **First Reading** is requested of Board Policy 4141/4241: Collective Bargaining Agreement.
3. **First Reading** is requested of Board Policy and Administrative Regulation 5113.1: Chronic Absence and Truancy.
4. **First Reading** is requested of Board Policy 6159.2: Nonpublic, Nonsectarian School and Agency Services for Special Education.

K. INFORMATION/ACTION ITEM

1. INFORMATION: Quarterly Investment Reports, San Diego County Treasury Investment Pool, as of quarter ended on June 30, 2021.
2. INFORMATION/ACTION: Parent James Cassady has made a request to be placed on the Board agenda to discuss the California Department of Public Health ("CDPH") indoor mask mandate. He has requested that the Board vote whether or not to enforce the CDPH mask mandate. Pursuant to Education Code §35145.5 and Board Bylaw No. 9322, subject to approval by the Superintendent and Board President, any member of the community may place matters directly related to business of the District on the agenda of open Board meetings.

L. REPORTS TO THE BOARD

1. Union Representatives:
 - A. **Kerry Strong**, will present comments as the Lakeside Teachers Association President.
 - B. **David Myers**, will present comments as the California School Employees Association President.
2. District Superintendents
 - A. **Erin Garcia** will present business and operations updates.
 - B. **Dr. Kim Reed** will present educational services updates.
 - C. **Dr. Rhonda Taylor** will present closing comments.

M. ADJOURNMENT

Respectfully Submitted,

Rhonda L. Taylor, Ed.D.
Superintendent

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Approval of the 45-Day Budget Update to the 2021-22 Adopted Budget

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

Approval is requested of a 45-day budget update to the Adopted 2021-22 LUSD budget. Pursuant to Education Code 42127 (i)(4), the District shall make available any revisions in revenue and expenditures no later than 45 days after the Governor signs the annual Budget Act. The State budget was signed June 28, 2021, requiring a budget revision that is available to the public prior to August 12, 2021. These revisions have resulted in a decrease of \$(518,056) to the ending fund balance, and a total reserve percentage of 16.61%.

Allocations and guidance are still pending for the AB 130 Expanded Learning Opportunities Program (ELOP) and the Special Education Early Intervention Preschool Grant. Per School Services of California, unofficial and preliminary estimates for the ELOP Grant are \$1,144,211. Preliminary SELPA estimates for the Special Education Early Intervention Preschool grant is \$460,200. Due to the uncertainties around funding and requirements, the two programs are excluded from the 45-Day Budget Update and will most likely be included in First Interim, until guidance has been released by the CDE.

Fiscal Impact (Cost):

Decrease of \$(518,056) to the Ending Fund Balance, and a total reserve percentage of 16.61%.

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. |
| <input type="checkbox"/> Adoption | |

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member:



2021-22 45 Day Budget Update

School District: Lakeside Union School District

Pursuant to Ed Code 42127(h), "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

The Budget Act was officially signed by the Governor on June 28, 2021. The major changes between the May Revise and the Adopted State Budget that require revenue and expenditure revisions are as follows:

Lottery projections updated by the CDE based on higher than projected revenues by the California State Lottery Commission (CSLC).

Updates to classified salaries and benefits to reflect current active transportation positions.

AB 138 established the State Unemployment Insurance contribution rate of .5%, down from the 1.23% that was proposed in June.

Revenue recognition change to ESSER II and ESSER III from ending fund balance to unearned revenue approach, resulted in a decrease of revenues until eligible expenditures are incurred.

Unrestricted

	Board Adopted Budget	45 Day Budget Revision	Difference	Descriptions/Explanation
Revenues				
LCFF	45,993,925	45,993,925	-	
Federal	164,069	164,069	-	
State	861,596	930,191	68,595	Lottery Non-Prop Rate Increase \$150 to \$163: \$68,595
Local	1,649,170	1,649,170	-	
Contributions	(7,799,447)	(7,495,586)	303,861	SPED 7-26-21 Funding Model Increase Less Expense Decrease for SUI
Total Revenues	40,869,313	41,241,769	372,456	
Expenditures				
Certificated	18,808,065	18,808,065	-	
Classified	4,613,932	4,694,808	80,876	Staffing Updates for Active Transportation Positions
Employee Benefits	11,237,994	11,127,018	(110,976)	SUI Rate Decrease from 1.23% to .5%: \$(167,902) Increase in Fringe for Classified Staffing Updates: \$56,926
Books & Supplies	742,119	742,119	-	
Services and Other Operating	3,929,260	3,929,260	-	
Capital Outlay	922,469	922,469	-	
Other Outgo	2,770	2,770	-	
Indirect Costs	(799,148)	(846,939)	(47,791)	Indirect Cost Increases Related to ESSER II & III
Interfund Transfers	(123,801)	(123,801)	-	
Total Expenditures	39,333,660	39,255,769	(77,891)	
Net Increase (Decrease) in Fund Balance	1,535,653	1,986,000	450,347	
Beginning Fund Balance	9,357,628	9,357,628	-	
Projected Ending Balance, June 30, 2021	10,893,281	11,343,628	450,347	

2021-22 45 Day Budget Update

School District: Lakeside Union School District

Pursuant to Ed Code 42127(h), "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

The Budget Act was officially signed by the Governor on June 28, 2021. The major changes between the May Revise and the Adopted State Budget that require revenue and expenditure revisions are as follows:

Governor's Budget increased the Special Education Local Plan Area (SELPA) funding formula by the compounded COLA of 4.05%. LUSD's allocation from the SELPA for 2021-22 is based on a lower projected ADA compared to the prior year, resulting in a net increase of \$260,036 for federal and state Special Education funds.

Lottery projections updated by the CDE based on higher than projected revenues by the California State Lottery Commission (CSLC).

AB 138 established the State Unemployment Insurance contribution rate of .5%, down from the 1.23% that was proposed in June.

Revenue recognition change to ESSER II and ESSER III from ending fund balance to unearned revenue approach, resulted in a decrease of revenues until eligible expenditures are incurred.

AB 130 California Prekindergarten Implementation Grant for \$121,249 was added to state revenues.

Restricted

	Board Adopted Budget	45 Day Budget Revision	Difference	Descriptions/Explanation
Revenues				
LCFF	328,553	331,980	3,427	SPED 7-26-21 Funding Model Increase: \$3,427
Federal	3,903,638	3,388,858	(514,780)	SPED 7-26-21 Funding Model Decrease: \$(57,386) ESSER II (Res.3212) Carryover: \$428,828 ESSER III (Res.3213) Unearned Revenue Recognition: \$(1,017,398) ESSER III LLMF (Res. 3214) Unearned Revenue Recognition: \$131,177
State	5,490,759	5,677,147	186,388	Lottery Prop-20 Rate Increase \$49 to \$65: \$77,854 SPED 7-26-21 Funding Model Decrease: \$(12,715) CA Pre-K Planning and Implementation Grant: \$121,249
Local	3,761,358	4,088,068	326,710	SPED 7-26-21 Funding Model Increase: \$326,710
Contributions	7,799,447	7,495,586	(303,861)	SPED 7-26-21 Funding Model Increase Less Expense Decrease for SUI
Total Revenues	21,283,755	20,981,639	(302,116)	
Expenditures				
Certificated	6,119,904	6,119,904	-	
Classified	4,031,065	4,031,065	-	
Employee Benefits	8,120,476	8,047,793	(72,683)	SUI Rate Decrease from 1.23% to .5%: \$(72,684)
Books & Supplies	1,196,741	1,196,741	-	
Services and Other Operating	2,940,249	2,940,249	-	
Capital Outlay	303,005	303,005	-	
Other Outgo	-	-	-	
Indirect Costs	799,148	846,939	47,791	Indirect Cost Increase Related to ESSER II & III
Interfund Transfers	-	-	-	
Total Expenditures	23,510,587	23,485,696	(24,892)	

Net Increase (Decrease) in Fund Balance	(2,226,832)	(2,504,056)	(327,008)	
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Beginning Fund Balance	8,120,317	3,325,632	(4,794,685)	2021 Revenue Recognition Change to Unearned Revenue for ESSER II & III
Projected Ending Balance, June 30, 2021	5,893,485	821,576	(5,071,909)	

2021-22 45 Day Budget Update

School District: Lakeside Union School District

Pursuant to Ed Code 42127(h), "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

The Budget Act was officially signed by the Governor on June 28, 2021. The major changes between the May Revise and the Adopted State Budget that require revenue and expenditure revisions are as follows:

See Unrestricted and Restricted reports for narrative changes.

Unrestricted and Restricted

	Board Adopted Budget	45 Day Budget Revision	Difference	Descriptions/Explanation
Revenues				
LCFF	46,322,478	46,325,905	3,427	
Federal	4,067,707	3,552,927	(514,780)	
State	6,352,355	6,607,338	254,983	
Local	5,410,528	5,737,238	326,710	
Contributions	-	-	-	
Total Revenues	62,153,068	62,223,408	70,340	
Expenditures				
Certificated	24,927,969	24,927,969	-	
Classified	8,644,997	8,725,873	80,876	
Employee Benefits	19,358,470	19,174,811	(183,659)	
Books & Supplies	1,938,860	1,938,860	-	
Services and Other Operating	6,869,509	6,869,509	-	
Capital Outlay	1,225,474	1,225,474	-	
Other Outgo	2,770	2,770	-	
Indirect Costs	-	-	-	
Interfund Transfers	(123,801)	(123,801)	-	
Total Expenditures	62,844,247	62,741,464	(102,783)	
Net Increase (Decrease) in Fund Balance	(691,179)	(518,056)	173,123	
Beginning Fund Balance	17,477,945	12,683,260	(4,794,685)	
Projected Ending Balance, June 30, 2021	16,786,766	12,165,204	(4,621,562)	

Administration:

RHONDA L. TAYLOR, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

HOLLY FERRANTE
ANDREW HAYES
LARA HOEFER-MOIR
BONNIE LACHAPPA
DON WHISMAN

Public Notice for the Financial Provisions of the Collective Bargaining Agreement

At the regular board meeting of August 12, 2021, the Board of Trustees will conduct a public hearing to receive input on the Disclosure of the Collective Bargaining Agreement and Side Letter of Agreement for the California School Employees Association and its Chapter 240 for the position of Van Driver.

The public hearing will be held on Thursday, August 12, 2021 in the District Administration Center or on Zoom.

August 5, 2021

Rhonda L. Taylor, Ed.D.
Secretary to the Board

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

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

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Disclosure of the Collective Bargaining Agreement for the California School Employees Association (CSEA) Side Letter of Agreement for the position of Van Driver.

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

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

Fiscal Impact (Cost):

Net Savings to the District of \$22,741.

Funding Source:

General Fund

Recommended Action:

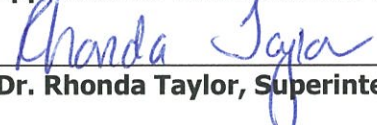
- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |

Originating Department/School: Business Services

Submitted/Recommended By:


Erin Garcia, Assistant Superintendent

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member:



Disclosure of Collective Bargaining Agreement

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

Lakeside Union School District

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

The proposed agreement covers the period: Beginning: 7/1/2021 Ending: 6/30/2022

This agreement will be acted upon by the Governing Board at its meeting on: 12-Aug-21
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2021 - 2022		Year 2 2022 - 2023		Year 3 2023 - 2024	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement							
2. Salary Schedule - Increase (Decrease)	\$59,772.00	-\$17,927.40	-29.99%	-\$16,033.20	-38.32%	-\$13,991.40	-54.21%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$0.00	\$1,000.00		\$0.00		\$0.00	
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$19,384.06	-\$5,813.86	-29.99%	-\$5,711.03	-42.09%	-\$5,123.65	-65.19%
5. Health/Welfare Benefits - Increase (Decrease)	\$32,000.00	\$0.00	0.00%	\$960.00	3.00%	\$988.80	3.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$111,156.06	-\$22,741.26	-20.46%	-\$20,784.23	-23.51%	-\$18,126.25	-26.80%
7. Total Number of Represented Employees	2.00	2.00		2.00		2.00	
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$55,578.03	(\$11,370.63)	-20.46%	(\$10,392.11)	-23.51%	(\$9,063.13)	-26.80%

Impact on other Funds: N/A

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

The side letter establishes the Van Driver position, a new position placed in the classified bargaining unit. The position will be compensated at Range 19 on the current salary schedule, for 6 hours of work per day, 5 days per week, 10 months per year (205 days). The District anticipates the need for 2 Van Drivers at a projected cost of \$88,415 for salaries and benefits and up to an additional \$500 for each driver to reimburse for training courses. The 2 Van Drivers will be replacing 2 vacant Bus Driver positions (currently budgeted at \$111,156) for a net savings of \$22,741.

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

There are no proposed non-compensation items.

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

No impacts on instructional/support programs.

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

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

The \$500 reimbursement for training courses will only be for 2021-22 and is contingent on the Van Driver obtaining a Class B license with Passenger and Air brake endorsement and California Special Driver Certificate in the category of School Bus Driver within 6 months of employment and employed by the District for twelve months.

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

General Fund from Unrestricted Revenue Sources

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

General Fund from Unrestricted Revenue Sources

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

The side letter is not a multi-year agreement.

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

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1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$62,821,506
b. State Standard Minimum Reserve Percentage for this District	3.00%
c. Projected P-2 ADA	4,806.52
d. State Standard Minimum Reserve Amount for this District (Line 1a times Line 1b, or \$50,000, whichever is greater, for a district with less than 1,001 ADA)	\$1,884,645.17

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

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$1,884,645.57
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$7,968,139.18
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	\$0.00
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	\$0.00
e. Total District Budgeted Unrestricted Reserves	\$9,852,784.74

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

Yes

No

G. Certification

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

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

District Superintendent
(Signature)

8-5-2021

Date

Chief Business Official
(Signature)

8-4-21

Date

Contact Person:

Shannon Johnston

Telephone No.: 619-390-2604

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

Date of governing board approval of budget revisions in Col. 2: 12-Aug-21
 in accordance with Education Code § 42142 and Government Code § 3547.5

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

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

	(Col. 1) Latest Board- Approved Budget Before Settlement as of June 24, 2021	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
REVENUES:				
LCFF Sources (8010-8099)	46,322,478			46,322,478
Remaining Revenues (8100-8799)	15,830,589			15,830,589
TOTAL REVENUES	62,153,067			62,153,067
EXPENDITURES:				0
1000 Certificated Salaries	24,927,969			24,927,969
2000 Classified Salaries	8,644,996	(17,927)		8,627,069
3000 Employee Benefits	19,358,469	(5,814)		19,352,655
4000 Books and Supplies	1,938,860			1,938,860
5000 Services and Operating Expenses	6,869,508	1,000		6,870,508
6000 Capital Outlay	1,225,474			1,225,474
7000 Other	(121,031)			(121,031)
TOTAL EXPENDITURES	62,844,247	(22,741)		62,821,506
OPERATING SURPLUS (DEFICIT)	(691,180)	22,741		(668,438)
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	0			0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(691,180)	22,741		(668,438)
BEGINNING BALANCE	17,477,944			17,477,944
CURRENT YEAR-ENDING BALANCE	16,786,765			16,786,765
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	85,000			85,000
Restricted (9740)	6,036,040			6,036,040
Committed (9750/9760)	835,000			835,000
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	1,885,327	(682)		1,884,646
Unassigned/Unappropriated (9790)	7,945,398	22,741		7,968,139

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

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

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Approval of a Side Letter of Agreement between the District and California School Employees Association (CSEA) and its Lakeside Chapter # 240 for the position of Van Driver.

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

Approval is requested of a side letter of agreement between the District and the CSEA for the Van Driver position, a new position placed in the classified bargaining unit. This position will be at Range 19 and include a reimbursement during the 2021-22 school year only of up to \$500.00 for a School Bus Driver training course. The updated job description is attached and agreed upon by CSEA.

Fiscal Impact (Cost):

Savings: Refer to Disclosure of Collective Bargaining

Funding Source:

General Fund

Addresses Emphasis Goal(s):

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

Recommended Action:

<input type="checkbox"/> Informational	<input type="checkbox"/> Denial/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



Rhonda Taylor
Superintendent

Reviewed by Cabinet Member 

SIDE LETTER OF AGREEMENT
between the
LAKESIDE UNION SCHOOL DISTRICT
and the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)
and its
LAKESIDE CHAPTER #240


August 5, 2021

This Side Letter of Agreement ("Agreement") is entered into by and between the Lakeside Union School District ("District") and the California School Employees Association and its Lakeside Chapter #240 ("CSEA"). The parties enter into this Agreement regarding the impacts and effects to the Transportation Department as a result of the route changes effective July 1, 2021, and the position of Van Driver, the job description for which is attached hereto and incorporated as though fully set forth herein. The parties agree to all of the following:

1. The Van Driver position, the job description for which is attached and incorporated herein, is a new position that is appropriately placed in the classified bargaining unit; that such position shall be compensated at Range 19 on the current salary schedule, for 6 hours of work per day, five days per week, 10 months per year; that no former employee on the classified seniority list is entitled to reemployment in this position based on seniority; and that the position will be advertised by the District for competitive selection.
2. The parties also agree to amend Article 1, Recognition, in the 2019-2022 Collective Bargaining Agreement to include the Van Driver classification in the list of positions, as follows:

TRANSPORTATION

Mechanic	30
Bus Driver/Trainer/Dispatcher	29
School Bus Driver	22
Transportation Assistant/School Bus Driver	22
Van Driver	19
Transportation Student Attendant	9

CSEA: 

CSEA: JC

LUSD: 

3. The parties agree that during the 2021-2022 school year only, the District shall reimburse unit members in the position of Van Driver for up to \$500.00 of School Bus Driver training course costs who within six (6) months of employment as a Van Driver obtain a Class B license with Passenger and Air brake endorsement and California Special Driver Certificate in the category of School Bus driver. Such reimbursement shall be provided to such unit member(s) after the unit member has been employed by the District as a Van Driver for twelve (12) months and has submitted proof to the District of the requisite license, endorsement, certification, and proof of payment and invoices for such School Bus Driver training costs.
4. The parties understand and agree that the Assignment of Daily Bus Routes in Article 9.18 of the Collective Bargaining Agreement applies to school bus routes, not van routes. The parties further understand and agree that in its discretion, the District shall designate which routes are van routes and which routes are school bus routes, and that the District may designate a route served with a van as a biddable school bus driver route for a time period to be determined by the District. The parties also agree that when the District employs multiple Van Drivers, such unit members may bid routes designated by the District as Van routes in accordance with the bidding process set forth in Article 9.18 of the Collective Bargaining Agreement.
5. The parties agree to meet to discuss prospective changes to the position of School Bus Driver/Dispatcher/Trainer. Until the position of School Bus Driver/Trainer/Dispatcher is filled, the District may contract with an independent contractor for purposes of providing Transportation Department training that was previously provided by the School Bus Driver/Trainer/Dispatcher. In the event the position of School Bus Driver/Trainer/Dispatcher is not filled by July 1, 2022, the parties agree to meet to discuss Transportation Department training.
6. The parties agree that the contents of this Agreement represent the sole agreement of the parties as to all issues related to its contents, and that neither has relied upon any representations by the other which are not set forth in this Agreement.
7. The parties also agree that this Side Letter of Agreement shall fully and finally resolve all issues regarding the impacts and effects to the Transportation Department as a result of the route changes effective July 1, 2021, and the position of Van Driver, the job description for which is attached hereto and incorporated as though fully set forth herein.

CSEA: 

CSEA: JC

LUSD: 

8. The parties agree that this Side Letter is not precedent setting and shall not establish any past practice.
9. The parties agree this Agreement is subject to ratification by CSEA's internal process and the District's Governing Board.



For the CSEA



For the CSEA

August 5, 2021

Date



For the District

8-5-21

Date

Date of Ratification by the CSEA

Date Ratified By the Governing Board

Enclosure:

Van Driver Job Description

CSEA: 

CSEA: JC

LUSD: 



Job Description

Title: Van Driver	FLSA Status: Non-Exempt	Months: 10
Supervisor: Director, Maintenance, Operations, Transportation	Supervises: N/A	Range: 19
Department: Transportation	Bargaining Unit: Classified	Approved:

JOB SUMMARY:

Under general supervision, the Van Driver position will transport students and/or staff to and from school, field trips, and other locations as directed. Cover bus routes practicing legal and non-aggressive defensive driving practices as directed. Perform regular safety inspections; ensure the safety of students during transport, loading and unloading from vans and/or buses. Provide supervision and direction to passengers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Drive a multi-passenger van to transport students between neighborhoods, schools, and school activities.
- Drive a District van over specified routes or to specified destinations according to time schedules in order to transport passengers on field trips or other events; meet scheduled departure and arrival times as assigned.
- Pick up and drop off students at regularly scheduled neighborhood locations, following strict time schedules.
- Maintain order and discipline among passengers on the vehicle in accordance with policies related to disciplining students; enforce district policies and procedures related to transportation of students.
- Upon receipt of requisite license and certification, service as a cover driver and operate a school bus along a designated route; pick up and discharge students in accordance with time schedules; observe legal and defensive driving practices; assure compliance with applicable traffic and student transportation laws, codes and regulations.
- Monitor student activities and behavior; reports observations and/or incidents (e.g., bus stop compliance, discipline, accidents, passenger inappropriate social behavior).
- Determine appropriate action in emergency situations according to established guidelines; administer first aid to passengers as needed.
- Conduct required daily safety inspections of vehicles; inspect the interior, exterior and engine of vehicles to assure safe operational condition; report mechanical malfunctions or other problems as required.
- Maintain vehicles in a clean and safe operating condition; wash, sweep and clean the exterior, interior and windows of assigned vehicles; refuel, service and prepare vehicle for operation.
- Supervise the loading and unloading of general education students and students with special needs; assure students with special needs are seated safety and seat belts, harnesses and wheelchair clamps are secured as required.
- Assist in the loading and unloading of physically or mentally disabled students as necessary.
- Operate wheelchairs, lifts, and secure wheelchairs.
- Comply with traffic regulations in order to operate district vans in a safe and courteous manner.
- Load, secure, transport and unload equipment and cargo.
- Prepare and maintain related logs, work orders, records and reports.
- Record and submit reports on driving time, mileage, fuel and oil consumption, student counts and safety inspections.
- Operate equipment, including wheelchair lifts, tie downs, seat belts, harnesses and other adaptive equipment as necessary.
- Operate a two-way radio.
- Report delays or accidents.
- Report any van malfunctions or needed repairs.
- Inspect vehicles, and check gas, oil, and water levels prior to departure.
- Maintain cleanliness of windows, mirrors and floors of assigned vehicle on a daily basis.
- Regulate heating, lighting, and ventilating systems for passenger comfort.
- Attend safety meetings, in-service trainings and programs as assigned.
- Maintain knowledge of first-aid procedures.
- Communicate with students, parents, teachers, administrators, etc., for the purpose of conveying and/or receiving

Van Driver

Page 1 of 3

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information.

- Lift and carry equipment and/or cargo weighing up to 50 pounds.

OTHER DUTIES:

- Perform related duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. The work environment characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

- Safe and defensive driving practices.
- Proper operations of vans and school buses.
- Applicable California motor vehicle codes, Education code and State and federal traffic and student transportation laws,
- policies, guidelines and regulations.
- Basic first aid procedures.
- Basic record-keeping techniques.
- Applicable radio codes and proper usage of a two-way radio.
- Designated bus routes, bus stops and district traffic hazards.
- Problems and concerns of students with special needs.
- Interpersonal skills using tact, patience and courtesy.
- Health and safety regulations.
- Oral and written communication skills.

Skills/Ability to:

- Drive a designated vehicle safely and efficiently.
- Learn and apply policies and procedures related to student discipline on buses.
- Maintain a safe discipline level among passengers.
- Observe legal and defensive driving practices.
- Learn and follow designated routes.
- Learn and interpret rules, regulations, laws and policies governing the district.
- Maintain vehicles in clean and proper working condition.
- Conduct safety inspections and perform routine preventive maintenance.
- Administer first aid.
- Maintain routine records.
- Understand and follow oral and written directions.
- Communicate effectively with others
- Meet schedules and timelines.
- Operate a two-way radio.

Education and Experience:

- High School Diploma or Equivalent.
- Successful and safe experience driving a large vehicle.
- Clean DMV driving record.

Licenses, Certifications and other Requirements:

- Valid California Class C Driver's License and three (3) year clear driving record.
- Must Obtain a valid California Class "A" or Class "B" driver's license with a "P" endorsement and Valid School Bus Certificate issued by the California Highway Patrol within six (6) months of initial employment.

Van Driver

DM
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- Valid medical certificate.
- Valid first aid certification.
- Pre-employment drug and ongoing participation in random controlled substances and alcohol use testing program.
- Pre-placement physical exam.
- Criminal justice/fingerprint clearance.
- Tuberculosis clearance.
- First Aid/CPR/AED Certification.

WORKING CONDITIONS:

Work Environment:

- Indoor/outdoor/school van/bus environment.
- Seasonal heat and cold or adverse weather conditions.
- Evening or variable hours.
- Exposure to fumes, dust, odors, oil/grease and gases.
- Driving a vehicle to conduct work.

Physical Demands:

- Sitting for extended periods of time while operating vans or buses.
- Hearing and speaking to exchange information.
- Reaching, pulling and pushing to open doors.
- Bending at the waist, kneeling or crouching to inspect and wash vehicles.
- Reaching overhead, above the shoulders or horizontally.
- Seeing to monitor passengers and operate a vehicle.
- Lifting, carrying, pushing or pulling adaptive equipment and students.

Hazards:

- Traffic hazards.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

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 24, 2021
Regular Board Meeting of July 8, 2021
Special Board Meeting of July 22, 2021
Special Board Meeting of August 4, 2021

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

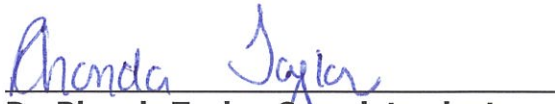
- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/>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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

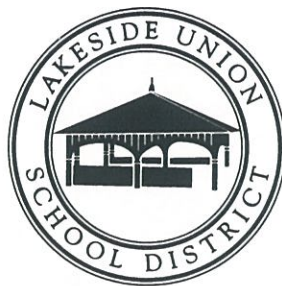
Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Rhonda Taylor, Superintendent

Administration:

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



Board of Trustees:

HOLLY FERRANTE
 ANDREW HAYES
 LARA HOEFER MOIR
 BONNIE LACHAPPA
 DON WHISMAN

Minutes of the Regular Meeting of the Board of Trustees

June 24, 2021

District Administration Center/Zoom

A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:00 p.m. by Holly Ferrante, President, with the following members present: Andrew Hayes, Vice President; Bonnie LaChappa, Clerk; Lara Hoefer Moir, Member; and Don Whisman, Member. Also in attendance were Dr. Andrew Johnsen, Superintendent; Dr. Kim Reed, Assistant Superintendent; and Erin Garcia, Assistant Superintendent.	Call to Order
B. There were no speakers requesting to address the Board prior to Closed Session.	Public Comments
C. At 4:02 p.m. the Governing Board moved to closed session to discuss Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957.	Closed Session
D. At 4:30 p.m. the Board reconvened to open session. President Ferrante welcomed guests. Lisa DeRosier was present to record the minutes. President Ferrante reported no action was taken on Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957.	Welcome
The pledge of allegiance was led by President Ferrante.	Flag Salute
E. Clerk LaChappa commended everyone working all summer long (maintenance, transportation, summer school teachers). We are getting school ready for an exciting new school year. She congratulated Dr. Johnsen on his new appointment.	Trustee's Reports and Comments
Member Hoefer Moir commented that her kids were very grateful for the past school year and she thanked all the teachers and staff. She saw the ESS kids returning from a beach field trip and they seemed very happy.	
Member Whisman echoed what Clerk LaChappa said. He thanked everyone who got us through this past year. He thanked Andy for the short time they have worked together.	
Vice President Hayes thanked the staff for the hard work this year. He thanked Andy for all his service to the district.	
President Ferrante echoed the sentiments of her fellow trustees. She thanked the staff. This year has been hard. She expressed her thanks to Dr. Johnsen. It's been great to have him as Superintendent for the past 4 years.	
F. There were 5 requests to speak to the Board regarding access to the Eucalyptus Hills field: Karen Gibson; Rick Watson; Mark Mahan; Robert Umali; and Arielle Goldstein.	Public Comments
G. Brooke Faigin, Principal, presented an annual update of River Valley Charter School. She commented that this past school year was incredibly difficult and they did not come through the school year unscathed. Enrollment has decreased by more than 50 students, but is hopeful for better numbers in the Fall. The students did very well in the academic achievement area.	River Valley Charter School Presentation

- | | | |
|----|--|---|
| H. | 1. At 5:11 p.m. President Ferrante opened a public hearing to hear comments on the Disclosure of the Collective Bargaining Agreement for the Lakeside Teachers Association tentative agreement, California School Employees Association and its Chapter 240 Side Letter of Agreement and Resolution No. 2021-35 for Certificated and Classified Management and Confidential employee groups to provide a one-time, off-schedule payment to all employees for 2% of their base salary earnings. Hearing no comments, President Ferrante closed the hearing. | Public Hearing |
| | 2. <u>It was moved by</u> Vice President Hayes and seconded by Clerk LaChappa to approve the Disclosure of the Collective Bargaining Agreement for LTA tentative agreement, CSEA Side Letter of Agreement and Resolution No. 2021-35 for Certificated and Classified Management and Confidential employee groups to provide a one-time, off-schedule payment to all employees for 2% of their base salary earnings. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve
Disclosure of the
Collective
Bargaining
Agreement with
LTA |
| | 3. <u>It was moved by</u> Clerk LaChappa and seconded by Member Whisman to approve the Tentative Agreement with the Lakeside Teachers Association to resolve all negotiations for the 2020-21 school year. The tentative agreement includes changes to pupil-teacher ratios, reduced workload, compensation, with a 2% off-schedule salary payment for the 2020-21 school year only, retiree benefits and term of the agreement. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve
Tentative
Agreement with
LTA |
| | 4. <u>It was moved by</u> Vice President Hayes and seconded by Clerk LaChappa to approve the Side Letter of Agreement with California School Employees Association and its Chapter 240 regarding a one-time “off schedule” salary payment in the amount of 2% for the 2020-21 school year. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve Side
Letter with
CSEA |
| | 5. <u>It was moved by</u> Member Whisman and seconded by Vice President Hayes to adopt Resolution No. 2021-35, providing a one-time “off” schedule salary payment in the amount of 2% for the 2020-21 school year to certificated and classified management and confidential employees, commensurate with the bargaining unit member off-schedule payment for the 2020-21 school year. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Adopt Resolution
No. 2021-35 |
| | 6. At 5:15 p.m. President Ferrante opened a public hearing to hear comments on the Disclosure of the Collective Bargaining Agreement for the Lakeside Teachers Association Side Letter of Agreement, Board Certified Behavior Analyst (BCBA) stipend. Hearing no comments, President Ferrante closed the hearing. | Public Hearing |
| | 7. <u>It was moved by</u> Clerk LaChappa and seconded by Member Whisman to approve the Disclosure of the Collective Bargaining Agreement for the Side Letter of Agreement, Board Certified Behavior Analyst (BCBA) stipend, with the Lakeside Teachers Association at a cost of \$5,946. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve
Disclosure of the
Collective Barg
Agrmnt with
LTA: BCBA |
| | 8. <u>It was moved by</u> Clerk LaChappa and seconded by Member Hoefer Moir to approve the Side Letter of Agreement, Board Certified Behavior Analyst (BCBA) stipend, with the Lakeside Teachers Association at a cost of \$5,946. Motion carried unanimously 5:0 (<u>Ayes:</u> Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve Side
Letter with LTA:
BCBA |

I. <u>It was moved by</u> Vice President Hayes and seconded by Member Hoefer Moir to designate all Items of Business to the consent agenda with the exception of Items 2.1 and 3.2. The motion carried unanimously to designate Items of Business 2.2, 2.3, 3.1, 3.3, 3.4, 3.5, 4.1, 4.2, 5.1, 5.2, 5.3, 6.1, 7.1, 7.2, 7.3, and 7.4 to the consent agenda.	Consent Agenda
1.1 <u>It was moved by</u> Member Whisman and seconded by Clerk LaChappa to adopt the following items of business:	Items of Business
1.2 There was no discussion on items.	Discussion
<u>SUPERINTENDENT</u>	
2.2 A motion to adopt Resolution No. 2021-36, designating César Morales as the Chief Negotiator for negotiations with the Lakeside Teachers Association.	Adopt Resolution No. 2021-36
2.3 A motion to adopt Resolution No. 2021-37, designating Erin Garcia as the Chief Negotiator for negotiations with the California School Employees Association and its Chapter 240.	Adopt Resolution No. 2021-37
<u>HUMAN RESOURCES</u>	
3.1 A motion to approve/ratify Personnel Assignment Order 2021-16.	Adopt PAO
3.3 A motion to approve an Amendment to the Employment Agreement with the Assistant Superintendent, Educational Services, extending her contract to 2021-2024.	Approve Agreement
3.4 A motion to approve an Amendment to the Employment Agreement with the Assistant Superintendent, Business Services, extending her contract to 2021-2024.	Approve Agreement
3.5 A motion to approve the following job descriptions: 1) Instructional Assistant; 2) Riverview International Academy Teacher on Special Assignment (TOSA); and 3) Small Schools Administrator.	Approve Job Descriptions
<u>EDUCATIONAL SERVICES</u>	
4.1 A motion to adopt the District's 2021-24 Local Control and Accountability Plan (LCAP).	Adopt LCAP
4.2 A motion to adopt the District's 2020-21 Local Control and Accountability Plan (LCAP). Federal Addendum. The addendum supplements the LCAP to ensure that LUSD has the opportunity to meet the provisions of the Every Student Succeeds Act (ESSA).	Adopt Federal Addendum
<u>BUSINESS SERVICES</u>	
5.1 A motion to adopt the 2021-22 Adopted Budget and the 2020-2021 Estimated Actuals Budget Report.	Adopt 2020-21 Budget
5.2 A motion to adopt Resolution No. 2021-34 Designating Use of Education Protection Account Funds for 2021-22.	Adopt Resolution No. 2021-34
5.3 A motion to approve/ratify a contract amendment for the 2021-22 school year with Sports for Learning (Ed Services).	Ratify Amendment

I. BOND

- 6.1 A motion to ratify Change Orders No(s): 1, 2, 3, 4, 5, 6, 7, 8, 9, 10R1 and 11 with Whillock Contracting related to the Lakeside Farms parking lot upgrade project in the amount of \$45,443.24 (includes the \$30,000 allowance).

Ratify Change Orders

BOARD POLICIES, REGULATIONS, EXHIBITS & BYLAWS

- 7.1 A motion to adopt Board Policy 0415: Equity.

Adopt BP 0415

- 7.2 A motion to adopt Board Policy and Administrative Regulation 3553: Free and Reduced Price Meals.

Adopt BP/AR 3553

- 7.3 A motion to adopt Board Policy and Administrative Regulation 6159: Individualized Education Program.

Adopt BP/AR 6159

- 7.4 A motion to adopt Board Policy and Administrative Regulation 6159.1: Procedural Safeguards and Complaints for Special Education.

Adopt BP/AR 6159.1

Motion carried unanimously 5:0: (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman).

- 2.1 It was moved by Vice President Hayes and seconded by Clerk LaChappa to adopt the minutes of the regular board meeting of May 13, 2021; the special board meetings of May 27, 2021, June 3, 2021, June 8, 2021, and the amended minutes of June 12, 2021 and June 13, 2021. Motion carried unanimously 5:0 (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman).

Adopt Amended Minutes

- 3.2 It was moved by Vice President Hayes and seconded by Member Whisman to approve an Employment Contract between Superintendent Rhonda L. Taylor and the Governing Board of the Lakeside Union School District from 2021-2024. Dr. Taylor thanked the Board for their faith and trust in her and looks forward to working together under their guidance. Motion carried unanimously 5:0 (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman).

Approve Superintendent Contract

- J. Erin Garcia discussed the Enrollment Reports for Month 10, ending June 4, 2021; and Month 11, ending June 11, 2021. We had a dip of 9 students ending the year with 4,662 students.

Enrollment Reports

- K. 1. Erin Garcia, Assistant Superintendent, had no formal report.

Erin Garcia

2. Dr. Kim Reed, Assistant Superintendent, commented that we are transitioning to a new student information system, Infinite Campus. Also, the summer academy will begin on July 6th and we are excited about that.

Dr. Kim Reed

3. Dr. Andy Johnsen, Superintendent, expressed his appreciation to the Board for the past 6 years. This district embraced him fully. He appreciates the openness and the trust. We've had a lot of difficult things come before us. He will take fond memories to his next adventure. He congratulated Dr. Taylor and wished her the very best.

Dr. Andy Johnsen

- L. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 5:22 p.m.

Adjournment

Lakeside Union School District
Board of Trustees Regular Meeting
June 24, 2021

Bonnie LaChappa
Clerk of the Board

Rhonda L. Taylor Ed.D. for
Andrew S. Johnsen, Ed.D.
Secretary to the Board

Administration:

RHONDA L. TAYLOR, Ed.D.
Superintendent
 KIM REED, Ed.D.
Assistant Superintendent
 ERIN GARCIA
Assistant Superintendent



Board of Trustees:

HOLLY FERRANTE
 ANDREW HAYES
 LARA HOEFER-MOIR
 BONNIE LACHAPPA
 DON WHISMAN

Minutes of the Regular Meeting of the Board of Trustees

July 8, 2021

District Administration Center/Zoom

- | | | |
|----|---|--------------------------------|
| A. | The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 4:00 p.m. by Holly Ferrante, President, with the following members present: Andrew Hayes, Vice President; Bonnie LaChappa, Clerk; Lara Hoefer Moir, Member; and Don Whisman, Member. Also in attendance were Dr. Rhonda Taylor, Superintendent; and Erin Garcia, Assistant Superintendent. | Call to Order |
| B. | There were no speakers requesting to address the Board prior to Closed Session. | Public Comments |
| C. | At 4:01 p.m. the Governing Board moved to closed session to discuss Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957. | Closed Session |
| D. | At 4:30 p.m. the Board reconvened to open session. President Ferrante welcomed guests. Lisa DeRosier was present to record the minutes. President Ferrante reported no action was taken on Public Employee Performance Evaluation, Superintendent, pursuant to Government Code §54957. | Welcome |
| | The pledge of allegiance was led by President Ferrante. | Flag Salute |
| E. | Clerk LaChappa had no formal comments. | Trustee's Reports and Comments |
| | Member Hoefer Moir welcomed Dr. Taylor and is looking forward to the future. | |
| | Member Whisman welcomed Dr. Taylor and thanked all the school employees who are getting schools ready for the Fall. He also thanked the teachers who are providing services for our students during the Summer. | |
| | Vice President Hayes welcomed Dr. Taylor. He thanked our teachers who are helping our students during the summer as well. He is interested in seeing the impacts of the state budget. There are multiple trailer bills coming out that will be of interest to us with regards to Independent Study. | |
| | President Ferrante echoed the sentiments of her fellow trustees welcoming Dr. Taylor. She is hoping our staff gets some down time over the summer. She thanked everyone who has worked hard with the summer program. | |
| F. | There were 2 requests to speak to the Board regarding Critical Race Theory: Jennifer Thorpe and Bre. | Public Comments |
| G. | <u>It was moved by</u> Vice President Hayes and seconded by Member Whisman to designate all Items of Business to the consent agenda with the exception of Item 4.5. The motion carried unanimously to designate Items of Business 2.1, 3.1, 3.2, 4.1, 4.2, 4.3, 4.4, 4.6, 4.7, 5.1, 6.1, and 6.2 to the consent agenda. | Consent Agenda |

G.	1.1 <u>It was moved by</u> Vice President Hayes and seconded by Clerk LaChappa to adopt the following items of business:	Items of Business
	1.2 There was no discussion on items.	Discussion
<u>SUPERINTENDENT</u>		
	2.1 A motion to adopt the minutes of the regular board meeting of June 17, 2021.	Adopt Minutes
<u>HUMAN RESOURCES</u>		
	3.1 A motion to approve a Memorandum of Understanding with National University to provide students teaching experience through practice teaching.	Approve MoU with National U
	3.2 A motion to approve a Memorandum of Understanding with University of Phoenix to provide students teaching experience through practice teaching.	Approve MoU w/ U of Phoenix
<u>BUSINESS SERVICES</u>		
	4.1 A motion to approve the following monthly business reports: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures.	Approve Business Reports
	4.2 A motion to adopt an adjustment to Resolution No. 2021-29, authorizing the replacement of warrants, with Dr. Rhonda Taylor, as Superintendent of the Lakeside Union School District.	Adopt Resolution No. 2021-29
	4.3 A motion to approve/ratify the following annual contracts for the 2021-22 school year: A) East County SELPA (Spec Ed); B) San Diego County Office of Education (Ed Services); C) Aseltine School (Spec Ed); D) Coast Music Therapy (Spec Ed); E) CC Autism Spectrum Consultant, LLC (Spec Ed); F) Sanford Autism Consulting (Spec Ed); G) Rady Childrens Hospital (Pupil Services); H) Academic Cognitive Connections (Spec Ed); I) Jon Centofranchi (JC Educational Services) (Superintendent); J) Holly-Ann Hoff (Spec Ed); K) San Diego County Office of Education (Tds); L) Jim Huge (Superintendent); M) CSBA (Superintendent); and N) Merit Whitney (Transportation).	Approve/Ratify Annual Contracts
	4.4 A motion to approve the disposal of Bus #55, #57 and an F550 truck used by the Child Nutrition department. Bus #55 and the truck are part of the Carb Emission & Compliance, due to the Gross Combined Vehicle Weight and age (Bus #57) of the engines, they can no longer operate in the state of California.	Approve Disposal of 2 Buses/F550
	4.5 A motion to table the Side Letter of Agreement with the California School Employees Association and its Chapter 240 regarding Assembly Bill 86 (AB86) Extended Learning Opportunities Grant and Instructional Assistants as the members need more time to vote. This will come back next meeting for approval.	Tabled Side Letter of Agreement with CSEA
	4.6 A motion to approve overnight, out-of-county trips for Lakeside Middle School: A) Show Choir to attend competitions in Burbank; Anaheim (Disneyland); and Buena Park (Knott's Berry Park); B) ASB to attend leadership conference in Anaheim in June 2022; C) FFA to attend the state conference in Anaheim in June 2022; a Discovery Conference; a Delegate Meeting; and Regional day trips.	LMS Overnight/ Out-of-County Field Trips

G. BUSINESS SERVICES (CONTINUED)

- 4.7 A motion to approve the following fundraising events at Lakeside Middle School: A) Band: voluntary donation drive; band t-shirt sales; catalog sales of food/candy through Red Apple; B) Show Choir: voluntary donation drive; chorus/dance spirit wear; awards dinner; dessert concerts; voluntary admission to concerts; opportunity baskets at events; dance-a-thon; raffle baskets; C) PE Department: PE clothes; water sales; D) Drama Department: voluntary ticket sales to performances; E) Art Department: voluntary donation drive; F) ASB: H2O Go; school dances; sales of holiday grams; water sales at promotion; talent show; G) Color Guard: Chuck Wagon BBQ; Red Apple sales; school dance; holiday photos; H) FFA: honey sales; pancake breakfast at VFW hall; banquet; volunteer donation drive; teacher luncheons; restaurant dine nights with auctions; farm day dance; popcorn/cookie dough sales; t-shirt sales; and I) PLAY Program: ticket sales to performances; and voluntary donation drive.

LMS Fund
Raising Events

EDUCATIONAL SERVICES

- 5.1 A motion to approve the 2021-22 Categorical Funding: A) Title I, Part A – Basic; B) Title II, Part A – Supporting Effective Instruction; C) Title III, English Learner; D) Title IV, Part A – Student Support.

Approve
Categorical
Funding

PUPIL SERVICES

- 6.1 A motion to adopt Resolution No. 2022-01, authorizing the District to enter into a contract with the California Department of Education for Child Development Services, and authorizing the Superintendent to sign the contract documents for fiscal year 2021-22.

Adopt Resolution
No. 2022-01

- 6.2 A motion to approve a Compromise and Release Agreement via mediation with the student and district attorneys at a cost of \$39,244 (\$3,000, Educational services reimbursement; \$3,624.40, ESY; and \$32,619.60, Excelsior Academy placement).

Approve
Settlement
Agreement

Motion carried unanimously 5:0: (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman).

- H. 1. First Reading of Board Policy 0420.42: Charter School Renewal. The Board requested the policy to return next month for adoption.
2. First Reading of Board Policy and Administrative Regulation 1312.3: Uniform Complaint Procedures. The Board requested the policy to return next month for adoption.
3. First Reading of Administrative Regulation 3311.2: Lease-Leaseback Contracts. The Board requested the policy to return next month for adoption.
4. First Reading of Board Policy 3452: Student Activity Funds. The Board requested the policy to return next month for adoption.
5. First Reading of Board Policy 3600: Consultants. The Board requested the policy to return next month for adoption.
6. First Reading of Administrative Regulation 6173.4: Title VI Indian Education Programs. The Board requested the policy to return next month for adoption.

BP 0420.42

BP/AR 1312.3

AR 3311.2

BP 3452

BP 3600

AR 6173.4

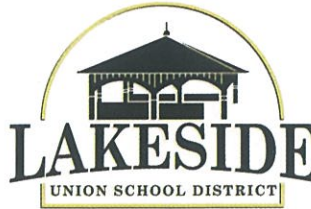
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|--|----------------------|
| I. 1. Erin Garcia, Assistant Superintendent, commented that the 4 bond-funded construction projects are underway and going well. Parking lots in the district are being sealed and re-striped. The Child Nutrition department is continuing with the Wednesday meal kit distribution. The Business department is working diligently on year-end closing with final bills being paid. We had a successful payday on June 30, with everyone receiving the 2% off schedule salary increase. The education trailer bill was passed on to the Governor, presented as joint assembly bill 130. There are significant changes to us. We will continue to analyze those details. We will bring a 45-day budget revision in August with all the changes that are enacted. | Erin Garcia |
| 2. Dr. Rhonda Taylor, Superintendent, commented on the summer school academy program at Riverview. She commended Dr. Reed and Kelly Gilbert for putting together such a great program. The teachers were very enthusiastic during the summer school training. The student groups are small, well planned and well designed. She visited the Central Kitchen and ESS. | Dr. Rhonda
Taylor |
| J. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 4:51 p.m. | Adjournment |

Rhonda L. Taylor, Ed.D.
Secretary to the Board

Bonnie LaChappa
Clerk of the Board

Administration:

RHONDA L. TAYLOR, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

HOLLY FERRANTE
ANDREW HAYES
LARA HOEFER-MOIR
BONNIE LACHAPPA
DON WHISMAN

Minutes of the Special Meeting of the Board of Trustees

July 22, 2021

District Administration Center

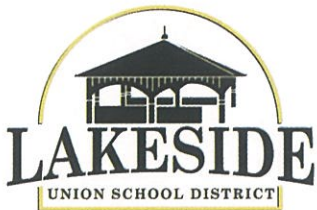
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|---|---|
| A. The special meeting of the Lakeside Union School District Board of Trustees was called to order at 9:00 a.m. by Holly Ferrante, President, with the following members present: Andrew Hayes, Vice President; Lara Hoefer Moir, Member; and Don Whisman, Member. Also in attendance was consultant Jim Huge. Bonnie LaChappa was absent. | Call to Order |
| B. There were 4 requests to speak to the Board: Jason Cruz (CRT/Mask mandates); Bre Castle (mask mandates); James Cassady (mask mandates); and Sandra Renfro-Wilson (mask mandates). | Public Comments |
| C. 1. <u>It was moved by</u> Member Whisman and seconded by Vice President Hayes to approve the Side Letter of Agreement with the California School Employees Association and its Chapter 240 regarding Assembly Bill 86 (AB86) Extended Learning Opportunities Grant and Instructional Assistants. Motion carried unanimously 5:0 (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Approve Side Letter of Agreement with CSEA (AB86) |
| 2. <u>It was moved by</u> Vice President Hayes and seconded by Member Hoefer Moir to adopt Personnel Assignment Order 2022-01. Motion carried unanimously 5:0 (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman). | Adopt PAO |
| D. The Governing Board met with Jim Huge to discuss current Lakeside Union School District goals and future project needs. | Board Retreat |
| E. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the special board meeting adjourned at 1:00 p.m. | Adjournment |

Rhonda L. Taylor, Ed.D.
Secretary to the Board

Bonnie LaChappa
Clerk of the Board

Administration:

RHONDA L. TAYLOR, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

HOLLY FERRANTE
ANDREW HAYES
LARA HOEFER-MOIR
BONNIE LACHAPPA
DON WHISMAN

Minutes of the Special Meeting of the Board of Trustees

August 4, 2021
District Administration Center

- | | |
|--|-----------------|
| A. The special meeting of the Lakeside Union School District Board of Trustees was called to order at 6:00 p.m. by Holly Ferrante, President, with the following members present: Andrew Hayes, Vice President; Bonnie LaChappa, Clerk; Lara Hoefer Moir, Member; and Don Whisman, Member. Also in attendance were Dr. Rhonda Taylor, Superintendent; Dr. Kim Reed, Assistant Superintendent; and Erin Garcia, Assistant Superintendent. | Call to Order |
| B. There were 20 requests to speak to the Board regarding mask mandates for the 2021-22 school year: | Public Comments |
| C. 1. The Board discussed mask guidance for the upcoming school year. Dr. Taylor presented information on the state mandates. The Board thanked everyone for coming out and speaking. | Mask Guidance |
| 2. The Board discussed the Board Goals for the 2021-2022 school year. Dr. Taylor discussed the addition of the innovation and engagement goal. All members were in agreement and the board will adopt the new goals at the August 12 th board meeting. | Board Goals |
| D. <u>It was moved by Clerk LaChappa and seconded by Vice President Hayes to adopt Personnel Assignment Order No. 2022-02. Motion carried unanimously 5:0 (Ayes: Ferrante, Hayes, Hoefer Moir, LaChappa, Whisman).</u> | Adopt PAO |
| E. President Ferrante asked if there was any further business to come before the board. There being none, the president declared the special board meeting adjourned at 7:47 p.m. | Adjournment |

Rhonda L. Taylor, Ed.D.
Secretary to the Board

Bonnie LaChappa
Clerk of the Board

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

2021-22 Board Goals

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

The Board of Trustees made revisions to the board goals at their retreat on July 22, 2021.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

☐ Informational

☐ Denial

☐ Discussion

☐ Ratification

☐ Approval

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

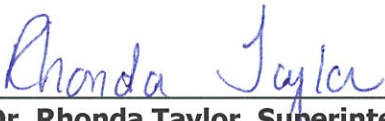
☒ Adoption

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

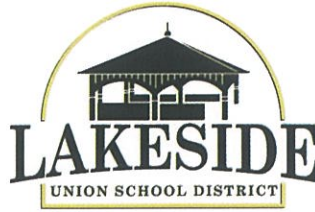
Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Rhonda Taylor, Superintendent

Administration:

RHONDA L. TAYLOR, Ed.D.
Superintendent
KIM REED, Ed.D.
Assistant Superintendent
ERIN GARCIA
Assistant Superintendent



Board of Trustees:

HOLLY FERRANTE
ANDREW HAYES
LARA HOEFER-MOIR
BONNIE LACHAPPA
DON WHISMAN

BOARD OF TRUSTEES GOALS 2021-2022

The Lakeside Union School District Board of Trustees affirms its continuing commitments to academic excellence, a rich and varied curriculum, the use of data to evaluate outcomes, and focus on best practices for teaching and learning. The Board has adopted Core Values that describe in detail the principles by which it governs.

Accordingly, the Board of Trustees renews its commitment to innovation and initiative to meet the individual needs of each student and attain its vision of “Igniting Passion in Today’s Students for Tomorrow’s Opportunities.” The Board honors the LCAP process and pledges the support and focus of district resources to the following goals:

Academic Achievement: All students will make academic growth in order to reach mastery of grade level standards, individual goals, and development of the LUSD Student Profile competencies. Schools will set annual goals to improve student outcomes and close achievement gaps.

The Board continues to support LUSD signature programs that build Student Profile competencies:

- Arts and Sciences: Provide opportunities and access for students to excel in the arts and sciences before, during, and after school.
- Digital Literacy: Integrate meaningful technology and digital citizenship into instruction to empower students to excel in a technology-driven world.
- Multilingualism: Support and maintain multilingual opportunities in our schools.

Social-Emotional Wellbeing: Students will receive support that enables them to thrive socially and emotionally, including the celebration of the diversity within our community and affirmation of the importance of our common humanity. Schools will set annual goals to improve the social-emotional wellbeing of students.

Physical Environments that Support Student Learning: Schools and individual classrooms will be safe, inviting, and student centered.

Innovation and Engagement: The district and school sites will pursue purposeful and innovative instructional models to foster high levels of student engagement and ensure that all students are academically challenged.

*Created by the Board of Trustees on August 4, 2021
Adopted on August 12, 2021*

Igniting Passion in Today's Students for Tomorrow's Opportunities!
12335 Woodside Avenue • Lakeside, California 92040
DISTRICT OFFICE 619.390.2600 • FAX 619.561.7929 • <http://www.lsusd.net/>

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Personnel Assignment Order 2022-03

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

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

Fiscal Impact (Cost):

Varies

Funding Source:

General Fund

Addresses Emphasis Goal(s):

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

Recommended Action:

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

Originating Department/School: Human Resources

Submitted/Recommended By:



César Morales, Executive Director HR

Approved for Submission to the Governing Board:

Dr. Rhonda Taylor, Superintendent

LAKESIDE UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING, August 12, 2021
Personnel Assignment Order - 2022-03

BACKGROUND:

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

Certificated Staff

A. New Appointments:

Employee	Assignment/Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
Morse, George	SDC Teacher/LC	F/11	N/A	\$80,263.00	8/16/2021
Lent, Audrey	Teacher/ LMS	D/1	N/A	\$49,706.00	8/16/2021
Elliott, Kendall	Teacher/LF	C/1	N/A	\$49,706.00	8/16/2021
Morehouse, Sydney	Teacher/LF	A/1	N/A	\$49,706.00	8/16/2021
Brannon, Kelsey	Teacher/LC	D/1	N/A	\$49,706.00	8/16/2021
Cable, Andrew	Teacher/LMS	A/1	N/A	\$49,706.00	8/16/2021
Hartley, Susan	RSP Teacher/TDS	E/2	N/A	\$55,063.00	8/16/2021
Sutton, Kelsey	Counselor	A/1	N/A	\$49,706.00	8/16/2021
Radcliff, Rachel	Teacher/LF	E/8	N/A	\$69,223.00	8/16/2021

B. Temporary Rehires:

Employee	Assignment/Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
Tanson, Rena	SDC Teacher	E/2	\$55,063.00	\$55,063.00	8/16/2021
Cullen, Tyana	RSP Teacher	D/1	\$49,706.00	\$49,706.00	8/16/2021
Bertrand, Chelsea	HomeFlex Teacher	E/3	\$57,356.00	\$57,356.00	8/16/2021
Preciado, Andrea	Teacher/LP	C/1	\$49,706.00	\$49,706.00	8/16/2021
Sprecco, Sara	Teacher/LP	F/9	\$29,426.00	\$30,423.00	8/16/2021
Seuferer, Kheyrsten	RSP Teacher/LMS	A/1	\$49,706.00	\$49,706.00	8/16/2021

C. Change of Status/Location:

Employee	Assignment/Location	Previous Annual Salary	New Annual Salary	Effective Date
Santana, Zulma	Vice Principal/LMS			
Gilbert, Kelly	Small School Administrator			

D. Unpaid Leave Requests:

Employee	Assignment/Location	Class/Step	Reason	Recommendation	Effective Date

Classified Staff

H. New Hire:

Employee	Location	Position/Class/Step	Previous Monthly Salary	New Monthly Salary	Effective Date
De La Torre, Alma	Lemon Crest	Child Nutrition Assistant I/7/1	N/A	\$521.73	8/19/2021
Gonzalez, Janeth	Lemon Crest	Campus Student Supervisor/7/1	N/A	\$521.73	8/19/2021
Honstead, Nicole	Tierra Del Sol	IA-I-SPED/9/1	N/A	\$782.84	8/19/2021
Limon, Alicia	Riverview	Instructional Assistant/10/1	N/A	\$1,257.09	8/19/2021
Llamas, Jose	Home Flex	Instructional Assistant/10/2	N/A	\$1,305.00	8/19/2021
Lynn, Sharolyn	LEAPP	IA-II-SPED/11/1	N/A	\$853.94	8/19/2021
Myers, Renee	LMS, TDS & DO	Community Liaison/18/	N/A	\$2,881.00	8/19/2021
Nobles, Jessica	Winter Gardens	Instructional Assistant/10/5	N/A	\$1,495.57	8/19/2021
Payne, Amanda	Lemon Crest	School Library Tech/18/1	N/A	\$1,238.90	8/19/2021
Rootsaert, Alisa	Lindo Park	Instructional Assistant/10/1	N/A	\$1,257.09	8/19/2021
Silva, Carissa	Lakeside Middle School	Child Nutrition Assistant I/7/1	N/A	\$521.73	8/19/2021
Sulaiman, Zina	Lemon Crest	Child Nutrition Assistant I/7/1	N/A	\$782.84	8/19/2021
Wisma, Nicole	Lakeside Farms	IA-I-SPED/9/	N/A	\$626.08	8/19/2021

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Step	Previous Position/Class/Step	Effective Date
Bailey, Amanda	Tierra Del Sol	Instructional Assistant/10/3	IA-III-SPED	8/19/2021
Bernal, Mirna	Lindo Park, Lemon Crest & DO	Community Liaison/18/2	Returning from Layoff	8/19/2021
Brintle, Tracy	Lakeside Middle School	Instructional Assistant/10/5	IA-I-SPED/9/5	8/19/2021
Browning, Lucretia	Lakeside Farms	School Secretary/23/7	Site Lead-ESS/19/7	8/6/2021

Cortes, Arielle	Lemon Crest	Instructional Assistant/10/1	IA-I-SPED/9/1	8/19/2021
Kipp, Nicole	Lindo Park	Instructional Assistant-Preschool/8/5	Returning from Layoff	8/19/2021
Kline, Bruce	Tierra Del Sol	Child Nutrition Site Lead/8/2	Campus Student Supervisor/7/2	8/19/2021
Kowalski, Brenda	Tierra Del Sol	Child Nutrition Assistant/7/7	Returning from Layoff as a IA-Preschool 8/7	8/19/2021
Meas, Cherlyn	LEAPP	Instructional Assistant-Preschool/8/7	Returning from Layoff	8/19/2021
Ragole-Guidi, Heather	Central Kitchen	Child Nutrition Assistant II/10/7	Child Nutrition Assistant I/7/7	8/19/2021
Contreras De Rico, Marta	Lakeside Middle School	School Office and Health Assistant/21/7	Community Liaison/18/7	8/6/2021
Sabeeh, Samer	Lakeside Farms	Instructional Assistant/10/2	IA-I-SPED/9/2	8/19/2021
Scott, Sandra	Central Kitchen	Child Nutrition Utility Driver/19/5	Child Nutrition Assistant/7/5	8/19/2021
Winsor, Anastasia	EH/Lakeside Farms	Site Lead-ESS/19/5	Child Development Assistant/7/5	8/1/2021

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
Ridgley, Rose	Lindo Park	Child Nutrition Assistant/7/26.50	Family/FMLA	Yes	8/19/2021

L. Resignations:

Employee	Location	Position	Reason	Effective Date
Dubreuil, Sherrie	Riverview	Campus Student Supervisor	Moving out of state	8/1/2021
Fielden, Mariah	LEAPP	IA-Preschool	Moving out of state	8/1/2021
Hicks, Lynda	Riverview	Campus Student Supervisor	Employment	8/1/2021
Meile, Micaela	LEAPP	IA-Preschool	Education	5/1/2021
Owens, Kasey	Lakeside Farms	IA-II-SPED	Employment	8/1/2021
Moody, Ken	Transportation	Mechanic	Retire	9/1/2021
Peters, Natalie	Transportation	Bus Driver	Retirement	9/6/2021
Ricard, Deborah	Tierra Del Sol	IA-II-SPED	Retire	8/1/2021
Strickland, Shelby	LV & LP	LVN	N/A	8/1/2021

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Step	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

New Job Description

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

Van Driver

Fiscal Impact (Cost):

N/A

Funding Source:

Recommended Action:

☐ Informational

☐ Discussion

☒ Approval

☐ Denial

☐ Ratification

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

Originating Department/School: Human Resources

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Principal/Department Head Signature

Dr. Rhonda Taylor, Superintendent

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



Job Description

Title: Van Driver	FLSA Status: Non-Exempt	Months: 10
Supervisor: Director, Maintenance, Operations, Transportation	Supervises: N/A	Range: 19
Department: Transportation	Bargaining Unit: Classified	Approved:

JOB SUMMARY:

Under general supervision, the Van Driver position will transport students and/or staff to and from school, field trips, and other locations as directed. Cover bus routes practicing legal and non-aggressive defensive driving practices as directed. Perform regular safety inspections; ensure the safety of students during transport, loading and unloading from vans and/or buses. Provide supervision and direction to passengers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Drive a multi-passenger van to transport students between neighborhoods, schools, and school activities.
- Drive a District van over specified routes or to specified destinations according to time schedules in order to transport passengers on field trips or other events; meet scheduled departure and arrival times as assigned.
- Pick up and drop off students at regularly scheduled neighborhood locations, following strict time schedules.
- Maintain order and discipline among passengers on the vehicle in accordance with policies related to disciplining students; enforce district policies and procedures related to transportation of students.
- Upon receipt of requisite license and certification, service as a cover driver and operate a school bus along a designated route; pick up and discharge students in accordance with time schedules; observe legal and defensive driving practices; assure compliance with applicable traffic and student transportation laws, codes and regulations.
- Monitor student activities and behavior; reports observations and/or incidents (e.g., bus stop compliance, discipline, accidents, passenger inappropriate social behavior).
- Determine appropriate action in emergency situations according to established guidelines; administer first aid to passengers as needed.
- Conduct required daily safety inspections of vehicles; inspect the interior, exterior and engine of vehicles to assure safe operational condition; report mechanical malfunctions or other problems as required.
- Maintain vehicles in a clean and safe operating condition; wash, sweep and clean the exterior, interior and windows of assigned vehicles; refuel, service and prepare vehicle for operation.
- Supervise the loading and unloading of general education students and students with special needs; assure students with special needs are seated safely and seat belts, harnesses and wheelchair clamps are secured as required.
- Assist in the loading and unloading of physically or mentally disabled students as necessary.
- Operate wheelchairs, lifts, and secure wheelchairs.
- Comply with traffic regulations in order to operate district vans in a safe and courteous manner.
- Load, secure, transport and unload equipment and cargo.
- Prepare and maintain related logs, work orders, records and reports.
- Record and submit reports on driving time, mileage, fuel and oil consumption, student counts and safety inspections.
- Operate equipment, including wheelchair lifts, tie downs, seat belts, harnesses and other adaptive equipment as necessary.
- Operate a two-way radio.
- Report delays or accidents.
- Report any van malfunctions or needed repairs.
- Inspect vehicles, and check gas, oil, and water levels prior to departure.
- Maintain cleanliness of windows, mirrors and floors of assigned vehicle on a daily basis.
- Regulate heating, lighting, and ventilating systems for passenger comfort.
- Attend safety meetings, in-service trainings and programs as assigned.
- Maintain knowledge of first-aid procedures.
- Communicate with students, parents, teachers, administrators, etc., for the purpose of conveying and/or receiving

information.

- Lift and carry equipment and/or cargo weighing up to 50 pounds.

OTHER DUTIES:

- Perform related duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. The work environment characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

- Safe and defensive driving practices.
- Proper operations of vans and school buses.
- Applicable California motor vehicle codes, Education code and State and federal traffic and student transportation laws,
- policies, guidelines and regulations.
- Basic first aid procedures.
- Basic record-keeping techniques.
- Applicable radio codes and proper usage of a two-way radio.
- Designated bus routes, bus stops and district traffic hazards.
- Problems and concerns of students with special needs.
- Interpersonal skills using tact, patience and courtesy.
- Health and safety regulations.
- Oral and written communication skills.

Skills/Ability to:

- Drive a designated vehicle safely and efficiently.
- Learn and apply policies and procedures related to student discipline on buses.
- Maintain a safe discipline level among passengers.
- Observe legal and defensive driving practices.
- Learn and follow designated routes.
- Learn and interpret rules, regulations, laws and policies governing the district.
- Maintain vehicles in clean and proper working condition.
- Conduct safety inspections and perform routine preventive maintenance.
- Administer first aid.
- Maintain routine records.
- Understand and follow oral and written directions.
- Communicate effectively with others
- Meet schedules and timelines.
- Operate a two-way radio.

Education and Experience:

- High School Diploma or Equivalent.
- Successful and safe experience driving a large vehicle.
- Clean DMV driving record.

Licenses, Certifications and other Requirements:

- Valid California Class C Driver's License and three (3) year clear driving record.
- Must Obtain a valid California Class "A" or Class "B" driver's license with a "P" endorsement and Valid School Bus Certificate issued by the California Highway Patrol within six (6) months of initial employment.

- Valid medical certificate.
- Valid first aid certification.
- Pre-employment drug and ongoing participation in random controlled substances and alcohol use testing program.
- Pre-placement physical exam.
- Criminal justice/fingerprint clearance.
- Tuberculosis clearance.
- First Aid/CPR/AED Certification.

WORKING CONDITIONS:

Work Environment:

- Indoor/outdoor/school van/bus environment.
- Seasonal heat and cold or adverse weather conditions.
- Evening or variable hours.
- Exposure to fumes, dust, odors, oil/grease and gases.
- Driving a vehicle to conduct work.

Physical Demands:

- Sitting for extended periods of time while operating vans or buses.
- Hearing and speaking to exchange information.
- Reaching, pulling and pushing to open doors.
- Bending at the waist, kneeling or crouching to inspect and wash vehicles.
- Reaching overhead, above the shoulders or horizontally.
- Seeing to monitor passengers and operate a vehicle.
- Lifting, carrying, pushing or pulling adaptive equipment and students.

Hazards:

- Traffic hazards.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

COMMERCIAL WARRANT LISTING SHEET – for the period 7/01/2021 – 7/31/2021

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):

\$2,111,394.03

Funding Source:

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

Addresses Emphasis Goal(s):

☐ **#1:** Academic Achievement

☐ **#2:** Social Emotional

☐ **#3:** Physical Environments

Recommended Action:

☐ **Informational**

☐ **Denial/Rejection**

☐ **Discussion**

☐ **Ratification**

☒ **Approval**

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

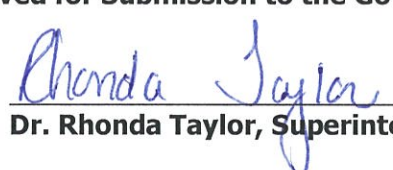
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

BOARD WARRANT REPORT
7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14799442	SAVVAS LEARNING COMPANY LLC	7/6/2021	SAVVAS LEARNING	27,439.54
0100	14799444	A&B SAW & LAWNMOWER SHOP	7/6/2021	A&B SAW & LAWNMOWER	26.66
0100	14799445	ALLIED REFRIGERATION INC	7/6/2021	ALLIED REFRIGERATION	137.85
0100	14799446	HERITAGE TRUCK PAINTING & AUTO COLLISION	7/6/2021	HERITAGE TRUCK PAINTING	5,469.59
0100	14799447	CASBO	7/6/2021	Organizational Subscription FY	3,500.00
0100	14799448	CINTAS CORPORATION	7/6/2021	CINTAS	181.92
0100	14799449	DATEL SYSTEMS INCORPORATED	7/6/2021	DATEL SYSTEMS	7,605.43
0100	14799450	DIESEL PRINT CO	7/6/2021	DIESEL PRINT	1,312.40
0100	14799451	CAL PACIFIC TRUCK CENTER, LLC	7/6/2021	CAL PACIFIC TRUCK CENTER	245.26
0100	14799452	DIXIELINE	7/6/2021	DIXIELINE	241.39
0100	14799454	MORSCO SUPPLY, LLC	7/6/2021	EXPRESS PIPE & SUPPLY	1,471.01
0100	14799455	ERIN GARCIA	7/6/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE GENERAL FUND	645.31
0100	14799456	GRAINGER	7/6/2021	GRAINGER	63.20
0100	14799457	HD SUPPLY FACILITIES MAINT	7/6/2021	HD SUPPLY	102.31
0100	14799458	IMPERIAL SPRINKLER SUPPLY, INC.	7/6/2021	IMPERIAL SPRINKLER SUPPLY	354.86
0100	14799459	JOSTENS	7/6/2021	JOSTENS - YEARBK	885.74
0100	14799460	McGRAW-HILL SCHOOL EDUCATION HOLDINGS	7/6/2021	MCGRAW HILL	162,839.27
0100	14799463	NUTRIEN AG SOLUTION	7/6/2021	NUTRIEN AG SOLUTIONS	825.09
0100	14799464	OFFICE DEPOT, INC.	7/6/2021	OFFICE DEPOT	125.46
0100	14799465	O'REILLY AUTO PARTS	7/6/2021	O'REILLY	1,765.82
0100	14799468	P&R PAPER SUPPLY COMPANY, INC.	7/6/2021	P&R PAPER SUPPLY CO.	172.94
0100	14799469	APPLE INC.	7/6/2021	Schedule No.4 dated 7/15/2019	250,242.15
0100	14799470	SAGE PUBLICATIONS	7/6/2021	SAGE PUBLISHING - LV	878.00
0100	14799471	RUSSELL SIGLER, INC.	7/6/2021	SIGLER WHOLESALE	854.82
0100	14799472	SOUTHWEST SCHOOL & OFFICE SUPPLY	7/6/2021	SOUTHWEST SCHOOL & OFFICE	132.13
0100	14799473	SPRINT SOLUTIONS, INC.	7/6/2021	SPRINT	7,066.53
0100	14799474	US AIR CONDITIONING DISTRIB.	7/6/2021	US AIR CONDITIONING	370.76
0100	14799475	VILLA SANTA MARIA, INC.	7/6/2021	BLANKET FOR FISCAL YEAR 2020-2	15,446.50
0100	14799476	WAXIE SANITARY SUPPLY	7/6/2021	WAXIE	905.61
0100	14799477	WESTERN ENVIRONMENTAL & SAFETY	7/6/2021	WESTERN ENVIRONMENTAL & SAFETY	2,285.00
0100	14799478	Zoho Corporation	7/6/2021	PART NO 67215.5S - Manage Engi	1,195.00
0100	14799843	ASELTINE SCHOOL	7/8/2021	June NPS	9,156.84
0100	14799846	DATA DISPOSAL, INC.	7/8/2021	DATA DISPOSAL, INC.	54.50
0100	14799847	MILE3 WEB DEVELOPMENT, INC.	7/8/2021	EdPress Website 2021-22, Unlim	17,280.00
0100	14799848	FRONTLINE EDUCATION	7/8/2021	QUOTE ID Q-61553 SOFTWARE SERV	51,967.66
0100	14799851	INFINISOURCE INC.	7/8/2021	iSolved COBRA Notices Admin 1	2,592.00
0100	14799852	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	7/8/2021	KYOCERA	1,199.12
0100	14799853	LAKESIDE WATER DISTRICT	7/8/2021	LAKESIDE WATER DISTRICT	2,057.13
0100	14799854	LEADER SERVICES	7/8/2021	LEADER SVCS. - SMAA	6,424.48
0100	14799855	McGRAW-HILL SCHOOL EDUCATION HOLDINGS	7/8/2021	MCGRAW HILL	20,058.07
0100	14799856	SAN DIEGO GAS & ELECTRIC	7/8/2021	SDG&E	61,028.60

BOARD WARRANT REPORT

7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14799857	SPEECH TREE THERAPY CENTER INC.	7/8/2021	Speech Evaluation	1,650.00
0100	14799858	SPOT Kids Therapy, Inc.	7/8/2021	October Time	39,127.50
0100	14799860	VEX ROBOTICS, INC.	7/8/2021	VEX ROBOTICS	686.25
0100	14799861	WPS	7/8/2021	WPS	744.34
0100	14799862	XEROX CORPORATION	7/8/2021	XEROX CORP.	390.71
0100	14800507	RON COOK	7/12/2021	RON COOK MEDIA	1,500.00
0100	14800508	CPI	7/12/2021	CPI	150.00
0100	14800509	DION & SONS, INC.	7/12/2021	DION & SONS	7,262.56
0100	14800510	NCS PEARSON, INC	7/12/2021	PEARSON	11.44
0100	14800511	SPECIALIZED EDUCATION OF CALIFORNIA, INC	7/12/2021	June NPS	1,584.00
0100	14800513	SOUTHWEST SCHOOL & OFFICE SUPPLY	7/12/2021	SOUTHWEST SCHL & OFFICE SUPPLY	307.63
0100	14800514	SPOT Kids Therapy, Inc.	7/12/2021	SLP SERVICES	183,402.75
0100	14800515	VEX ROBOTICS, INC.	7/12/2021	VEX ROBOTICS	6,032.73
0100	14801218	A & S FLOORING	7/15/2021	A & S FLOORING	2,242.00
0100	14801219	ABA EDUCATION FOUNDATION	7/15/2021	Behavior Intervention	7,764.00
0100	14801220	ACSA	7/15/2021	2021-22 EQUITY ADMINISTRATORS	2,570.00
0100	14801221	LANGUAGE TESTING INTERNATIONAL, INC.	7/15/2021	LANGUAGE TESTING INTERNAT'L	5,670.00
0100	14801222	AGRICULTURAL PEST CONTROL	7/15/2021	AGRICULTURAL PEST CONTROL	730.00
0100	14801223	ALLIED REFRIGERATION INC	7/15/2021	ALLIED REFRIGERATION	310.31
0100	14801224	ROCK AND BLOCK HARDSCAPE SUPPLY	7/15/2021	ROCK & BRICK HARDSCAPE	15.03
0100	14801225	AMAZON CAPITAL SERVICES, INC.	7/15/2021	AMAZON	191.00
0100	14801226	AT&T	7/15/2021	AT&T	2,600.45
0100	14801229	CALIFORNIA SCHOOL BOARDS ASSN	7/15/2021	INVOICE NO. INV-55573-F9J6N8 -	20,044.00
0100	14801232	COAST MUSIC THERAPY INC.	7/15/2021	COAST MUSIC THERAPY	125.00
0100	14801233	DEPARTMENT OF JUSTICE	7/15/2021	DEPARTMENT OF JUSTICE	245.00
0100	14801234	DIESEL PRINT CO	7/15/2021	INVOICE NO. 2605 - 13OZ HEAVYW	258.60
0100	14801235	DIXIELINE	7/15/2021	DIXIELINE	1,050.45
0100	14801236	DOCUSIGN, INC.	7/15/2021	Esignature Business Pro for Go	5,589.00
0100	14801239	EDCO DISPOSAL CORPORATION	7/15/2021	EDCO DISPOSAL	3,823.90
0100	14801241	MORSCO SUPPLY, LLC	7/15/2021	EXPRESS PIPE & SUPPLY	19.70
0100	14801242	EYE PHONE CITY	7/15/2021	EYE PHONE CITY	2,273.34
0100	14801243	LISA FANN	7/15/2021	MILEAGE - FEB 2021	42.56
0100	14801244	PAMELA FLEMING	7/15/2021	MILEAGE - MAY 2021	116.50
0100	14801245	ERIN GARCIA	7/15/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE GENERAL FUND	2,571.58
0100	14801247	INSTITUTE FOR EFFECTIVE EDUCATION	7/15/2021	NPS	6,337.60
0100	14801249	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	7/15/2021	KYOCERA - MULTIPLE SITES	1,417.13
0100	14801250	LAKESIDE WATER DISTRICT	7/15/2021	LAKESIDE WATER DISTRICT	1,713.94
0100	14801251	LOWE'S	7/15/2021	ACCT RECONCILIATION	1,300.35
0100	14801252	LYNN'S LOCKSMITH SERVICE	7/15/2021	LYNN'S LOCKSMITH SVC.	12.99
0100	14801253	MELISSA MANN	7/15/2021	MILEAGE - MAY 2021	54.99
0100	14801254	MISSION FEDERAL CREDIT UNION	7/15/2021	P-CARDS JUNE 2021	15,017.26

BOARD WARRANT REPORT
7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14801255	ALANA MILLER	7/15/2021	MILEAGE - JUNE 2021	18.48
0100	14801256	LINDA MITZEL	7/15/2021	MILEAGE - MAY 2021	80.64
0100	14801257	MYSTERY SCIENCE INC.	7/15/2021	DISTRICT MEMBERSHIP FOR 2021-2	8,743.00
0100	14801258	NUTRIEN AG SOLUTION	7/15/2021	NUTRIEN AG SOLUTIONS	189.94
0100	14801259	QUADIENT LEASING USA, INC.	7/15/2021	INVOICE NO. N8905779 - LEASE P	1,152.73
0100	14801261	OFFICE DEPOT, INC.	7/15/2021	OFFICE DEPOT	186.37
0100	14801262	DAVIS CONSULTING CORPORATION	7/15/2021	Management Support July 2021 t	6,510.00
0100	14801263	O'REILLY AUTO PARTS	7/15/2021	O'REILLY	109.60
0100	14801264	PAYTON'S TRUE VALUE HARDWARE	7/15/2021	PAYTON'S HARDWARE	1,071.29
0100	14801266	PLEDGESTAR	7/15/2021	PLEDGE STAR	991.78
0100	14801269	SOLARWINDS ITSM US, INC.	7/15/2021	(SAMANAGE WORK ORDER SYSTEM)	3,959.34
0100	14801270	SAN DIEGO COUNTY OFFICE OF ED	7/15/2021	SDCOE - COVID HOT SPOTS	1,578.25
0100	14801271	SAN DIEGO COUNTY SCHOOL BOARDS	7/15/2021	INVOICE NO. SDCSBA-2022 - ANNU	309.45
0100	14801272	SAN DIEGO FENCE COMPANY	7/15/2021	SD FENCE COMPANY	130.16
0100	14801273	SCHOOL EMPLOYERS ASSOCIATION OF CA	7/15/2021	SCHOOL EMPLOYERS ASSOC. OF CA	1,550.00
0100	14801274	SHOUTPOINT, INC.	7/15/2021	SHOUTPOINT FOR SCHOOLS INFINIT	6,710.00
0100	14801275	SAN DIEGO STATE UNIV FOUNDAT.	7/15/2021	SDSU RESEARCH FOUNDATION	444.00
0100	14801276	SOUTHWEST SCHOOL & OFFICE SUPPLY	7/15/2021	SOUTHWEST SCHL & OFFICE SUPPLY	567.35
0100	14801279	US AIR CONDITIONING DISTRIB.	7/15/2021	US AIR CONDITIONING	237.51
0100	14801280	VERIZON WIRELESS	7/15/2021	VERIZON	1,804.67
0100	14801281	VISTA HILL FOUNDATION	7/15/2021	REGISTERED CLINICIAN	10,264.00
0100	14801283	MICHELLE WILLIAMS	7/15/2021	MILEAGE - JUNE 2021	36.40
0100	14802437	ABABA BOLT	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	46.34
0100	14802439	CINTAS CORPORATION	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	181.89
0100	14802440	COMPANION CORPORATION	7/19/2021	COMPANION SOFTWARE SUBSCRIPTIO	9,024.00
0100	14802441	CED-SAN DIEGO CONSOLIDATED ELECTRIC	7/19/2021	BLANKET FOR 2021-22 FISCAL YEA	218.59
0100	14802442	DATTEL SYSTEMS INCORPORATED	7/19/2021	3 YEAR ONSSI RENEWAL OCULARIS,	27,019.50
0100	14802443	DIXIELINE	7/19/2021	DIXIELINE	522.28
0100	14802444	EL CAJON FORD	7/19/2021	EL CAJON FORD	220.76
0100	14802446	EYE PHONE CITY	7/19/2021	EYE PHONE CITY	3,490.79
0100	14802448	CYNTHIA FRAZEE	7/19/2021	CINDY FRAZEE	10,000.00
0100	14802449	FRONTLINE EDUCATION	7/19/2021	V2021-056 ABSENCE & SUBSTITUTE	12,330.00
0100	14802450	FORMATIVE	7/19/2021	RENEWAL - TEAM PREMIUM SUBSCRI	3,219.00
0100	14802452	GRAINGER	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	97.92
0100	14802453	IMPERIAL SPRINKLER SUPPLY, INC.	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	278.75
0100	14802454	JOHNSON CONTROLS US HOLDINGS LLC	7/19/2021	JOHNSON CONTROLS	5,214.09
0100	14802456	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	7/19/2021	KYOCERA - LV	368.17
0100	14802457	LAKESIDE EQUIPMENT	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	346.80
0100	14802458	NORTH COUNTY EDUCATIONAL PURCH CONSOR.	7/19/2021	CONSORTIUM MEMBERSHIP DUES FOR	400.00
0100	14802459	OFFICE DEPOT, INC.	7/19/2021	7/14/21 - CHANGE ORDER TO ADD	95.00
0100	14802460	APPLE INC.	7/19/2021	Schedule No. 2 dated 8/1/2018	221,270.07
0100	14802461	RAYNE OF SAN DIEGO	7/19/2021	RAYNE WATER - LMS	33.00

BOARD WARRANT REPORT
7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14802462	RAYO WHOLESALE	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	189.63
0100	14802463	RICK'S MOBILE GLASS	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	50.04
0100	14802464	ROADONE	7/19/2021	ROAD ONE	320.00
0100	14802465	SAFETY-KLEEN SYSTEMS, INC.	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	173.00
0100	14802466	SEESAW LEARNING, INC.	7/19/2021	V2022-014 SEESAW FOR SCHOOLS (15,681.60
0100	14802467	SHRED IT	7/19/2021	SHRED-IT - MULTIPLE SITES	476.53
0100	14802468	SPARKLETTS	7/19/2021	SPARKLETTS	209.14
0100	14802469	SYCAMORE LANDFILL	7/19/2021	SYCAMORE LANDFILL	371.21
0100	14802470	BORDER RECAPPING, LLC	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	935.00
0100	14802471	US AIR CONDITIONING DISTRIB.	7/19/2021	US AIR CONDITIONING DIST.	404.08
0100	14802472	WAXIE SANITARY SUPPLY	7/19/2021	BLANKET FOR 2021-22 FISCAL YEA	762.90
0100	14802473	XEROX CORPORATION	7/19/2021	XEROX - D.O.	2,794.07
0100	14803367	AMAZON CAPITAL SERVICES, INC.	7/22/2021	AMAZON - MULTIPLE SITES	4,310.70
0100	14803372	CITY OF SAN DIEGO, CITY TREASURER	7/22/2021	INVOICE NO. 1000307048 - AED M	305.00
0100	14803375	DATEL SYSTEMS INCORPORATED	7/22/2021	07/31/2021 TO 07/30/2022 - BAR	8,255.03
0100	14803376	OFFICE DEPOT, INC.	7/22/2021	BLANKET FOR 2021-22 FISCAL YEA	127.79
0100	14803377	NCS PEARSON, INC	7/22/2021	NCS PEARSON - LV	3,204.40
0100	14803378	RAYNE OF SAN DIEGO	7/22/2021	BLANKET FOR FISCAL YEAR 2021-2	33.00
0100	14803379	SCHOOL SERVICES OF CA, INC	7/22/2021	Annual Fiscal Consultant Servi	4,080.00
0100	14803380	THE REGENTS OF THE UNIVERSITY OF CALIF.	7/22/2021	UC REGENTS	70.00
0100	14804443	ALLIANCE FOR AFRICAN ASSISTANCE	7/26/2021	ALLIANCE FOR AFRICAN ASSISTNCE	697.78
0100	14804444	AMAZON CAPITAL SERVICES, INC.	7/26/2021	AMAZON - LF	1,083.58
0100	14804445	DION & SONS, INC.	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	3,159.51
0100	14804446	EDCO DISPOSAL CORPORATION	7/26/2021	EDCO DISPOSAL CORP.	2,411.40
0100	14804447	MORSCO SUPPLY, LLC	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	416.22
0100	14804448	FERGUSON ENTERPRISES, INC	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	120.39
0100	14804449	HOME DEPOT CREDIT SERVICES	7/26/2021	HOME DEPOT	1,532.99
0100	14804450	IMPERIAL SPRINKLER SUPPLY, INC.	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	7.65
0100	14804452	SAN DIEGO GAS & ELECTRIC	7/26/2021	SDG&E	1,328.61
0100	14804453	BORDER RECAPPING, LLC	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	139.62
0100	14805379	A&B SAW & LAWNMOWER SHOP	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	84.96
0100	14805380	ACSA	7/29/2021	2021-22 EQUITY ADMINISTRATORS	1,285.00
0100	14805381	ALLIED REFRIGERATION INC	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	330.56
0100	14805383	AMAZON CAPITAL SERVICES, INC.	7/29/2021	AMAZON - SPED	8,265.57
0100	14805386	A-Z BUS SALES INC.	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	605.25
0100	14805387	AZTEC FIRE & SAFETY INC.	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	544.50
0100	14805388	CINTAS CORPORATION	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	181.89
0100	14805389	CURRIER & HUDSON	7/29/2021	Legal Fees	37,131.23
0100	14805390	DATEL SYSTEMS INCORPORATED	7/29/2021	07/01/2021 - 06/30/2022 - SMAR	4,859.00
0100	14805391	CAL PACIFIC TRUCK CENTER, LLC	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	72.98
0100	14805392	EAST PENN MFG CO	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	366.16
0100	14805393	EDGENUITY INC.	7/29/2021	ELEMENTARY SINGLE USER (CONTEN	60,950.00

BOARD WARRANT REPORT

7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14805394	MORSCO SUPPLY, LLC	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	47.99
0100	14805395	SAN DIEGO COUNTY SCHOOL FBC	7/29/2021	JUN-AUG COBRA DENTAL & VISION	562.92
0100	14805396	ERIN GARCIA	7/29/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE GENERAL FUND	3,675.05
0100	14805397	FORMATIVE	7/29/2021	FORMATIVE - LP	288.00
0100	14805398	INFINISOURCE INC.	7/29/2021	ISOLVED BENEFIT SVCS.	65.00
0100	14805400	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	7/29/2021	KYOCERA - LC	88.62
0100	14805401	LAKESIDE EQUIPMENT	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	414.94
0100	14805402	LAKESIDE WATER DISTRICT	7/29/2021	LAKESIDE WATER DISTRICT	3,028.61
0100	14805403	LOWE'S	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	398.44
0100	14805405	ORANGE COUNTY DEPT. OF EDU.	7/29/2021	ORANGE CO. DEPT. OF EDUCA.	77.72
0100	14805406	PRIME SPORTS SLS & DESIGN, INC	7/29/2021	PRIME SPORTS - LF	689.69
0100	14805407	SAN DIEGO GAS & ELECTRIC	7/29/2021	SDG&E	89,683.82
0100	14805408	SCHOOL INNOVATIONS & ACHIEVEMENT	7/29/2021	INVOICE 139242-IN	21,300.00
0100	14805410	STEIN EDUCATION CENTER	7/29/2021	NPS	11,497.34
0100	14805411	SPECIALIZED THERAPY SERVICES	7/29/2021	Psych Services	8,964.44
0100	14805412	SPRINT SOLUTIONS, INC.	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	8,767.97
0100	14805415	PERSEUS ASSOCIATES/TRANS TRAKS	7/29/2021	TRANSTRAKS	1,485.00
0100	14805416	VEBA	7/29/2021	VEBA - JUN-AUG COBRA	6,439.00
0100	14805417	VISTA HILL FOUNDATION	7/29/2021	Assessments	8,400.00
0100	14805418	WEISSMAN'S	7/29/2021	WEISSMAN	901.55
0100 Total			GENERAL		1,669,688.52
1200	14799455	ERIN GARCIA	7/6/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE CHILD DEVELOPMENT FUND	60.00
1200	14799852	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	7/8/2021	KYOCERA	36.05
1200	14799853	LAKESIDE WATER DISTRICT	7/8/2021	LAKESIDE WATER DISTRICT	130.38
1200	14799856	SAN DIEGO GAS & ELECTRIC	7/8/2021	SDG&E	279.13
1200	14800509	DION & SONS, INC.	7/12/2021	DION & SONS	187.04
1200	14801239	EDCO DISPOSAL CORPORATION	7/15/2021	EDCO DISPOSAL	105.85
1200	14801245	ERIN GARCIA	7/15/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE CHILD DEVELOPMENT FUND	33.64
1200	14801254	MISSION FEDERAL CREDIT UNION	7/15/2021	P-CARDS JUNE 2021	455.20
1200	14801268	PROCARE SOFTWARE, LLC	7/15/2021	INVOICE NO. INV209901 - ANNUAL	3,360.00
1200	14802468	SPARKLETTS	7/19/2021	SPARKLETTS	11.85
1200	14803367	AMAZON CAPITAL SERVICES, INC.	7/22/2021	AMAZON - ESS	4,180.21
1200	14805383	AMAZON CAPITAL SERVICES, INC.	7/29/2021	AMAZON - LEAPP LP	333.89
1200	14805407	SAN DIEGO GAS & ELECTRIC	7/29/2021	SDG&E	1,053.19
1200 Total			CHILD DEVELOPMENT		10,226.43
1300	14799448	CINTAS CORPORATION	7/6/2021	CINTAS	20.75
1300	14799453	DOMINO'S PIZZA	7/6/2021	DOMINO'S PIZZA	5,638.57
1300	14799468	P&R PAPER SUPPLY COMPANY, INC.	7/6/2021	P&R PAPER SUPPLY CO.	413.80
1300	14799842	AMERICAN PRODUCE DISTRIBUTORS	7/8/2021	AMERICAN PRODUCE DIST.	15,366.15

BOARD WARRANT REPORT
7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
1300	14799849	GALASSO'S BAKERY	7/8/2021	GALASSO'S BAKERY	1,571.01
1300	14799850	GOLD STAR FOODS INC	7/8/2021	GOLD STAR FOODS	18,042.57
1300	14800509	DION & SONS, INC.	7/12/2021	DION & SONS	520.33
1300	14801226	AT&T	7/15/2021	AT&T	15.75
1300	14801231	CALIFORNIA DEPT OF EDUCATION	7/15/2021	CDE FOOD DISTRIBUTION PROGRAM	305.52
1300	14801237	E-CONTROL SYSTEMS, INC.	7/15/2021	E-CONTROL SYSTEMS, INC.	2,094.81
1300	14801238	ECONOMY RESTAURANT & SUPPLY CO	7/15/2021	ECONOMY RESTAURANT EQUIPMENT	32,322.85
1300	14801245	ERIN GARCIA	7/15/2021	REVOLVING ACCOUNT REIMBURSEMENTS TO THE CAFETERIA FUND	284.15
1300	14801246	HOLLANDIA DAIRY	7/15/2021	HOLLANDIA DAIRY	12,738.90
1300	14801254	MISSION FEDERAL CREDIT UNION	7/15/2021	P-CARDS JUNE 2021	1,603.23
1300	14801264	PAYTON'S TRUE VALUE HARDWARE	7/15/2021	PAYTON'S HARDWARE	8.61
1300	14801265	PEARSON FOOD COMPANY, INC.	7/15/2021	ULTRA GRAIN T-2 FLOUR	4,185.75
1300	14801278	MrTakeOutBags, LLC	7/15/2021	26WHPAGODM 26OZ PAGODA W/****W	3,066.78
1300	14801280	VERIZON WIRELESS	7/15/2021	VERIZON	50.08
1300	14802439	CINTAS CORPORATION	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	20.75
1300	14802451	GOLD STAR FOODS INC	7/19/2021	BLANKET FOR FISCAL YEAR 2021-2	2,522.50
1300	14802473	XEROX CORPORATION	7/19/2021	XEROX - D.O.	44.70
1300	14803371	CALIFORNIA DEPT OF EDUCATION	7/22/2021	BLANKET FOR FISCAL YEAR 2021-2	262.20
1300	14803374	CULLIGAN	7/22/2021	BLANKET FOR FISCAL YEAR 2021-2	55.12
1300	14804445	DION & SONS, INC.	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	49.90
1300	14805388	CINTAS CORPORATION	7/29/2021	BLANKET FOR FISCAL YEAR 2021-2	20.75
1300	14805413	KRISTIE SUMMERS	7/29/2021	KRISTIE SUMMERS - MILEAGE	91.73
1300 Total				CAFETERIA	101,317.26
2139	14801227	BALFOUR BEATTY CONSTRUCTION LLC	7/15/2021	BLANKET PURCHASE ORDER FOR CM	29,188.59
2139	14801228	BLUE COAST CONSULTING	7/15/2021	BLANKET PURCHASE ORDER FOR DSA	4,200.00
2139	14801248	INTERPIPE CONTRACTING, INC.	7/15/2021	BLANKET FOR PLUMBING ON THE TI	4,750.00
2139	14801282	WHILLOCK CONTRACTING, INC.	7/15/2021	BLANKET PURCHASE ORDER FOR LAK	56,703.59
2139	14802445	ESR CONSTRUCTION INC.	7/19/2021	BLANKET FOR INSTALLATION OF TI	127,914.94
2139	14802455	JOHNSTON TRACTOR, INC.	7/19/2021	BLANKET PO FOR SITE WORK ON TH	6,745.00
2139	14803370	BLUE COAST CONSULTING	7/22/2021	BLANKET PURCHASE ORDER FOR DSA	4,200.00
2139	14803373	COLBI TECHNOLOGIES, INC.	7/22/2021	COLBI TECH.	2,380.00
2139	14804451	QUALITY CONTROL CONSULTANTS, INC.	7/26/2021	BLANKET FOR LF & LP	17,054.00
2139	14805382	ALPHA STUDIO DESIGN GROUP	7/29/2021	BLANKET PURCHASE ORDER FOR LAK	14,022.50
2139	14805404	NINYO & MOORE	7/29/2021	NINYO & MOORE	19,884.00
2139 Total				BOND	287,042.62
2519	000737	PACIFIC MOBILE STRUCTURES, INC.	7/26/2021	BLANKET FOR FISCAL YEAR 2021-2	770.42
2519 Total				CAPITAL FACILITIES	770.42
6200	14799841	AMAZON CAPITAL SERVICES, INC.	7/8/2021	AMAZON	631.27
6200	14799844	ELIZABETH DOROTHY BRENNER	7/8/2021	KESTREL ED. CONSULTING	225.00
6200	14799845	CREATIVE BACK OFFICE	7/8/2021	CREATIVE BACK OFFICE	2,000.00
6200	14799859	U.S. BANK CORPORATE PYMT SYS	7/8/2021	U.S. BANK CAL CARD	4,030.85

BOARD WARRANT REPORT

7/01/2021-7/31/2021

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
6200	14800512	SOUTHLAND TECHNOLOGY	7/12/2021	SOUTHLAND TECHNOLOGY	900.00
6200	14801230	CREATIVE BACK OFFICE	7/15/2021	CREATIVE BACK OFFICE	2,000.00
6200	14801240	EXPLORE LEARNING LLC	7/15/2021	EXPLORE LRNG - LIC. RENEWAL	1,560.51
6200	14801260	NWEA	7/15/2021	NWEA	864.00
6200	14801267	PROCOPIO CORY HARGREAVES	7/15/2021	PROCOPIO	115.50
6200	14801277	SPECIALIZED THERAPY SERVICES	7/15/2021	SPECIALIZED THERAPY SVCS.	5,740.00
6200	14802438	AMAZON CAPITAL SERVICES, INC.	7/19/2021	AMAZON	1,663.07
6200	14802447	FRANKLIN COVEY	7/19/2021	FRANKLIN COVEY - LEADER IN ME	10,925.00
6200	14805399	JOSTENS	7/29/2021	JOSTEN'S	86.20
6200	14805409	SCHOOL OUTFITTERS	7/29/2021	SCHOOL OUTFITTERS	2,712.13
6200	14805414	STUDIES WEEKLY, INC.	7/29/2021	STUDIES WEEKLY	777.42
6200 Total				BARONA CHARTER	34,230.95
6201	14799443	AARDVARK ANT & PEST CONTROL, INC	7/6/2021	AARDVARK	209.00
6201	14799462	MRC	7/6/2021	MRC	3,801.53
6201	14799853	LAKESIDE WATER DISTRICT	7/8/2021	LAKESIDE WATER DISTRICT	64.44
6201	14801226	AT&T	7/15/2021	AT&T	84.43
6201	14801239	EDCO DISPOSAL CORPORATION	7/15/2021	EDCO DISPOSAL	201.36
6201	14802468	SPARKLETTS	7/19/2021	SPARKLETTS	34.59
6201	14804449	HOME DEPOT CREDIT SERVICES	7/26/2021	HOME DEPOT	1,242.94
6201	14805407	SAN DIEGO GAS & ELECTRIC	7/29/2021	SDG&E	2,479.54
6201 Total				RIVER VALLEY CHARTER	8,117.83
GRAND TOTAL					2,111,394.03

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

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 THE BOARD MEETING

Fiscal Impact (Cost):

\$4,944.94

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: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

Lakeside Union School District
Revolving Cash Register
July 2021

Date	Num	Name	Memo/Description	Amount
07/02/2021	39345	Adriana Jones	June 2021 Payroll - To Replace Check Mailed To The Wrong Address.	-511.37
07/08/2021	39346	Huifen Catherine Wu	Account Was Closed Before June 30, 2021, Payroll.	-2,060.21
07/08/2021	39347	Mary Giyer	Refund Of Thomas Giyer's School Lunch Account.	-42.25
07/09/2021	39348	Susan Burghart	Reimbursement Of H. Burghart's School Lunch Account.	-19.00
07/09/2021	39349	Rita Nafsu	Refund Of M, L, G, and A Nafsu's Account.	-66.65
07/09/2021	39350	Thomas Patterson	Refund Of N. Patterson's School Lunch Account.	-96.75
07/09/2021	39351	Ludamilla Phipps	Refund Of T. Phipps School Lunch Account.	-39.25
07/09/2021	39352	Erin Rhodehamel	Refund Of A. Rhodehamel's School Lunch Account.	-62.50
07/09/2021	39353	Diana White	Walmart - Playdough, Clothespins, Coffee Filter (Craft Supplies).	-33.64
07/14/2021	39354	Cara McElwee	Refund Of P. McElwee's ESS Camp Fees.	-300.00
07/22/2021	39355	California Department of Tax and Fee Administration	Account Number: 057-415225 Period End Date: 30-Jun-2021	-21.32
07/22/2021	39356	California Department of Tax and Fee Administration	Account Number: 025-604346 Period End Date: 30-Jun-2021	-1,692.00
				<u>-\$ 4,944.94</u>

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Ratification of Purchase Orders and Change Orders Listing (July 1, 2021 to July 31, 2021)

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 July 1, 2021 to July 31, 2021 is attached.

Fiscal Impact (Cost):

\$8,457,961.66

Funding Source:

General Fund Total: \$4,357,087.13, Pre-School Fund Total: \$21,460, Food Services Fund Total: \$943,500.53, Bond Fund Total: \$3,126,669 and Developer Fees Fund Total: \$9,245

Addresses Emphasis Goal(s):

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

Recommended Action:

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

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000006962	APPLE INC.	IPADS - TECH	0100	TECH	\$ 304,905.23
0000006966	MYSTERY SCIENCE INC.	2021-22 MEMBERSHIP RENEW-ED S	0100	ED SVCS	\$ 8,743.00
0000007001	A&B SAW & LAWNMOWER SHOP	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007002	AAF INTERNATIONAL	2021-22 BLANKET - MAINT	0100	MAINT	\$ 7,500.00
0000007003	ABABA BOLT	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 100.00
0000007004	AGRICULTURAL PEST CONTROL	2021-22 BLANKET - MAINT	0100	MAINT	\$ 8,000.00
0000007005	AIRGAS USA, LLC	BLANKET 2021-22 - MAINT	0100	MAINT	\$ 100.00
0000007006	ALLIED REFRIGERATION INC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007007	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 3,200.00
0000007008	A-Z BUS SALES INC.	2021-22 BLANKET - TRANS	0100	TRANS	\$ 3,500.00
0000007009	AZTEC FIRE & SAFETY INC.	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 11,000.00
0000007010	BEST VALUE GLASS	2021-22 BLANKET - MAINT	0100	MAINT	\$ 500.00
0000007013	Zoho Corporation	DOMAIN SUBSCRIPTION - TECH	0100	TECH	\$ 1,195.00
0000007014	SOLARWINDS ITSM US, INC.	WORK ORDER SYSTEM REN-TECH	0100	TECH	\$ 3,959.34
0000007015	FRONTLINE TECHNOLOGIES GROUP LLC	DIGITAL SCHOOLS 2021-22-BUS SV	0100	BUS SVCS	\$ 51,967.66
0000007016	BORDER RECAPING, LLC	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 7,000.00
0000007017	CAMEO PAPER & JANITORIAL	2021-22 BLANKET - MAINT	0100	MAINT	\$ 750.00
0000007018	CED-SAN DIEGO CONSOLIDATED ELECTRIC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,000.00
0000007019	CINTAS CORPORATION	2021-22 BLANKET MAINT/TRANS	0100	MAINT/TRANS	\$ 9,300.00
0000007020	CLARK SECURITY PRODUCTS	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007021	COMPETITIVE METALS, INC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007022	DIALCOM SYSTEMS GROUP, INC.	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,000.00
0000007023	DION & SONS, INC.	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 70,000.00
0000007024	CAL PACIFIC TRUCK CENTER, LLC	2021-22 BLANKET - TRANS	0100	TRANS	\$ 5,000.00
0000007025	DIXIELINE PROBUILD	2021-22 BLANKET - MAINT	0100	MAINT	\$ 3,000.00
0000007026	EAST PENN MFG CO	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 2,000.00
0000007027	EL CAJON FORD	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 2,750.00
0000007028	EWING IRRIGATION PRODUCTS	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,000.00
0000007029	FERGUSON ENTERPRISES, INC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 250.00
0000007030	GEARY PACIFIC SUPPLY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,000.00
0000007031	GRAINGER	2021-22 BLANKET - MAINT	0100	MAINT	\$ 6,000.00
0000007032	HAWTHORNE RENT-IT SERVICE	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007033	HD SUPPLY FACILITIES MAINT	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007038	ACSA	2021-22 MEMBERSHIP - BUS SVCS	0100	BUS SVCS	\$ 1,525.00
0000007039	CASBO	RENEWAL FEES 2021-22 - BUS SVC	0100	BUS SVCS	\$ 3,500.00
0000007045	DOCUSIGN, INC.	ESIGNATURE SERVICE - BUS SVCS	0100	BUS SVCS	\$ 5,589.00
0000007049	CURRICULUM ASSOCIATES LLC	QUICK WORD HANDBOOKS - LV	0100	LV	\$ 460.52
0000007050	QUADIENT LEASING USA, INC.	MAIL MACHINE LEASE 3 MO'S-SUPT	0100	SUPT	\$ 1,152.73
0000007051	HOME DEPOT CREDIT SERVICES	2021-22 BLANKET - MAINT/TRANSP	0100	MAINT/TRANS	\$ 10,200.00
0000007052	IMPERIAL SPRINKLER SUPPLY, INC.	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007053	JOHNSTONE SUPPLY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,000.00
0000007054	KIRK'S RADIATOR	2021-22 BLANKET - TRANSP	0100	TRANSP	\$ 2,000.00
0000007055	LAKESIDE EQUIPMENT	2021-22 BLANKET - MAINT	0100	MAINT	\$ 3,077.50
0000007058	LOWE'S	2021-22 BLANKET - MAINT/TRANSP	0100	MAINT/TRANS	\$ 5,100.00

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000007059	LYNN'S LOCKSMITH SERVICE	2021-22 BLANKET - MAINT	0100	MAINT	\$ 250.00
0000007060	MORSCO SUPPLY, LLC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 5,000.00
0000007061	NATIONAL PETROLEUM INC	2021-22 BLANKET - TRANS	0100	TRANS	\$ 1,000.00
0000007062	NTP, INC.	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007063	NUTRIEN AG SOLUTION	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,500.00
0000007064	OFFICE DEPOT, INC.	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 1,500.00
0000007065	ROCHESTER 100, INC.	STUDENT FOLDERS - LV	0100	LV	\$ 1,042.49
0000007066	O'REILLY AUTO PARTS	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 12,000.00
0000007067	PARKHOUSE TIRE INC	2021-22 BLANKET - TRANS	0100	TRANS	\$ 1,000.00
0000007068	PAYTON'S TRUE VALUE HARDWARE	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 7,000.00
0000007069	INTERACT	STUDENT GUIDES - LV	0100	LV	\$ 96.87
0000007070	SCHOOL MATE	STUDENT PLANNERS - LV	0100	LV	\$ 1,301.09
0000007071	ACHIEVE3000	V2020-029 YR 3 SOFTWARE - LP	0100	LP	\$ 12,233.79
0000007072	SCHOOL SERVICES OF CA, INC	V2022-029 FISCAL SVCS-BUS SVS	0100	BUS SVCS	\$ 4,880.00
0000007074	RAYO WHOLESALE	2021-22 BLANKET - MAINT	0100	MAINT	\$ 500.00
0000007075	RICK'S MOBILE GLASS	2021-22 BLANKET - TRANS	0100	TRANS	\$ 1,500.00
0000007076	ROADONE	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 1,500.00
0000007077	ROCK AND BLOCK HARDSCAPE SUPPLY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,000.00
0000007078	RUSSELL SIGLER, INC.	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007079	SAFETY-KLEEN SYSTEMS, INC.	2021-22 BLANKET - TRANS	0100	TRANS	\$ 1,000.00
0000007080	SAN DIEGO FENCE COMPANY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 100.00
0000007081	SCHOOL BUS PARTS CO.	2021-22 BLANKET - TRANS	0100	TRANS	\$ 1,000.00
0000007082	SHIFFLER EQUIPMENT SALES INC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 250.00
0000007083	APPLE INC.	SCHEDULE 2 MASTER LEASE-TECH	0100	TECH	\$ 117,456.13
0000007084	APPLE INC.	SCHEDULE 3 MASTER LEASE-TECH	0100	TECH	\$ 108,194.47
0000007085	APPLE INC.	SCHEDULE 4 MASTER LEASE-TECH	0100	TECH	\$ 142,047.68
0000007086	APPLE INC.	SCHEDULE 5 MASTER LEASE-TECH	0100	TECH	\$ 103,813.94
0000007087	ACSA	EQUITY ADMIN WORKSHOP-SPED	0100	SPED	\$ 3,855.00
0000007088	INFINISOURCE INC.	COBRA NOTICES - BUS SVCS	0100	BUS SVCS	\$ 2,592.00
0000007089	MILE3 WEB DEVELOPMENT, INC.	WEBSITE MGMT - TECH	0100	TECH	\$ 17,280.00
0000007093	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET ASES/ESS	0100	ASES/ESS	\$ 29,400.00
0000007094	SO CA AIR CONDITIONING SUPPLY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 1,000.00
0000007095	SPARKLETTS	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 2,200.00
0000007096	SYCAMORE LANDFILL	2021-22 BLANKET - MAINT	0100	MAINT	\$ 5,000.00
0000007097	TRANE U.S.INC	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007098	US AIR CONDITIONING DISTRIB.	2021-22 BLANKET - MAINT	0100	MAINT	\$ 2,500.00
0000007099	WAXIE SANITARY SUPPLY	2021-22 BLANKET - MAINT	0100	MAINT	\$ 90,000.00
0000007100	WEBB'S RV SUPPLY	2021-22 BLANKET - MAINT/TRANS	0100	MAINT/TRANS	\$ 100.00
0000007101	XEROX CORPORATION	2021-22 6 MONTHS LEASE-MNT/TRN	0100	MAINT/TRANS	\$ 1,835.00
0000007102	ZINGPRINT	2021-22 BLANKET - TRANS	0100	TRANS	\$ 500.00
0000007103	PECK'S HEAVY FRICTION INC	2021-22 BLANKET - TRANS	0100	TRANS	\$ 2,000.00
0000007104	ALBERTSONS	2021-22 BLANKET - ESS	0100	ESS	\$ 4,900.00
0000007106	HOME DEPOT CREDIT SERVICES	2021-22 BLANKET - ASES/ESS	0100	ASES/ESS	\$ 1,900.00
0000007107	OFFICE DEPOT, INC.	2021-22 - BLANKET - BUS SVCS	0100	BUS SVCS	\$ 1,000.00

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000007108	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - BUS SVCS	0100	BUS SVCS	\$ 2,000.00
0000007109	LOWE'S	2021-22 BLANKET - ASES/ESS	0100	ASES/ESS	\$ 850.00
0000007110	DAVIS CONSULTING CORPORATION	DISTRICT COPIERS MGMT SUPP	0100	BUS SVCS	\$ 6,510.00
0000007111	SAN DIEGO COUNTY SCHOOL BOARDS	MEMBERSHIP DUES	0100	SUPT	\$ 309.45
0000007112	DIESEL PRINT CO	ENROLLMENT BANNERS	0100	SUPT	\$ 240.00
0000007113	CALIFORNIA SCHOOL BOARDS ASSN	MEMBERSHIPS 2021-22	0100	SUPT	\$ 20,044.00
0000007114	SHOUTPOINT, INC.	INFINITE CAMPUS MESSAGING	0100	ED SVCS	\$ 6,710.00
0000007116	OFFICE DEPOT, INC.	2021-22 BLANKET - PSY/PUP/SPED	0100	PSY/PUP/SPED	\$ 6,026.00
0000007117	DEPARTMENT OF JUSTICE	2021-22 BLANKET - HR	0100	HR	\$ 7,200.00
0000007119	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - TECH	0100	TECH	\$ 6,000.00
0000007120	OFFICE DEPOT, INC.	2021-22 BLANKET - ASES/ESS	0100	ASES/ESS	\$ 1,000.00
0000007121	DATTEL SYSTEMS INCORPORATED	ONSSI RENEWAL - TECH	0100	TECH	\$ 27,019.50
0000007122	OFFICE DEPOT, INC.	2021-22 BLANKET - TECH	0100	TECH	\$ 1,000.00
0000007123	DION & SONS, INC.	2021-22 BLANKET - TECH	0100	TECH	\$ 1,000.00
0000007124	EYE PHONE CITY	2021-22 BLANKET - TECH	0100	TECH	\$ 30,000.00
0000007125	DATTEL SYSTEMS INCORPORATED	2021-22 BLANKET - TECH	0100	TECH	\$ 3,000.00
0000007126	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - SPED	0100	PSYCH	\$ 23,877.00
0000007127	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - SPED	0100	SPED	\$ 1,390.00
0000007128	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - SUPT	0100	SUPT	\$ 1,250.00
0000007129	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - ED SVCS	0100	ED SVCS	\$ 1,756.26
0000007130	A & S FLOORING	CARPET AT LMS RM 22	0100	MAINT	\$ 9,440.00
0000007131	DATTEL SYSTEMS INCORPORATED	SMARTNET CORE NOC ROUTER	0100	TECH	\$ 4,859.00
0000007132	DATTEL SYSTEMS INCORPORATED	ONSSI SITE SERVER	0100	TECH	\$ 90,731.25
0000007133	FRONTLINE TECHNOLOGIES GROUP LLC	V2021-056 ABSENCE MANAGEMENT	0100	HR	\$ 12,330.00
0000007134	DATTEL SYSTEMS INCORPORATED	BARRACUDA SUBSCRIPTION	0100	TECH	\$ 8,255.00
0000007135	BEST BEST & KRIEGER	2021-22 BLANKET	0100	BUS SVCS	\$ 10,000.00
0000007137	OFFICE DEPOT, INC.	2021-22 BLANKET - SUPT/ED SVCS	0100	SUPT	\$ 1,602.36
0000007139	DANNIS WOLIVER KELLEY	V2022-006 2021-22 BLANKET	0100	SUPT	\$ 30,000.00
0000007140	ALPHA STUDIO DESIGN GROUP	2021-22 BLANKET	0100	BOND	\$ 3,150.00
0000007141	PITNEY BOWES INC.	2021-22 BLANKET LEASE FOLD MCH	0100	SUPT	\$ 1,200.00
0000007142	SMART & FINAL	2021-22 BLANKET - ASES/ESS	0100	ASES/ESS	\$ 10,100.00
0000007143	SAN DIEGO GAS & ELECTRIC	2021-22 BLANKET - VARIOUS	0100	ASES/ESS	\$ 1,096,182.00
0000007144	LAKESIDE WATER DISTRICT	2021-22 BLANKET - VARIOUS	0100	ASES/ESS	\$ 64,100.00
0000007145	HELIX WATER DISTRICT	2021-22 BLANKET - LV	0100	LV	\$ 12,748.00
0000007146	CPM EDUCATIONAL PROGRAM	TEXTBOOKS	0100	ED SVCS	\$ 376.34
0000007147	IMAGINE LEARNING, INC.	V2022-017 LANG/LITERACY/PD	0100	ED SVCS	\$ 562,200.00
0000007149	NWEA	V2022-007 NWEA	0100	ED SVCS	\$ 50,537.50
0000007150	COMPANION CORPORATION	LIBRARY SOFTWARE SUBSCRIPTION	0100	ED SVCS	\$ 9,024.00
0000007151	SEESAW LEARNING, INC.	V2022-014 SOFTWARE	0100	ED SVCS	\$ 15,681.60
0000007152	SMARTEST EDU, INC.	V2022-012 MATH SOFTWARE RENEW	0100	ED SVCS	\$ 3,219.00
0000007153	SAN DIEGO COUNTY OFFICE OF ED	V2022-018 PROJECT GLAD	0100	ED SVCS	\$ 10,700.00
0000007154	SAN DIEGO COUNTY OFFICE OF ED	V2022-015 LIBRARIAN OF RECORD	0100	ED SVCS	\$ 2,183.11
0000007155	EDCO DISPOSAL CORPORATION	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 49,108.00
0000007156	AT&T	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 33,500.00

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000007157	COX COMMUNICATIONS	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 41,684.00
0000007158	VERIZON WIRELESS	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 23,982.00
0000007159	COUNTY OF SAN DIEGO	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 48,284.00
0000007160	SPARKLETT'S	2021-22 BLANKET - LF	0100	LF	\$ 1,000.00
0000007161	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - LF	0100	LF	\$ 10,000.00
0000007162	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - LF	0100	LF	\$ 5,000.00
0000007163	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - EH	0100	EH	\$ 1,000.00
0000007164	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - EH	0100	EH	\$ 600.00
0000007165	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - LV	0100	LV	\$ 5,000.00
0000007166	OFFICE DEPOT, INC.	2021-22 BLANKET - LV	0100	LV	\$ 2,000.00
0000007167	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - LV	0100	LV	\$ 1,000.00
0000007168	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - LP	0100	LP	\$ 3,000.00
0000007169	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - LP	0100	LP	\$ 6,000.00
0000007170	DATA DISPOSAL, INC.	2021-22 BLANKET - LP	0100	LP	\$ 150.00
0000007171	RAYNE OF SAN DIEGO	2021-22 BLANKET - LP	0100	LP	\$ 400.00
0000007172	OFFICE DEPOT, INC.	2021-22 BLANKET - RV	0100	RV	\$ 7,500.00
0000007173	OFFICE DEPOT, INC.	2021-22 BLANKET - WG	0100	WG	\$ 500.00
0000007174	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - WG	0100	WG	\$ 5,200.00
0000007175	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - WG	0100	WG	\$ 2,500.00
0000007178	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - LC	0100	LC	\$ 800.00
0000007179	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - LC	0100	LC	\$ 12,500.00
0000007180	PEPSI-COLA	2021-22 BLANKET	0100	LC	\$ 500.00
0000007181	SHRED IT	2021-22 BLANKET - LC	0100	LC	\$ 1,000.00
0000007182	OFFICE DEPOT, INC.	2021-22 BLANKET - LMS	0100	LMS	\$ 10,000.00
0000007183	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - LMS	0100	LMS	\$ 2,000.00
0000007184	COPY CORRAL	2021-22 BLANKET - LMS	0100	LMS	\$ 5,000.00
0000007185	SHRED IT	2021-22 BLANKET - LMS	0100	LMS	\$ 1,000.00
0000007186	RAYNE OF SAN DIEGO	2021-22 BLANKET - TDS	0100	TDS	\$ 348.00
0000007187	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - TDS	0100	TDS	\$ 3,000.00
0000007188	PALOS SPORTS	2021-22 BLANKET - TDS	0100	TDS	\$ 2,000.00
0000007189	THE PRINT BUTTON	ENVELOPES - HR	0100	HR	\$ 204.46
0000007190	EDGENUITY INC.	V2022-013 WORKBOOKS/PD - ED SV	0100	ED SVCS	\$ 60,950.00
0000007191	SAN DIEGO COUNTY OFFICE OF ED	V2022-026 COACHING - ED SVCS	0100	ED SVCS	\$ 15,000.00
0000007195	NORTH COUNTY EDUCATIONAL PURCH CONSOR.	MEMBERSHIP DUES	0100	BUS SVCS	\$ 400.00
0000007196	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - HF	0100	HF	\$ 1,000.00
0000007197	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET - HF	0100	HF	\$ 1,000.00
0000007199	SPRINT SOLUTIONS, INC.	2021-22 BLANKET -MIFI/ERATE	0100	BUS SVCS	\$ 84,000.00
0000007200	CITY OF SAN DIEGO, CITY TREASURER	AED MACHINE SERVICES	0100	PUP SVCS	\$ 305.00
0000007201	SAN JOAQUIN CO. OFFICE OF EDUC	EDJOIN MEMBERSHIP - HR	0100	HR	\$ 1,201.50
0000007202	ILLUMINATE EDUCATION INC.	V2022-004 SOFTWARE - ED SVCS	0100	ED SVCS	\$ 34,929.56
0000007206	XEROX CORPORATION	2021-22 LEASE/SERVICE - LF	0100	LF	\$ 8,474.00
0000007207	XEROX CORPORATION	2021-22 5 MOS LEASE/SVC -DIST	0100	DISTRICT	\$ 8,900.00
0000007208	XEROX CORPORATION	21-22 7 MOS LEASE/SVC - LV	0100	LV	\$ 1,743.00
0000007209	ALLIANCE FOR AFRICAN ASSISTANCE	V2020-038 21-22 BLANKET - SPED	0100	SPED	\$ 1,500.00

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000007210	WELLS FARGO VENDOR FINANCIAL SERVICES	21-22 BLANKET LEASE-SPED LEAPP	0100	SPED/LEAPP	\$ 1,803.00
0000007212	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET LEASE - WG	0100	WG	\$ 1,489.92
0000007214	ASELTINE SCHOOL	V2022-027 21-22 BLANKET - SPED	0100	SPED	\$ 98,137.76
0000007215	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SERVICES - LV	0100	LV	\$ 1,000.00
0000007216	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SERVICES - LC	0100	LC	\$ 4,000.00
0000007217	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET 3 SERVICES-LMS	0100	LMS	\$ 2,000.00
0000007219	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - TDS	0100	TDS	\$ 1,200.00
0000007220	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SERVICES - TDS	0100	TDS	\$ 17,898.00
0000007222	SCHOOL INNOVATIONS & ACHIEVEMENT	ATTENDANCE INCENTIVE - PUP SVC	0100	PUP SVCS	\$ 21,300.00
0000007223	LASERCYCLE USA, INC.	2021-22 BLANKET - DISTRICT	0100	DISTRICT	\$ 15,790.00
0000007224	U.S. BANK EQUIPMENT FINANCE	2021-22 BLANKET LEASE- WG & RV	0100	WG/RV	\$ 1,886.00
0000007225	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SVC/SUPP - WG	0100	WG	\$ 3,500.00
0000007226	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SERVICE - LF	0100	LF	\$ 1,500.00
0000007227	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SVCS - EH & HF	0100	EH/HF	\$ 370.00
0000007228	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET SVC/SUPP - RV	0100	RV	\$ 1,500.00
0000007229	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET LEASE - RV	0100	RV	\$ 1,385.00
0000007230	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET LEASE-EH & HF	0100	EH/HF	\$ 1,024.00
0000007231	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET LEASE - LF	0100	LF	\$ 2,006.00
0000007232	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET LEASE (2) - LV	0100	LV	\$ 2,004.00
0000007233	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET (3) LEASE - LC	0100	LC	\$ 4,490.00
0000007234	WELLS FARGO VENDOR FINANCIAL SERVICES	2021-22 BLANKET (3) LEASE -LMS	0100	LMS	\$ 3,876.00
0000007236	LEADER SERVICES	2021-22 BLANKET V2021-037-SPED	0100	SPED	\$ 10,000.00
0000007238	PAR, INC.	EXAM FORMS - PSYCH	0100	PSYCH	\$ 218.10
0000007239	WPS	FORMS - SPED	0100	SPED	\$ 256.02
0000007240	COALITION FOR ADEQUATE SCHOOL HOUSING	ANNUAL MEMBERSHIP - BUS SVCS	0100	BUS SVCS	\$ 435.00
0000007242	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	21-22 BLANKET - SPED & PRE K	0100	SPED/LEAPP	\$ 300.00
0000007243	AMAZON CAPITAL SERVICES, INC.	21-22 BLANKET - HR	0100	HR	\$ 1,200.00
0000007248	WELLNESS TOGETHER INC.	V2022-025 21-22 BLANKET - PUP	0100	PUP SVCS	\$ 230,000.00
					\$ 4,357,087.13
0000007105	DION & SONS, INC.	2021-22 BLANKET - ESS	1200	ESS	\$ 1,200.00
0000007115	PROCARE SOFTWARE, LLC	SOFTWARE	1200	ESS	\$ 3,360.00
0000007118	LAKESHORE LEARNING MATERIALS	2021-22 BLANKET	1200	LEAPP	\$ 15,000.00
0000007241	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	2021-22 BLANKET - ESS	1200	ESS	\$ 1,900.00
					\$ 21,460.00
0000006937	PEARSON FOOD COMPANY, INC.	ULTRA GRAIN FLOUR - FS	1300	FS	\$ 4,212.50
0000006971	DION & SONS, INC.	2021-22 BLANKET - FS	1300	FS	\$ 3,800.00
0000006972	SYSCO FOODS SERVICES	2021-22 BLANKET - FS	1300	FS	\$ 10,000.00
0000006973	P&R PAPER SUPPLY COMPANY, INC.	2021-22 BLANKET - FS	1300	FS	\$ 33,000.00
0000006974	GARCIA'S PUEBLA MERCADO	2021-22 BLANKET - FS	1300	FS	\$ 5,000.00
0000006975	GOLD STAR FOODS INC	2021-22 BLANKET - FS	1300	FS	\$ 455,000.00
0000006976	DOMINO'S PIZZA	2021-22 BLANKET - FS	1300	FS	\$ 115,000.00
0000006978	WEBB'S RV SUPPLY	2021-22 BLANKET - FS	1300	FS	\$ 500.00

JULY 2021 PURCHASE ORDERS

PO No.	L	PO Ref	Fund	Site/Dept	Total
0000006979	TEMPERATURE DESIGN REFRIGERATION	2021-22 BLANKET - FS	1300	FS	\$ 1,000.00
0000006980	CALIFORNIA DEPT OF EDUCATION	2021-22 BLANKET - FS	1300	FS	\$ 10,000.00
0000006981	PRO-EDGE KNIFE	2021-22 BLANKET - FS	1300	FS	\$ 460.00
0000006982	CULLIGAN	2021-22 BLANKET - FS	1300	FS	\$ 700.00
0000006983	SMART & FINAL	2021-22 BLANKET - FS	1300	FS	\$ 2,000.00
0000006984	CINTAS CORPORATION	2021-22 BLANKET - FS	1300	FS	\$ 1,000.00
0000006985	WAXIE SANITARY SUPPLY	2021-22 BLANKET - FS	1300	FS	\$ 1,000.00
0000006986	AMAZON CAPITAL SERVICES, INC.	2021-22 BLANKET - FS	1300	FS	\$ 3,000.00
0000007042	GHAZAL & SONS INC.	2021-22 BLANKET - FS	1300	FS	\$ 10,000.00
0000007043	PERRIN BERNARD SUPOWITZ, LLC	2021-22 BLANKET - FS	1300	FS	\$ 10,000.00
0000007090	MrTakeOutBags, LLC	PAGODA BOXES - FS	1300	FS	\$ 3,066.78
0000007091	ECONOMY RESTAURANT & SUPPLY CO	CENTRAL KITCHEN EQUIP - FS	1300	FS	\$ 54,047.53
0000007092	AMAZON CAPITAL SERVICES, INC.	OFFICE EQUIPMENT - FS	1300	FS	\$ 713.72
0000007177	HOLLANDIA DAIRY	2021-22 BLANKET	1300	FS	\$ 220,000.00
					\$ 943,500.53
0000007221	QUALITY CONTROL CONSULTANTS, INC.	DSA IOR SERVICES 2 SITES-BOND	2139	BOND	\$ 289,054.00
0000007213	NEXGEN BUILDING GROUP, INC.	BLANKET MPR AT LP - BOND	2139	BOND	\$ 2,758,415.00
0000007198	MGT OF AMERICA, LLC	2021-22 BLANKET-DEV FEE/BOND	2139/2519	BOND/DEV FEES	\$ 79,200.00
					\$ 3,126,669.00
0000007136	PACIFIC MOBILE STRUCTURES, INC.	2021-22 BLANKET	2519	DEV FEES	\$ 9,245.00
					\$ 9,245.00
TOTAL PURCHASE ORDERS					\$ 8,457,961.66

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: July 12, 2021

Agenda Item:

Ratification of P Card expenditure transactions for the month of June 2021.

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 June 2021.

Fiscal Impact (Cost):

\$17,075.69

Funding Source:

General Fund Total: \$13,511.85 Child Development Fund Total: \$1,960.61, Food Services Fund Total: \$1,603.23

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. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

JUNE 2021 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
ARNOLD,STACI	06/17/2021	\$ 525.00	COTTONWOOD NORTH INC	0100 0952100 0000 2700 5800000 368 150	GOLF CART REPAIRS
		\$ 525.00		0100 0952100 0000 2700 5800000 368 150	
ARNOLD,STACI	06/17/2022	\$ 626.51	COTTONWOOD NORTH INC	0100 0952100 0000 2700 4300000 368 150	GOLF CART PARTS
		\$ 626.51		0100 0952100 0000 2700 4300000 368 150	
BEISIGL,BRIAN	06/04/2021	\$ 140.98	THE HOME DEPOT #1848	0100 0000000 0000 7200 4300000 189 730	ETHERNET CABLE
		\$ 140.98		0100 0000000 0000 7200 4300000 189 730	
BEISIGL,BRIAN	06/03/2021	\$ 476.13	AMAZON WEB SERVICES	0100 0000000 0000 7700 5800000 189 730	AMAZON CLOUD HOSTING FOR THE DISTRICT
		\$ 476.13		0100 0000000 0000 7700 5800000 189 730	
BOWMAN,ROBYN	06/15/2021	\$ 260.54	THE PRINT BUTTON	1200-6105000-0001-1000-5800000-376-205	CUME FILES
		\$ 260.54		1200-6105000-0001-1000-5800000-376-205	
BOWMAN,ROBYN	06/09/2021	\$ 5.99	ALBERTSONS #0738	1200-6105000-0001-1000-4300000-376-205	KETCHUP
	06/03/2021	\$ 181.68	WM SUPERCENTER #2253	1200-6105000-0001-1000-4300000-376-205	MISC SUPPLIES FOR END OF YEAR ACTIVITIES
	06/03/2021	\$ 6.99	SMART AND FINAL 930	1200-6105000-0001-1000-4300000-376-205	PEACHES FOR SNACK
		\$ 194.66		1200-6105000-0001-1000-4300000-376-205	
COX,GRACE	06/20/2021	\$ 182.02	SIGNS.COM	0100 0952100 0000 2700 4300000 384 190	4 18X24 PARKING SIGNS FOR STAFF
		\$ 182.02		0100 0952100 0000 2700 4300000 384 190	
COX,GRACE	06/10/2021	\$ 45.00	ACTFL	0100 0952100 1110 1000 5300000 384 190	MEMBERSHIP FOR ORGANIZATION LANGUAGE EDUCATORS AND ADMINISTRATORS
		\$ 45.00		0100 0952100 1110 1000 5300000 384 190	
COX,GRACE	06/24/2021	\$ 116.96	CONVERSION.AI	0100 0952100 1110 1000 5800092 384 190	SUBSCRIPTION FOR MARKETING CONTECT FOR HIGHER ROI
		\$ 116.96		0100 0952100 1110 1000 5800092 384 190	
DEROSIER, LISA A	06/25/2021	\$ 7.06	WALMART.COM 8009666546	0100 0000000 0000 7100 4300000 189 610	PHOTO OF NEW BOARD MEMBER D. WHISMAN FOR LOBBY
	06/23/2021	\$ 214.24	PANERA BREAD #204874 O	0100 0000000 0000 7100 4300000 189 610	LUNCH PROVIDED FOR SUPERINTENDENT INTERVIEWS 06/12/2021
	06/14/2021	\$ 29.57	ALBERTSONS #0738	0100 0000000 0000 7100 4300000 189 610	REFRESHMENTS FOR SUPERINTENDENT INTERVIEWS 6/12/2021
		\$ 250.87		0100 0000000 0000 7100 4300000 189 610	
DEROSIER, LISA A	06/14/2021	\$ 137.91	PANERA BREAD #204874 O	0100 0000000 0000 7200 4300000 189 610	LUNCH PROVIDED FOR PRINCIPAL'S RETREAT 6/22/2021
		\$ 137.91		0100 0000000 0000 7200 4300000 189 610	
DEROSIER,LISA A	06/16/2021	\$ 349.11	EIG*CONSTANTCONTACT.CO	0100 0000000 0000 7200 5800092 189 650	AUTOMATIC RENEWAL (CANCELLED, CREDIT PENDING)
		\$ 349.11		0100 0000000 0000 7200 5800092 189 650	
GARCIA,ERIN	06/23/2021	\$ 61.89	LITTLE CAESARS 3154-00	0100 0000000 0000 7200 4300000 189 670	PIZZA FOR WAREHOUSE CLEAN OUT
		\$ 61.89		0100 0000000 0000 7200 4300000 189 670	
GARCIA,ERIN	06/10/2021	\$ 9.81	ALLIES GIFTS AND SHIPP	0100 0000000 0000 7200 5900010 189 670	POSTAGE TO MAIL ASSET TAGS
		\$ 9.81		0100 0000000 0000 7200 5900010 189 670	
HARDIMAN, LESLIE	06/10/2021	\$ 48.59	DOLLAR TREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ (322.30)	DISCOUNTMUGS.COM	0100 0952100 1110 1000 4300000 047 270	REFUND FOR WATER BOTTLES NEVER RECEIVED
	06/10/2021	\$ 14.11	DOLLARTREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ 8.08	DOLLARTREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ 304.25	WWW.CVS.COM	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ 24.90	DOLLAR TREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ 34.48	DOLLAR TREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/10/2021	\$ 113.44	DOLLAR TREE	0100 0952100 1110 1000 4300000 047 270	8TH GR SUPPLIES FOR BAGS AND FRAMES
	06/09/2021	\$ 62.43	CVS/PHARMACY #09114	0100 0952100 1110 1000 4300000 047 270	8TH GR PICTURES PRINTS
	06/02/2021	\$ 991.84	DISCOUNTMUGS.COM	0100 0952100 1110 1000 4300000 047 270	8TH GR BAGS AND WATER BOTTLES
		\$ 1,279.82		0100 0952100 1110 1000 4300000 047 270	
HARDIMAN,LESLIE	06/10/2021	\$ 696.60	COPY CORRAL	0100 0952100 1110 1000 5800000 047 270	8TH GR PROMOTION PROGRAMS
	06/09/2021	\$ 484.88	PAYPAL *ROBRPHOTO	0100 0952100 1110 1000 5800000 047 270	ROB RIINGEN - PHOTOGRAPH PROMOTION JUNE 11, INCLUDING DIGITAL COPIES
		\$ 1,181.48		0100 0952100 1110 1000 5800000 047 270	
KEIPER,KEITH	06/18/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/18/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/13/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/13/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/13/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM

JUNE 2021 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
	06/13/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/10/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/10/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/09/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/08/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/08/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/08/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
	06/06/2021	\$ 100.00	PAYPAL *EL EDUCAT	0100 3010000 1110 1000 5200010 092 230	TRAINING FOR TEACHER TO IMPLEMENT EXPEDITIONARY LEARNING CURRICULUM
		\$ 1,300.00		0100 3010000 1110 1000 5200010 092 230	
MULL,STEVE	06/13/2021	\$ 22.57	PARTY CITY 441	0100 0300610 1110 1000 4300000 350 250	DECORATIONS - EIGHTH GRADE DANCE / PROMOTION
	06/07/2021	\$ 293.37	GIANT PIZZA KING	0100 0300610 1110 1000 4300000 350 250	PIZZA - EIGHTH GRADE DANCE
		\$ 315.94		0100 0300610 1110 1000 4300000 350 250	
MULL,STEVE	06/04/2021	\$ 81.13	TLF*ALLENS FLOWERS AND	0100 0300672 1110 1000 4300000 350 250	FLOWERS FOR SHOW CHOIR CONCERT
		\$ 81.13		0100 0300672 1110 1000 4300000 350 250	
MULL,STEVE	06/16/2021	\$ 8.45	THE HOME DEPOT #0673	0100 1100000 0000 2700 4300000 350 250	BOXES FOR OFFICE
		\$ 8.45		0100 1100000 1110 1000 4300000 350 250	
MULL, STEVE	06/29/2021	\$ 125.00	IN *CYT SAN DIEGO	0100 0300672 1110 1000 5800000 350 250	BACKDROP RENTAL FOR SHOW CHOIR CONCERT
		\$ 125.00		0100 0300672 1110 1000 5800000 350 250	
MURPHY,JERRED C	06/23/2021	\$ 43.08	BIG 5 SPORTING GOODS 0	1200-9010200 8500-5000-4300000-781-205	2 MEGAPHONES
		\$ 43.08		1200-9010200 8500-5000-4300000-781-205	
MURPHY,JERRED C	06/04/2021	8.00	FIVE STAR EXPRESS CAR	1200-9010200-8500-5000-5000000-781-205	MONTHLY CAR WAS OF DISTRICT VEHICLE
		\$ 8.00		1200-9010200-8500-5000-5000000-781-205	
MURPHY,JERRED C	06/29/2021	\$ 314.51	SMART AND FINAL 930	1200-9010200-8500-5000-4300000-781-205	MISC SUPPLIES FOR SNACKS AND COOKING CLASSES
	06/29/2021	\$ 45.49	SMART AND FINAL 930	1200-9010200-8500-5000-4300000-781-205	NACHO CHEESE
	06/28/2021	\$ 12.89	ALBERTSONS #0738	1200-9010200-8500-5000-4300000-781-205	SNACKS FOR PROGRAM
	06/28/2021	\$ 10.75	ALBERTSONS #0738	1200-9010200-8500-5000-4300000-781-205	2 BATTERIES
	06/27/2021	\$ 33.99	WAL-MART #2253	1200-9010200-8500-5000-4300000-781-205	CLEANING SUPPLIES
	06/24/2021	\$ 33.27	SMART AND FINAL 930	1200-9010200-8500-5000-4300000-781-205	HAMBURGER FOR COOKING CLUB
	06/24/2021	\$ 117.04	WAL-MART #2253	1200-9010200-8500-5000-4300000-781-205	SNACK AND COOKING SUPPLIES FOR CAMP
	06/20/2021	\$ 48.46	SMART AND FINAL 929	1200-9010200-8500-5000-4300000-781-205	ICE CREAM SOCIAL SUPPLIES
	06/17/2021	\$ 69.12	SMART AND FINAL 930	1200-9010200-8500-5000-4300000-781-205	COOKING CLUB SUPPLIES
	06/14/2021	\$ 51.72	DOLLAR TREE, INC.	1200-9010200-8500-5000-4300000-781-205	MISC SUMMER CAMP SUPPLIES
	06/13/2021	\$ 635.72	SMART AND FINAL 930	1200-9010200-8500-5000-4300000-781-205	MISC SNACKS, COOKING CLUB SUPPLIES, PAPER GOODS, ETC
	06/11/2021	\$ 341.91	SAMSClub #6235	1200-9010200-8500-5000-4300000-781-205	MISC SNACKS, OFFICE SUPPLIES, COOKING CLUB ITEMS, ETC
		\$ 1,714.87		1200-9010200-8500-5000-4300000-781-205	
OWENS,TODD	06/18/2021	\$ 128.19	ARAMSCO INTERLINK CRW	0100 0000000 0000 8200 5600000 189 710	REPAIRS TO CARPET VAN
	06/17/2021	\$ 228.11	ARAMSCO INTERLINK CRW	0100 0000000 0000 8200 5600000 189 710	MATERIAL/SUPPLIES FOR CARPET VAN
		\$ 356.30		0100 0000000 0000 8200 5600000 189 710	
OWENS, TODD	6/30/21	\$ 1,415.19	AMERICAN BACKFLOW SPEC	0100 8150000 0000 8100 4300000 189 710	BACKFLOW FOR IRRIGATION AT LINDO PARK ELEM
		\$ 1,415.19		0100 8150000 0000 8100 4300000 189 710	
REED,KIM	06/25/2021	\$ 50.00	ADAPTABLE LEARN	0100 0000000 0000 7200 5200010 189 630	CURRICULUM CAMP REGISTRATION FOR K. REED
		\$ 50.00		0100 0000000 0000 7200 5200010 189 630	
REED,KIM	06/24/2021	\$ 28.97	ALBERTSONS #0738	0100 0000000 1110 1000 4300000 189 630	MUFFINS AND MELON FOR PRINCIPALS RETREAT
	06/20/2021	\$ 10.00	TILLYS INTERNET	0100 0000000 1110 1000 4300000 189 630	GIFT CARD FOR MATH CONTEST
	06/20/2021	\$ 10.00	TILLYS INTERNET	0100 0000000 1110 1000 4300000 189 630	GIFT CARD FOR MATH CONTEST
	06/20/2021	\$ 51.35	ALBERTSONS #0738	0100 0000000 1110 1000 4300000 189 630	COOKIES AND WATER FOR PRINCIPAL AND LEAD TEAM ALIGNMENT/CALIBRATION MTG
	06/20/2021	\$ 10.00	TILLYS INTERNET	0100 0000000 1110 1000 4300000 189 630	GIFT CARD FOR MATH CONTEST
	06/18/2021	\$ 90.00	BARNES&NOBLE.COM-BN	0100 0000000 1110 1000 4300000 189 630	GIFT CARDS FOR IMAGINE MATH CONTEST (9 AT \$10 EACH)
	06/18/2021	\$ 40.00	WGC*COLDSTONE CREAMERY	0100 0000000 1110 1000 4300000 189 630	GIFT CARDS FOR IMAGINE MATH CONTEST (4 AT \$10 EACH)
	06/18/2021	\$ 400.00	VANS GIFT CARDS	0100 0000000 1110 1000 4300000 189 630	GIFT CARDS FOR IMAGINE MATH CONTEST (2 AT \$200 EACH)

JUNE 2021 MISSION FEDERAL P-CARD LEDGER

ACCT NAME	POST DATE	AMT	MERCHANT NAME	FIN.ACCOUNTING CODE	FIN.EXPENSE DESCRIPTION
		\$ 640.32		0100 0000000 1110 1000 4300000 189 630	
REED,KIM	06/08/2021	\$ 660.00	DON JOHNSTON, INC	0100 6500000 5760 1190 5800092 189 640	APP FOR SPECIAL EDUCATION
		\$ 660.00		0100 6500000 5760 1190 5800092 189 640	
REED,KIM	06/18/2021	\$ 200.00	SAN DIEGO COUNTY SUPER	0100 0000000 1110 1000 5200010 189 630	EXPLORING DEEPER LEARNER CONFERENCE T. TOWAN
	06/18/2021	\$ 200.00	SAN DIEGO COUNTY SUPER	0100 0000000 1110 1000 5200010 189 630	EXPLORING DEEPER LEARNER CONFERENCE L. HARDIMAN
	06/09/2021	\$ 80.00	SAN DIEGO COUNTY SUPER	0100 0000000 1110 1000 5200010 189 630	ESSENTIAL LEARNING TRAINER OF TRAINERS CONFERENCE FOR S. JACQUES
		\$ 480.00		0100 0000000 1110 1000 5200010 189 630	
ROSA, JIM	06/04/2021	\$ 338.60	SAN DIEGO GOLF CARTS	0100-1100000 0000 2700 4300000 343 110	CARGO BOX FOR GOLF CART
		\$ 338.60		0100-1100000 0000 2700 4300000 343 110	
ROSA, JIM	06/04/2021	\$ 198.00	SAN DIEGO GOLF CARTS	0100 1100000 0000 2700 5800000 343 110	INSTALLATION OF CARGO BOX
		\$ 198.00		0100 1100000 0000 2700 5800000 343 110	
ROSA,JIM	06/02/2021	\$ 16.24	EC PRNT CLASS A TROPHY	0100 1100000 1110 1000 5800000 343 110	PROMOTION PLAQUE
	06/15/2021	\$ 38.97	EC PRNT CLASS A TROPHY	0100 1100000 1110 1000 5800000 343 110	PROMOTION PLAQUE NAME TAGS
	06/10/2021	\$ 161.63	COPY CORRAL	0100 1100000 1110 1000 5800000 343 110	PROMOTION PROGRAMS
		\$ 216.84		0100 1100000 1110 1000 5800000 343 110	
ROSA,JIM	06/02/2021	\$ 38.69	MICHAELS STORES 3256	0100 1100000 1110 1000 4300000 343 110	PROMOTION SUPPLIES
		\$ 38.69		0100 1100000 1110 1000 4300000 343 110	
SINATRA,CHRISTINE	06/11/2021	\$ 533.36	PRO-ED, INC	0100-6500300-5760-1190-4300000-189640	SPEECH DIGITAL TESTING KIT
		\$ 533.36		0100-6500300-5760-1190-4300000-189640	
SINATRA,CHRISTINE	06/04/2021	\$ 360.00	PSYCHOLOGICAL ASSESSME	0100-0000000-0000-3120-4300000-189440	PAR - PSYCH TESTING SCORING REPORTS
		\$ 360.00		0100-0000000-0000-3120-4300000-189440	
THOMAS,AMANDA	06/03/2021	\$ 1,603.23	THE HOME DEPOT #0673	1300 5310000 0000 3700 4400010 189 770	SAMSUNG WASHER & DRYER
		\$ 1,603.23		1300 5310000 0000 3700 4400010 189 770	
WINSPEAR,NATALIE	06/06/2021	\$ 750.00	OC DEPT OF ED	0100-0980000-1110-2490-5200010-189620	MTSS PRO LEARNING INSTITUTE- FERNANDEZ, GILBERT, ELBAZ, WINSPEAR, SUGGETT
		\$ 750.00		0100-0980000-1110-2490-5200010-189620	

\$ 17,075.69

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Approval is requested of the Facility Use Fee Schedule

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

Use of school facilities is addressed in Board Policy (BP) #1330 and Administrative Regulation (AR) #1330. Due to COVID-19, Lakeside Union School District (LUSD) indoor facilities have been closed consistent with state guidance, however, outdoor spaces on school campuses, such as fields, have been made available for community use. LUSD utilizes an online platform, Facilitron, for all facility use requests where community groups can easily make reservations and pay for the use of district facilities.

To facilitate a more efficient fee charging process, staff recommends that all facility rates be established at hourly rates by type of facility requested. There are hourly rates for both non-profit and for-profit entities for each type of facility being rented. Additionally, the fee schedule expressly authorizes the use of facilities at no charge, subject to some limitations, to school-related organizations whose activities are directly related to or benefit our schools and students. The Facility Use Fee Schedule is compliant with Board Policy and the Civic Center Act.

Fiscal Impact (Cost):

None. Fees are charged in compliance with the Civic Center Act in an amount not exceeding direct costs.

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

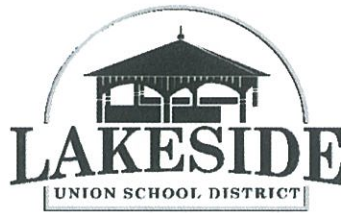
Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 



Lakeside Union School District Facility Use Fee Schedule

Internal district groups or non-profit school-related organizations whose activities are directly related to or benefit our schools and students may rent a regular classroom (960 sq. ft.) or equivalent without charge for up to one & one-half hours weekly (e.g. Girl Scout and Boy Scout troops). LUSD reserves the right to assess appropriate rental rates for each organization.

Facility	Hourly Rates*	
	Non-Profit	For Profit
Small Theater (<450)	\$25.00	\$50.00
Multi-purpose Room	\$20.00	\$40.00
Cafeteria	\$20.00	\$40.00
Library	\$15.00	\$30.00
Board Room	\$20.00	\$40.00
Classroom	\$12.50	\$25.00
Soccer Field	\$10.00	\$20.00
Other Fields	\$10.00	\$20.00
Tennis/Basketball Courts	\$10.00	\$20.00
Parking Lot/Black Top	\$15.00	\$25.00

*An additional custodial fee of \$34.75/hr (subject to annual increases) will be charged for events taking place during weekends, school breaks, and holidays. The district retains the right to determine when/if additional custodial services are required.

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Approval of the August contracts list for the fiscal year, 2021-22.

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

Approval is requested for the attached list of agreements with outside vendors for fiscal year, 2021-22.

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. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

LUSD CONTRACTS 2021-22

Agency Name	Description	Contract #	Dept./Site	Began	Ends	Amount (not to exceed)
Community Schools of San Diego	Non Public School	V2022-033	SPED	7/1/2021	6/30/2022	See Agreement
Specialized Therapy Services	Non Public School	V2022-034	SPED	7/1/2021	6/30/2022	See Agreement
TIEE Childrens Workshop	Non Public School	V2022-035	SPED	7/1/2021	6/30/2022	See Agreement
Vista Hill Assistance Center	Non Public School	V2022-036	SPED	7/1/2021	6/30/2022	See Agreement
Johnson Controls US Holdings/Fire Protection	Replace End of Life Simplex 4020 Fire Alarm	V2022-037	MAINT			\$19,990.00
PayActiv	PayActiv Portal/My Pay Now	V2022-038	Business Services	7/8/2021		No Cost to District
Heartland Payment Systems	Mosaic Yearly	V2022-041	FS	8/1/2021	7/31/2022	\$6,400.00
Illuminate Education-Educlimber	Educlimber Software	V2022-042	Ed Services	7/1/2021	6/30/2022	\$31,105.00
Document Tracking Services	Document Software	V2022-039	Ed Services	7/1/2021	6/30/2022	\$2,912.00
Jim Hoge	Board Retreat and Pre Meetings	I2022-009	Supt	7/1/2021	7/31/2021	\$3,750 (plus expenses NTE \$2,500)
SPOT Kids Therapy Inc.	Non Public School	V2022-040	SPED	7/1/2021	6/30/2022	See Agreement
The Regents of UC on behalf of San Diego School of Medicine, Dept. of Pediatrics	Howard Taras M.D. Speech and Audiology	I2022-010	Pupil Services	7/1/2021	6/30/2022	\$280 per hour
Therapy Travelers LCC / 3Chords Inc.	Non Public Agency	V2022-043	SPED	7/1/2021	6/30/2022	See Agreement
Procure Therapy	Speech Language Pathologist Services	V2022-044	SPED	8/19/2021	6/10/2022	\$85per hour/40 hours a week
San Diego County Supt. Of Schools	Broadband Connectivity Amendment	V2021-048A	Technology	6/25/2021	6/30/2022	\$10/device per month plus fees and taxes
RO Health, Inc.	Non Public School	V2022-045	SPED	7/1/2021	6/30/2022	See Agreement
Stein Education Center	Non Public School	V2022-046	SPED	7/1/2021	6/30/2022	See Agreement
Excelsior Academy	Non Public School	V2022-047	SPED	7/1/2021	6/30/2022	See Agreement
Maxim Healthcare Staffing Services, Inc.	Healthcare Staffing Services	V2022-048	SPED	7/1/2021	6/30/2022	See Agreement

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item: Donors Choose Report May 2021-July 2021

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

Approval is requested of the monthly report of donations for the months of May-July 2021 from the LUSD approved crowd-funding site, www.donorschoose.org. Please accept these donations in accordance with Board Policy 2390. See attached report of giving and funded projects district-wide.

Fiscal Impact (Cost):

Various Items for Donation

Funding Source:

N/A

Addresses Emphasis Goal(s):

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

Recommended Action:

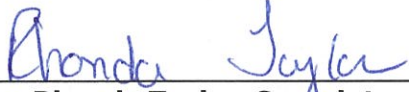
☐ **Informational** ☐ **Denial/Rejection**
☐ **Discussion** ☒ **Ratification**
☒ **Approval** ☐ **Explanation:** [Click here to enter text.](#)
☐ **Adoption**

Originating Department/School: Business Services

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Erin Garcia, Assistant Superintendent


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

Monthly Report of Donations-Crowdfunding

May 2021-July 2021

Project Funded	Donation	Total Project Amount	School	Teacher	Project Funded by donations from
June 2021	Includsion Through Stem: 3D Printer, Books, Space Rover Kit	\$ 993.00	TDS	Dahlia Rinck	Rachel Kent Anonymous Donors SDGE Match
July 2021	Classroom Supplies	\$ 459.00	LC	Kelsey Thomas	Travis John Anderson Kleenex Donation Match
	Total funded through Donors Choose	\$ 1,452.00			

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Local agreement with the CDE for Child Development Services

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

Contract with the CDE to continue state-funded preschool programs

Fiscal Impact (Cost):

N/A

Funding Source:

Recommended Action:

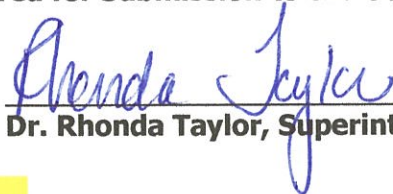
- | | |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
|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

Originating Department/School: LEAPP/Lindo Park

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Principal/Department Head Signature


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

**CALIFORNIA DEPARTMENT OF EDUCATION****F.Y. 21 - 22****LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES****DATE:** July 01, 2021**CONTRACT NUMBER:** CSPP-1453**PROGRAM TYPE:** CALIFORNIA STATE
PRESCHOOL PROGRAM**PROJECT NUMBER:** 37-6818-00-1**STATE AGENCY:** CALIFORNIA DEPARTMENT OF EDUCATION**CONTRACTOR'S NAME:** LAKESIDE UNION ELEMENTARY SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC04/2017)*; the CALIFORNIA STATE PRESCHOOL PROGRAM REQUIREMENTS*; the FUNDING TERMS AND CONDITIONS (FT&C)* and any subsequent changes to the FT&C*, which are by this reference made a part of this Agreement. Where the GTC04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2021 through June 30, 2022. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$49.85 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$271,084.00. During the term of this contract, the MRA may be adjusted through an Allocation Letter issued to the Contractor by State Agency.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Minimum Days of 5,438.0
Operation (MDO) Requirement 182

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. Amendments to any of these asterisked documents during the term of this contract shall be incorporated by reference as of the date issued by State Agency without need for formal amendment. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2021.asp>.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contract Manager		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 271,084	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 23038-6818				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 271,084	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2021	FISCAL YEAR 2021-2022	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.		B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER		DATE			

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Ratify change order #01 for the Nexon Corporation contract in the amount of \$3,225.00 for asbestos abatement at the Lindo Park Elementary School – Multi-Purpose Room Project.

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

On June 8, 2021, the Governing Board awarded an informal bid through CUPCCAA Process for asbestos abatement on the Lindo Park Elementary School multi-purpose building modernization project in the amount of \$90,667.00. A change order has been submitted by the contractor for unforeseen site conditions and other changes. These changes have been reviewed by the Architect and District Staff and are considered necessary and the prices are considered fair and reasonable.

Change orders as follows:

1	Plaster abatement	\$	3,225.00
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It is recommended that the Governing Board ratify change order number #01. This change order will increase the contract amount to \$93,892.

Fiscal Impact (Cost):

\$ 3,225.00

Funding Source:

Bond Fund - Measure L

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: Business Services

Submitted/Recommended By:


Erin Garcia, Assistant Superintendent

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member



July 2nd, 2021

Lakeside Union School District
12335 Woodside Avenue
Lakeside, CA 92040
Attn: Mr. Todd Owens

Phone (619) 390-2680
Fax (619) 390-2588

Reference: Lindo Park Restroom Abatement - C/O #1 - Revised
Subject: Plaster Abatement Proposal
Proposal #: P-3163

Dear Mr. Owens,

Nexon Corporation appreciates the opportunity to provide a proposal on your project. Our price is based on the following:

SCOPE OF WORK:

Establish a regulated area necessary for the removal of areas marked out during site visit. All material will be treated as friable debris for removal and disposal per all local, state & federal regulations. This work will occur while we are on site for current contracted work. All lay out will performed & confirmed by both parties prior to removal. No overtime has been allotted and any additional mobilizations will be billed at \$750.00 each. All necessary paperwork will be forwarded to our client upon completion of contracted work.

CLARIFICATIONS TO PROPOSAL / TERMS & CONDITIONS:

Conditions:

- Removal of any other hazardous materials not defined in our scope of work.
- Our price includes bulk sampling, packaging and proper disposal of our proposed hazardous materials, or non-hazardous containing materials. All paperwork to be forwarded to client.
- Nexon Corporation will not be responsible for replacement of any removed materials.
- Prevailing Wage rates are included.
- All power and water needs for the job are to be provided by the owner / client.
- All Friable asbestos waste will be hauled and disposed of at La Paz Landfill in Arizona
- Payment is due 100% upon completion of scope of work.
- Any discrepancy or claim arising out of or relating to this project shall be settled by arbitration in accordance with construction industry arbitration rules of the American Arbitration Association.
- If any party to this agreement resorts to legal action to enforce or interpret any provision of this agreement, the prevailing party shall be entitled to recover reasonable attorney's fees in addition to any other relief to which they may be entitled
- Contractor agrees to forward any Design/Builds revisions to plans, surveys, etc. that may supersede existing specifications/reports and allow Nexon to

make revisions in proposed scope and pricing.

Inclusions:

- Scope of Work listed Above.
- The affected area will be sprayed with an EPA recognized encapsulation material.
- All OSHA personal air samples will be run during removal procedures and written results will be available. All personal samples will be analyzed by an independent third-party laboratory.
- All required Personal Protection Equipment and materials will be provided for by Nexon and utilized by our personnel at all times.
- The local Air Pollution Control District, OSHA, CDPH and all other agencies will be notified prior to the start of our work as required.

Exclusions:

- Nexon Corporation will not be held responsible for weather protection of our work areas including but not limited to rain, heat, cold, water or any other condition.
- Any work not covered in the scope of work.
- Replacement of any removed materials.
- Removal of any in-wall or inaccessible materials.
- All required third party air monitoring and inspection costs.
- Repairing of any surface damage resulting from our abatement procedures including but not limited to paint damage, wall paper peeling, drywall damage, surface discoloration etc..
- Replacement of any items removed to access our work to include but not limited to fans, vents covers, lighting, fire suppression systems, smoke alarms, tracks, grills etc..
- Removal of any non visible materials remaining.
- Disconnecting or safing off any utilities.
- Preparation of any surfaces for new work.
- Removal of any items to be salvaged for reuse.
- Moving of any furniture, fixtures, equipment etc..
- Any patching and or repairing of surfaces.
- Any site work.
- Any hazardous materials abatement for any sub trades.
- Any layout / markout as required by Sub Trades.
- Any Soils testing required.
- Cutting, capping or redirecting of any utilities.

OUR PRICE COMPLETE:

\$3,225.00

CSLB#897099

DIR#1000006049

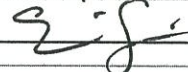
All work will be conducted in strict compliance with all federal, state and local regulations.

This proposal is valid for 60 days and is subject to any regulatory change that would modify our price.

Thank you for the opportunity to provide a proposal on your project. If you have any additional questions, please feel free to contact me at (858) 571-9100.

Sincerely,
Manny Lozano
Nexon Corporation

ACCEPTANCE: The above proposal, including Scope of Work, Clarifications to Proposal, Conditions, Inclusions, Exclusions, Proposal Amount and Terms of Payment is hereby accepted. This signed Proposal will serve as an authorization for Nexon Corporation to proceed with the scope of work as specified in P-3163.

Company Name: Lakeside USD Date: 8-3-21
Print Name: Erin Garcia Title: Assistant Superintendent
Signature: 

5450 Complex Street, Suite #301 • San Diego, CA 92123 • Phone: 858.571.9100 • Fax: 858.571-9200
www.nexonco.com • CSLB #897099 • DOSH #916

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy 0420.42: Charter School Renewal

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

Adoption: Policy updated to reflect **NEW LAW (AB 1505)** which revises the criteria for granting or denying charter renewals, provides that renewal of a high-performing school may be granted for up to seven years, and provides that a low-performing charter school shall not be granted a renewal unless it adopts a written plan with meaningful steps to address the underlying cause(s) of low performance and there is clear and convincing evidence of either measurable increases in academic achievement or strong postsecondary outcomes, as defined. Policy also reflects **NEW LAWS (AB 1505 and AB 1595)** which extend the timeline for holding a public hearing on the renewal, extend the timeline for making a final decision to grant or deny the renewal, define receipt of the petition for the purpose of determining the beginning of this time period, and require publishing staff recommendations 15 days prior to the hearing at which the final decision will be made. Section on "School Closure" added to clarify that if the charter school is not renewed and ceases operation, the closure procedures specified in the charter will be implemented.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:


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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition in a thorough and timely manner, consistent with the timelines set out in the Education Code. The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education (SBE) on appeal after initial denial by the Board.

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 0420.43 - Charter School Revocation)

(cf. 0500 - Accountability)

The Board shall deny the renewal petition of any charter school operated as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

When a charter school, concurrently with its renewal petition, proposes to expand operations to one or more additional sites or grade levels, the charter school shall request a material revision to its charter. The material revision may be made only with the approval of the Board and in accordance with the standards and criteria in Education Code 47605 for material revisions. (Education Code 47607)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirement enacted into law after the charter was originally granted or last reviewed. (Education Code 47607; 5 CCR 11966.4)

Criteria for Granting or Denying Renewal

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. However, a charter renewal shall not be denied based on the fiscal impact of the charter school on the district or a finding that the charter school is unlikely to serve the interests of the entire community in which the school is located, as described in Education Code 47605. (Education Code 47607)

The signature requirement for charter authorization petitions is not applicable to petitions for renewal. (Education Code 47607)

CHARTER SCHOOL RENEWAL (continued)

In determining whether to grant a charter renewal, the Board shall consider both schoolwide performance and the performance of numerically significant student subgroups on the state and local indicators included in the California School Dashboard, giving greater weight to performance on measurements of academic performance. If the Dashboard indicators are not yet available for the most recently completed academic year before renewal, the Board shall consider verifiable data provided by the charter school related to the Dashboard indicators, such as data from the California Assessment of Student Performance and Progress, or any successor system, for the most recent academic year. The Board shall only consider data from sources adopted by SBE. (Education Code 47607; 47607.2)

Following the Board's review, a renewal of the charter petition may be granted in accordance with a three-tiered system based on school performance, as follows:

1. Renewal of Five to Seven Years

- a. A charter school that is not eligible for technical assistance pursuant to Education Code 47607.3 shall be granted renewal for a period of five to seven years when, for two consecutive years immediately preceding the renewal, or for two of the three years immediately preceding the renewal for any renewal submitted in the 2020-21 or 2021-22 school year, the charter school achieved either of the following: (Education Code 47607)
 - (1) Received the two highest performance levels schoolwide on all the state indicators included in the Dashboard for which the charter school receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years
 - (2) For all measurements of academic performance, received performance levels schoolwide that are the same or higher than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are higher than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups
- b. If the charter school satisfies the above criteria, it shall only be required to update the renewal petition to include a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed and, as necessary, to reflect the current program offered by the charter school. (Education Code 47607)

CHARTER SCHOOL RENEWAL (continued)

2. Renewal of Five Years

- a. A renewal shall be granted for five years if clear and convincing evidence, demonstrated by verified data, shows either of the following: (Education Code 47607.2)
 - (1) Measurable increases in academic achievement, as defined by at least one year's progress for each year in school
 - (2) Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers
- b. For any such charter school, the Board may deny the renewal petition upon making written factual findings that the charter school failed to meet or make sufficient progress toward meeting standards that provide a benefit to students at the school, that the closure of the charter school is in the best interest of students, and that the Board's decision provided greater weight to performance on measurements of academic performance. (Education Code 47607.2)

3. Denial/Two-Year Renewal

- a. The Board shall generally not renew a charter if, for two consecutive years immediately preceding the renewal decision, or for two of the three years immediately preceding the renewal for any renewal submitted in the 2020-21 or 2021-22 school year, either of the following applies: (Education Code 47607.2)
 - (1) The charter school has received the two lowest performance levels schoolwide on all the state indicators included in the Dashboard for which it receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years
 - (2) For all measurements of academic performance, the charter school has received performance levels schoolwide that are the same or lower than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are lower than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups

CHARTER SCHOOL RENEWAL (continued)

- b. However, the Board may grant a two-year renewal to any such charter school if the Board makes written factual findings, setting forth specific facts to support the findings, that: (Education Code 47607.2)
 - (1) The charter school is taking meaningful steps to address the underlying cause(s) of low performance, and those steps are reflected, or will be reflected, in a written plan adopted by the governing body of the charter school.
 - (2) There is clear and convincing evidence, demonstrated by verified data, showing achievement of the criteria specified in item #2a above

Timelines for Board Action

Within 60 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school, determine the level of support for the petition, and obtain public input. A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

The Board shall either grant or deny the charter renewal within 90 days of receiving the petition. The date may be extended by an additional 30 days if both the petitioner and the Board agree to the extension. (Education Code

At least 15 days before the public hearing at which the Board will grant or deny the charter petition, the Board shall publish all staff recommendations and recommended findings regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605)

If the Board fails to make a written factual finding when required for denial of the petition pursuant to the section “Criteria for Granting or Denying Renewal” above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition. (5 CCR 11966.4)

The Superintendent or designee shall provide notification to CDE, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

CHARTER SCHOOL RENEWAL (continued)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board of Education within 30 days of the Board's written factual findings supporting the denial. (Education Code 47605, 47607.5)

School Closure

If a charter is not renewed and the charter school ceases operation, the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962 shall be implemented. (Education Code 47604.32, 47605)

Legal Reference:

EDUCATION CODE

47600-47616.7 *Charter Schools Act of 1992*

52052 *Definition of numerically significant student subgroup*

56145-56146 *Special education services in charter schools*

60600-60649 *Assessment of academic achievement*

CODE OF REGULATIONS, TITLE 5

11962-11962.1 *Definitions*

11966.4 *Submission of charter renewal petition*

11966.5 *Charter petitions that have not been renewed; submission to county board of education*

UNITED STATES CODE, TITLE 20

7223-7225 *Charter schools*

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Manual for Governance Teams, rev. 2016

WEB SITES

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

California Charter Authorizing Professionals: <https://calauthorizers.org>

California Charter Schools Association: <https://www.ccsa.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/esch>

<https://www.qualitycharters.org>

National Association of Charter School Authorizers: <https://www.qualitycharters.org>

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

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Administrative Regulation 3311.2: Lease-Leaseback Contracts

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

Adoption: Regulation updated to (1) include the maximum term for the lease-leaseback contract as specified in law, (2) reflect the requirement for site and plan approval prior to entering into an agreement, (3) add optional language for a board resolution declaring the intent to enter into a lease-leaseback contract, and (4) move evaluation criteria into the list of items that must be included in the request for sealed proposals. Regulation also reflects **NEW LAW (AB 2311, 2020)** which requires districts to include in all bid documents and construction contracts a notice that the project is subject to state "skilled and trained workforce" requirements.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:


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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

LEASE-LEASEBACK CONTRACTS

The district may lease currently owned district property to any person, firm, or corporation for a minimum of \$1 per year for a term not to exceed 99 years, as long as the lease requires the person, firm, or corporation to construct a building or buildings on the property for the district's use during the lease and the property and building(s) will vest in the district at the expiration of the lease ("lease-leaseback"). (Education Code 17403, 17406)

(cf. 3280 - Sale or Lease of District-Owned Real Property)
(cf. 3312 - Contracts)

Before the district enters into such a lease or agreement, it shall have available a site upon which a building may be constructed for use by the district, shall have complied with requirements related to the selection and approval of sites, and shall have prepared and adopted plans and specifications for the building that have been approved in accordance with Education Code 17280-17316. (Education Code 17402)

(cf. 7150 - Site Selection and Development)

Procedures for Awarding the Contract

The district's intent to enter into a lease-leaseback contract may be described in a resolution adopted by the Governing Board which includes, but is not be limited to, a description of the available site and the building to be constructed, the amount and term of the lease, and where to obtain information about the procedures for submitting a proposal.

Any lease-leaseback contract shall be awarded through a competitive "best value" procurement process whereby a person, firm, or corporation is selected on the basis of objective criteria for evaluating the qualifications of proposers, with the resulting selection representing the best combination of price and qualifications. (Education Code 17400, 17406)

To make this determination, the district shall use the following procedures: (Education Code 17406; Public Contract Code 2600)

1. Request for Sealed Proposals: The Superintendent or designee shall prepare a request for sealed proposals which shall include:
 - a. An estimate of the project's price
 - b. A clear, precise description of any preconstruction services that may be required and the facilities to be constructed
 - c. The key elements of the contract to be awarded
 - d. A description of the format that proposals shall follow and the elements they shall contain

LEASE-LEASEBACK CONTRACTS (continued)

- e. The standards the district will use in evaluating proposals and the qualifications of the proposers, including:
 - (1) Relevant experience
 - (2) Safety record
 - (3) Price proposal, including, at the district's discretion, either a lump-sum price for the contract to be awarded or the proposer's proposed fee to perform the services requested, including the proposer's proposed fee to perform preconstruction services or any other work related to the facilities to be constructed, as requested by the district
 - (4) Whether each criterion will be evaluated on a pass-fail basis or will be scored as part of the "best value" score, and whether proposers must achieve any minimum qualification score for award of the contract
 - (5) For each scored criterion, the methodology and rating or weighting system that will be used by the district in evaluating the criterion, including the weight assigned to the criterion and any minimum acceptable score
 - (6) Other factors established by the district
 - f. The date on which proposals are due
 - g. The timetable the district will follow in reviewing and evaluating proposals
 - h. A statement that the project is subject to the skilled and trained workforce requirements specified in Public Contract Code 2600-2603
2. Notice: At least 10 days before the date for receipt of the proposals, the Superintendent or designee shall give notice of the request for sealed proposals using both of the following methods:
- a. Providing notice at least once a week for two weeks in a local newspaper of general circulation pursuant to Public Contract Code 20112
 - b. Providing notice in a trade paper of general circulation published in the county where the project is located

The Superintendent or designee also may post the notice on the district's web site or through an electronic portal.

LEASE-LEASEBACK CONTRACTS (continued)

3. Prequalification: A proposer shall be prequalified in accordance with Public Contract Code 20111.6(b)-(m) in order to submit a proposal. Any electrical, mechanical, and plumbing subcontractors shall be subject to the same prequalification requirements.

(cf. 3311 - Bids)

4. Evaluation of Proposals: All proposals received shall be reviewed to determine whether they meet the format requirements and the standards specified in the request for sealed proposals. The district shall evaluate the qualifications of the proposers based solely upon the criteria and evaluation methodology set forth in the request for sealed proposals, and shall assign a best value score to each proposal. Once the evaluation is complete, all responsive proposals shall be ranked from the highest best value to the lowest best value to the district.

5. Award of Contract: The award of the contract shall be made by the Board to the responsive proposer whose proposal is determined, in writing by the Board, to be the best value to the district.

If the selected proposer refuses or fails to execute the tendered contract, the Board may award the contract to the proposer with the second highest best value score, if deemed in the best interest of the district. If that proposer then refuses or fails to execute the tendered contract, the Board may award the contract to the proposer with the third highest best value score.

Upon issuance of a contract award, the district shall publicly announce its award, identifying the entity to which the award is made, along with a statement regarding the basis of the award. The statement regarding the contract award and the contract file shall provide sufficient information to satisfy an external audit.

6. Rejection of Proposals: At its discretion, the Board may reject all proposals and request new proposals.

Any lease-leaseback agreement shall be reviewed by the district's legal counsel to ensure that all required terms, including a lease term that provides for the district's occupancy of the building or improved property during the lease and an appropriate financing component, are included in the agreement.

Skilled and Trained Workforce

Prior to entering into a lease-leaseback agreement, the Superintendent or designee shall have on file the contractor's enforceable commitment that the contractor and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract

LEASE-LEASEBACK CONTRACTS (continued)

that falls within an apprenticeable occupation in the building and construction trades. The entity may demonstrate such commitment through a project labor agreement, by becoming a party to the district's project labor agreement, or through an agreement with the district to provide evidence of compliance on a monthly basis during the performance of the project or contract. (Education Code 17407.5; Public Contract Code 2602)

Skilled and trained workforce means that all the workers performing the work are either skilled journeypersons or apprentices registered in a state-approved apprenticeship program. At least 60 percent of the skilled journeypersons employed to perform the work shall be graduates of an apprenticeship program for the applicable occupation or at least 60 percent of the hours worked by skilled journeypersons shall be performed by graduates of an apprenticeship program, with the exception of certain occupations specified in Public Contract Code 2601 which are subject to a 30 percent threshold. (Public Contract Code 2601)

If the contractor fails to provide the monthly report demonstrating compliance with the skilled and trained workforce requirements or provides an incomplete report, the district shall withhold further payments until a complete report is provided. If a report does not demonstrate compliance with the skilled and trained workforce requirements, the district shall withhold further payments until the contractor provides a sufficient plan to achieve substantial compliance with respect to the relevant apprenticeable occupation, prior to completion of the contract or project. In addition, the district shall forward to the Labor Commissioner a copy of the monthly report, any plan to achieve compliance, and the district's response to that plan. (Public Contract Code 2602)

(cf. 9124 - Attorney)

Legal Reference next page:

LEASE-LEASEBACK CONTRACTS (continued)

Legal Reference:

EDUCATION CODE

17280-17316 Construction of school buildings; approvals

17400-17429 Leasing property, especially:

17400 Definitions

17403 Term of lease or agreement

17406 Lease-leaseback contract

17407.5 Use of a skilled and trained workforce

PUBLIC CONTRACT CODE

2600-2603 Skilled and trained workforce requirements

20111.6 Prequalification procedures

20112 Notices

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al. (4/12/16, No. B262850) (2016) 247 Cal. App. 4th 235

Davis v. Fresno Unified School District, (2015) 237 Cal.App.4th 261

Management Resources:

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

regulation
approved: August 12, 2021
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy 3452: Student Activity Funds

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

Adoption: Policy updated to clarify that the policy does not apply to school-connected organizations that are not composed entirely of students or subject to the board's control and regulation. Section on "Fundraising" adds a reference to policy that addresses online fundraising, and addresses fundraising events that involve the sale of foods and/or beverages. Section on "Management and Reporting of Funds" updated to reflect Governmental Accounting Standards Board (GASB) Statement 84, which provides that, if the district has administrative or direct financial involvement with the student organization's assets, as defined, the student activity fund may be considered a governmental fund subject to specific accounting and financial reporting requirements.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

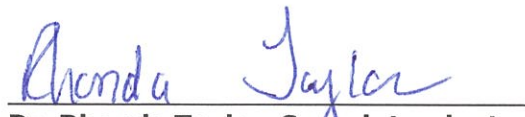
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| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

STUDENT ACTIVITY FUNDS

The Governing Board recognizes that student organizations can provide students with an opportunity to conduct worthwhile cocurricular activities while helping students learn about effective financial practices and develop leadership and management skills. To that end, the Board may approve the formation of associated student body organizations which are composed entirely of students, operate under the oversight of the principal or other district-employed advisor, and are subject to the control and regulation of the Board. Student organizations may raise and spend funds to support activities that promote the general welfare, morale, and educational experiences of the student body.

(cf. 1230 – School Connected Organizations)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.5 - Student Organizations and Equal Access)

Fundraising

At the beginning of each school year, each principal or designee shall submit to the Superintendent or designee a list of the fundraising events that each student organization proposes to hold that year. The Superintendent or designee shall review the proposed events and determine whether the events contribute to the educational experience and do not conflict with or detract from the school's educational program. When reviewing proposed events, the Superintendent or designee shall consider the effects of the activities on student health and safety, evaluate the risk of liability to the district, and ensure that the proposed activities are in compliance with law, Board policy, and administrative regulation.

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

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 3530 - Risk Management/Insurance)

(cf. 5030 - Student Wellness)

(cf. 5142 - Safety)

(cf. 5143 - Insurance)

Fundraising events that involve the sale of food and/or beverages shall comply with applicable state and/or federal nutrition standards and BP/AR 3554 - Other Food Sales. If the fundraising event involves the sale of noncompliant food and/or beverages, it shall not take place from midnight until at least one-half hour after the end of the school day, or not be conducted on school premises.

(cf. 3554 - Other Food Sales)

Management and Reporting of Funds

Student body funds shall be managed in accordance with law, regulations, Board policies, and sound business procedures designed to encourage the largest possible educational return to students without sacrificing the security of funds.

STUDENT ACTIVITY FUNDS (continued)

The Superintendent or designee shall develop internal control procedures to safeguard the organization's assets, promote the success of fundraising ventures, provide reliable financial information, protect employees and volunteers from accusations of impropriety, and reduce the risk and promote the detection of fraud and abuse. These procedures shall detail the oversight of activities and funds including, but not limited to, the appropriate role and provision of training for staff and students, parameters for events on campus, appropriate and prohibited uses of funds, and accounting and record-keeping processes, including procedures for handling questionable expenditures.

(cf. 3400 - Management of District Assets/Accounts)

The principal or designee shall be responsible for the proper conduct of all student organization financial activities. The budget adopted by the student body organization should serve as the financial plan for the school year and shall be submitted to the Superintendent or designee at the beginning of each school year. The Superintendent or designee shall monitor the budget and periodically review the organization's use of funds to ensure compliance with the district's internal control procedures.

Funds derived from the student body shall be expended according to procedures established by the student organization. All expenditures must be approved by a Board-designated employee or official, the certificated employee who is the designated student organization advisor, and a student organization representative. (Education Code 48933)

Because of the district's administrative and/or direct financial involvement in the assets of the student organization, the student activity fund shall be reported within the district's fund in accordance with Governmental Accounting Standards Board Statement 84.

The Board shall provide an annual audit of student organization accounts by a certified public accountant or licensed public accountant. The cost of the audit shall be paid from district funds. (Education Code 41020)

(cf. 3460 - Financial Reports and Accountability)

Legal Reference next page

STUDENT ACTIVITY FUNDS (continued)

Legal Reference:

EDUCATION CODE

35182.5 Non-nutritious foods and beverages, vending machines

35564 Funds, obligation of the student body

41020 Requirement for annual audit

48930-48938 Student body organization

49431 Sale of food and beverages, elementary school

49431.2 Sale of food, middle and high schools

49431.5 Sale of beverages, elementary, middle and high schools

51520 School premise, prohibited solicitations

51521 Fundraising projects

CODE OF REGULATIONS, TITLE 5

4922 Nondiscrimination in intramural, interscholastic, and club activities

15500 Food sales, elementary schools

15501 Food sales, middle and junior high schools

CODE OF FEDERAL REGULATIONS, TITLE 34

106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Prince v. Jacoby, (2002) 303 F.3d 1074

Management Resources:

FISCAL CRISIS MANAGEMENT & ASSISTANCE TEAM PUBLICATIONS

Fiscal Alert: GASB 84 and Its Impact on Associated Student Body Accounts, May 2020

Associated Student Body Accounting Manual, Fraud Prevention Guide and Desk Reference, 20015

GOVERNMENTAL ACCOUNTING STANDARDS BOARD PUBLICATIONS

Implementation Guide No. 2019-2, Fiduciary Activities, June 2019

Statement No. 84, January 2017

WEB SITES

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

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

Governmental Accounting Standards Board: www.gasb.org

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy 3600: Consultants

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

Adoption: Policy updated to reflect **NEW LAW (AB 5)** which codifies a three-part test, established in *Dynamex Operations West Inc. v. Superior Court of Los Angeles*, to determine whether a person providing services for remuneration should be classified as an employee or an independent contractor. Policy also updates the statement on nondiscrimination to include additional protected categories, and reflects law regarding harassment of or by an independent contractor.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

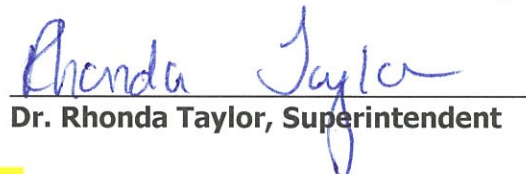
- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Review Click here to enter text. |
| <input checked="" type="checkbox"/> 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. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

CONSULTANTS

The Governing Board authorizes the use of consultants and other independent contractors to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

(cf. 3351 – Food Service Operations/Cafeteria Fund)

As part of the contract process, the Superintendent or designee shall determine that the individual, firm, or organization is properly classified as an independent contractor.

A person providing labor or services for remuneration shall be considered an employee rather than an independent contractor unless the district is able to demonstrate that all of the following conditions have been met: (Labor Code 2775)

1. The person is free from the control and direction of the district in connection with the performance of the work.
2. The person is performing work that is outside the usual course of the district providing educational services.
3. The person is customarily engaged in an independently established trade, occupation, or business of the same nature as the work to be performed.

All consultant contracts shall be brought to the Board for approval.

(cf. 3311 – Bids)

(cf. 3312 - Contracts)

(cf. 4132/4232/4332 – Publication or Creation of Materials)

All qualified independent contractors shall be accorded equal opportunity for consultant contracts regardless of actual or perceived race, ethnicity, color, national origin, ancestry, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, immigration status, or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 220; Government Code 12940)

(cf. 4030 - Nondiscrimination in Employment)

Independent contractors shall submit a written conflict of interest statement disclosing financial interests as determined necessary by the Superintendent or designee, depending on the range of duties to be performed by the consultant. The Superintendent or designee shall consider this statement when deciding whether to recommend approval the contract.

CONSULTANTS

Any consultant hired by the district who is subject to the filing requirements in the district's conflict of interest code shall file a Statement of Economic Interests within the time period required by law. (Government Code 87302)

(cf. 9270 - Conflict of Interest)

When employees of a public university, county office of education or other public agency serve as consultants or independent contractors in other capacities for the district, they shall certify as part of the consultant agreement that they will not receive salary or remuneration other than vacation pay from any other public agency for the specific days when they work for this district.

The Board prohibits the harassment of an independent contractor by any district employee or by any other person with whom the independent contractor comes in contact during the course of employment with the district. Additionally, the Board prohibits the harassment of a district employee by an independent contractor. Any complaint of harassment shall be investigated and resolved in accordance with applicable district complaint procedures. (Government Code 12940)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures)

Legal Reference:

EDUCATION CODE

200 Prohibition of discrimination

10400-10407 Cooperative improvement programs

17596 Limit on continuing contracts

35010 Control of districts; prescription and enforcement of rules

35172 Promotional activities

35204 Contract with attorney

44925 Part-time readers employed as independent contractors

45103 Classified service in districts not incorporating the merit system

45103.5 Contracts for food service consulting services

45134-45135 Employment of retired classified employee

45256 Merit system districts; classified service; positions established for professional experts on a temporary basis

GOVERNMENT CODE

12940 Unlawful employment practices

53060 Contract for special services and advice

82019 Designated employee; definition

87302 Conflict of interest code

LABOR CODE

2775-2787 Worker status: employees

UNEMPLOYMENT INSURANCE CODE

606.5 Determination of employment status

621 Employee defined

CONSULTANTS (continued)

Legal Reference Continued:

CODE OF REGULATIONS, TITLE 2

18700.3 Consultant

COURT DECISIONS

Dynamex Operations West, Inc. v. Superior Court of Los Angeles (2018) 4 Cal. 5th 903

S.G. Borello & Sons, Inc. v. Department of Industrial Relations (1989) 48 Cal. 3d 341

TITLE VI INDIAN EDUCATION PROGRAMS

With the assistance of federal Title VI funding for the education of children from federally recognized tribes, the district shall offer programs and activities to meet the unique cultural, language, and educational needs of American Indian students, as defined in 20 USC 7491. Program objectives and outcomes shall be based on state academic standards. (20 USC 7424)

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

(cf. 0415 - Equity)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6011 - Academic Standards)

In developing, implementing, and evaluating Title VI programs and activities, the Superintendent or designee shall consult with and involve parents/guardians and family members of American Indian students and other community representatives. (20 USC 7424)

The district shall establish a committee that is composed of, and selected by, parents/guardians and family members of American Indian students, representatives of tribes on tribal lands located within 50 miles of any district school that serves any children of the tribes, teachers, and, if appropriate, American Indian students enrolled in secondary schools in the district. The majority of the committee shall be parents/guardians and family members of American Indian students. The committee shall participate in program development and provide written approval for the program. (20 USC 7424)

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

The district's Title VI program for American Indian education may include any of the following services and activities: (20 USC 7425)

1. Activities that support Native American language programs and Native American language restoration programs, which may be taught by traditional leaders
2. Culturally related activities that support the district's program
3. Early childhood and family programs that emphasize school readiness
4. Enrichment programs that focus on problem solving and cognitive skills development and directly support the attainment of state academic standards
5. Integrated educational services in combination with other programs that meet the needs of American Indian students and their families, including programs that promote parent/guardian involvement in school activities and increase student achievement
6. Career preparation activities that enable American Indian students to participate in career technical education programs, including programs for mentoring and apprenticeship

TITLE VI INDIAN EDUCATION PROGRAMS (continued)

7. Activities to educate individuals so as to prevent violence, suicide, and substance abuse
8. The acquisition of equipment that is essential to achieve program goals
9. Activities that promote the incorporation of culturally responsive teaching and learning strategies into the district's educational program
10. Family literacy services
11. Activities that recognize and support the unique cultural and educational needs of American Indian students, and incorporate appropriately qualified tribal elders and seniors
12. Dropout prevention strategies for American Indian students
13. Strategies to meet the educational needs of American Indian students in correctional facilities, including such strategies that support American Indian students who are transitioning from such facilities to schools served by the district

Any federal funds received to support American Indian education programs shall be used to supplement, not supplant, state or local funds allocated for such purposes. (20 USC 7424)

(cf. 3230 - Federal Grant Funds)

(cf. 3231 - Impact Aid)

Program funds may be used to support a Title I schoolwide program pursuant to 20 USC 6314 if approved by the committee established pursuant to 20 USC 7424, provided that the schoolwide program is consistent with the purpose of American Indian education programs and the district's application identifies how the use of such funds in a schoolwide program will produce benefits to American Indian students that would not be achieved if not used in a schoolwide program. (20 USC 7424)

(cf. 6171 - Title I Programs)

As needed, professional development shall be provided to teachers and other school staff to assist them in working with American Indian students and carrying out Title VI programs. (20 USC 7424)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

TITLE VI INDIAN EDUCATION PROGRAMS (continued)

The Superintendent or designee shall maintain a record of the information establishing the status of each student as an American Indian student eligible for assistance through the federal American Indian education program. (20 USC 7427)

The Superintendent or designee shall periodically assess the progress of American Indian students, including American Indian students who do not participate in programs funded through Title VI, in meeting program goals and objectives. Assessment results shall be provided to the Board, the committee established pursuant to 20 USC 7424, tribes whose children are served by the district, and the community. (20 USC 7424)

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

33380-33384 California Indian Education Centers

UNITED STATES CODE, TITLE 20

6314 Title I schoolwide programs

7401-7492 Indian education

7701-7714 Impact Aid

CODE OF FEDERAL REGULATIONS, TITLE 2

200.0-200.521 Federal uniform grant guidance

CODE OF FEDERAL REGULATIONS, TITLE 34

222.90-222.129 Impact Aid, special provisions for local educational agencies that claim children residing on Indian lands

Management Resources:

WEB SITES

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

U.S. Department of Education, Office of Impact Aid:

<https://www2.ed.gov/about/offices/list/oese/impactaid>

U.S. Department of Education, Office of Indian Education:

<https://www2.ed.gov/about/offices/list/oese/oie>

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy and Administrative Regulation 1312.3: Uniform Complaint Procedures

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

First Reading: Policy updated to reflect the relationship between the state uniform complaint procedures (UCP) and NEW FEDERAL REGULATIONS (85 Fed. Reg. 30026) regarding Title IX complaints of sexual harassment. Policy also reflects NEW STATE REGULATIONS (Register 2020, No. 21) which limit the applicability of the UCP for complaints regarding special education and child nutrition programs, add procedures for addressing complaints regarding health and safety deficiencies in license-exempt California State Preschool Programs (CSPP), and delete the referral of complaints of fraud to the California Department of Education (CDE). The list of programs subject to the UCP revised and reorganized to more directly reflect CDE's 2020-21 Federal Program Monitoring (FPM) instrument.

Regulation updated to provide optional language stating that the compliance officer for purposes of the UCP will be the same person designated to serve as the Title IX Coordinator for addressing complaints of sexual harassment. Section on "Notifications" reflects CDE's 2020-21 FPM instrument which requires additional content for the annual notification to students, parents/guardians, employees, and others. Regulation also updated to reflect NEW STATE REGULATIONS (Register 2020, No. 21) which (1) clarify that for complaints related to the local control and accountability plan (LCAP) the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP, (2) designate the final written decision as the "investigation report" and specifies required components for that report, (3) change the timeline for filing an appeal to CDE from 15 calendar days to 30 calendar days, (4) expand the basis upon which an appeal may be filed, (5) require the district to submit specified documents to CDE within 10 days after the district has been notified that an appeal has been filed, (6) require the district to investigate and address any allegations that CDE determines were not addressed in the district's investigation, (7) require CDE to issue a written decision regarding an appeal within 60 days of CDE's receipt of the appeal unless extended by written agreement or documentation by CDE of exceptional circumstances, and (8) authorize either party to request reconsideration by the Superintendent of Public Instruction or designee within 30 days of the appeal decision. Section on "Health and Safety Complaints for License-Exempt Preschool Programs" reflects a requirement of new state regulations to include in the annual UCP notification a list of which district programs are licensed or exempt from licensing.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

☐ **Informational**

☐ **Discussion**

☐ **Approval**

☒ **Adoption**

☐ **Denial**

☐ **Ratification**


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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

UNIFORM COMPLAINT PROCEDURES

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts a uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

Complaints Subject to the UCP

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)

(cf. 5146 - Married/Pregnant/Parenting Students)

2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)

(cf. 6200 - Adult Education)

3. After School Education and Safety programs (Education Code 8482-8484.65)

(cf. 5148.2 - Before/After School Programs)

4. Agricultural career technical education (Education Code 52460-52462)

5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)

(cf. 6178 - Career Technical Education)

(cf. 6178.1 - Work-Based Learning)

6. Child care and development programs (Education Code 8200-8498)

(cf. 5148 - Child Care and Development)

7. Compensatory education (Education Code 54400)

(cf. 6171 - Title I Programs)

8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)

UNIFORM COMPLAINT PROCEDURES (continued)

9. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

10. Educational and graduation requirements for students in foster care, homeless students, students from military families, students formerly in a juvenile court school, migrant students, and immigrant students participating in a newcomer program (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6173.3 - Education for Juvenile Court School Students)

11. Every Student Succeeds Act (Education Code 52059; 20 USC 6301 et seq.)

12. Local control and accountability plan (Education Code 52075)

(cf. 0460 - Local Control and Accountability Plan)

13. Migrant education (Education Code 54440-54445)

(cf. 6175 - Migrant Education Program)

14. Physical education instructional minutes (Education Code 51210, 51222, 51223)

(cf. 6142.7 - Physical Education and Activity)

15. Student fees (Education Code 49010-49013)

(cf. 3260 - Fees and Charges)

16. Reasonable accommodations to a lactating student (Education Code 222)

UNIFORM COMPLAINT PROCEDURES (continued)

17. Regional occupational centers and programs (Education Code 52300-52334.7)

(cf. 6178.2 - Regional Occupational Center/Program)

18. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

(cf. 0420 - School Plans/Site Councils)

19. School safety plans (Education Code 32280-32289)

(cf. 0450 - Comprehensive Safety Plan)

20. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

(cf. 0420 - School Plans/Site Councils)

21. State preschool programs (Education Code 8235-8239.1)

(cf. 5148.3 - Preschool/Early Childhood Education)

22. State preschool health and safety issues in license-exempt programs (Education Code 8235.5)

23. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

24. Any other state or federal educational program the Superintendent of Public Instruction or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

UNIFORM COMPLAINT PROCEDURES (continued)

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation, or unlawful discrimination (such as discriminatory harassment, intimidation or bullying), the Superintendent or designee shall keep the identity of the complainant and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

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

(cf. 5125 - Student Records)

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

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including the steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, Protective Services Division, ~~and~~ or the appropriate law enforcement agency. (5 CCR 4611)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services. (5 CCR 4611)

UNIFORM COMPLAINT PROCEDURES (continued)

3. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.
4. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education, or a due process hearing order shall be submitted to the California Department of Education (CDE) in accordance with AR 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)

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

5. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)
6. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15582)
7. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students teacher vacancies and misassignments shall be investigated and resolved in accordance with AR 1312.4 – Williams Uniform Complaint Procedures. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18203 School libraries

32280-32289 School safety plan, uniform complain procedures

35186 Williams uniform complaint procedures

46015 Parental Leave for students

48853- 48853.5 Foster Youth

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference Continued:

- 48985 *Notices in language other than English*
- 49010-49014 *Student fees*
- 49060-49079 *Student records, especially:*
- 49069.5 *Records of foster youth*
- 49490-49590 *Child nutrition programs*
- 49701 *Interstate Compact on Educational Opportunity for Military Children*
- 51210 *Courses of study grades 1-6*
- 51223 *Physical education, elementary schools*
- 51225.1-51225.2 *Foster youth, homeless children, former juvenile court school students, military-connected students, migrant students, and newly arrived immigrant students; course credits; graduation requirements*
- 51228.1-51228.3 *Course periods without educational content*
- 52059.5 *Statewide system of support*
- 52060-52077 *Local control and accountability plan, especially*
- 52075 *Complaint for lack of compliance with local control and accountability plan requirements*
- 52800-52870 *School-based program coordination*
- 54400-54425 *Compensatory education programs*
- 54440-54445 *Migrant education*
- 54460-54529 *Compensatory education programs*
- 59000-59300 *Special schools and centers*
- 64000-64001 *Consolidated application process*
- 65000-65001 *School site councils*
- GOVERNMENT CODE
- 11135 *Nondiscrimination in programs or activities funded by state*
- 12900-12996 *Fair Employment and Housing Act*
- HEALTH AND SAFETY CODE
- 1596.792 *California Child Day Care Act; general provisions and definitions*
- 1596.7925 *California Child Day Care Act; health and safety regulations*
- PENAL CODE
- 422.55 *Hate crime; definition*
- 422.6 *Interference with constitutional right or privilege*
- CODE OF REGULATIONS, TITLE 2
- 11023 *Harassment and discrimination prevention and correction*
- CODE OF REGULATIONS, TITLE 5
- 3200-3205 *Special education compliance complaints*
- 4600-4670 *Uniform complaint procedures*
- 4680-4687 *Williams uniform complaint procedures*
- 4690-4694 *Complaints regarding health and safety issues in license-exempt preschool programs*
- 4900-4965 *Nondiscrimination in elementary and secondary education programs*
- 15580-15584 *Child nutrition programs complaint procedures*
- UNITED STATES CODE, TITLE 20
- 1221 *Application of laws*
- 1232g *Family Educational Rights and Privacy Act*
- 1681-1688 *Title IX of the Education Amendments of 1972*
- 6301-6576 *Title Improving the Academic Achievement of the Disadvantaged*
- 6801-7014 *Title III language instruction for limited English proficient and immigrant students*
- UNITED STATES CODE, TITLE 29
- 794 *Section 504 of Rehabilitation Act of 1973*

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference Continued:

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

11431-11435 McKinney-Vento Homeless Assistance Act

12101-12213 Title 11 equal opportunity for individuals with disabilities

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.1-106.82 Nondiscrimination on the basis of sex in education programs, especially:

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on the basis of age

Management Resources:

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

Uniform Complaint Procedure 2020-21 Program Instrument

Sample UCP Board Policies and Procedures

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

Dear Colleague Letter, September 22, 2017

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014

Dear Colleague Letter: Harassment and Bullying, October 2014

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

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

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

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

Student Privacy Policy Office: <https://www2.ed.gov/about/offices/list/opepd/sppo>

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

U.S. Department of Justice: <http://www.justice.gov>

UNIFORM COMPLAINT PROCEDURES

Except as the Governing Board may otherwise specifically provide in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in ~~BP 1312.3~~ **the accompanying Board policy**.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 4030 - Nondiscrimination in Employment)

Compliance Officers

The district designates the individual(s), position(s), or unit(s) identified below as responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws. The individual(s), position(s), or unit(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment responsible for handling complaints regarding unlawful discrimination, ~~(such as discriminatory~~ harassment, intimidation, or bullying) and in AR 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment. The compliance officer(s) shall receive and coordinate the investigation of complaints and shall ensure district compliance with law.

(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.71 - Title IX Sexual Harassment Complaints Procedures)

Assistant Superintendent, Education Services
12335 Woodside Avenue, Lakeside, CA 92040
(619) 390-2608
kreed@lsusd.net

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, ~~if applicable~~, if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall include

UNIFORM COMPLAINT PROCEDURES (continued)

current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, ~~(such as discriminatory~~ harassment, intimidation, or bullying); applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 4331 - Staff Development)
(cf. 9124 - Attorney)

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during ~~and pending the results of an investigation~~ **and while the result is pending**. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

In addition, the Superintendent or designee shall annually provide written notification of the district's UCP, to students, employees, parents/guardians of district students, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

The notice shall include:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy

UNIFORM COMPLAINT PROCEDURES (continued)

2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate
3. A statement that a UCP complaint, **except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying**, regarding student fees must be filed no later than one year from the date the alleged violation occurred
4. A statement that, ~~in the case of a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, a UCP complaint~~ must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct
5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities
6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3260 - Fees and Charges)

7. A statement that the district will post a standardized notice of the educational rights of foster youth, homeless students, former juvenile court school students now enrolled in the district, children of military families, migrant students, and immigrant students enrolled in a newcomer program, as specified in Education Code 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6173.3 - Education for Juvenile Court School Students)

(cf. 6175 - Migrant Education Program)

8. A statement that complaints will be investigated in accordance with the district's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant

UNIFORM COMPLAINT PROCEDURES (continued)

9. A statement that, **for programs within the scope of the UCP as specified in the accompanying Board policy**, the complainant has a right to appeal the district's investigation report to **the California Department of Education (CDE)** by filing a written appeal, including a copy of the original complaint and the district's decision, within ~~45~~ **30 calendar** days of receiving the district's decision
10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal **laws prohibiting** ~~antidiscrimination~~ laws, **harassment, intimidation, or bullying**, if applicable
11. A statement that copies of the district's UCP are available free of charge

The annual notification and complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the district web site and, may be provided through district-supported social media, if available.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's **UCP** policy, regulation, forms, and notices ~~concerning the UCP~~ shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

Filing of Complaints

The complaint shall also be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint. (5 CCR 4600)

Complaints shall be filed in accordance with the following rules, as applicable:

UNIFORM COMPLAINT PROCEDURES (continued)

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy (item #1 of the section "Complaints Subject to UCP) may be filed by any individual, public agency, or organization. (5 CCR 4630)
2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee.
3. A UCP complaint, **except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying**, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Board. (5 CCR 4630)
4. A complaint alleging unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~, may be filed only by a persons who alleges having personally suffered unlawful discrimination, a person ~~or~~ who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. (5 CCR 4630)
5. ~~The A~~ complaint **alleging unlawful discrimination, harassment, intimidation, or bullying** shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)
- 6 5. When a complaint alleging unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~ is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.

UNIFORM COMPLAINT PROCEDURES (continued)

7. **When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.**

Mediation

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation **to resolve the complaint**. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of a sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation, unlawful discrimination, ~~(such as discriminatory~~ harassment, intimidation, or bullying), the compliance officer shall ensure that all parties agree ~~to make the mediator a party to~~ **permit the mediator access to all** relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed to through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence,

UNIFORM COMPLAINT PROCEDURES (continued)

or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform ~~both~~ the parties of the status of the investigation.

To investigate a complaint alleging retaliation, unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or ~~engagement in~~ any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. ~~Similarly, a respondent's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in a finding, based on evidence collected, that a violation has occurred and in the imposition of a remedy in favor of the complainant (5 CCR 4631)~~

~~In accordance with law, the district shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the district to cooperate in the investigation~~ **Refusal by the district to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation** may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant, a written report, as described in the section "Final Written Decision" below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

UNIFORM COMPLAINT PROCEDURES (continued)

For any complaint alleging unlawful discrimination, ~~(such as discriminatory harassment, intimidation, and bullying)~~, the respondent shall be informed of any extension of the timeline agreed to by the complainant. The respondent also shall be sent the district's final written decision at the same time it is provided to the complainant.

Timeline for Investigation Report

~~Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint. Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.~~

~~The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60 day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.~~

~~(cf. 9321—Closed Session)~~

~~If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)~~

~~For any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent shall be informed of any extension of the timeline agreed to by the complainant, shall be sent the district's investigation report, and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.~~

Investigation Report

For all complaints, the district's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered
2. A conclusion providing a clear determination for each allegation as to whether the district is in compliance with the relevant law

UNIFORM COMPLAINT PROCEDURES (continued)

3. Corrective action(s) whenever the district finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal the district's investigation report to CDE, except when the district has used the UCP to address a complaint not specified in 5 CCR 4610
5. Procedures to be followed for initiating an appeal to CDE

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

In consultation with district legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination, ~~(such as discriminatory harassment, intimidation, and bullying)~~, notice of the investigation report to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient student or parent/guardian ~~and the student involved is enrolled in a school at which 15 percent or more of the students speak a single primary language other than English~~, then the **district's response, if requested by the complainant, and the** investigation report shall ~~also be translated into that language pursuant to Education Code 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency be written in English and the primary language in which the complaint was filed.~~

For complaints alleging unlawful discrimination, ~~based on state law (such as discriminatory harassment, intimidation, and bullying)~~, **based on state law** the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the district's complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)

UNIFORM COMPLAINT PROCEDURES (continued)

3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination.

Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies, training for faculty, staff, and students, updates to school policies, or school climate surveys.

(cf. 5137 – Positive School Climate)

For complaints involving retaliation or unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling

(cf. 6164.2 – Guidance/Counseling Services)

2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints ~~involving~~ **of** retaliation, unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~ **involving a student as the respondent**, appropriate corrective actions that ~~focus on a student-offender~~ **may be provided to the student** may include, but are not limited to, the following:

UNIFORM COMPLAINT PROCEDURES (continued)

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team

(cf. 6164.5 – Student Success Teams)

6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law

(cf. 6145 – Extracurricular and Cocurricular Activities)

7. Disciplinary action, such as suspension or expulsion, as permitted by law

(cf. 5144 – Discipline)

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

When an employee is found to have committed retaliation or unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

(cf. 4118 – Dismissal/Suspension/Disciplinary Action)

(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, ~~(such as discriminatory harassment, intimidation, or bullying)~~, that the district does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, **51228.3**, 52075)

UNIFORM COMPLAINT PROCEDURES (continued)

For complaints alleging noncompliance with the laws regarding student fees, the district, **by engaging in reasonable efforts**, shall attempt in good faith, ~~by engaging in reasonable efforts~~, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with the CDE within ~~45~~ 30 calendar days of receiving the district's ~~decision~~ investigation report. (5 CCR 4632)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the district's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following. (5 CCR 4632)

1. The district failed to follow its complaint procedures.
2. Relative to the allegations of the complaint, the district's investigation report lacks material findings of fact necessary to reach a conclusion of law.
3. The material findings of fact in the district's investigation report are not supported by substantial evidence.
4. The legal conclusion in the district's investigation report is inconsistent with the law.
5. In a case in which the district found noncompliance, the corrective actions fail to provide a proper remedy.

Upon notification by CDE that the district's investigation report has been appealed, the Superintendent or designee shall forward the following documents to the CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the district's investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint

UNIFORM COMPLAINT PROCEDURES (continued)

5. A copy of the district's UCP
6. Other relevant information requested by the CDE

If notified by CDE that the district's investigation report failed to address allegation(s) raised by the complaint, the district shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

Health and Safety Complaints in California State Preschool Program

Any complaint regarding health or safety issues in a license-exempt CSPP program shall be addressed through the procedures described in 5 CCR 4690-4694.

~~In each license-exempt CSPP classroom,~~ **In order to identify appropriate subjects of CSPP health and safety issues pursuant to Health and Safety Code 1596.7925,** a notice shall be posted **in each license-exempt CSPP classroom in the district** notifying parents/guardians, students, and teachers of the health and safety requirements of Title 5 regulations that apply to CSPP programs pursuant to Health and Safety Code 1596.7925 and the location at which to obtain a form to file any complaint alleging noncompliance with those requirements. **For this purpose, the Superintendent or designee may download and post a notice available from the CDE web site.** (Education Code 8235.5; 5 CCR 4690 ~~4691~~)

The district's annual UCP notification distributed pursuant to 5 CCR 4622 shall clearly indicate which of its CSPP programs are operating as exempt from licensing and which CSPP programs are operating pursuant to requirements under Title 22 of the Code of Regulations. (5 CCR 4691)

Any complaint regarding specified health or safety issues in a license-exempt CSPP program shall be filed with the preschool program administrator or designee, and may be filed anonymously. The complaint form shall specify the location for filing the complaint, ~~and shall~~ contain a space to indicate whether the complainant desires a response to the complaint, **and allow a complainant to add as much text as desired to explain the complaint.**

If it is determined that the complaint is beyond the authority of the preschool program administrator, the matter shall be forwarded to the Superintendent or designee in a timely manner, not to exceed 10 working days, for resolution. **The preschool administrator or the Superintendent or designee shall make all reasonable efforts to investigate any complaint within their authority.** (Education Code 8235.5; 5 CCR 4690 ~~4692~~)

UNIFORM COMPLAINT PROCEDURES (continued)

Investigation of a complaint regarding health or safety issues in a license-exempt CSPP program shall begin within 10 days of receipt of the complaint. (Education Code 8235.5; 5 CCR 4692)

The preschool administrator or designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the preschool administrator or Superintendent's designee shall, within 45 working days of the initial filing of the complaint, report the resolution of the complaint to the complainant and CDE's assigned field consultant. If the preschool administrator makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 8235.5; 5 CCR 4692)

If a complaint regarding health or safety issues in a license-exempt CSPP program involves a limited-English-proficient student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Board at a regularly scheduled meeting and, within 30 days of the date of the written report, may file a written appeal of the district's decision to the Superintendent of Public Instruction in accordance with 5 CCR 4632. (Education Code 8235.5; 5 CCR 4693, 4694)

All complaints and responses are public records. (5 CCR 4690)

(cf. 1340 - Access to District Records)

On a quarterly basis, the Superintendent or designee shall report summarized data on the nature and resolution of all CSPP health and safety complaints, including the number of complaints by general subject area with the number of resolved and unresolved complaints, to the Board at a regularly scheduled Board meeting and to the County Superintendent.

UNIFORM COMPLAINT PROCEDURES

**NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS:
PRESCHOOL COMPLAINT RIGHTS**

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8235.5, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. Outdoor shade that is safe and in good repair
2. Drinking water that is accessible and readily available throughout the day
3. Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children
4. Restroom facilities that are available only for preschoolers and kindergartners
5. Visual supervision of children at all times
6. Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time
7. Playground equipment that is safe, in good repair, and age appropriate

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's uniform complaint procedures as required by law. A complaint form may be obtained at the school office or district office, or downloaded from the school or district web site. You may also download a copy of the California Department of Education complaint form from the following web site: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the complaint form from the California Department of Education.

UNIFORM COMPLAINT PROCEDURES**PRESCHOOL COMPLAINT FORM:
UNIFORM COMPLAINT PROCEDURES**

Education Code 8235.5 requires that the district's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ☐ Yes ☐ No

Contact information: (if response is requested)

Name: _____

Address: _____

Phone number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint: _____

School name/address: _____

Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

- ☐ The preschool does not have outdoor shade that is safe and in good repair.
- ☐ Drinking water is not accessible and/or readily available throughout the day.
- ☐ The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.
- ☐ Restroom facilities are not available only for preschoolers and kindergartners.
- ☐ The preschool program does not provide visual supervision of children at all times.
- ☐ Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.
- ☐ Playground equipment is not safe, in good repair, or age appropriate.

UNIFORM COMPLAINT PROCEDURES

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation.

Please file this complaint at the following location:

(preschool administrator or designee)

(address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

(Signature)

(Date)

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy 4141/4241: Collective Bargaining Agreement

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

First Reading: Revised policy reflects court decision holding that a provision in a collective bargaining agreement that directly conflicts with the Education Code cannot be enforced. Policy also adds language clarifying that, whenever a law conflicts with a provision in the collective bargaining agreement, the law will prevail.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

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

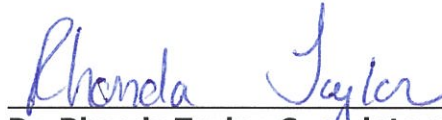
Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:



Lisa DeRosier, Executive Assistant



Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

COLLECTIVE BARGAINING AGREEMENT

The Governing Board recognizes that collective bargaining agreements are legally binding, bilateral agreements with the exclusive representatives of employees pertaining to terms and conditions of employment. The Board is committed to carrying out the provisions of each agreement and expects the agreements to be consistently and uniformly administered.

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

(cf. 4143/4243 - Negotiations/Consultation)

Following adoption of the collective bargaining agreement, the Superintendent or designee shall review related Board policies and recommend to the Board any action needed to maintain consistency with the agreement. Whenever a Board policy conflicts with a provision in the collective bargaining agreement, the agreement shall be binding for those employees covered by the terms of the agreement. **Whenever a law conflicts with a provision in the collective bargaining agreement, the law will prevail as to those employees for whom the law applies.**

(cf. 9310 - Board Policies)

Upon request by the Public Employment Relations Board, the Superintendent or designee shall provide, within 15 days of the request, a copy of the written agreement and any amendments. (8 CCR 32120)

Legal Reference:

EDUCATION CODE

35035 Additional powers and duties of superintendent, transfer authority

35036 Voluntary transfers

35160 Authority of governing boards

35160.1 Broad authority of school districts

45220-45320 Merit system, classified employees

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 8

31001-32997 Regulations of employee relations boards

COURT DECISIONS

Janus v. American Federation of State, County and Municipal Employees, Council 31 (2018) 138 S.Ct. 2448

United Teachers of Los Angeles v. Los Angeles Unified School District (2012) 54 Cal. 4th 504

Round Valley Teachers Association (1996) 13 Cal. 4th 269

COLLECTIVE BARGAINING AGREEMENT

Management Resources:

CSBA PUBLICATIONS

Collective Bargaining DVD-ROM

Maximizing School Board Governance: Collective Bargaining

WEB SITES

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

California Public Employee Relations: <http://cper.berkeley.edu>

Center for Collaborative Solutions: <http://www.ccscenter.org>

Public Employment Relations Board: <http://www.perb.ca.gov>

State Mediation and Conciliation Service (SMCS): <http://www.dir.ca.gov/csmcs/smcs.html>

Policy
adopted: September 17, 2012
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy and Administrative Regulation 5113.1: Chronic Absence and Truancy

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

First Reading: Policy updated to designate the attendance supervisor as the person responsible for performing various assignments related to absence and truancy; reflect a tiered approach for reducing chronic absence which includes universal strategies and letters to parents/guardians; expand material regarding early intervention; add the provision of training and information to staff for the implementation of a trauma-informed approach to chronic absence; reflect chronic absence as a measure of district and school performance on the California School Dashboard; and add grade level to the list of specific data to be provided to the board regarding attendance, absence, and truancy.

Regulation updated to reflect law allowing the referral of a chronic absentee (rather than a student who is "irregular in attendance") to a school attendance review board (SARB), a truancy mediation, or a comparable program and requiring documentation of the interventions undertaken at the school when making such a referral. Regulation also revised to give students who are absent the opportunity to make up missed work for full credit and support to limit the impact of absences on grades. Regulation clarifies that parents/guardians of students between 13 and 18 years of age must be notified, upon initial identification of their child for truancy, that the student may be subject to suspension, or delay of driving privilege.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

- ☐ **Informational**
- ☒ **Discussion**
- ☐ **Approval**
- ☐ **Adoption**

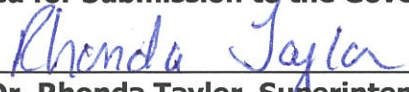
- ☐ **Denial**
- ☐ **Ratification**
- ☐ **Review** [Click here to enter text.](#)
- ☐ **Explanation:** [Click here to enter text.](#)

Originating Department/School: Superintendent's Office

Submitted/Recommended By:


Lisa DeRosier, Executive Assistant

Approved for Submission to the Governing Board:


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

CHRONIC ABSENCE AND TRUANCY

The Governing Board believes that ~~excessive student absenteeism and tardiness, whatever the cause whether caused by excused or unexcused absences~~, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 - Absences and Excuses)

(cf. 5113.11 – Attendance Supervision)

The Superintendent or designee shall establish a system to accurately track and monitor student attendance, ~~including methods to identify students classified as~~ **in order to identify individual students who are** chronic absentees and truants, as defined in law and administrative regulation, **and to identify patterns of absence throughout the district.**

~~To encourage school attendance, The Superintendent,~~ **attendance supervisor,** or designee shall develop strategies ~~that a tiered approach to reducing chronic absence. Such an approach shall include strategies for preventing~~ focus on prevention and early intervention of attendance problems. ~~Preventive strategies which~~ **may include, but are not limited to,** efforts to provide a safe and positive school environment, relevant and engaging learning experiences, and school activities that help develop students' feelings of connectedness with the schools, **school-based health services, letters alerting parents/guardians to the value of regular school attendance, and.** ~~The Superintendent or designee also may provide incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.~~

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

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

(cf. 0450 – Comprehensive Safety Plan)

(cf. 5126 - Awards for Achievement)

(cf. 5131 - Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.6 – School Health Services)

(cf. 5145.3 - Nondiscrimination/Harassment)

~~The Superintendent, or designee shall work with students, parents/guardians to identify factors contributing to chronic absence and truancy. Based on this needs assessment, he/she shall collaborate with community agencies, including, but not limited to, child welfare services, law enforcement, courts, and/or public health care agencies, to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.~~

CHRONIC ABSENCE AND TRUANCY (continued)

~~(cf. 1020—Youth Services)~~
~~(cf. 3550—Food Service/Child Nutrition Program)~~
~~(cf. 5030—Student Wellness)~~
~~(cf. 5145.6—School Health Services)~~
~~(cf. 5146—Married/Pregnant/Parenting Students)~~
~~(cf. 5147—Dropout Prevention)~~
~~(cf. 5149—At-Risk Students)~~
~~(cf. 6158—Independent Study)~~
~~(cf. 6164.2—Guidance/Counseling Services)~~
~~(cf. 6164.5—Student Success Teams)~~
~~(cf. 6173—Education for Homeless Children)~~
~~(cf. 6173.1—Education for Foster Youth)~~
~~(cf. 6173.2—Education of Children of Military Families)~~
~~(cf. 6175—Migrant Education Program)~~
~~(cf. 6179—Supplemental Instruction)~~
~~(cf. 6181—Alternative Schools/Programs of Choice)~~
~~(cf. 6183—Home and Hospital Instruction)~~
~~(cf. 6184—Continuation Education)~~
~~(cf. 6185—Community Day School)~~

As required by law, habitually truant students shall be referred to a school attendance review board (SARB), a truancy mediation program operated by the county's district attorney or probation officer, and/or a juvenile court.

The Superintendent or designee shall regularly analyze data on student absence to identify patterns of absence districtwide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time. The Superintendent or designee shall periodically report this information to the Board for purposes of evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and making changes as needed. As appropriate, the Superintendent or designee also shall provide this information to key school staff and community agency partners to engage them in program evaluation and improvement.

School Attendance Review Board

The Board shall submit nominations to the County Superintendent of Schools for a district representative on the county SARB. (Education Code 48321)

The Board shall appoint members of the district's SARB, who may include, but need not be limited to, a parent/guardian as well as representatives of the district, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare and attendance personnel, and school or county health care personnel. (Education Code 48321)

The district's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.

CHRONIC ABSENCE AND TRUANCY (continued)

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5126 - Awards for Achievement)
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5141.6 - School Health Services)
(cf. 5145.3 - Nondiscrimination/Harassment)

Students with serious attendance problems shall be provided with may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Superintendent, attendance supervisor, or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5030 - Student Wellness)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5147 - Dropout Prevention)
(cf. 6158 - Independent Study)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6175 - Migrant Education Program)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

The Superintendent or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences.

(cf. 4131 - Staff Development)

CHRONIC ABSENCE AND TRUANCY (continued)

Students who are identified as chronically absent or truant shall be subject to the interventions specified in law and administrative regulation.

(cf. 5113.12 - District School Attendance Review Board)

A student's truancy, tardiness, or other absence from school shall not be the basis for suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

(cf. 5144 - Discipline)

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

The Superintendent, attendance supervisor, or designee shall periodically report to the Board regarding student attendance patterns in the district, including rates of chronic absence and truancy districtwide and for each school, grade level, and numerically significant student subgroup as defined in Education Code 52052. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to develop annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

(cf. 0500 - Accountability)

(cf. 0400 - Comprehensive Plans)

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

Legal Reference: (see next page)

CHRONIC ABSENCE AND TRUANCY (continued)

Legal Reference:

EDUCATION CODE

1740 -1742 *Employment of personnel to supervise attendance (county superintendent)*

37223 *Weekend classes*

~~41601 *Reports of average daily attendance*~~

46000 *Records (attendance)*

46010-46014 *Absences*

46110-46119 *Attendance in kindergarten and elementary schools*

46140-46147 *Attendance in junior high and high schools*

48200-48208 *Children ages 6-18 (compulsory full-time attendance)*

48225.5 *Work permits, entertainment and allied industries*

48240-48246 *Supervisors of attendance*

48260-48273 *Truants*

48290-48297 *Failure to comply; complaints against parents*

48320-48325 *School attendance review boards*

48340-48341 *Improvement of student attendance*

48400-48403 *Compulsory continuation education*

48900 *Suspension and expulsion*

49067 *Unexcused absences as cause of failing grade*

52052 *Unexcused absences as cause of failing grade*

60901 *Chronic absence*

GOVERNMENT CODE

54950-54963 *The Ralph M. Brown Act*

PENAL CODE

270.1 *Chronic truancy; parent/guardian misdemeanor*

272 *Parent/guardian duty to supervise and control minor child; criminal liability for truancy*

830.1 *Peace officers*

VEHICLE CODE

13202.7 *Driving privileges; minors; suspension or delay for habitual truancy*

WELFARE AND INSTITUTIONS CODE

256-258 *Juvenile hearing officer*

601-601.4 *Habitually truant minors*

11253.5 *Compulsory school attendance*

CODE OF REGULATIONS, TITLE 5

306 *Explanation of absence*

420-421 *Record of verification of absence due to illness and other causes*

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

ATTENDANCE WORKS PUBLICATIONS

District Attendance Tracking Tool

For School Board Members: Frequently Asked Questions About Chronic Absence

School Attendance Tracking Tool

Bringing Attendance Home: Engaging Parents in Preventing Chronic Absence, 2015

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early

Outreach for Positive Linkages and Engagement, 2014

CSBA PUBLICATIONS

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

CHRONIC ABSENCE AND TRUANCY (continued)

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook, *A Road Map for Improved School Attendance and Behavior*, rev. 2018 2009

School Attendance Improvement Handbook, 2000

WEB SITES

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

Attendance CountsWorks: <http://www.attendancecounts.org> www.attendanceworks.org

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

Policy
adopted:
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

CHRONIC ABSENCE AND TRUANCY**Definitions**

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular day schools of the district, exclusive of Saturdays and Sundays.

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code 48260)

Habitual truant means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and ~~his/her~~ **the student's** parent/guardian **after either of the two previous reports**. (Education Code 48262, 48264.5)

Chronic truant means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260-48263 and 48291. (Education Code 48263.6)

Attendance Supervisor(s)

~~The Superintendent or designee shall appoint or contract with a supervisor of attendance and assistant supervisors as necessary to supervise the attendance of district students. Such supervisors shall perform duties related to compulsory full-time education, truancy, compulsory continuation education, work permits, and any additional duties prescribed by the Superintendent. (Education Code 48240, 48243, 48244)~~

~~(cf. 5113 – Absences and Excuses)~~

~~(cf. 5113.2 – Work Permits)~~

Addressing Chronic Absence

When a student is identified as a chronic absentee, the **Superintendent**, attendance supervisor, **or designee** shall communicate with the student and ~~his/her~~ **the student's** parent/guardian to determine the reason(s) for the excessive absences, ensure the student and parent/guardian are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

~~(cf. 5113.11 – Attendance Supervision)~~

~~(cf. 6020 - Parent Involvement)~~

CHRONIC ABSENCE AND TRUANCY (continued)

The student may be referred to a student success team or school-site attendance review team to assist in evaluating the student's needs and identifying strategies and programs that may assist ~~him/her~~ **the student**. **When necessary, the student may be referred to a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee, in accordance with Education Code 48263 and item #3 in the section "Addressing Truancy" below.**

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5147 - Dropout Prevention)
~~*(cf. 5149 - At-Risk Students)*~~
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6175 - Migrant Education Program)

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

Students who are absent shall be given an opportunity to make up missed assignments or assessments and shall receive full credit for satisfactory completion of the work. Students with excessive absences shall be supported to the extent possible to limit the impact of absences on the student's grades.

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6158 - Independent Study)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6178.1 - Work Experience Education)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)

Whenever chronic absenteeism is linked to a **health, social-emotional, family, or other nonschool condition issue**, the **Superintendent or designee** ~~attendance-supervisor~~ may recommend **school or** community resources and/or collaborate with community agencies and organizations to address the needs of the student's ~~and his/her~~ family.

~~*(cf. 1020 - Youth Services)*~~
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5145.6 - School Health Services)

CHRONIC ABSENCE AND TRUANCY (continued)**Addressing Truancy**

An attendance supervisor or designee, peace officer, probation officer, or school administrator or designee may, **as applicable**, arrest or assume temporary custody, during school hours, ~~of~~ **or** any minor student found away from ~~his/her~~ home who is absent from school without a valid excuse. Any person arresting or assuming temporary custody of a minor student shall deliver the student and make reports in accordance with Education Code 48265 and 48266. (Education Code 48264, 48265, 48266)

(cf. 3515.3 - District Police/Security Department)

The **Superintendent**, attendance supervisor, **or designee** shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code 48200-48341. (Education Code 48290)

When a student has been identified as a truant, as defined above, the following steps shall be implemented based on the number of trancies ~~he/she~~ **the student** has committed:

1. Initial truancy
 - a. A ~~The student who is initially classified as truant~~ shall be reported to the **Superintendent**, attendance supervisor, **or designee**. (Education Code 48260)
 - b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)
 - (1) The student is truant.
 - (2) The parent/guardian is obligated to compel the student to attend school **and** ~~if~~ the parent/guardian fails to meet this obligation, ~~he/she~~ **the parent/guardian** may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.
 - (3) Alternative educational programs are available in the district.
 - (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
 - (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or **designee, or** attendance supervisor or ~~his/her~~ designee ~~under~~ **pursuant to** Education

CHRONIC ABSENCE AND TRUANCY (continued)

Code 48264 if found away from home and absent from school without a valid excuse.

- (6) **If the student is at least 13 years of age but under age 18, the student** may be subject to **the** suspension, restriction, or delay of ~~his/her~~ driving privilege pursuant to Vehicle Code 13202.7.
- (7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.

(cf. 5145.6 - Parental Notifications)

- c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
- d. **The student and, as appropriate, the student's parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)**

~~—— The student may be given a written warning by a peace officer. A record of this warning may be kept at school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code 48264.5)~~

(cf. 5125 - Student Records)

- e. The **Superintendent**, attendance supervisor, **or designee** may notify the district attorney and/or probation officer of the ~~name of each student's name and the who has been classified as a truant and the~~ name and address of the student's parents/guardians. (Education Code 48260.6)

2. Second truancy

- a. Any student who has once been reported as a truant shall again be reported to the **Superintendent**, attendance supervisor, **or designee** as a truant if ~~he/she~~ **the student** is absent from school without valid excuse one or more days or is tardy on one or more days. (Education Code 48261)
- b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)

CHRONIC ABSENCE AND TRUANCY (continued)

- c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, ~~he/she~~ **the student** shall be subject to item #3 below. (Education Code 48264.5)
 - d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and **the student's** parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)
 - e. The student may be given a written warning by a peace officer. A record of this warning may be kept at school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code 48264.5)
 - f. The attendance supervisor may notify the district attorney and/or probation officer whether the student continues to be classified as a truant after the parents/guardians have been notified in accordance with item #1b above. (Education Code 48260.6)
3. Third truancy (habitual truancy)
- a. A student who is habitually truant, ~~irregular in school attendance;~~ **a chronic absentee,** or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a ~~school attendance review board (SARB)~~ program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the **Superintendent or designee** ~~district's attendance supervisor.~~ (Education Code 48263, 48264.5)
 - b. Upon making a referral to the SARB or the probation department, the **Superintendent, attendance supervisor, or other person designated to make the referral** shall provide the student, **the student's** and parent/guardian, and **SARB or probation department with documentation of the interventions undertaken at the school. The attendance supervisor or designee shall also provide the student and the student's parent/guardian,** in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and **the student's** parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code 48263)

CHRONIC ABSENCE AND TRUANCY (continued)

- c. If the student does not successfully complete the truancy mediation program or other similar program, ~~he/she~~ **the student** shall be subject to item #4 below. (Education Code 48264.5)
 - d. If the **Superintendent** ~~attendance-supervisor or designee~~ determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or **the** student's parents/guardians have failed to respond to the directives of the district or to services provided, the **Superintendent or designee** ~~attendance-supervisor~~ may so notify the district attorney and/or the probation officer. (Education Code 48263)
4. Fourth truancy
- a. Upon ~~his/her~~ **the** fourth truancy within the same school year, the student shall be within the jurisdiction of the juvenile court. (Education Code 48264.5; Welfare and Institutions Code 601)
 - b. If a student has been adjudged by the county juvenile court to be a habitual truant, the attendance supervisor shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code 48267)
5. **Chronic truancy** ~~Absence for 10 percent of school days (chronic truancy)~~**unexcused absence for 10 percent of school days)**
- a. The **Superintendent or designee** ~~attendance-supervisor~~ shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
 - b. If a chronically truant student is at least age 6 years and is in any of grades K-8, the **Superintendent or designee** ~~attendance-supervisor~~ shall notify the **student's** parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

CHRONIC ABSENCE AND TRUANCY (continued)

Records

The Superintendent, **attendance supervisor**, or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. ~~The Superintendent or designee also~~ **In addition, the attendance supervisor, designee, and/or the staff persons who have direct contact with the student or parent/guardian** shall document all **their** contacts ~~with a student and his/her parent/guardian~~ regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

The Superintendent, **attendance supervisor**, or designee shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)

LAKESIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: 8/12/21

Agenda Item:

Board Policy 6159.2: Nonpublic, Nonsectarian School and Agency Services for Special Education

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

First Reading: Policy updated to include the provision of nonpublic, nonsectarian school and agency (NPS/A) services in the comprehensive local plan of the Special Education Local Plan Area. Policy reflects **NEW LAW (AB 1172, 2019)** which requires districts to verify that the NPS/A provides staff training in the use of practices and interventions specific to the unique behavioral needs of the student population at the NPS/A. Policy also reflects the requirement for the district to pay the full amount of the school's tuition or, as amended by AB 1172, the fees for the agency. Legal cite for Education Code 56366.3 deleted as it has been repealed.

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Recommended Action:

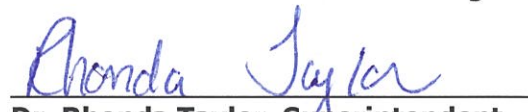
- | | |
|---|--|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial |
| <input checked="" type="checkbox"/> Discussion | <input type="checkbox"/> Ratification |
| <input type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/>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

Originating Department/School: Superintendent's Office

Submitted/Recommended By:

Approved for Submission to the Governing Board:


Lisa DeRosier, Executive Assistant


Dr. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member: _____

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION

The Governing Board recognizes its responsibility to provide a free appropriate public education to students with disabilities in accordance with law. When the district is unable to provide direct special education and/or related services to students with disabilities, the Board may enter into a contract with a ~~may contract with state-certified nonpublic, nonsectarian schools or agencies~~ agency (NPS/A) to meet student needs consistent with the comprehensive local plan of the Special Education Local Plan Area ~~provide special education services or facilities when an appropriate public education program is not available.~~

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 4112.23 - Special Education Staff)

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

(cf. 6159 - Individualized Education Program)

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

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

~~Prior to~~ When entering into agreements a contract to place any student in an ~~with nonpublic, nonsectarian schools or agencies~~ NPS/A, the Board Superintendent or designee shall consider the needs of the individual student and the recommendations of the individualized education program (IEP) team. The IEP team shall remain accountable for monitoring the progress of students placed in nonpublic, nonsectarian programs towards the goals identified in each student's IEP ~~verify that the school or agency is certified to provide special education and related services to individuals with disabilities and complies with staff training requirements in accordance with Education Code 56366 and 56366.1. In addition, the Superintendent or designee shall monitor, on an ongoing basis, the certification of any NPS/A with which the district has a contract to ensure that the certification has not expired.~~

No district student shall be placed in an NPS/A unless the student's individualized education program (IEP) team has determined that an appropriate public education alternative does not exist and that the placement is appropriate for the student. (Education Code ~~56195.8, 56342.1~~)

(cf. 6159 - Individualized Education Program)

The district shall pay to the NPS/A the full amount of the tuition or fees, as applicable, for students with disabilities who are enrolled in programs or receiving services provided by the NPS/A. (Education Code 56365)

In accordance with law, any student with disabilities placed in an NPS/A shall have all the rights and protections to which students with disabilities are generally entitled, including, but not limited to, the procedural safeguards, due process rights, and periodic review of the student's IEP.

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)

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

During the period when any student with disabilities is placed in an NPS/A, the student's IEP team shall retain responsibility for monitoring the student's progress towards meeting the goals identified in his/her the IEP.

The Superintendent or designee shall notify the Board prior to approving an out-of-state placement for any district student.

The Superintendent or designee may apply to the Superintendent of Public Instruction to waive any of the requirements of Education Code 56365, 56366, and 56366.6. (Education Code 56366.2)

(cf. 1431 - Waivers)

Legal Reference:

EDUCATION CODE

56034-56035 *Definitions of nonpublic, nonsectarian school and agency*
56042 *Placement not to be recommended by attorney with conflict of interest*
56101 *Waivers*
56163 *Certification*
56168 *Responsibility for education of student in hospital or health facility school*
56195.8 *Adoption of policies*
56342.1 Individualized education program; placement
56360-56369 *Implementation of special education*
56711 *Computation of state aid*
56740-56743 *Apportionments and reports*
56760 *Annual budget plan; service proportions*
56775.5 *Reimbursement of assessment and identification costs*
56836.20-56836.21 Special education funding; SELPA contracts with nonpublic nonsectarian schools

FAMILY CODE

7911-7912 *Interstate compact on placement of children*

GOVERNMENT CODE

7570-7588 *Interagency responsibilities for providing services to children with disabilities, especially:*
7572.55 *Seriously emotionally disturbed child; out-of-state placement*

WELFARE AND INSTITUTIONS CODE

362.2 *Out-of-home placement for IEP*
727.1 *Out-of-state placement of wards of court*

CODE OF REGULATIONS, TITLE 5

3001 *Definitions*
3051-3051.24 Special education; standards for related services and staff qualifications
3060-3070 Nonpublic, nonsectarian school and agency services
~~3061-3069 Nonpublic, nonsectarian school and agency services~~

UNITED STATES CODE, TITLE 20

1400-1487 *Individuals with Disabilities Education Act*

CODE OF FEDERAL REGULATIONS, TITLE 34

300.129-300.148 Children with disabilities in private schools

COURT DECISIONS

Agostini v. Felton, (1997) 521 U.S. 203, 117 S.Ct. 1997

Management Resources:

CDE LEGAL ADVISORIES

~~0317.99 Nonpublic School/Agency Waivers and Reimbursement to Parents~~

FEDERAL REGISTER

~~Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845~~

WEB SITES

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

US Department of Education, Office of Special Education and Rehabilitative Services:

<http://www.ed.gov/about/offices/OSERS>

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION**Master Contract**

Every master contract between the district and a nonpublic, nonsectarian school or agency (NPS/A) shall specify the general administrative and financial agreements for providing the special education and designated instruction and services. The master contract shall be for a term not to exceed one year and shall be renegotiated prior to June 30. Provisions of the contract shall include, but not be limited to: (Education Code 56366; 5 CCR 3062)

1. Student-teacher ratios
2. Transportation specified in a student's individualized education program (IEP)

(cf. 3541.2 - Transportation for Students with Disabilities)

The contract shall not include special education transportation provided through the use of services or equipment owned, leased, or contracted by the district for students enrolled in the NPS/A unless provided directly or subcontracted by that NPS/A.

3. Procedures for recordkeeping and documentation

(cf. 3580 - District Records)

(cf. 5125 - Student Records)

5. An individual services agreement for each student, which will be negotiated for the length of time for which NPS/A special education and designated instruction and services are specified in the student's IEP
6. A description of the process to be utilized by the district to oversee and evaluate placements in the NPS/A, including a method for evaluating whether each student is making appropriate educational progress.
7. Procedures and responsibilities for attendance and unexcused absences
8. General provisions related to modifications and amendments to the contract, waivers, disputes, contractor's status, conflicts of interest, termination, inspection and audits, compliance with applicable state and federal laws and regulations, and indemnification and insurance requirements
9. Payment schedules, including, but not limited to, payment amounts, payment demand, right to withhold, and audit exceptions

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)

The contract may allow for partial or full-time attendance at the NPS/A. (Education Code 56366)

With mutual agreement of the district and NPS/A, changes may be made to the administrative and financial agreements in the master contract at any time, provided the change does not alter a student's educational instruction, services, or placement as outlined in the student's individual services agreement. (Education Code 56366)

The master contract or individual services agreement may be terminated for cause if either party gives 20 days' notice. However, the availability of a public education program initiated during the period of the contract shall not give cause for termination unless the parent/guardian agrees to transfer the student to the program. (Education Code 56366)

Placement and Services

~~Procedures specified in law shall govern the selection of appropriate nonpublic school or agency services.~~

~~Contracts with a nonpublic school or agency shall be made on forms provided by the California Department of Education and shall include an individual services agreement negotiated for each student. Individual services agreements shall be for the length of time for which nonpublic, nonsectarian school services are specified in the student's individualized education program (IEP), not to exceed one year. Changes in educational instruction, services or placement shall be made only on the basis of revisions to the student's IEP. (Education Code 56366)~~

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

~~The master contract shall specify the general administrative and financial agreements between the nonpublic, nonsectarian school or agency and the district to provide the special education and designated instruction and services, as well as transportation specified in the student's IEP. The administrative provisions of the contract shall also include procedures for recordkeeping and documentation, and the maintenance of school records by the contracting district to ensure that appropriate high school graduation credit is received by the student. The contract may allow for partial or full time attendance at the nonpublic, nonsectarian school. (Education Code 56366)~~

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

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)

~~The master contract shall include a description of the process being utilized by the district to oversee and evaluate placements in nonpublic, nonsectarian schools. This description shall include a method for evaluating whether the student is making appropriate educational progress. (Education Code 56366)~~

~~The district IEP team shall annually review the IEP of a student placed in a nonpublic, nonsectarian school or agency. The student's IEP and contract shall specify the review schedules. (5 CCR 3068)~~

~~The Superintendent or designee of an elementary school district shall notify a high school district of all students placed in nonpublic school or agency programs prior to the annual review of the IEP for each student who may transfer to the high school district. (5 CCR 3068)~~

For any student to be placed in an NPS/A, the Superintendent or designee shall develop an individual services agreement based on the student's IEP. Each individual services agreement shall specify the length of time authorized in the student's IEP for the NPS/A services, not to exceed one year. Changes in a student's educational instruction, services, or placement shall be made only on the basis of revisions to the student's IEP. (Education Code 56366)

(cf. 6159 - Individualized Education Program)

At least once each year, the district shall: (Education Code 56366)

- 1. Evaluate the educational progress of each student placed in an NPS/A, including a review of state assessment results**
- 2. During the annual meeting held to review the student's IEP pursuant to Education Code 56343, consider whether the student's needs continue to be best met at the NPS/A and whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting**

Prior to the annual review of a student's IEP, the Superintendent or designee shall notify any high school district to which the student may transfer of the student's enrollment in an NPS/A. (5 CCR 3069)

~~When a special education student meets the district requirements for completion of the prescribed course of study and adopted differential proficiency standards as designated in the student's IEP, the district which developed the IEP shall award the diploma. (5 CCR 3069)~~

(cf. 6146.4 - Differential Graduation and Competency Standards for Individuals with Exceptional Needs)

NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)

Out-of-State Placements

Before contracting with ~~a nonpublic, nonsectarian school or agency~~ **an NPS/A** outside California, the Superintendent or designee shall document the district's efforts to **use public schools and/or to** find an appropriate program offered by ~~a nonpublic, nonsectarian school or agency~~ **an NPS/A** within California. (Education Code 56365)

Within 15 days of any decision for an out-of-state placement, the student's IEP team shall submit to the Superintendent of Public Instruction a report with information about the services provided by the out-of-state program, the ~~related~~ **costs of the special education and related services provided**, and the district's efforts to locate an appropriate public school or ~~nonpublic, nonsectarian school or agency~~ **NPS/A** within California. (Education Code 56365)

If the district decides to place a student with ~~a nonpublic, nonsectarian school or agency~~ **an NPS/A** outside the state, the district shall indicate the anticipated date of the student's return to a placement within California and shall document efforts during the previous year to return the student to California. (Education Code 56365)

On-Site Visits

The Superintendent or designee shall conduct an on-site visit to an NPS/A before the placement of a student at the school or agency, if the district does not have any other students currently enrolled at the NPS/A. (Education Code 56366.1)

At least once per year, the Superintendent or designee shall conduct an on-site monitoring visit to each NPS/A at which the district has a student attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to: (Education Code 56366.1)

- 1. A review of services provided to the student through the individual services agreement**
- 2. A review of progress the student is making toward the goals set forth in the student's IEP**
- 3. A review of progress the student is making toward the goals set forth in the student's behavioral intervention plan, if applicable**
- 4. An observation of the student during instruction**
- 5. A walkthrough of the facility**

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR
SPECIAL EDUCATION (continued)**

**The district shall report the findings resulting from the monitoring visit to CDE within
60 calendar days of the on-site visit. (Education Code 56366.1)**

Regulation
approved: September 17, 2012
revised:

LAKESIDE UNION SCHOOL DISTRICT
Lakeside, California

LAKE SIDE UNION SCHOOL DISTRICT

Governing Board Meeting Date: August 12, 2021

Agenda Item:

Quarterly Investment Reports, San Diego County Treasury Investment Pool as of quarter ended on June 30, 2021.

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

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

Fiscal Impact (Cost):

N/A

Funding Source:

N/A

Addresses Emphasis Goal(s):

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

Recommended Action:

☒ **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. Rhonda Taylor, Superintendent

Reviewed by Cabinet Member 

Exhibit A

District Superintendent and
Governing Board of the
Lakeside Union School District

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

Pursuant to Government Code Section 53646, you are hereby notified that as of the quarter ended June 30, 2021 the funds of the Lakeside Union School District were invested in the San Diego County Investment Pool Balances by fund shown below:

<i>San Diego County Treasury Investment Pool</i>		<i>\$ 20,186,910.87</i>
<i>0100</i>	General Fund	\$ 10,962,273.73
<i>1200</i>	Child Development	\$ 748,228.67
<i>1300</i>	Child Nutrition	\$ 841,479.41
<i>1500</i>	Pupil Transportation-Equip.	\$ 3,102.56
<i>1742</i>	Special Reserve Other Than Capital Outlay	\$ 244.40
<i>2139</i>	Building Fund (Bond)	\$ 5,895,679.82
<i>2519</i>	Capital Facilities/Developer Fees	\$ 1,718,671.58
<i>4000</i>	Special Reserves/Capital Projects	\$ 17,230.70

Annualized Interest Rate as of 6/30/21 is 0.958%

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

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


Erin Garcia
Assistant Superintendent

7-27-21
Date

PROJECTED LIQUIDITY

County of San Diego Pooled Money Fund

As of June 30, 2021

(\$000)

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Beginning Pool Book Balance	12,185,153	10,956,618	9,952,343	9,559,569	9,556,375	9,675,787
Inflows						
Investment Inflows	1,526,591	985,000	677,120	460,000	490,000	130,000
Projected Credits	1,085,629	1,170,475	812,850	1,212,825	1,400,550	3,264,650
	2,612,220	2,155,475	1,489,970	1,672,825	1,890,550	3,394,650
Outflows						
Investment Purchases	65,000	-	-	-	-	-
Projected Debits	2,314,164	2,174,750	1,205,624	1,216,019	1,281,138	1,670,012
	2,379,164	2,174,750	1,205,624	1,216,019	1,281,138	1,670,012
Net Cash Flows	(1,228,535)	(1,004,275)	(392,774)	(3,194)	119,412	1,594,638
 MONTH END POOL BALANCE	 10,956,618	 9,952,343	 9,559,569	 9,556,375	 9,675,787	 11,270,425
 PROJECTED MONTH END LIQUIDITY	 \$573,109	 \$553,834	 \$838,180	 \$1,294,986	 \$1,904,398	 \$3,629,036

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

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

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

Quarter Ending	Interest Rate	
	Quarterly	Annualized
September 30, 2020	0.3346273%	1.339%
December 31, 2020	0.2402319%	0.961%
March 31, 2021	0.2103029%	0.841%
June 30, 2021	0.1730897%	0.692%
Annualized Rate		0.958%

Quarterly interest factor x4 = annualized interest rate

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