AGENDA
ELK GROVE UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Education
Board Room, Education Center
9510 Elk Grove-Florin Road
Elk Grove, CA 95624
February 17, 2015
Closed Session – 5:00 p.m.
Regular Session – 6:00 p.m.

Item Time - Approximate

Public Comment on Items on Agenda or Not on the Agenda

NOTICE
Cards are available at the table just outside of the Board Room for anyone who wishes to address the Board. If you wish to address the Board, complete a card and hand it to a staff member at the table to the left as you enter the Board Room. Please be sure to complete the card indicating whether the matter you wish to address is on the agenda or not on the agenda. If the matter is on the agenda, we will assume you wish to speak when it comes time to address that item on the agenda and will hold your card until then. Presentations will be limited to a maximum of three (3) minutes, with a total of thirty (30) minutes designated for public comment on an item. Time limitations are at the discretion of the President of the Board of Trustees. The meeting is recorded on video and audio. Videos are available on the Elk Grove Unified School District’s You Tube channel at http://www.youtube.com/user/Elk Grove Unified.

CLOSED SESSION – 5:00 P.M.
1. Government Code Section 54957.6
   Conference with Labor Negotiators
   Agency designated representatives: Christopher Hoffman, Brandon Krueger, Richard Fagan, Karen Rezendes
   Employee Organizations: All Elk Grove Unified School District
   Bargaining Units and Unrepresented Employees

I. Pledge of Allegiance

II. Presentations/Recognitions

   2. High School Student Representatives – Elk Grove, Valley
      and Las Flores 15 Minutes

   3. Kids Can Food Drive Recognition 5 Minutes

III. Student Expulsion Recommendations

   4. Request for Student Expulsion 5 Minutes

IV. LCAP

V. Budget Update

   5. Overview of District Funds 30 Minutes

VI. Public Comment

VII. Bargaining Units
VIII. Reports

IX. Public Hearing/Action Item

6. Public Hearing and Resolution to Sell Unused Vacant Land at the Future Miwok Village Elementary School Site to the City of Elk Grove for the Gilliam Trail Project 5 Minutes

X. Discussion Items

7. Board Policy and Administrative Regulation 6145.2 – Instruction, Athletic Competition 10 Minutes

XI. Discussion/Action Items

8. Appointment of Finance Committee Member 10 Minutes

XII. Action Items

9. Resolution Calling Upon the Legislature and the Governor to Repeal the Law Regarding the Cap on Local Reserves 5 Minutes

10. District Open Enrollment 30 Minutes

11. Arts Education Month Resolution 3 Minutes

12. Women’s History Month Resolution 3 Minutes

13. World Rare Disease Resolution 3 Minutes

14. 2015 Delegate Assembly Election 5 Minutes

15. 2015 Delegate Assembly Appointment 5 Minutes

XIII. Board Member and Superintendent Reports 10 Minutes

XIV. Consent Agenda – Action

16. Approval of Minutes

17. Personnel Actions

18. Student Teaching Agreement with Northern Colorado University

19. Approval of Purchase Order History

20. Approval of Warrant Register

21. Acceptance of Gifts

22. Contract Ratification

23. Contract for 2015 High School Graduations

24. Approval of Lease Financing for Purchase of School Buses

25. Resolution to Sole Source Standardized Goods or Services to Insure Compatibility and Reduce Maintenance Costs
Item 26. Approval for Purchase Classroom Supplies Cooperatively Through a Bid Secured by Glendale Unified School District and the Cooperative Purchasing Network (TCPN)

Item 27. Approval to Purchase Office Supplies Cooperatively Through the Cooperative Purchasing Network (TCPN)

Item 28. Approval to Purchase Audio-Visual Classroom Equipment as Required for Marion Mix and C.W. Dillard Elementary Schools Through the Cooperative Purchasing Network (TCPN)

Item 29. Approval to Award the Request for Proposal and Contract for Student Behavior Management Software – RFP #556-14/15

Item 30. Budget Guidelines

Item 31. Pleasant Grove High School Associated Student Body Alumni Scholarship Expenditure

Item 32. Marion Mix Elementary School, Change Order No. 5

Item 33. Out-of-State Field Trip Approval

XV. Other Action Items

Item 34. Discussion and Action on Items Removed From the Consent Agenda

XVI. Information Items

Item 35. Other Items from the Floor

Item 36. Items for Future Agendas

XVII. Adjournment

AMERICAN WITH DISABILITIES COMPLIANCE NOTICE
In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Arlene Hein, at (916) 686-7700. Notification of at least 24 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

DOCUMENT AVAILABILITY
Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in District office located at 9510 Elk Grove-Florin Road, Elk Grove, CA during normal business hours.
Subject: Kids Can Food Drive Recognition

Department: Board of Education

Meeting Date: 2-17-15

Action Requested: Call on representatives of the Elk Grove Food Bank Services to recognize the students, parents, and staff of John Ehrhardt Elementary School and EGUSD schools for their collection of food for the Kids Can Food Drive.

Discussion:

The John Ehrhardt Elementary School students collected a total of 25,000 cans for the 2014 Kids Can Program. The total cans collected by District schools was 91,848.
OVERVIEW OF OTHER FUNDS

Action Requested:
The Board is asked to receive a fiscal report on other funds.

Discussion:

** Attachment to Follow***

Financial Summary:

Prepared By: ___________________________ Division Approval: Rich Fagan
Prepared By: ___________________________ Superintendent Approval: Christopher R. Hoffman
Board Agenda Item

Public Hearing and Resolution to Sell Unused Vacant Land at the Future Miwok Village Elementary School Site to the City of Elk Grove for the Gilliam Trail Project

Action Requested:

The Board of Education is asked to: (1) Open a public hearing and receive comments on Resolution No. 37 authorizing Superintendent to execute an Agreement For Acquisition Of Fee Interest In Real Property and related documents with the City of Elk Grove for the construction of a portion of the Gilliam Trail project; (2) Close the public hearing; and, (3) Adopt Resolution No. 37.

Discussion:

The City of Elk Grove is developing the Gilliam Trail Project, a pedestrian and bicycle trail along Franklin Creek in the East Franklin area. The creek runs along the northern edge of the site for the future Miwok Village Elementary School, currently owned by the District. While it was always intended that a portion of the trail would run along the creek adjacent to the school site, during planning the City realized it did not secure enough property in this area to accommodate the trail. As a result, the City approached Administration to inquire about acquiring property from the District for the trail.

Staff reviewed the plans for the school, and asked the project architect, Architectural Nexus, to study the impact and viability of reducing the site by 6 to 12 feet along the northern edge. It was determined that the site could be reduced by 8 feet, through adjustments to the layout of the school buildings and other features. Staff then asked the architect to estimate the fee to make such plan revisions and they are estimated to be up to $20,000.

Staff used site acquisition costs to determine the value of the proposed 8-foot wide strip of land and the resulting amount, $16,700.00 was accepted by the City as the purchase price of the land. In lieu of reimbursing the District for the plan revision costs, the City proposes to construct a chain link fence, which will serve as the site’s perimeter fence, along the full northern edge of the site relieving the District of its need to construct and pay for a fence the length of the site. District staff, in particular Maintenance and Operations staff, will have access via the Trail to service District property and equipment.

The long, narrow strip of land and trail will be outside the school perimeter fence and will be maintained by the City. This land required will be used by the City and the vacant land for the purpose of constructing the Gilliam Trail to serve the neighboring community, and it is therefore in the best interest of the District, City and Community to sell the vacant land to the City.

The Board of Education is empowered by California Education Code 35160 to sell an interest in its real property to the City upon such terms and conditions as the parties may agree, and such sale may be entered into without complying with any other provisions of the Education Code related to the sale of the District’s real property, so long as the resolution authorizing such sale and prescribing its terms has been adopted by unanimous vote of all members of the District’s Governing Board.

Financial Summary:

The City of Elk Grove has agreed to pay $16,700.00 to purchase this property.
BEFORE THE BOARD OF EDUCATION
OF THE ELK GROVE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 37

RESOLUTION APPROVING AND AUTHORIZING SUPERINTENDENT TO EXECUTE AN AGREEMENT FOR ACQUISITION OF FEE INTEREST IN REAL PROPERTY AND RELATED DOCUMENTS WITH CITY OF ELK GROVE FOR THE CITY’S PURCHASE OF DISTRICT PROPERTY TO CONSTRUCT AND MAINTAIN A PORTION OF THE GILLIAM DRIVE TRAIL CONNECTOR PROJECT

WHEREAS, the Elk Grove Unified School District (“District”) is the owner of certain real property located at 5401 Dorcey Drive, Elk Grove, California (“Property”), site of the future Miwok Village Elementary School; and

WHEREAS, the City of Elk Grove (“City”) has requested that the District sell to the City a certain portion of the Property, which portion consists of approximately five thousand two hundred (5,200) square feet (“Vacant Land”) for the purposes of constructing the Gilliam Drive Trail Connector Project; and

WHEREAS, the District is willing to sell such Vacant Land under the terms and conditions of that certain Agreement for Acquisition of Fee Interest in Real Property (“Agreement”), a copy of which has been presented to the Board at this meeting and which is on file with the District; and

WHEREAS, the Vacant Land is not needed by the District and the City will use the Vacant Land for the purpose of constructing the Gilliam Drive Trail Connector Project, which is a benefit to the public, and it is therefore in the best interest of the District to sell the Vacant Land to the City for such purpose; and

WHEREAS, this Board is empowered by California Education Code section 35160 to sell an interest in its real property to the City upon such terms and conditions as the parties may agree, and such sale may be entered into without complying with any other provisions of the Education Code related to the sale of the District’s real property, so long as the resolution authorizing such lease and prescribing its terms has been adopted by unanimous vote of all of the members of the District’s Governing Board, and notice of such action has been published in a newspaper of general circulation within the District once a week for three weeks prior to the approval of the transaction by the District; and

WHEREAS, the District has published such notice as required by law; and

WHEREAS, the District intends to comply with the above-referenced requirements by adoption of this Resolution; and

WHEREAS, the disposal of the Vacant Land by sale as surplus property is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Public Resource Code section 21084 and California Code of Regulations, Title 14, sections 15061(b)(2) and 15312; and
WHEREAS, following the sale of the Vacant Land to the City, the City will be responsible for compliance with CEQA with regard to City’s future use of the Vacant Land for the specific use of the Gilliam Drive Trail Connector Project, and related purposes only.

NOW, THEREFORE, the Board of Education of the Elk Grove Unified School District finds, declares, and resolves as follows:

1. The foregoing recitals are hereby adopted as true and correct.

2. The Board of Education hereby approves and ratifies that certain Agreement with the City of Elk Grove for the sale of approximately five thousand two hundred (5,200) square feet of vacant land. The Agreement and related exhibits, in substantially the form submitted to this Board and attached to this Resolution as Exhibit “A,” shall be executed on behalf of the District by the District’s Superintendent, or his designee, subject to such changes or revisions therein as the Superintendent may find necessary or desirable. Said Exhibit “A” contains all of the essential terms and conditions upon which said Vacant Land shall be sold and conveyed, respectively, to the City of Elk Grove.

3. This Resolution and the proposed sale of the Vacant Land is found to be exempt from CEQA pursuant to Public Resource Code section 21084 and California Code of Regulations, Title 14, sections 15061(b)(2) and 15312. A Notice of Exemption regarding the sale of said surplus Property is directed to be filed in accordance with CEQA upon adoption of the Resolution.

3. The District’s Superintendent or his designee, is authorized and directed to take such other and further actions as may be necessary or convenient to carry out the purpose and intent of this Resolution.

4. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was adopted by the Board of Education of the Elk Grove Unified School District at a meeting of the Board on February 17, 2015, by the following vote:

AYES: __________
NOS: __________
ABSENT: __________
ABSTAIN: __________

President, Board of Education
Elk Grove Unified School District

ATTEST:

________________________
Clerk, Board of Education
Elk Grove Unified School District
Grantor: ELK GROVE UNIFIED SCHOOL DISTRICT, a California school district

Grantee: CITY OF ELK GROVE, a municipal corporation

AGREEMENT FOR ACQUISITION OF FEE INTEREST IN REAL PROPERTY ("Agreement")

WHEREAS, the above-named Grantor (hereafter referred to as the "District") is the owner of certain real property located at 5401 Dorsey Drive in Elk Grove, California, identified as Sacramento County Assessor Parcel Number 132-0020-165 (hereafter referred to as the "District Property"); and

WHEREAS, District intends to convey to the City of Elk Grove (hereafter referred to as the "City") and the City intends to acquire from District a portion of the District Property in fee simple interest ("Property") for the purpose of constructing the Gilliam Drive Trail Connector Project ("Project"), described in the attached legal description marked Exhibit "A-1" and depicted on the attached plat map marked Exhibit "A-2", which is attached hereto and incorporated herein by this reference, pursuant to the terms and conditions set forth herein; and

WHEREAS, in order to facilitate the construction of the Project, the District grants permission to the City to temporarily enter upon, over, and under a portion of the District Property, as described in the attached legal description marked Exhibit "B" and depicted on the attached plat map marked Exhibit "B-1", for a period of eight (8) months, pursuant to the terms and conditions set forth herein; and

NOW, THEREFORE, in consideration of the rights and obligations set forth below, District and City mutually agree as follows:

1. The above recitals are true and correct and are hereby incorporated herein by reference.

2. Execution and Delivery to Escrow

City shall open an escrow with Fidelity National Title Company ("Escrow Holder") by delivery of a fully executed copy of this Agreement. Upon full execution of this Agreement by the Parties ("Effective Date"), District shall execute, notarize and deliver to Escrow Holder the Grant Deed ("Deed") in the form of Exhibit "A", attached hereto and incorporated herein by this reference.

3. Purchase Price

Concurrently with City's delivery of a fully executed copy of this Agreement to the Escrow Holder, City shall also deliver to the Escrow Holder in the sum of Sixteen Thousand Seven Hundred Dollars ($16,700.00) ("Purchase Price"), and the Parties expressly agree that the Purchase Price shall constitute full and fair consideration for (i) the conveyance of the Property to the City, (ii) the construction of the fence as described in Section 4, and (iii) the exchange of licenses between the Parties to enter upon each other's properties for the purposes stated herein.

a. As described in Exhibit “D” the City will construct a fence on District Property. As set forth in Section 9, City and its authorized agents and contractor are granted permission to enter onto the District Property for this purpose.

b. City hereby grants a license to the District, its agents, employees, contractors and invitees to enter on the Property, upon completion of the Project, and from time to time thereafter and at any reasonable time, to facilitate the maintenance of the District Property, and for other such incidental purposes as may be required, as well as accomplishing all necessary activities incidental and related thereto.

5. Title Insurance

City will take title subject to any and all encumbrances listed on the preliminary title report dated July 7, 2014, a copy of which preliminary title report is attached hereto as Exhibit “C”. City, at its sole cost, may obtain a CLTA extended coverage owner’s policy of title insurance insuring title to the Property, subject to permitted liens, encumbrances and exceptions, is vested in City upon recording of the Grant Deed.

6. Taxes

Taxes for the fiscal year in which the escrow closes shall be cleared and paid for in the manner required by Section 5086 of the Revenue and Taxation Code. As a deduction from the amount shown in Section 2, above, the City shall be authorized to pay any delinquent taxes due in any fiscal year, except the fiscal year in which this escrow closes, together with penalties and interest thereon.

7. Escrow

Unless extended by the mutual written agreement of the Parties, the escrow shall close upon the earliest of the following events to occur: (i) sixty (60) days after the Effective Date, or (ii) the date the Deed is agreed by the Parties to be recorded in the Recorder’s Office for Sacramento County (“Close of Escrow”) and Grantor receives the Purchase Price.

A. The Escrow Holder may expend any or all monies payable under this Agreement and deposited into escrow to discharge any obligations which are liens upon the Property, including, but not limited to, those arising from judgments, assessments, delinquent taxes for other than the fiscal year in which the escrow closes, or debts secured by deeds of trust or mortgages, and/or to defray any other incidental costs to be borne by the City. The Escrow Holder shall release payment to GRANTOR, return any credited amounts to City, and record the Deed in the Recorder’s Office for Sacramento County upon the Close of Escrow. Title to the Property shall pass to City immediately upon Close of Escrow.

B. This Agreement may serve in whole or in part as escrow instructions. The issuance of any further escrow instructions shall be the sole responsibility of City. The District agrees to execute such additional documents as may be reasonably necessary to consummate the purchase and sale herein contemplated.
8. Fees

The CITY shall pay all escrow, recording and title insurance fees incurred in this transaction.

9. License to Enter District Property; Fingerprinting Requirements

District hereby grants a license to the City, its agents, employees, contractors and invitees to enter on only that portion of District Property marked “Temporary Construction Easement,” as described in the attached legal description marked Exhibit “B” and depicted on the attached plat map marked Exhibit “B-1,” to facilitate the construction of the Project, and for other such incidental purposes as may be required, as well as accomplishing all necessary activities incidental and related thereto. The City shall leave the District Property in good condition and shall employ all reasonable efforts to restore the construction area to its existing condition as it existed immediately prior to such entry by the City and remove all equipment or materials used in said construction. City shall keep the District Property free from liens relating to or arising out of any work conducted by it, its employees, agents, or contractors.

Such license to enter District Property shall commence May 1, 2015 and expire December 30, 2015. City has the option to extend the term of the license for up to six (6) months. It is further agreed and understood that City shall provide District with the written notice of its intent to extend the term of the license at least thirty (30) days prior to the expiration.

Education Code Section 45125.1 states that if employees of any contractor providing school site administrative or similar services may have any contact with any pupils, those employees shall be fingerprinted by the Department of Justice (DOJ) before entering to determine that they have not been convicted of a serious or violent felony. If the District determines that more than limited contact with students will occur during the performance of the foregoing construction by City’s agents, employees or its contractors, such persons will not perform services until all such persons providing services have been fingerprinted by the DOJ and DOJ fingerprinting clearance certification has been provided to District.

10. District's Ownership

Subject to the Permitted Exceptions, District certifies that it owns full legal title to the Property, and has full power and authority to convey all property rights described herein to City.

11. City’s Power and Authority; Use of the Property Prior to Close of Escrow

City has the full power and authority to enter into this Agreement and consummate the transaction contemplated hereby. The individual(s) executing this Agreement on behalf of City have the full legal power, right and actual authority to bind City thereto. In addition, City shall not, prior to the Close of Escrow without the prior written consent of District, which consent may be given or denied in District’s absolute discretion, enter into any lien, encumbrance, easement or license agreement permitting others to use the Property, or any portion thereof, or convey any part of the Property. If City violates the terms of the preceding sentence, District may elect in its sole discretion without liability to City to terminate this Agreement.
12. **Leases**

District warrants that there are no leases on all or any portion of the Property and the District further agrees to hold the CITY harmless and reimburse the CITY for any of its losses and expenses occasioned by reason of any lease of all or a portion of the Property. District agrees not to assign, transfer or sell to any third party any right, title or interest District has in the Property. Further, if there exists either recorded or unrecorded leases, the Parties agree that at CITY's sole discretion, escrow shall not close and this Agreement shall become all or in part null and void if Escrow Holder fails to receive adequate documentation (such as a quitclaim deed and/or Tenant Consent) establishing that lessee has agreed to claim no interest in the Property or in any compensation for the Property and further enables the CITY to obtain sufficient title insurance.

13. **Mutual Indemnification**

A. District agrees and covenants to indemnify, defend (with counsel acceptable to the City, which consent shall not be unreasonably withheld), and hold City, its officers, employees and agents (collectively, "City Parties"), harmless from and against any and all liabilities, penalties, losses, damages, costs, expenses (including reasonable attorneys' fees, whether for outside counsel or the City Attorney), causes of action, claims, or judgments that arise by reason of any death, bodily injury, personal injury, property or economic damage, or violation of any law or regulation, or damage to the environment, including ambient air, soil, soil vapor, groundwater, or surface water, and resulting from or in any way connected with: (i) any acts or omissions related to the performance of this Agreement, or (ii) any breach of this Agreement, or (iii) the occupancy or use of the Property (including, but not limited to, the use, storage, treatment, transportation, release, or disposal of Hazardous Substances on or about any portion of the Property), by the District, its officers, employees, agents, engineers, contractors or subcontractors, or any other person or entity employed by and acting under the District's explicit direction or control. The foregoing indemnification shall survive beyond the termination of this Agreement.

B. City agrees and covenants to indemnify, defend (with counsel acceptable to the District, which consent shall not be unreasonably withheld), and hold District, its officers, employees and agents (collectively, "District Parties"), harmless from and against any and all liabilities, penalties, losses, damages, costs, expenses (including reasonable attorneys' fees), causes of action, claims, or judgments that arise by reason of any death, bodily injury, personal injury, property or economic damage, or violation of any law or regulation, or damage to the environment, including ambient air, soil, soil vapor, groundwater, or surface water, and resulting from or in any way connected with: (i) any acts or omissions related to the performance of this Agreement, or (ii) any breach of this Agreement, or (iii) the occupancy or use of the Property (including, but not limited to, the use, storage, treatment, transportation, release, or disposal of Hazardous Substances on or about any portion of the Property), by the City, its officers, employees, agents, engineers, contractors or subcontractors, or any other person or entity employed by and acting under the City’s explicit direction or control. The foregoing indemnification shall survive beyond the termination of this Agreement.

For purposes of this section “Hazardous Substances” shall mean any hazardous or toxic substance, material or waste that is: (i) regulated by any governmental authority, the State of California or the United States; (ii) defined as an “acutely hazardous waste,” “extremely hazardous waste,” “hazardous waste,” or “waste” under Sections 25110.02, 25115, 25117, or
25124 of the California Health and Safety Code, or listed pursuant to Sections 25141 and 25141.5 of the California Health and Safety Code, Division 20, Chapter 6.5 (Hazardous Waste Control); (iii) defined as a "hazardous material," "hazardous substance," or "hazardous waste" under Section 25501 of the California Health and Safety Code, Division 20, Chapter 6.95 (Hazardous Materials Release Response Plans and Inventory); (iv) defined as a "hazardous substance" under Section 25281 of the California Health and Safety Code Division 20 Chapter 6.7 (Underground Storage of Hazardous Substances); (v) petroleum; (vi) asbestos; (vii) listed under Chapter 10 Division 4.5 of Title 22 or defined as hazardous or extremely hazardous pursuant to Division 21.5 of Title 26 of the California Code of Regulations; (viii) designated as a "hazardous waste" pursuant to Section 6903 of the Federal Resource Conservation and Recovery Act, 42 U.S.C. Section 6901 et seq.; (ix) defined as a "hazardous substance" pursuant to Section 9601 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. Section 9601 et seq.; (x) any flammable substances or explosives; (xi) any radioactive material; or (xii) otherwise deleterious to human health or the environment.

14. **Binding on Successors**

This Agreement shall be binding on and shall inure to the benefit of the City and District, and their respective successors, assigns, and their past, present and future officers, employees and agents; provided that this Agreement may only be assigned with the written consent of both parties hereto, and any attempt to assign this Agreement without such consent shall be void.

15. **Notices**

Any notice that either party may or is required to give the other shall be in writing, and shall be either personally delivered or sent by regular U.S. Mail, to the following address:

**To City:**
City of Elk Grove  
Public Works Department  
Development Services  
8401 Laguna Palms Way  
Elk Grove, CA 95758  
Attention: Real Estate Manager

**To District:**
Elk Grove Unified School District  
Facilities and Planning Department  
9510 Elk Grove-Florin Road  
Elk Grove, CA 95624

16. **Recording**

Either party at its sole expense may record this Agreement in the Recorder's Office for Sacramento County.

17. **Severability**

If a court of competent jurisdiction holds any provision in this Agreement to be invalid or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired in any way.
18. **Waivers**

No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance. Any waiver granted shall apply solely to the specific instance expressly stated in a writing signed by the parties hereto.

19. **Governing Law**

This Agreement and any subsequent amendments hereto: (A) must be construed according to its fair meaning and as if prepared by both District and City, and (B) must be construed in accordance with the laws of the State of California in effect on the Effective Date. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Sacramento.

20. **Time is of the Essence**

Time is of the essence in this Agreement.

21. **Entire Agreement**

The parties hereto have herein set forth the whole of their Agreement. All prior oral discussions, representations, and/or agreements, if any, are specifically superseded by this Agreement, which is intended by the parties to contain all of the terms and conditions agreed to by them with regard to acquisition of the Property by City.

(The remainder of this page intentionally left blank)
IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below.

GRANTOR(S):
ELK GROVE UNIFIED SCHOOL DISTRICT,
a California school district

Date: ________________________
By: ________________________
Print: ________________________
Title: ________________________

GRANTEE:
CITY OF ELK GROVE, a municipal
corporation

Date: ________________________
By: ________________________
Laura S. Gill, City Manager

RECOMMENDED FOR APPROVAL:

Date: ________________________
By: ________________________
Julie Cline, Real Estate Manager

APPROVED AS TO FORM:

Date: ________________________
By: ________________________
Jonathan Hobbs, City Attorney

ATTEST:

Date: ________________________
By: ________________________
Jason Lindgren, City Clerk
Exhibit “A”
Grant Deed

No Fee Document ~ Per Government Code §6103 & §27383
No Documentary Transfer Tax ~ Per R&T Code §11922

RECORDING REQUESTED BY AND WHEN RECORDED
RETURN TO:

CITY OF ELK GROVE
Attn: City Clerk
8401 Laguna Palms Way
Elk Grove, CA 95758

Project Name: Gilliam Drive Trail Connector
Project Number: 14-06-09
APN: 132-0020-189

GRANT DEED

FOR VALUABLE CONSIDERATION, receipt and sufficiency of which is hereby acknowledged, ELK GROVE UNIFIED SCHOOL DISTRICT, a California school district ("Grantor"), hereby grants to the CITY OF ELK GROVE, a municipal corporation ("Grantee"), all that real property situated in the City of Elk Grove, County of Sacramento, State of California, described as follows:

See Exhibit “A-1”, legal description, and Exhibit “A-2”, plat to accompany legal description, attached hereto and made a part hereof.

Executed this _____ day of _____________, 20____

GRANTOR: ELK GROVE UNIFIED SCHOOL DISTRICT, a California school district

By: [Exhibit “A” — Do Not Sign]
Print name: Robert Pierce________________
Title: Associate Superintendent, Facilities & Planning

Mail Tax Statements To:
Finance Department
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, CA 95758
Exhibit “A-1”
Legal Description

A portion of Lot A, in the City of Elk Grove, County of Sacramento, State of California as shown on the certain Subdivision Map titled “SOUTHMEADOWS UNIT 1, SUBDIVISION NO. 02-358.1” filed in Book 320 of Subdivision Maps, at Page 5, Records of Sacramento County more particularly described as follows:

Beginning at the northwest corner of said Lot A; thence along the north line of said Lot North 89°21'17" East a distance of 529.86 feet to the beginning of a curve, concave to the north having a radius of 288.00 feet and which passes through the northeast corner of said Lot; thence easterly 119.93 feet along said curve through a central angle of .23°51'33" to the east line of said Lot; thence along said east line South 00°21'54" East a distance of 32.61 feet to the intersection with a line parallel with and distant 8.00 feet south, measured at a right angle, from the north line of said Lot A and its easterly prolongation; thence leaving said east line, along said parallel line South 89°21'17" West a distance of 648.43 feet to a point on the curved westerly line of said Lot, having a radius of 530.00 feet, being concave to the west and to which point a radial line of said curve bears S88°32'45"E; thence northerly 8.00 feet along said curve through a central angle of 00°51'55" to the True Point of Beginning.

Containing 6,108 square feet, more or less.

See “Exhibit B” Plat to accompany Legal Description (for information purposes only) attached hereto and made a part hereof. The Legal Description takes precedence over any discrepancy between the Legal Description and the Plat.

This Legal Description was prepared by me or under my direction pursuant to the requirements of the Professional Land Surveyor’s Act.

[Signature]
Raymond Michael Manger
L.S. No. 5154
Registration Expires: June 30, 2015

[Signature]
Date: 5/15/2014
5154
EXPIRES 06-30-15
STATE OF CALIFORNIA
Exhibit “B”
Permission to Enter
Legal Description

A portion of Lot A, in the City of Elk Grove, County of Sacramento, State of California as shown on that certain Subdivision Map titled “SOUTHMEADOWS UNIT 1, SUBDIVISION NO. 02-358.1” filed in Book 320 of Subdivision Maps, at Page 5, Records of Sacramento County more particularly described as follows:

Commencing at the northwest corner of said Lot A; said corner being on the curved westerly line of said Lot A, having a radius of 530.00 feet and to which corner a radial line of said curve to said corner bears North 89°24'40" West; thence southerly 8.00 feet along said curve through a central angle of 00°51'55" to the True Point of Beginning; thence leaving said west line along a line parallel with the north line of said Lot A North 89°21'17" East a distance of 646.43 feet to the east line of said Lot A; thence along said east line South 00°21'54" East a distance of 50.00 feet; thence leaving said east line along a line parallel with the north line of Lot A South 89°21'17" West a distance of 650.39 feet to a point on said curved westerly line of Lot A; thence northerly 50.20 feet along said curve through a central angle of 05°25'35" to the True Point of Beginning.

Containing 32,391 square feet, more or less.

See “Exhibit B” Plat to accompany Legal Description (for information purposes only) attached hereto and made a part hereof. The Legal Description takes precedence over any discrepancy between the Legal Description and the Plat.

This Legal Description was prepared by me or under my direction pursuant to the requirements of the Professional Land Surveyor’s Act.

[Signature]
Raymond Michael Manger
L.S. No. 5154
Registration Expires: June 30, 2015
Exhibit "C"
Preliminary Title Report

Fidelity National Title Company

PRELIMINARY REPORT

In response to the application for a policy of title insurance referenced herein, Fidelity National Title Company hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a policy or policies of title insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an exception herein or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations or Conditions of said policy forms.

The printed Exceptions and Exclusions from the coverage and Limitations on Covered Risks of said policy or policies are set forth in Attachment One. The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. Limitations on Covered Risks applicable to the CLTA and ALTA Homeowner’s Policies of Title Insurance which establish a Deductible Amount and a Maximum Dollar Limit of Liability for certain coverages are also set forth in Attachment One. Copies of the policy forms should be read. They are available from the office which issued this report.

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

The policy(s) of title insurance to be issued hereunder will be policy(s) of Fidelity National Title Insurance Company, a California corporation.

Please read the exceptions shown or referred to herein and the exceptions and exclusions set forth in Attachment One of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects and encumbrances affecting title to the land.

Fidelity National Title Company

By

Secretary

Countersigned

CLTA Preliminary Report Form - Modified (11/17/06)
PRELIMINARY REPORT
Amended

Title Officer: Craig Donner
Escrow Officer: Paul Avila
Escrow No.: 11-5012427-PA

TO: City of Elk Grove
Elk Grove, CA 95658
ATTN: Anna Sarafinski

PROPERTY ADDRESS: 5401 Dorcey Lane, Elk Grove, California

EFFECTIVE DATE: July 7, 2014, 07:30 A.M.

The form of policy or policies of title insurance contemplated by this report is:

1. THE ESTATE OR INTEREST IN THE LAND HEREAFTER DESCRIBED OR REFERRED TO COVERED
   BY THIS REPORT IS:

   A Fee

2. TITLE TO SAID ESTATE OR INTEREST AT THE DATE HEREOF IS VESTED IN:
   Elk Grove Unified School District, a California school district

3. THE LAND REFERRED TO IN THIS REPORT IS DESCRIBED AS FOLLOWS:
   SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

MQ\RD 11/30/2011

CLTA Preliminary Report Form - Modified (11/17/06)
LEGAL DESCRIPTION

EXHIBIT "A"

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF ELK GROVE, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Lot A, as shown on the Map of "Southmeadows Unit No. 1", recorded on October 20, 2003, in Book 320 of Maps, Map No. 5, records of said County. Said map was corrected in part by that certain Certificate of Correction recorded January 20, 2004, in Book 20040120, Page 529, Official Records.

APN: 132-0020-165
AT THE DATE HEREOF, ITEMS TO BE CONSIDERED AND EXCEPTIONS TO COVERAGE IN ADDITION TO THE PRINTED EXCEPTIONS AND EXCLUSIONS IN SAID POLICY FORM WOULD BE AS FOLLOWS:

1. Property taxes, which are a lien not yet due and payable, including any assessments collected with taxes to be levied for the fiscal year 2014/2015.

2. The lien of supplemental taxes, if any, assessed pursuant to the provisions of Chapter 3.5 (Commencing with Section 75) of the Revenue and Taxation code of the State of California.

3. The fact that said land is within the boundaries of the Mello-Roos Community Facilities District(s) below, the annual assessments of which, if any, are collected with the County Property Taxes. Failure to pay said taxes prior to the delinquency date may result in the above assessment being removed from the County Tax Roll and subjected to Accelerated Judicial Bond Foreclosure. Inquiry should be made with said District for possible stripped assessments and prior delinquencies.

City of Elk Grove Street Maintenance Assessment District No. 1
Poppy Ridge CFD No. 2003-01
Elk Grove School Mello-Roos Bonds

4. Any unpaid amounts now owing for municipal services, of record or not, amounts can be ascertained by contacting the following:

City of Sacramento at (916) 875-5555, and/or including:
City of Sacramento at (916) 808-5454,
City of Folsom at (916) 355-7200,
City of Galt at (209) 366-7150,
City of Elk Grove at (916) 478-3642
City of Rancho Cordova at (916) 638-9000,
City of Isleton at (916) 777-7770
City of Citrus Heights at (916) 725-2448 and for Waste, Allied Waste at (916) 725-9060 and as required fax request to (916) 463-0297


Reference is hereby made to said document for full particulars.
6. If extended coverage title insurance will be requested, or if this report has been issued to facilitate a request for extended coverage title insurance, then the following would also be exceptions to coverage:

Any facts, rights, interests or claims which are not disclosed by the public records but which could be ascertained by making inquiry of the parties or persons in possession of the herein described land.

Any easements, liens (including but not limited to any Statutory Liens for labor or materials arising from any on-going or recently completed works of improvement), encumbrances, facts, rights, interest or claims which are not shown by the public records but which could be ascertained by an inspection of the herein described land.

Discrepancies, conflicts in boundary lines, shortages in area, encroachments or any other facts which a correct survey of the herein described land would disclose which are not shown by the public records and the requirement that said survey meets with the minimum standards for ALTA/ACSM land title surveys.

7. The transaction contemplated in connection with this Report is subject to the review and approval of the Company's Corporate Underwriting Department. The Company reserves the right to add additional items or make further requirements after such review.

END OF ITEMS

Note 1. The only deeds affecting said land, which recorded within twenty-four (24) months of the date of this report, as are follows:

<table>
<thead>
<tr>
<th>Grantor</th>
<th>Elk Grove 10 LLC, a Nevada limited liability company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantee</td>
<td>Elk Grove Unified School District, a California school district</td>
</tr>
</tbody>
</table>

Note 2. Note: Property taxes for the fiscal year shown below are PAID. For proration purposes the amounts were:

<table>
<thead>
<tr>
<th>Tax Identification No.:</th>
<th>132-0020-165-0000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Year:</td>
<td>2013/2014</td>
</tr>
<tr>
<td>1st Installment:</td>
<td>$51.28</td>
</tr>
<tr>
<td>2nd Installment:</td>
<td>$51.28</td>
</tr>
<tr>
<td>Land:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Improvements:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Personal Property:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Code Area:</td>
<td>07161</td>
</tr>
<tr>
<td>Bill No.:</td>
<td>13223801</td>
</tr>
</tbody>
</table>

Note 3. The charge for a policy of title insurance, when issued through this title order, will be based on the Short Term Rate.
EXHIBIT "C"
Page 6 of 7

Note 4. The application for title insurance was placed by reference to only a street address or tax identification number.

Based on our records, we believe that the description in this report covers the parcel requested, however, if the legal description is incorrect a new report must be prepared.

If the legal description is incorrect, in order to prevent delays, the seller/buyer/borrower must provide the Company and/or the settlement agent with the correct legal description intended to be the subject of this transaction.

Note 5. If a county recorder, title insurance company, escrow company, real estate broker, real estate agent or association provides a copy of a declaration, governing document or deed to any person, California law requires that the document provided shall include a statement regarding any unlawful restrictions. Said statement is to be in at least 14-point bold face type and may be stamped on the first page of any document provided or included as a cover page attached to the requested document. Should a party to this transaction request a copy of any document reported herein that fits this category, the statement is to be included in the manner described.

Note 6. Wiring instructions for Fidelity National Title Company, Sacramento, CA, are as follows:

Receiving Bank: Citibank (West), F.S.B.
1116 Alhambra Blvd.
Sacramento, CA 95816

ABA Routing No.: 321171184

Credit Account Name: Fidelity National Title Company - Sacramento Commercial & Industrial
8950 Cal Center Drive, Bldg. 3, Suite 100, Sacramento, CA 95826

Credit Account No.: 202125712

Escrow No.: 11-5012427-PA

These wiring instructions are for this specific transaction involving the Title Department of the Rancho Cordova office of Fidelity National Title Company. These instructions therefore should not be used in other transactions without first verifying the information with our accounting department. It is imperative that the wire text be exactly as indicated. Any extraneous information may cause unnecessary delays in confirming the receipt of funds.

Note 7. Any documents being executed in conjunction with this transaction must be signed in the presence of an authorized Company employee, an authorized employee of an agent, an authorized employee of the insured/lender, or by using Bancserv or other approved third-party service. If the above requirements cannot be met, please call the company at the number provided in this report.

END OF NOTES
Important: This plat is not a survey. It is furnished as a convenience to locate the land in relation to adjoining streets and other lands and not to guarantee any dimensions, distances, bearings or acreage.
Exhibit "D"
Special Provisions

Work to be Performed by City

In addition to the construction of the Gilliam Drive Trail Connector Project adjacent to the District Property, City and its authorized agents and contractor are granted permission to enter onto that portion of the District Property provided in the Agreement for the limited purpose of constructing a galvanized chain link fence, six (6) feet tall, along the District Property’s northern property line, adjacent and parallel to the Property. Such fence will be placed approximately six (6) inches inside of the District Property northern property line. Fence components, design, configuration (including gates), elevation, construction, inspection, and related work, including the construction schedule thereof, shall be approved by the District prior to commencement of work, including, if required, approval of plans by the Division of the State Architect. The proposed construction contract work will be included in the Plans and Specifications for the Gilliam Drive Trail Connector Project. The cost of such construction for installation of the fence shall be borne by the City, at no expense to the District. Upon completion of fence installation, City shall have no ownership rights and no duties or responsibilities with respect to maintaining the constructed fence. The fence shall be the District’s sole property and the District shall be solely responsible for all maintenance and repair thereto.
Subject: Board Policy and Administrative Regulation 6145.2 Instruction/Athletic Competition

Division: Secondary Education

Meeting Date: February 17, 2015

Action Requested:
The Board of Education is requested to receive and provide input on proposed revisions of Board Policy and Administrative Regulation 6145.2, Instruction/Athletic Competition.

Discussion:
The district has been advised to update its current Board Policy and Administrative Regulation 6145.2 to comply with Assembly Bill 1266, Pupil Rights: (transgender student) sex-segregated school programs and activities. This policy and administrative regulation was last revised in 1994. New and/or replacement language aligns with the California School Board Association (CSBA) model policies. A copy of the proposed language is attached. Significant changes to the policy include inclusion of language to address the following:

- Non-discrimination and equivalent opportunities in athletics to include gender, gender identity and gender expression
- Health and safety information adding concussions and head injuries
- Notifications for parents on how to file a discrimination complaint and of the risk associated with all athletic competition

Financial Summary:
N/A

Prepared By: Rod Edmiston
Division Approval: Christine C. Penna
Superintendent Approval: Christopher R. Hoffman
INTERSCHOLASTIC COMPETITION

The Governing Board recognizes the interscholastic athletic program constitutes an integral component of the educational program. Within the district's financial and personnel constraints, the interscholastic program shall be geared to students' interests and abilities and varied in scope to ensure wide participation. In accordance with law, the district shall provide equivalent opportunities to both sexes and shall maintain control over all aspects of the program.

(ef. 0410—Nondiscrimination in District Programs and Activities)

Participation in the district interscholastic program is limited to those students who meet the district's eligibility requirements.

(ef. 6145—Extracurricular and Coeducational Activities)

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting interscholastic activities. Universal precautions shall be observed when injuries occur and when handling bloody dressings, mouthguards and other articles containing body fluids.

(ef. 4119.42—Exposure Control Plan for Bloodborne Pathogens)
(ef. 4119.43—Universal Precautions)

All athletic teams shall be supervised by qualified coaches. Athletic events shall be officiated by qualified licensed personnel.

(ef. 4127—Temporary Athletic Team Coaches)

Special care shall be taken to ensure that all interscholastic training and competition is conducted in a manner which will not overtax the physical capabilities of the participants. Students shall have a medical examination before participating in the interscholastic program. Protective equipment shall be used to prevent or minimize injuries.

(ef. 5141.3—Health Examinations)
(ef. 5143—Insurance)

Open Participation

The Board recognizes that participation in athletic competition promotes a positive school climate. The Board encourages all students to try out for athletic teams. Coaches shall accept as many students as possible on their teams. Expanded team membership may include students who work out with the team but do not participate in competitions.

(ef. 5137—Positive School Climate)
INTERSCHOLASTIC COMPETITION (cont’d)

California Interscholastic Federation

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted according to CIF rules, regulations and policies, except as the Board may direct otherwise.

The Board recognizes the importance of selecting CIF representatives who best reflect the needs and concerns of the district. In selecting these representatives, the Board shall consider all qualified parents/guardians, district employees, and other members of the community.

CIF representatives shall report periodically to the Board to ensure that the goals and aims of the district are accurately represented.

Legal Reference: EDUCATION CODE

40 Prohibited sex discrimination
41 School-sponsored athletic programs; prohibited sex discrimination
200-261 Prohibition of discrimination on the basis of sex
33353 California Interscholastic Federation: implementation of policies
33353.5 California Interscholastic Federation: insurance program
33354 Authority over interscholastic athletics
35160.5 District policies; rules and regulations
35179 Interscholastic athletics
3961-7 Football equipment
48930-48938 Student organizations
49020 Athletic programs: Legislative intent
49021 Equal opportunity for male and female students
49022 Apportionment of funds for athletic programs
49023 Expenditure of public funds; prohibited sex discrimination

CODE OF REGULATIONS, TITLE 5
4900-4962 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
5531 Supervision of extracurricular activities of pupils
5590-5596 Employment of noncertified coaches

Policy

ELK GROVE UNIFIED SCHOOL DISTRICT
Adopted: October 29, 1984
Revised: September 8, 1987
Revised: July 5, 1994
Athletic Competition

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5030 - Student Wellness)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education and Activity)
(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)
(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1325 - Advertising and Promotion)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program
The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.
(cf. 1312.3 - Uniform Complaint Procedures)
California Interscholastic Federation

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulations, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate. Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for student learning and interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility
Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement and residency, shall be the same as those set by the district for participation in extracurricular and co-curricular activities.

(cf. 3530 - Risk Management/Insurance)
(cf. 5111.1 - District Residency)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Co-curricular Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6162.52 - High School Exit Examination)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements. Students shall not be charged a fee to participate in an athletic program.

(cf. 3260 - Fees and Charges)
**Instruction**

**Sportmanship**
The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by CIF. Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 - Disruptions)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

**Health and Safety**
The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.
Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)
(cf. 5131.63 - Steroids)
(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)
(cf. 5141.7 - Sun Safety)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.
(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 - Infectious Diseases)

Legal Reference:

EDUCATION CODE
200-262.4 Prohibition of discrimination
270-271 Athletes' Bill of Rights
17578 Cleaning and sterilizing of football equipment
17580-17581 Football equipment
32221.5 Required insurance for athletic activities
33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program
33354 California Department of Education authority over interscholastic athletics
35160.5 District policies; rules and regulations
35179 Interscholastic athletics
48850 Interscholastic athletics; students in foster care
48900 Grounds for suspension and expulsion
48930-48938 Student organizations
49020-49023 Athletic programs; legislative intent, equal opportunity
49030-49034 Performance-enhancing substances
49458 Health examinations, interscholastic athletic program
49475 Health and safety, concussions and head injuries
49700-49701 Education of children of military families
51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE
245.6 Hazing

CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs, especially:
4920-4922 Nondiscrimination in intramural, interscholastic, and club activities
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34
106.31 Nondiscrimination on the basis of sex in education programs or activities
106.33 Comparable facilities
106.41 Nondiscrimination in athletic programs
COURT DECISIONS
Management Resources:

CSBA PUBLICATIONS
Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011
A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS
Guidelines for Gender Identity Participation
California Interscholastic Federation Constitution and Bylaws
A Guide to Equity in Athletics
Acute Concussion Evaluation (ACE) Care Plan, 2006
Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
Heads Up: Concussion in High School Sports, Tool Kit, June 2010
Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Interscholastic Federation: http://www.cifstate.org
Centers for Disease Control and Prevention, Concussion Resources:
http://www.cdc.gov/concussion
National Federation of State High School Associations: http://www.nfhs.org
National Operating Committee on Standards for Athletic Equipment: http://www.nocsae.org
U.S. Department of Education, Office for Civil Rights: http://www2.ed.gov/ocr
(3/07 11/09) 11/11

Policy
Adopted: October 29, 1984
Revised: September 8, 1987
Revised: July 5, 1994
Revised: January 6, 2015

ELK GROVE UNIFIED SCHOOL DISTRICT
Elk Grove, California
Athletic Competition

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 5030 - Student Wellness)
(cf. 5137 - Positive School Climate)
(cf. 6142.7 - Physical Education and Activity)
(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)
(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 1325 - Advertising and Promotion)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)

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(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.
(cf. 1312.3 - Uniform Complaint Procedures)
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The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility
Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement and residency, shall be the same as those set by the district for participation in extracurricular and co-curricular activities.

(cf. 3530 - Risk Management/Insurance)
(cf. 5111.1 - District Residency)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Co-curricular Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6162.52 - High School Exit Examination)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements. Students shall not be charged a fee to participate in an athletic program.
(cf. 3260 - Fees and Charges)
**Sportsmanship**
The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by CIF. Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 - Disruptions)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

**Health and Safety**
The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)
(cf. 5131.63 - Steroids)
(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)
(cf. 5141.7 - Sun Safety)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.
Instruction

(c.f. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(c.f. 4119.43/4219.43/4319.43 - Universal Precautions)
(c.f. 5141 - Health Care and Emergencies)
(c.f. 5141.21 - Administering Medication and Monitoring Health Conditions)
(c.f. 5141.22 - Infectious Diseases)

Legal Reference:

EDUCATION CODE
200-262.4 Prohibition of discrimination
270-271 Athletes' Bill of Rights
17578 Cleaning and sterilizing of football equipment
17580-17581 Football equipment
32221.5 Required insurance for athletic activities
33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program
33354 California Department of Education authority over interscholastic athletics
35160.5 District policies; rules and regulations
35179 Interscholastic athletics
48850 Interscholastic athletics; students in foster care
48900 Grounds for suspension and expulsion
48930-48938 Student organizations
49020-49023 Athletic programs; legislative intent, equal opportunity
49030-49034 Performance-enhancing substances
49458 Health examinations, interscholastic athletic program
49475 Health and safety, concussions and head injuries
49700-49701 Education of children of military families
51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE
245.6 Hazing

CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs, especially:
4920-4922 Nondiscrimination in intramural, interscholastic, and club activities
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34
106.31 Nondiscrimination on the basis of sex in education programs or activities
106.33 Comparable facilities
106.41 Nondiscrimination in athletic programs
COURT DECISIONS
Management Resources:

CSBA PUBLICATIONS
Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011
A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS
Guidelines for Gender Identity Participation
California Interscholastic Federation Constitution and Bylaws
A Guide to Equity in Athletics
Acute Concussion Evaluation (ACE) Care Plan, 2006
Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
Heads Up: Concussion in High School Sports, Tool Kit, June 2010
Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Interscholastic Federation: http://www.cifstate.org
Centers for Disease Control and Prevention, Concussion Resources:
http://www.cdc.gov/concussion
National Federation of State High School Associations: http://www.nfhs.org
National Operating Committee on Standards for Athletic Equipment: http://www.nocsae.org
U.S. Department of Education, Office for Civil Rights: http://www2.ed.gov/ocr
(3/07 11/09) 11/11

Policy
Adopted: October 29, 1984
Revised: September 8, 1987
Revised: July 5, 1994
Revised: January 6, 2015
ATHLETIC COMPETITION

Nondiscrimination and Equivalent Opportunities in the Athletic Program

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color, mental or physical disability, or any other basis specified in law. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee may provide single-sex teams when selection for the teams is based on competitive skills. (5 CCR 4921; 34 CFR 106.41)

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with his/her gender identity and for which he/she is otherwise eligible to participate, irrespective of the gender listed on the student's records.

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for the team, regardless of sex, sexual orientation, gender, gender identity, gender expression, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

When determining whether equivalent opportunities are available to both sexes in athletic programs, the Superintendent or designee shall consider, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the selection of sports and levels of competition offered effectively accommodate the interests and abilities of both sexes

   The athletic program shall be considered to effectively accommodate the interests and abilities of both sexes if it meets one of the following criteria: (Education Code 230)

   a. The interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments.
ATHLETIC COMPETITION (continued)

b. When the members of one sex have been and are underrepresented among interscholastic athletes, the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex.

c. When the members of one sex are currently underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #b above, the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program.

2. The provision and maintenance of equipment and supplies

3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices

4. Travel allowances

5. Opportunities to receive coaching and academic tutoring

6. Assignment and compensation of coaches and tutors

7. Provision of locker rooms and practice and competitive facilities

8. Provision of training facilities

9. Publicity

10. Provision of necessary funds

Health and Safety

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians an information sheet on concussions and head injuries. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

(cf. 5145.6 - Parental Notifications)
ATHLETIC COMPETITION (continued)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be removed immediately from the activity for the remainder of the day. The student shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. (Education Code 49475)

The Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

The Superintendent or designee shall provide training to coaches, athletic trainers, and/or school nurses regarding concussion symptoms, prevention, and appropriate response.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

Parental Notifications

Before a student participates in interscholastic athletic activities, the Superintendent or designee shall send a notice to the student's parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

(cf. 1312.3 - Uniform Complaint Procedures)

2. Includes a copy of the Athletes' Bill of Rights pursuant to Education Code 271

3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite a commitment to every participant's health and welfare

(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)
ATHLETIC COMPETITION  (continued)

5. Requests parental permission for the student to participate in the program and, if appropriate, be transported by the district to and from competitions

(cf. 3541.1 - Transportation for School-Related Trips)

6. States the Governing Board's expectation that students adhere strictly to all safety rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

7. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use steroids or dietary supplements banned by the U.S. Anti-Doping Agency

(cf. 5131.63 - Steroids)
ATHLETIC COMPETITION

Nondiscrimination and Equivalent Opportunities in the Athletic Program

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color, mental or physical disability, or any other basis specified in law. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

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ATHLETIC COMPETITION (continued)

b. When the members of one sex have been and are underrepresented among interscholastic athletes, the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex.

c. When the members of one sex are currently underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #b above, the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program.

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(cf. 5145.6 - Parental Notifications)
ATHLETIC COMPETITION (continued)

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(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

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(cf. 1312.3 - Uniform Complaint Procedures)

2. Includes a copy of the Athletes' Bill of Rights pursuant to Education Code 271

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(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)
ATHLETIC COMPETITION (continued)

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(cf. 3541.1 - Transportation for School-Related Trips)

6. States the Governing Board's expectation that students adhere strictly to all safety rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

7. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use steroids or dietary supplements banned by the U.S. Anti-Doping Agency

(cf. 5131.63 - Steroids)
Subject: Finance Committee Vacancy

Department: Finance & School Support

Action Requested:
The Board is requested to appoint a member to fill the “At Large” vacancy on the Finance Committee.

Discussion:
Board President Bobbie Singh-Allen has requested that Board members bring two recommendations of persons to be considered for the Board “At Large” member of the Finance Committee to the February 17, 2015 Board meeting.

Financial Summary:
No cost to the District.

Prepared By: ___________________________ Division Approval: Rich Fagan

Prepared By: ___________________________ Superintendent Approval: Christopher R. Hoffman
Subject: Resolution Calling Upon the Legislature and the Governor to Repeal the Law Regarding the Cap on Local Reserves

Department: Board of Education

Meeting Date: 2-17-15

Action Requested: The Board of Education is requested to approve Resolution No. 40, 2014-15 calling upon the legislature and the Governor to repeal the language contained in Section 27 of Senate Bill 858 (Chapter 32, Statutes of 2014) immediately.

Discussion:

The Board and Administration deem it necessary to repeal this law in order to have the ability to make decisions necessary to be fiscally responsible at the local level.

Financial Summary:

Prepared By: _______________________________ Department Approval: _______________________________

Prepared By: _______________________________ Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT
Resolution No. 40, 2014-15

Resolution on Local Reserves Cap
SB 858, Section 27/California Education Code 42127.01
(Rev. 09.22.14)

WHEREAS, School district governing boards have the obligation to provide a quality education that is essential for an informed citizenry, a competitive economy, a fulfilling life for all students, and the foundation of our democratic society; and

WHEREAS, School district governing boards are responsible for maintaining fiscal solvency of the school systems they govern; and

WHEREAS, The Local Control Funding Formula (LCFF), based on the principle of subsidiarity, provides governing boards, working with interested stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth; and

WHEREAS, Funds for crucial services for school operations, such as payroll, classroom materials, school construction projects, technology, home-to-school transportation, etc. often require successful ongoing cash-flow management and disciplined planning, including the creation and maintenance of prudent financial reserves; and

WHEREAS, School district reserve levels, as well as their fund balances, are determined by governing boards to meet local priorities and allow districts to save for potential future expected and unexpected expenditures and for eventual economic downturns; and

WHEREAS, the statutory minimum for school district reserves for economic uncertainties ranges from 1 to 5 percent, depending on district enrollment, and covers between one to five weeks of payroll, or less than 20 days of total cash flow; and

WHEREAS, Prudent budgeting raises expectations for school districts to establish and maintain reserves above the statutory minimum; and

WHEREAS, On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), now embodied in California Education Code 42127.10, and

WHEREAS, SB 858, Sec. 27 Education Code 42127.01, became operative when voters passed Proposition 2 on the November 2014 state ballot, and will require school districts to spend their assigned and unassigned account balances down to no more than two to-three times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account; and
WHEREAS, Under SB 858 this provision, a deposit by the State of California of even $1 to the Public School System Stabilization Account would result in school districts throughout California having to spend down billions of dollars in their reserves and ending balances; and

WHEREAS, It could take many years for the State of California to build up an adequate Public School System Stabilization Account; yet, in one year, school districts would be forced to spend down their reserves and ending balances to levels that could jeopardize fiscal solvency; and

WHEREAS, The LCFF is not fully implemented, many school districts are still funded below their 2007-08 levels, and districts cannot survive another downturn without fiscally responsible reserves; now, therefore, be it

Resolved, That the Board of Education of the Elk Grove Unified School District calls upon the Legislature and the Governor to repeal the language contained in Sec. 27 of SB 858 (Chapter 32, Statutes of 2014) now in Education Code 42127.01 immediately.

Adopted this 17th day of February, 2015.

Bobbie Singh-Allen, President
Board of Education
Subject: District Open Enrollment

Division: Secondary Education

Meeting Date: February 17, 2015

Action Requested:

The Board is asked to receive and discuss a report summarizing Open Enrollment requests and take action to approve Open Enrollment transfers.

Discussion:

Placeholder

Financial Summary:

Prepared By: Christina C. Penna
Division Approval: Christina C. Penna

Prepared By: 
Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT

Board Agenda Item

Supplement No.:__________________________

Meeting Date February 17, 2015

Subject: Arts Education Month
Division Curriculum/Professional Learning

Action Requested:
The Board of Education is asked to review and adopt the resolution designating March 2015 as Arts Education Month.

Discussion:
The month of March has been designated Arts Education Month by the state of California. The role of visual and performing arts in the education of all students in California schools was firmly established with the passing of the State Board of Education policy on arts education in July 1989. The policy begins by stating, “Arts education, which includes dance, drama/theater, music, and visual arts is an integral part of basic education for all students in kindergarten through grade twelve...”

To support this policy, the State Board has again declared March as Arts Education Month, a time to celebrate the arts in our schools. Arts Education Month provides districts and schools with the opportunity to develop special activities and celebrations to focus on the value of the arts for all students and to give recognition to outstanding young artists. It also provides a vehicle by which community support for arts education can be generated. Numerous arts celebrations sponsored by national and state professional arts education associations are scheduled at this time of year and serve to support our spotlight on the arts in schools.

Financial Summary:
Not Applicable

Prepared By: Anna Trunnell

Division Approval: Mark Cerutti

Prepared By:__________________________ Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT  
ELK GROVE, CALIFORNIA  
RESOLUTION NO. 41, 2014-2015

PROCLAMATION  
ARTS EDUCATION MONTH  
MARCH 2015

WHEREAS, Arts Education, which includes dance, theater, music, and the visual arts, is an essential part of basic education for all students, kindergarten through grade twelve, to provide for balanced learning and to develop the full potential of their minds; and

WHEREAS, through well-planned instruction and activities in the arts, children develop initiative, creative ability, self-expression, self-reflection, thinking skills, discipline, a heightened appreciation of beauty, and cross-cultural understandings; and

WHEREAS, experience in the arts develops insights and abilities central to the experience of life, and are collectively one of the most important repositories of culture; and

WHEREAS, many national and state professional arts education associations hold celebrations in March focused on students’ participation in the arts; and

WHEREAS, these celebrations give California schools a unique opportunity to focus on the value of the arts for all students, to foster cross-cultural understanding, to give recognition to the state’s outstanding young artists, to focus on careers in the arts available to California students, and to enhance public support for this important part of our curriculum; and

WHEREAS, the California State Board of Education states in its Arts Education Policy adopted in July 1989 that each student should receive a high quality, comprehensive arts education program based on the adopted *Visual and Performing Arts Framework for California Public Schools, Kindergarten Through Grade Twelve*; now

THEREFORE BE IT RESOLVED, by the Elk Grove Unified School District, the month of March 2015 is designated as *Arts Education Month*, and that all educational sites be encouraged to celebrate the arts with meaningful student activities and programs that demonstrate learning and understanding in the visual and performing arts; and

BE IT FURTHER RESOLVED, that this resolution be distributed to all schools in the district.

Christopher R. Hoffman  
Secretary to the Board of Education
Subject: Women’s History Month

Action Requested:
The Board of Education is asked to review and adopt the resolution designating March 2015 as Women’s History Month.

Discussion:
The month of March has been designated Women’s History Month by the state of California. *The History-Social Science Framework for California Public Schools* emphasizes the role women have played in the economic, cultural, social, and political life of our nation.

Throughout the year, elementary and English teachers use pieces of literature where women assume traditional and non-traditional professional roles. In their classroom instruction, teachers also use novels written by female authors. In the areas of mathematics and science, information is shared throughout the year about famous female mathematicians and scientists. Staff members at school sites are careful to provide information about women in all roles in our society, drawing students’ attention to the noted as well as the undervalued contributions that women have provided historically and in modern times.

By designating one month with a focus on Women’s History, the Board of Education has the opportunity to communicate the value of such instruction.

Financial Summary:
Not Applicable

Prepared By: Anna Trunnell Division Approval: Mark Cerutti
Prepared By: Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT
ELK GROVE, CALIFORNIA
RESOLUTION NO. 42, 2014-2015

ESTABLISHMENT OF WOMEN'S HISTORY MONTH

WHEREAS, women of every race and ethnic background helped found the nation in countless recorded and unrecorded ways as wives, mothers, homemakers, teachers, reformers, industrial workers, professionals, soldiers, pioneers, nurses, nuns, servants, and slaves; and

WHEREAS, women have played and continue to play a critical economic, cultural, and social role in every sphere of our nation's life by constituting a significant portion of the labor force working in and outside the home and as elected officials; and

WHEREAS, women have played a unique role throughout our history by providing the majority of the nation's volunteer labor force and have been particularly important in the establishment of early charitable, philanthropic, and cultural institutions in the country; and

WHEREAS, women of every race and ethnic background served as early leaders in the forefront of every major progressive social change movement, not only to secure their own right of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor union movement, and the modern civil rights movement; and

WHEREAS, the role of women in history has been overlooked and undervalued in the body of American and world history in the standard courses of study; and

WHEREAS, the History-Social Science Framework for California Public Schools, Kindergarten Through Grade Eight states that the history of community, state, region, nation, and world must reflect the experiences of men and women and of different racial, religious, and ethnic groups and that these studies be integrated at every grade level in the curriculum;

THEREFORE, BE IT RESOLVED by the Elk Grove Unified School District that the month of March 2015 is designated as Women's History Month, and that all educational sites be encouraged to commemorate this time with appropriate, well-planned activities; and

BE IT FURTHER RESOLVED that this resolution be distributed to every school in the District.

Christopher R. Hoffman
Secretary to the Board of Education
Subject: WORLD RARE DISEASE DAY RESOLUTION  
Division: Student Support and Health Services

Action Requested:
The Board of Education is requested to approve and adopt a resolution recognizing February 28, 2015 as World Rare Disease Day.

Discussion:
The Board of Education is requested to recognize February 28, 2015 as World Rare Disease Day, as part of district-wide awareness for rare diseases, and to advocate and improve access to treatments and medical representation for individuals with rare diseases and their families.

The 8th annual World Rare Disease Day is observed the last day of February. On this day various activities take place in the United States, Europe, Russian, Japan and elsewhere around the world. The goals of this observance within the District are:

- To generate curiosity in students on the topic of rare disease, and encourage them to take interest in new fields of science
- To promote awareness and understanding and create compassion for other people with rare disease

This recognition will declare District support of the worldwide campaign to create awareness of rare diseases.

Financial Summary: N/A

Prepared By: Carl J. Steinauer  
Division Approval: Mark Cerutti

Prepared By:  
Superintendent Approval: Christopher R. Hoffman
WHEREAS, World Rare Disease Day is a one-of-its-kind international advocacy day to raise awareness of rare diseases; and

WHEREAS, World Rare Disease Day was established because treatment for rare diseases is insufficient as are the social networks to support individuals with rare diseases and their families; and

WHEREAS, Rare disease is a disorder in the USA when it affects fewer than 200,000 Americans at any given time; and

WHEREAS, 80% of rare diseases have identified genetic origins and 50% of rare disease touch children; and

WHEREAS, over 6,000 rare diseases are characterized by a broad diversity of disorders and symptoms that vary from disease to disease and individual to individual suffering from the same disease; and

WHEREAS, as there are often no existing effective cures which leads to the high level of pain and suffering endured by the individuals and their families; and

WHEREAS, the lack of scientific knowledge and quality information on the disease often results in delay in diagnosis which often leads to heavy social and financial burdens on individuals; and

WHEREAS, the ongoing implementation of a better comprehensive approach to rare diseases has led to the development of appropriate public health policies along with international cooperation in the field’s education, clinical and scientific research, as well as the sharing of scientific knowledge about all rare diseases; and

WHEREAS, World Rare Disease Day is observed on the last day of February

BE IT FURTHER RESOLVED that the Elk Grove Unified School District Board of Education does hereby recognize and proclaim February 28, 2015 as World Rare Disease Day.

________________________________________  __________________________
Bobbie Singh-Allen, President, Board of Education  Date:

________________________________________  __________________________
Carmine S. Forcina, Clerk, Board of Education  Date:
ELK GROVE UNIFIED SCHOOL DISTRICT

Board Agenda Item

Subject: 2015 California School Boards Association (CSBA) Delegate Assembly Election
Division: Board of Education
Meeting Date 2-17-15

Action Requested: Vote for no more than five candidates for representatives to the California School Boards Association (CSBA) Delegate Assembly from Region 6, Subregion 6B by March 16, 2015, if the Board wishes to do so.

Discussion:

There are four candidates for delegates to the California School Boards Association Subregion 6B Delegate Assembly:

* John Gordon (Galt Joint Union Elementary School District)
* Susan Heredia (Natomas Unified School District)
* Lisa M. Kaplan (Natomas Unified School District)
* Ed Short (Folsom Cordova Unified School District)

*Denotes Incumbent

There is a write-in section on the ballot which requires the name of the person and the district.

See attached memo from the California School Boards Association.

Financial Summary:

Not applicable.

Preparing By: Arlene Hein
Division Approval:

Prepared By: ___________________________ Superintendent Approval: Christopher R. Hoffman
January 30, 2015

TRANSMITTAL

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Leanne Gosselin, Sr. Administrative Assistant, Leadership Services

Re: 2015 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Monday, March 16, 2015

Enclosed in this mailing you will find the following:

- Memo from CSBA President Jesús M. Holguín
- Red ballot to be signed by Superintendent or Board Clerk
- List of the current Delegates in your region (reverse side of ballot)
- Copy watermark on white paper of the red ballot and list of current Delegates, for insertion in board packets
- Copies of each candidate’s biographical sketch and optional résumé, if provided

Please do not hesitate to contact me at (800) 266-3382 ext. 3302 should you have any questions.

Thank you.

Enclosures
January 30, 2015

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Jesús M. Holguín, President

Re: 2015 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Monday, March 16, 2015

Enclosed is the ballot material for election of your region’s or subregion’s representative to CSBA’s Delegate Assembly. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, a résumé. In addition, you will find a “copy” of the ballot on white paper so that it may be included in your board agenda packet, if you choose to include it. Only the ballot on red paper is to be completed and returned to CSBA.

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery. Please write DELEGATE ELECTION prominently on the envelope with the region or subregion number on the bottom left corner. Ballots must be postmarked by the U.S. Post Office on, or before, Monday, March 16, 2015. No late ballots will be accepted.

Election results will be available on CSBA’s website no later than Wednesday, April 1. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2015 – March 31, 2017. The next meeting of the Delegate Assembly is on Saturday, May 16 – Sunday, May 17 at the Hyatt Regency in Sacramento.

Please do not hesitate to contact the Leadership Services Department at (800) 266-3382 should you have any questions. Thank you.
Ballots should be returned in the enclosed envelope; however, should the envelope become misplaced, please use your stationery and return to:

CSBA
DELEGATE ASSEMBLY ELECTIONS
3251 Beacon Blvd.
West Sacramento, CA 95691

On the bottom left corner of the envelope, please fill in your region or subregion number (this number appears on the ballot).
Delegate Assembly  
Candidate Biographical Sketch Form  

DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state “see résumé” and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3382.

<table>
<thead>
<tr>
<th>Name:</th>
<th>John Gordon</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSBA Region:</td>
<td>6B</td>
</tr>
<tr>
<td>District or COE:</td>
<td>Galt Joint Union Elementary School District</td>
</tr>
<tr>
<td>Contact Number:</td>
<td>209-712-3815</td>
</tr>
<tr>
<td>Years on board:</td>
<td>8</td>
</tr>
<tr>
<td>E-mail:</td>
<td><a href="mailto:jgordon@galt.k12.ca.us">jgordon@galt.k12.ca.us</a></td>
</tr>
<tr>
<td>Are you a continuing Delegate?</td>
<td>Yes</td>
</tr>
<tr>
<td>If yes, how long have you served as a Delegate?</td>
<td>4 years</td>
</tr>
</tbody>
</table>

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

1. LCFF - Funding Levels and Community Engagement. As California's economic continues to recover, the temporary sales tax increase (from Prop. 30) used to fund education will expire in 2016. We need to ensure that K-12 education funding is stable and adequate. As districts continue to implement LCFF, more work is needed to develop a common understanding/expectation on what constitutes "effective" community engagement in the LCAP process.

2. School Facilities Funding. Without a statewide facilities bond on the ballot this past November, the state building program is dead. For many districts, passing local bonds is not enough to build schools based on assessed valuation. More discussion on revamping an equitable statewide funding structure as well as education on making local sound financing decisions are needed.

3. Fixing the Rainy Day Fund language. Passage of Proposition 2 creates a state budget reserve, but also puts a cap on school districts reserves, which is contrary to the spirit of the Local Control Funding Formula. School board trustees should be empowered to determine the reserves needed to maintain fiscal solvency.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA’s Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

Within my district, I serve on the CAST (Cities and Schools Together) committee, which consists of board members and superintendents from the elementary and high school districts as well as city council members and the city manager. We meet every other month to discuss issues related to youth. One area of concern is childhood obesity. With my recent selection to participate in Sierra Health's Health Leadership Program, I'm hoping to use this experience to identify partners and resources to the address this issue community-wide. The leadership experience at Sierra Health will also translate me into being a more effective education leader as I look forward to serving on CSBA committees this upcoming year.

Recently, I was appointed to City Council's Youth Commission, which further strengthens my relationship with local government. Collaborating with a team of adult mentors, we work to develop leadership skills with our high school youth commissioners. Serving on the commission provides a different lens on public education than walking classrooms as a school board member.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

The opportunity to serve is extremely helpful to my region. Located south of Elk Grove, a greenbelt separates Galt from the rest of Sacramento County. It's important that the school districts in the area (Arcohe, Galt High School and Galt Elementary School Districts) have a voice at the table. Additionally, the cross sharing that occurs at our regional meetings is invaluable. While the districts range in size and complexity, many of the issues we face are similar. From bargaining negotiations to implementing LCFF, we learn from each other and can apply some of the best practices that worked in other districts.

I'm able to contribute my district's experience working with the federal government as we continue to implement our Race to the Top grant. Furthermore, as a field representative for the California Department of Education, I keep my fellow delegates informed with school construction related issues.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: _______________________________  Date: 12/28/14
Delegate Assembly
Candidate Biographical Sketch Form

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state “see résumé” and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate’s responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3382.

Name: Susan Heredia
District or COE: Natomas Unified School District
Contact Number: 916-567-3401
CSBA Region: 6-B
Years on board: 14 years
E-mail: heredias@csus.edu
Are you a continuing Delegate? ☒ Yes ☐ No If yes, how long have you served as a Delegate? 2 years

CSBA’s Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

My three priorities are the implementation of the Local Control Accountability Plan (LCAP), Local Control Funding Formula (LCFF) and the Common Core. Many districts have successfully proceeded through the implementation stages of these new instructional/testing approaches and fiscal/accountability measures that have changed the manner in how we address and customize educational opportunities for our students. Unfortunately, these important changes do not address the matters of equity and adequacy of funding for our schools. Thus, CSBA needs to continue its support in helping districts to successfully implement these changes.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA’s Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

Fortunately, I have worked with two knowledgeable and collaborative regional directors during my tenure as a member of the CSBA Board of Directors (Director-At-Large, Hispanic, 2004-2012) and as a member of the Delegate Assembly (2013-present). Email exchanges with my regional director and biannual regional meetings keep me informed and engaged. The regional meetings provide a venue, for example, to share local concerns and best practices and to discuss the impact of state and federal policies upon school districts.

As a trustee I have served on many district committees, represented my district at the regional level and served on the following CSBA committees: NCLB Task Force; Accountability Task Force; Annual Conference Committee; Board Development Committee; Bylaws Committee; CSBA Council of Presidents (ethnic school board member associations/coalitions); Policy Platform; and Golden Bell Review Committee.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

My experience as a trustee and member of the CSBA Board of Directors and Delegate Assembly has allowed for a breadth of active involvement at many different levels of public school advocacy and has been grounded in my passion for our public schools. This experience coupled with my professional experience as Professor/Department Chair of Education at CSU, Sacramento has prepared me well and will continue to support me as a Delegate. I am an active listener, collaborating, committed and motivated to continue to advocate for an educational system that helps all students to achieve excellence.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: [Signature]
Date: January 6, 2014
Brief Bio for Dr. Susan Heredia  
January 2015

Dr. Susan Heredia is a board member in the Natomas Unified School District. She was first elected to the board of trustees in 2000 after having served as a PTSA member, a representative on the School Site Council, and the District’s Parent Advisory Board. In addition, she served as board representative for the following district committees: Strategic Planning, Charter School, English Language Learner, Achievement Gap, Multicultural Advisory, Nutrition and Wellness and the County Committee on School District Organization. She was appointed by the California State Department of Education to the following educational committees: Brokers of Expertise, and Culturally Responsive Professional Development for all School Personnel.

In addition, Dr. Heredia served as the Director-At-Large, Hispanic of the California School Board Association (2004-20012) and currently is a member of the Delegate Assembly (2013-present). In her role as the CSBA Director-At-Large, she served as a member of the Accountability Task Force, By-Laws, Board Development, CSBA’s Annual Education Conference, Golden Bell Review, NCLB Focus Group, Policy Platform and CSBA Council of Presidents (ethnic school board member associations/coalitions; testified before the assembly and senate educational committees in support of English Language Learner (ELL) instructional materials, funding of school-home visit programs, the needs of ELLs in Charter Schools; and served on numerous educational panel presentations through out the state.

Currently, Dr. Heredia is Chair, Graduate and Professional Studies in Education (GPSE) in the College of Education at CSUS. Prior to serving as Chair she was Chair of the Bilingual/Multicultural Education Department at CSUS. Earlier in her career, she taught in the credential program at UC, Davis and was bilingual teacher in Sacramento City Unified School District.

Dr. Heredia earned a doctorate in socio-cultural studies from University of California, Davis, and a master of arts in education and a bachelor of arts in liberal studies from California State University, Sacramento (CSUS). She holds a lifetime teaching credential with an emphasis on bilingual education from CSUS, as well.
Delegates Assembly
Candidate Biographical Sketch Form

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state “see résumé” and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3382.

Name: Lisa Kaplan
District or COE: Natomas Unified School District
Contact Number: 916-996-1474
CSBA Region: 6-B
Years on board: 12 years
E-mail: kaplan4kids@gmail.com

Are you a continuing Delegate? [ ] Yes [ ] No  If yes, how long have you served as a Delegate? 7 years

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

I joined the Natomas Unified School District in 2002 and have served as President, Vice-President and Clerk several times during my tenure on the board. During this time on the Board I have joined with my fellow board members in instituting systems and processes to ensure accountability to the community, including fiscal, policy, programmatic, staff, student testing, and collective bargaining for the school district. My top three educational priorities for CSBA during my next term on Delegate Assembly are: 1) Ensuring K-12 funding continues to increase as set forth in the LCFF / maintain flexibility for Districts to spend funds 2) Passing a 2016 School Construction Bond / Lowering the Threshold for Tax Measures to 55% / Re-authorizing Proposition 2 2) CSBA become a respected, listened to and power player at the legislature, so that last minute deals like the increase in STRS funding does not occur to negatively affect school districts without CSBA's input.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

Currently, I'm an attorney and governmental affairs consultant representing school districts, local employee unions (labor law) and companies specializing in K-12 issues including but not limited to, special education, construction, bond financing, selling surplus property, as well as drafting legislation. Because of my job, I speak to Board members up and down the state on all of these issues and make sure that I communicate regularly with my Regional Director and CSBA on issues effecting local districts and changes we need to make. Not only do I participate twice yearly with CSBA delegate meetings, but also attend 2-3 meetings a year with our local Region 6 to discuss what is happening in our local districts that CSBA should be aware of.

Locally, I have served on the facilities planning committee, the district safety committee, budget committee, nutrition committee and have actively volunteered tutoring children in our schools to our at risk kids.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I began my service on Delegate Assembly in 2008 and very much wish to continue serving as a delegate to the Association. I have attended numerous CSBA sponsored conferences and trainings, as well as participated in several Masters in Governance training modules and attended the CSBA Annual conference annually for almost 12 years. I believe my experience in policy, law and school construction make me an excellent candidate for continuing my service on delegate assembly. Having served as the appointed Associate Executive Officer for the State Allocation Board (Office of Public School Construction), I have a unique perspective. Furthermore, adding to my knowledge of the policy making process I worked in the State Capitol from 2000-2005, serving as legislative director for several former Assemblymembers, who continued serving the State as Senators supervising their legislative staff and administering the Assemblymember's legislative agenda from drafting the language to signage by the Governor.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: __________________________ Date: January 7, 2014
LISA M. KAPLAN, J.D.

Phone: 916/996-1474
Email: Kaplan4kids@gmail.com

ATTORNEY & GOVERNMENTAL AFFAIRS CONSULTANT

BIO

LISA M. KAPLAN, an Attorney, School Board member, Delegate to the California School Board Association, former appointed Assistant Executive Officer for the State Allocation Board and former Capitol staff member in the California State Legislature, brings her knowledge of the law, K-12 Education matters, school construction, school funding, government and policy to Kaplan Law Group, as it’s Principal Attorney.

Prior to opening Kaplan Law Group, Lisa was appointed as the Assistant Executive Officer (“AEO”) for the State Allocation Board (“SAB”), which sets the policy and approves applications for apportionment of school construction dollars for all districts in the State of California. As the AEO, Ms. Kaplan, Chaired the Implementation Committee, Audit Working Group and staffed the SAB on the subcommittee on Audits and subcommittee on Rules & Procedures. Lisa was instrumental in the passages of new audit procedures, the Shovel Ready (Priorities in Funding) policy, Sale of Surplus Property policy, the new High Performance Incentive grant regulations and the adoption of the Board’s Rules and Procedures.

Preceding this, Ms. Kaplan served as legal counsel for L&B Associates, a governmental affairs and public policy consulting firm. Along with education law, Lisa also practiced business, administrative and contracts law, as well as, consulted for the LaPena Law Corporation, specializing in Native American cultural resource management and protection at the state and federal level.

In 2002, she was elected to the Natomas Unified School District as a Board Trustee. As a result of her years on the school board, she has provided leadership for strategic planning, as it pertains to both policy decisions and special projects with a solid understanding of the community, public relations and crisis management. Over the past 10 years, Lisa has served on the facilities advisory committee, budget committee and student safety committee, taking part as a Board member on the construction of seven schools and passage of two local bonds.

Prior to opening her own business, Lisa lobbied the California State Legislature, specializing in areas of K-12 funding, employee relations, wireless telecommunication, insurance, privacy, workers compensation, healthcare, association management, and business interests. As a general counsel and legislative advocate, Lisa represented Sprint-Nextel, Kennan & Associates, Reed Elsevier, Inc., California Court Reporters Association, California Association of State Hearing Reporters, and Hershey’s Food Corporation. During her time as a legislative advocate, Lisa established a proven track record of completing difficult projects and meeting client needs on schedule in an intensive political environment where self-reliance and lateral thinking is required.

Lisa began her political and legislative career as legislative director for several California State Assembly members, supervising legislative staff and administering the Assembly member’s legislative agenda. Previous to her work in the Capitol, Ms. Kaplan worked as an attorney specializing in the areas of general litigation, construction litigation, and personal injury.

PUBLIC SERVICE

BOARD MEMBER, AMERICAN RIVER COLLEGE FOUNDATION BOARD, JUNE 2008 – JUNE 2010
SHRINERS HOSPITAL, EXECUTIVE COMMITTEE MEMBER, CONCOURS D’ELEGANCE, 2004-2005
MAKE A WISH FOUNDATION, VOLUNTEER, 2002-2004
BOARD MEMBER, LIONS ON SAFARI, FUNDRAISING DEPARTMENT, 2002-2003
U.C. DAVIS MEDICAL CENTER, VOLUNTEER CHILDREN’S FLOOR, 2000-2001
FRED HUTCHINSON CANCER RESEARCH CENTER, CHILDREN’S SCHOOL, INSTRUCTIONAL ASSISTANT, 1995-1997
Delegate Assembly
Candidate Biographical Sketch Form
DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate’s responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3281.

Name: Ed Short
District or COE: FCUSD
Contact Number: 916 591-6850
CSBA Region: 6b
Years on board: 12 years
E-mail: edshort08@comcast.net
Are you a continuing Delegate? Yes No If yes, how long have you served as a Delegate? 4 years

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

Priority #1. Institute a higher standard of college preparatory coursework to give our college bound students the ability to excel at their next level of education. Meeting college and work expectations. Why? Increases our graduate rates and help close the achievement gap. Help kids be prepared to succeed in our global economy and society.

Priority #2. Create job training programs to make sure students who directly enter the workforce have the skills they need to have quality careers in the 21st century workplace. Why? Establish rigor and relevance through career pathway training.

Priority #3. Convey a unified vision of the big ideas and supporting concepts that include rigorous high-level cognitive demands that require our students deep conceptual understanding through the application of content knowledge and skill to real world problem solving. Also, implement both effective and efficient educational programs to help balance the budget and keep the dollars in the classroom. Why? This would bring overall fundamental improvement in our schools even with our current limited resources.

Another responsibility of Delegates is to communicate the Interests of local boards to CSBA’s Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

Fight for educational reform and make sure our teachers have the tools they need to teach and our kids have the resources they need to learn.

Provide equal and relevant educational opportunity which will prepare all our kids for the 21st century.

I am personally involved in local non-profit organizations that support kids in their success in education and lives.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I feel it would increase my effectiveness in advancing above mentioned priorities and my community involvement by increasing my sphere of influence.

My contribution would be serving as a direct voice and advocate on behalf of our kids.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: ___________________________ Date: _______6_—______5__
Subject:
Appointment of Representative from the Elk Grove Unified School District to the California School Boards Association Delegate Assembly

Division: Board of Education

Meeting Date 2-17-15

Action Requested: The Board is requested to appoint a representative to the California School Boards Association (CSBA) Delegate Assembly from the Elk Grove Unified School District.

Discussion:
Currently the District’s appointed delegates are Bobbie Singh-Allen whose term expires March 31, 2016, and Jeanette Amavisca, who has retired from the Board and whose term would have expired March 31, 2015. The Board may, if it chooses to do so, appoint a new representative to fill this vacancy for the two-year term beginning April 1, 2015.

Financial Summary:
Not applicable.

Prepared By: Arlene Hein
Division Approval: 
Prepared By: 
Superintendent Approval: Christopher R. Hoffman
October 31, 2014

MEMORANDUM

TO: Board Presidents, Superintendents and CSBA Member Boards

FROM: Josephine Lucey, President

RE: Call for Appointments for CSBA Delegate Assembly

According to CSBA’s Bylaws and Standing Rules districts with an ADA of 30,000 or above qualify to appoint representatives to CSBA’s Delegate Assembly for a two-year term beginning April 1, 2015 through March 31, 2017.

Member boards who qualify to appoint a member to the Delegate Assembly must vote to either re-appoint their current Delegate or appoint another member from its board. Please complete and submit an appointment form and candidate biographical sketch form by Monday, March 16, 2015 via fax to (916) 371-3407 or mail to CSBA, Attn: Leadership Services department, 3251 Beacon Blvd., West Sacramento, CA 95691.

CSBA’s Delegate Assembly is a vital link in the association’s governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year, one on May 16-17, 2015 in Sacramento and one on December 2-3, 2015 preceding the CSBA Annual Education Conference and Trade show in San Diego.

Districts that appoint may also participate in the nomination and the election of other Delegates in the same region or subregion. Information related to the nomination and election process is available to download from the CSBA website at www.csba.org/About/Leadership. For further information about the Delegate Assembly, please feel free to contact Charlyn Tuter in the CSBA Leadership Services department at ctuter@csba.org or (800) 266-3382. Thank you.

Attached:
- Appointment Form
- Candidate Biographical Sketch Form
- List of all appointed Delegates (Terms that expire in 2015 are highlighted.)
Delegate Assembly Appointment Form

Forms are due by: Monday, March 16, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

CSBA Region/subregion #

The Board of Education of the
(School District or COE)

wishes to appoint: ___________________________ to the Delegate Assembly

(Appointee name)

for a two-year term beginning April 1, 2015 through March 31, 2017.

☐ The appointee has consented to this appointment, and

☐ Attached is the appointee’s required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé, or

☐ The appointee’s required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé will be sent by the deadline date.

__________________________________________  ____________________________________
Board Clerk or Board Secretary (signed)        Date

__________________________________________
Board Clerk or Board Secretary (printed)

PLEASE NOTE: The appointment and candidate biographical sketch forms must be returned CSBA, attention: Leadership Services via mail: 3251 Beacon Blvd., West Sacramento, CA 95691 (U.S.P.S.) or fax: (916) 371-3407 no later than Monday, March 16, 2015. If you have any questions, please contact Charlyn Tuter in the CSBA Leadership Services department at ctuter@csba.org or (800) 266-3382. Thank you.
APPOINTED Delegate Assembly
Candidate Biographical Sketch Form

Mail to: CSBA  |  Attn: Leadership Services  |  3251 Beacon Blvd., West Sacramento, CA 95691  |  or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted. Please do not state “see résumé” and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. This form is due by Monday, March 16, 2015. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3281.

Name: ____________________________ CSBA Region: ____________________________
District or COE: ____________________________ Years on board: __________
Contact Number: ____________________________ E-mail: ____________________________

Are you a continuing Delegate?  ☐ Yes  ☐ No  If yes, how long have you served as a Delegate? __________

CSBA’s Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA’s Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

Your signature indicates your consent to serve as an appointed CSBA Delegate.

__________________________  ____________________________
Signature  Date
Subject: Approval of Minutes

Department: Board of Education

Action Requested: Approve minutes of the special board meeting held January 2, 2015, and the regular board meeting held February 3, 2015.

Discussion:

Financial Summary:

Prepared By: ___________________ Department Approval: ___________________

Prepared By: ___________________ Superintendent Approval: Christopher R. Hoffman

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ELK GROVE UNIFIED SCHOOL DISTRICT

Meeting Date 2-17-15

Board Agenda Item

Agenda Item No: __________

Supplement No: __________
Subject: Personnel Actions

Division: Human Resources

Action Requested:
Recommend the Board of Education approve the personnel actions as attached.

Discussion:

CERTIFICATED:

APPROVE:
1. New Hire(s) [6]
2. Leave(s) of Absence
3. Resignation(s)
4. Retirement(s)
5. Returning from Leave(s) of Absence

CLASSIFIED:

APPROVE:
1. New Hire(s) [9]
2. Promotion(s)
3. Resignation(s)
4. Retirement(s)
5. Returning from Reemployment List(s)
6. Status Change(s)

Financial Summary:

Prepared by: Bindy Grewal, Ed.D.  
Departmental Approval: Brandon Krueger, Ed.D.

Prepared by: Evelyn Laluan  
Superintendent Approval: Christopher R. Hoffman
Subject: Student Teaching Agreement with Northern Colorado University

Department: Human Resources

Action Requested:
Approval of the Student Teaching Agreement between Elk Grove Unified School District and Northern Colorado University

Discussion:
The following university has submitted a request for an agreement between Elk Grove Unified School District and Northern Colorado University for students in the Audiology, Speech-Language Science studies. These student teachers would be supervised by Pat Spears Lee, Program Specialist in Student Services. They would be student teaching with the Language Speech and Hearing teachers in our district. Students would not begin prior to Board approval.

Approval is needed to grant this agreement.

Length of the contract: Northern Colorado University January 12, 2015-June 30, 2015

Financial Summary:

Prepared By: Superintendent Approval: Christopher R. Hoffman
To: Supervisors of UNC Students in the Master of Arts in Audiology & Speech-Language Science - Distance Learning Program

Enclosed are a Standard Services Invoice and W-9 form. This contract will be effective January 12, 2015 through June 30, 2015. It will be for your supervision of a UNC student who is registered for any of the following clinical experience courses: ASLS 569 Advanced Diagnostic Procedures, ASLS 583 Entry/Primary Speech-Language Pathology Practicum, and ASLS 585 Advanced Graduate Practicum in Speech-Language Pathology.

University procedures mandate that the signed contract **MUST** be submitted to this office **PRIOR** to the beginning of the supervision. After signing the contract (please be sure to sign the vendor box on page 2), return it with the completed W-9 in the enclosed envelope. If you would like a copy of the contract, please make one before sending the original back to me. Please return the contract as soon as possible. If you have any questions or concerns pertaining to this contract, please contact me at (970) 351-1689. **THIS CONTRACT MUST BE RETURNED REGARDLESS OF WHETHER YOU WILL BE PAID OR NOT**—We need to verify that you have, indeed, agreed to be the supervisor of record.

The payment will be calculated at the end of each term after you have submitted your reports and the Supervisor Payment Claim form to the Audiology & Speech-Language Science clinic coordinator. Because multiple offices are involved in the approval and release of payment, please allow up to six weeks from the end of the semester for your check to reach you.

**Please include the following checked items when you return the enclosed documents:**
- A copy of your ASHA card **X**
- Your Curriculum Vita **X**. I will be requesting an electronic version in the ASHA format—this will be emailed to you and must be returned by email at your earliest convenience. A hard copy is not required.

Thank you for your assistance. We appreciate you sharing your expertise with our students during their clinical experiences.

Sincerely,

Connie Beard

Connie Beard
Online Administrative Aide
Audiology and Speech-Language Science

Enclosures
University of Northern Colorado  
Standard Services Invoice  
For Payment of Non-Employee Independent Contractors

This form is used for payment of services provided to an independent contractor ONLY WHEN ALL OF 
THE FOLLOWING CONDITIONS ARE MET:

➤ The services performed are less than $5,000 in total for the entire project.
➤ The services performed are by an individual (under his/her social security number), not a partnership, 
corporation, or other organization.

Requesting UNC department must complete page three in order to ensure non-employee status.

TO MAKE PAYMENT, ATTACH: Standard Services Invoice, Non-Employee Status, and W-9 Form signed by Contractor if not already on file with Accounts Payable. Failure to include all necessary documents will delay payment to contractor.

Individual performed the following services under the following conditions. Provide specific details of work performed, deliverables provided, etc.

Supervise (observe and provide feedback to) graduate student(s) in the Audiology & Speech-Language Sciences master's degree program during clinical (diagnostic and treatment) experiences. Details are provided in the "Supervisory Process" section of the Supervisor’s notebook.

<table>
<thead>
<tr>
<th>Contractor Name: Pat Spears Lee</th>
<th>Contractor Bear Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Place Services were provided:</td>
<td>University of Northern Colorado Approvals</td>
</tr>
<tr>
<td>Were any services provided outside Colorado or the United States?</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>Beginning Date: January 12, 2015</td>
<td>Ending Date: June 30, 2015</td>
</tr>
<tr>
<td>Total Contract Amount: $ 75 per credit hour</td>
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</tr>
<tr>
<td>Payment Number (if multiple payments)</td>
<td>Amount $</td>
</tr>
<tr>
<td>Department Name: ASLS</td>
<td></td>
</tr>
<tr>
<td>Contact Name and Phone Number: Constance Beard, 351-1689</td>
<td></td>
</tr>
</tbody>
</table>

Choose One Form of Payment:

- Check mailed: □ Yes □ No; Address to send check
- Check Held: □ Yes □ No; Department picking up check
- Direct Deposit: □ Yes □ No; If direct deposit was used previously, that account will be used until Accounts Payable is notified.

FOAPAL to be Charged: 22010-46530-XXXXX-1000-ES826
I hereby certify that the services described have been performed satisfactorily or that I will retain the check and deliver only after completion:

__________________________________________ Person Authorized on FOAPAL / Date

Update by Accounts Payable 6/9/2014
Service Provider Information
(Information must be completed in order for payment to be processed)

Notice to Contractor: Are you a PERA member? ☐ Yes ☐ No
Are you currently collecting retirement benefits from PERA? ☐ Yes ☐ No

Have you ever applied or attended UNC? Yes ☐ No ☐

Please Note: The name on your W-9 Form must match your name as shown on existing UNC student and
employment records. If you have had a name change, please visit the UNC Registrar’s Website at:
http://www.unco.edu/regree/Alumni/Index.html and request an update to your personal name records. Doing so at
this time will expedite our payment to you.

Printed Name __________________________

Street: __________________________
Address: __________________________
City, State, Zip: __________________________

Phone Number: __________________________
Fax Number: __________________________
Email: __________________________

University of Northern Colorado
Exhibit IC – Independent Contractor Status

1. DIRECTION AND CONTROL-REPRESENTATION
Vendor (the term "Vendor" includes Contractors and Grantees) shall perform all of its services and other obligations under the
Purchase Order (PO) or Contract (the term "Contract" includes Agreements and Grants) to which this Exhibit is attached, free from the
direction and control of the State. Vendor represents that it is customarily engaged in an independent trade, occupation, profession, or
business related to the services performed. The latter is a material representation made by Vendor to the State, upon which the State
relied in issuing this PO or Contract, and without which, this PO or Contract would not have been issued. In accordance with the
foregoing, the State does not and shall not:

A. Require Vendor to work exclusively for the State; except to the extent Vendor chooses to work exclusively for the State for
   a finite period of time specified in the PO or Contract;
B. Establish a quality standard for Vendor; except that the State can provide plans and specifications regarding the work
   but cannot oversees the actual work or instruct Vendor as to how the work will be performed;
C. Pay a salary or hourly rate but rather a fixed or contract rate;
D. Terminate the work during the PO or Contract period unless Vendor violates the terms of the PO or fails to produce a
   result that meets the specifications of the PO or Contract;
E. Provide more than minimal training for Vendor;
F. Provide tools or benefits to Vendor; except that materials and equipment may be supplied;
G. Dictate the time of performance; except that a completion schedule and a range of mutually agreeable work hours may
   be established;
H. Pay Vendor personally but rather makes checks payable to the trade or business name of Vendor; and
I. Combine the State’s business operations in any way with Vendor’s business, but instead maintain the State’s and
   Vendor’s operations as separate and distinct.

2. DISCLOSURE
Vendor is not entitled to unemployment insurance benefits unless unemployment compensation
coverage is provided by Vendor or some other entity, and Vendor is obligated to pay federal and state
income tax on any moneys paid pursuant to the independent contractor relationship created by this
PO or Contract. The State shall issue and, Vendor shall accept as proper for tax reporting purposes, a
Form 1099 to Vendor for all payments made to Vendor pursuant to this PO or Contract if this payment
is 1099 reportable.

Vendor (independent Contractor):

*Signature & Date:

* Personen signing for Vendor hereby swear and affirm that they are authorized to act on the
  Vendor’s behalf and acknowledge that the State is relying on their representations to that effect.

Updated by Accounts Payable 6/9/2014
Request for Taxpayer Identification Number and Certification

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor
☐ C Corporation
☐ S Corporation
☐ Partnership
☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=S corporation, S=S corporation, P=partnership)

☐ Exempt payee

Print or type name and address on page 2.

Address (number, street, and apt. or suite no.)

City, state, and zip code

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Signature of U.S. person

Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

• An individual who is a U.S. citizen or U.S. resident alien,

• A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,

• An estate (other than a foreign estate), or

• A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.
Subject: APPROVAL OF PURCHASE ORDER HISTORY.

Action Requested: The Board of Education is asked to approve purchase orders for the weeks of January 12, 2015 through January 23, 2015.

Discussion: The Purchase Order History and Cost Modifications for the month January 12, 2015 through January 23, 2015 are listed below. The purchase orders are on file in the Purchasing Department if you wish to review them.

Encumbrances:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Purchase Orders Issued</th>
<th>Purchase Order Encumbrance Costs</th>
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</thead>
<tbody>
<tr>
<td>01 General Fund</td>
<td>336</td>
<td>$384,672.17</td>
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<tr>
<td>09 Charter School Funds</td>
<td>5</td>
<td>$7,659.31</td>
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<tr>
<td>12 Child Development Fund</td>
<td>12</td>
<td>$1,933.74</td>
</tr>
<tr>
<td>13 Cafeteria Special Revenue Fund</td>
<td>3</td>
<td>$11,143.88</td>
</tr>
<tr>
<td>35 State School Facilities Fund</td>
<td>11</td>
<td>$209,941.10</td>
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<td>49 Special Projects Fund</td>
<td>2</td>
<td>$14,811.62</td>
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<td>67 Self Insurance Fund</td>
<td>2</td>
<td>$309.36</td>
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</table>

Total Encumbrances $630,397.18

Modifications:

<table>
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<tr>
<th>Fund</th>
<th>Purchase Orders Modified</th>
<th>Purchase Order Modification Costs</th>
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</thead>
<tbody>
<tr>
<td>01 General Fund</td>
<td>24</td>
<td>$935,155.00</td>
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<tr>
<td>11 Adult Education Fund</td>
<td>2</td>
<td>$10,600.00</td>
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<tr>
<td>13 Cafeteria Special Revenue Fund</td>
<td>2</td>
<td>$120,000.00</td>
</tr>
</tbody>
</table>

Total Modifications $1,065,755.00

Financial Summary Grand Total $1,696,152.18

Prepared By: Ruth Dew

Division Approval: Rich Fagan

Prepared By: Ruth Dew

Superintendent Approval: Christopher R. Hoffman
Subject: Warrant Register No. 7
All Funds: January 1, 2015 thru January 31, 2015

Department: Fiscal Services

Action Requested:
Approve Warrant Register No. 7 – Warrant Numbers 973143-974567, 310274-312025

Discussion:
Education Code 42632 requires that all payments from the funds of a school district shall be made by written order of the governing board of the district.

It is also required that district orders (warrants) must be numbered and include the following per Education Code 42634:

- The particular fund or funds of the district against which it is drawn
- The amount of payment to be made
- An itemized bill showing separate items and the price of each item (This information is retained in Fiscal Services).
- The rate of salary and the period of service of any employee of the district for whom an order is issued for payment of salary or wages (This information is retained in the Payroll Office).

The Board is asked to approve Warrant Register No. 7 – Warrant Numbers 973143-974567, 310274-312025.

See attached report for Warrant Register No. 7 expenditures.

Financial Summary:
Total expenditures for all funds from January 1, 2015 thru January 31, 2015 are $73,281,073.81.
### Warrant Register No.
**Reporting Period:** 1/1/15-1/31/15

#### General Fund

<table>
<thead>
<tr>
<th>Date</th>
<th>Warrant Numbers</th>
<th>Amount</th>
<th>1000 Certified Salaries</th>
<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
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</thead>
<tbody>
<tr>
<td>1/9/15</td>
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<td>1/16/15</td>
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<td>167559.67</td>
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<td>688799.55</td>
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<td>1059032.60</td>
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<td>436.40</td>
<td>94265.60</td>
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**Totals:**

|          |                  | 12427622.34 | 0.00 | 0.00 | 195255.86 | 918963.91 | 3858183.86 | 108066.54 | 0.00 | 34660.93 | 7312488.32 |

#### Payroll Warrants Fund 01

<table>
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<th>Amount</th>
<th>1000 Certified Salaries</th>
<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
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</thead>
<tbody>
<tr>
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**Totals:**

|          |                  | 53035757.57 | 41963682.92 | 10649622.37 | 22778.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 399693.88 |

**Cancels:**

|          |                  | -3341.07    | -3341.07    | -3341.07    | -3341.07 | -3341.07 | -3341.07 | -3341.07 | -3341.07 | -3341.07 | -3341.07 |

**Grand Total:**

|          |                  | 65460038.94 | 41963682.92 | 10649622.37 | 219037.16 | 918963.91 | 3854842.81 | 108066.54 | 0.00 | 34660.93 | 7712182.20 |
### Accounts Payable Warrants

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<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
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### Payroll Warrants Fund 09

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(Cancels)

**Grand Total:** 171284.97  140217.38  21538.72  0.00  2677.25  6851.62  0.00  0.00  0.00  0.00  0.00
## ACCOUNTS PAYABLE WARRANTS

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**TOTALS**  
60036.95  0.00  0.00  0.00  19228.96  33025.47  0.00  7542.52  240.00  0.00

## PAYROLL WARRANTS FUND 11

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(CANCELS)

**GRAND TOTAL**  
422107.81  215686.79  146384.07  0.00  19228.96  33025.47  0.00  7542.52  240.00  0.00  0.00  0.00
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**TOTALS**

| AMOUNT | 0.00 | 0.00 | 0.00 | 10084.49 | 68805.33 | 0.00 | 0.00 | 0.00 | 1550.84 |

## Payroll Warrants Fund 12

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| AMOUNT | 460206.51 | 299487.35 | 160719.16 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1550.84 |

(CANcELS)

**GRAND TOTAL**

| AMOUNT | 540647.17 | 299487.35 | 160719.16 | 0.00 | 0.00 | 0.00 | 10084.49 | 68805.33 | 0.00 | 0.00 | 0.00 | 1550.84 |
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## PAYROLL WARRANTS FUND 13

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(CANCELS)

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**Totals:**

| 2535939.55 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2535939.55 | 0.00 | 0.00 | 0.00 |

### Payroll Warrants Fund 35

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**Totals:**

| 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

(Cancels)

**Grand Total:**

| 2535939.55 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2535939.55 | 0.00 | 0.00 | 0.00 |

(Cancels)
## ACCOUNTS PAYABLE WARRANTS

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**TOTALS**

| AMOUNT | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

## PAYROLL WARRANTS FUND 40

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**TOTALS**

| AMOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

**(CANCELS)**

| AMOUNT | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

**GRAND TOTAL**

| AMOUNT | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 77894.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
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**TOTALS**

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**GRAND TOTAL**

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**Total Expenditures**

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<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
<th>1000 Certificated Salaries</th>
<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/9/15</td>
<td>973143-973505</td>
<td>2684.80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1/10/15</td>
<td>973506-973869</td>
<td>49359.88</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>274.00</td>
<td>41399.01</td>
<td>6666.87</td>
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<tr>
<td>1/23/15</td>
<td>973870-974226</td>
<td>36887.02</td>
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<td></td>
<td>576.85</td>
<td>30010.17</td>
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<tr>
<td>1/30/15</td>
<td>974227-974567</td>
<td>1299.66</td>
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<td></td>
<td>652.87</td>
<td>371.85</td>
<td>274.94</td>
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</tr>
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<td></td>
<td></td>
<td>TOTALS</td>
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<td></td>
<td></td>
<td>88931.36</td>
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</table>

## Payroll Warrants Fund 49

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
<th>1000 Certificated Salaries</th>
<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/1/15</td>
<td>310274-310787</td>
<td>84776.61</td>
<td></td>
<td></td>
<td></td>
<td>84766.61</td>
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</tr>
<tr>
<td>1/9/15</td>
<td>310788-311385</td>
<td>1544.27</td>
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<td></td>
<td></td>
<td>1544.27</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1/30/15</td>
<td>311512-312025</td>
<td>71897.68</td>
<td></td>
<td></td>
<td></td>
<td>71862.68</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TOTALS</td>
<td></td>
<td></td>
<td>158216.56</td>
<td>84766.61</td>
<td>1544.27</td>
<td>71862.68</td>
<td>1500</td>
<td></td>
</tr>
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</table>

(CANCELS)

**GRAND TOTAL**

<table>
<thead>
<tr>
<th>DATE</th>
<th>WARRANT NUMBERS</th>
<th>AMOUNT</th>
<th>1000 Certificated Salaries</th>
<th>2000 Classified Salaries</th>
<th>3000 Employee Benefits</th>
<th>4000 Books &amp; Supplies</th>
<th>5000 Services &amp; Other Operating Exps</th>
<th>6000 Capital Outlay Exps</th>
<th>7000 Indirect Costs &amp; Transfers</th>
<th>8000 Revenue</th>
<th>9000 Accts Receivable &amp; Accts Payable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>247149.92</td>
<td></td>
<td></td>
<td></td>
<td>158193.56</td>
<td>25.00</td>
<td>926.87</td>
<td>42347.71</td>
<td>45656.78</td>
<td>0.00</td>
</tr>
</tbody>
</table>
The Board is asked to accept the following donations to the District’s schools/programs.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Donor</th>
<th>School/Program</th>
<th>Value</th>
<th>Date Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Donation</td>
<td>Raley's Bel Air</td>
<td>Toby Johnson Middle School (Science Program)</td>
<td>$308.71</td>
<td>1/27/2015</td>
</tr>
<tr>
<td>Cash Donation</td>
<td>Raley's Bel Air</td>
<td>Toby Johnson Middle School (Principal’s discretion)</td>
<td>$264.13</td>
<td>1/27/2015</td>
</tr>
<tr>
<td>Cash Donation</td>
<td>Beutler HVAC</td>
<td>Toby Johnson Middle School (Think Green)</td>
<td>$200.00</td>
<td>1/28/2015</td>
</tr>
<tr>
<td>Cash Donation</td>
<td>Wells Fargo Community Support Campaign</td>
<td>Helen Carr Castello Elementary School (Principal’s discretion)</td>
<td>$269.22</td>
<td>1/21/2015</td>
</tr>
<tr>
<td>Gift Donation (90 SMART Response Remotes)</td>
<td>Randy Oliver, President</td>
<td>T.R. Smedberg Middle School</td>
<td>$5,000.00</td>
<td>9/24/2014</td>
</tr>
<tr>
<td>Gift Donation (4 Chromebooks, 1 iPad)</td>
<td>Donors Choose</td>
<td>Cosumnes River Elementary School</td>
<td>$2,577.00</td>
<td>10/16/2014</td>
</tr>
</tbody>
</table>

Correction from 1/20/2015

| Cash Donation                             | Save Mart Supermarkets         | Joseph Kerr Middle School (Music Department) | $455.16 | 11/19/2014 (originally $1,793.38) |
| Cash Donation                             | Elk Grove High School Band     | Joseph Kerr Middle School (Music Department) | $1,338.22 | 11/19/2014 (originally not included) |
Ratification of Contracts

The Board is asked to ratify contracts which have been signed by authorized district staff, in accordance with Board Policy 3312-Contracts.

Under current Board Policy 3312 “contracts under the bid limits can be approved by the Designated Personnel, subject to Board ratification.” Staff recommends that the Board ratify the contracts on the attached sheet, which are under the bid limit of $86,000 and have been approved by authorized district staff.

Copies of the contracts are on file with Fiscal Services, should you wish to review them in detail.

Please see funding information provided on attached schedule.
<table>
<thead>
<tr>
<th>Agreement With</th>
<th>Services Provided</th>
<th>Term of Agreement</th>
<th>Department</th>
<th>Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Target Excellence</td>
<td>Summer Bridge program at Florin High School</td>
<td>6/9/14 – 6/13/14</td>
<td>Secondary Education</td>
<td>General Fund, Unrestricted</td>
<td>$7,500</td>
</tr>
<tr>
<td>2. Julie Adams (Independent Contractor Agreement)</td>
<td>Common Core Best Practices and instructional keynote speaker</td>
<td>1/10/15</td>
<td>Curriculum and Professional Learning</td>
<td>Bechtel Foundation</td>
<td>$4,100</td>
</tr>
<tr>
<td>3. Sacramento County Sheriff's Department</td>
<td>Program sponsor for Rio Cosumnes Correctional Center (RCCC) Welding Apprenticeship Program</td>
<td>1/27/15 – 6/30/19</td>
<td>Adult Education</td>
<td>No cost</td>
<td>N/A</td>
</tr>
<tr>
<td>4. DMK Group, LLC</td>
<td>Notary training course for EGACE</td>
<td>1/27/15 – 6/30/15</td>
<td>Adult Education</td>
<td>Always Learning student fees</td>
<td>Not to exceed $8,000</td>
</tr>
<tr>
<td>5. NPLI Management Solutions, Inc.</td>
<td>Non-profit business startup and operations courses at EGACE</td>
<td>1/27/15 – 6/30/15</td>
<td>Adult Education</td>
<td>Always Learning student fees</td>
<td>Estimate $1,200</td>
</tr>
<tr>
<td>6. Reddy Urgent Care</td>
<td>Provide services associated with EGACE medical assistant, administrative and clinical training program</td>
<td>1/27/15 – 6/30/16</td>
<td>Adult Education</td>
<td>No cost</td>
<td>N/A</td>
</tr>
<tr>
<td>7. All for Kidz</td>
<td>Presentation of the NED show for Union House Elementary School</td>
<td>1/16/15</td>
<td>Learning Support Services</td>
<td>No cost</td>
<td>N/A</td>
</tr>
<tr>
<td>9. Jenine Jenkins (Independent Contractor Agreement)</td>
<td>Instructional services for Always Learning, &quot;Introduction to Professional Virtual Networking and Dealing with Difficult People at Work&quot;</td>
<td>2/1/15 – 6/30/15</td>
<td>Adult Education</td>
<td>Always Learning student fees</td>
<td>$1,000</td>
</tr>
<tr>
<td>10. Child Abuse Prevention Council of Sacramento, Inc.</td>
<td>Provide support services for foster youth in the Youth Investment Center Initiative (YIC) utilizing AmeriCorps</td>
<td>9/16/14 – 9/15/15</td>
<td>Student Support and Health Services</td>
<td>Foster Youth grant funds</td>
<td>$5,025</td>
</tr>
<tr>
<td>11. LPC Consulting Associates</td>
<td>Consultant services related to Police Services evaluation interviewer</td>
<td>To project completion</td>
<td>Research and Evaluation</td>
<td>General Fund, Unrestricted</td>
<td>$3,600</td>
</tr>
</tbody>
</table>

*Memorandum of Understanding*
<table>
<thead>
<tr>
<th>Agreement With</th>
<th>Services Provided</th>
<th>Term of Agreement</th>
<th>Department</th>
<th>Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12. EBSCO</td>
<td>EBSCO instructional material license agreements</td>
<td>6/1/15 – 6/30/16</td>
<td>Curriculum and Professional Learning</td>
<td>General Fund, Unrestricted</td>
<td>$27,000</td>
</tr>
<tr>
<td>13. Peak Adventures</td>
<td>Leadership activity for Sheldon High School FFA officers</td>
<td>1/30/15</td>
<td>Secondary Education</td>
<td>Ag Incentive and Carl Perkins grant funds</td>
<td>$540</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Annual premium $61,636.20 (18 month policy $90,174.10)</td>
<td></td>
</tr>
<tr>
<td>*15. Black Belt in Fitness, LLC</td>
<td>After school services for David Reese Elementary School</td>
<td>1/23/15 – 5/29/15</td>
<td>Learning Support Services</td>
<td>After school grant funds</td>
<td>$9,000</td>
</tr>
<tr>
<td>*16. Black Belt in Fitness, LLC</td>
<td>Family engagement services for the GEAR UP Bridge Project for schools in the Valley High region</td>
<td>1/6/15 – 5/29/15</td>
<td>Secondary Education</td>
<td>GEAR UP grant funds</td>
<td>$12,825</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>One time $3,883 Ongoing $785</td>
<td></td>
</tr>
</tbody>
</table>

*Memorandum of Understanding
Subject: Contract for 2015 High School Graduation

Action Requested:

The Board is asked to review and approve a contract with Sleep Train Arena for the 2015 comprehensive high school graduations.

Discussion:

Sleep Train/Arco Arena has been used every year since 2004 as the location for all comprehensive high school graduation ceremonies. The attached contract covers the use of the Arena for 2015 graduations for the nine comprehensive high schools.

The fee for use of the Arena will be $80,000, which includes normal staffing and equipment. Any additional staffing the Arena requires due to the size of the crowds, costs for lighting and stagehands, and fees for the rental and installation of the ADA ramp to the graduation stage will be additional. Per this agreement, the Elk Grove Unified School District will have use of the Arena from Tuesday, May 26 through Friday, May 28th for initial set-up and for break-down of district-owned equipment and supplies. The schedule for high school graduation is:

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, May 26, 2015</td>
<td>Sheldon High School</td>
<td>12:00 noon</td>
</tr>
<tr>
<td>Tuesday, May 26, 2015</td>
<td>Florin High School</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Tuesday, May 26, 2015</td>
<td>Laguna Creek High School</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Wednesday, May 27, 2015</td>
<td>Valley High School</td>
<td>12:00 noon</td>
</tr>
<tr>
<td>Wednesday, May 27, 2015</td>
<td>Cosumnes Oaks High School</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Wednesday, May 27, 2015</td>
<td>Pleasant Grove High School</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Thursday, May 28, 2015</td>
<td>Monterey Trail High School</td>
<td>12:00 noon</td>
</tr>
<tr>
<td>Thursday, May 28, 2015</td>
<td>Elk Grove High School</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Thursday, May 28, 2015</td>
<td>Franklin High School</td>
<td>7:00 p.m.</td>
</tr>
</tbody>
</table>

The cost of the Arena rental is covered from three separate revenue sources. First, in order to offset the annual cost of the use of Sleep Train/Arco Arena, each school sells tickets to the graduation event. Each graduate is afforded six tickets free of charge and if a family desires additional tickets, they may purchase them for $7 apiece. Each year the total amount of ticket sales from all schools combined is calculated and schools receive back 40% of the total, divided equally among the nine high schools. In 2014-2015 a total of $122,424 in ticket sales was generated, of which $48,970 was returned to the schools. The remaining revenue of $73,454 was applied to the rental of Sleep Train.

Secondly, each school is provided with a small site budget for graduation, approximately $3,740 per site, totaling $31,230 for the district. These dollars are also applied to Arena expenses. The third and final source of funding allocated for graduation is $40,000 from the district's general fund. In 2014, the amount available for graduation expenses from all sources totaled $144,684.
For the 2014 graduations, the total cost of Sleep Train/Arco including lighting, ADA ramp costs and additional staffing deemed necessary by the Arena was $91,202. An additional $44,338 was spent on other costs, such as transporting school bands to and from the Arena, purchasing flowers and supplies for the large stage floral arrangements, and paying the cost of Sacramento Sheriff’s Deputies who provide security oversight at each ceremony. The total cost for the nine comprehensive graduations last year was $135,540. When this actual cost of high school graduations ($135,540) was subtracted from the total amount allocated ($144,684), a balance of $9,144 remained. These moneys were returned to the general fund.

If this $9,144 balance were applied to the $40,000 contributed from the general fund, the true combined cost of all comprehensive high school graduations to the district’s general fund was $30,856. This year, as in the past, the school sites will sell tickets; 40% of the ticket moneys will be returned to support student activities at the school sites.

Sleep Train/Arco has proven to be an effective and efficient venue for graduations by being able to accommodate all friends and family members who wish to attend, by allowing each school to present a unique ceremony reflective of their school community, and by centralizing our planning, set-up, and security and safety oversight in one venue.

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**Financial Summary:**

Prepared By: Christina C. Penna  
Division Approval: Christina C. Penna

Prepared By:  
Superintendent Approval: Christopher R. Hoffman
SLEEP TRAIN ARENA LICENSE AGREEMENT

The License Agreement ("The Agreement") is made and entered into this 3rd day of December, 2014 by and between Kings Arena Limited Partnership, L.P., a California Limited Partnership (herein called "LICENSOR") and Elk Grove Unified School District (herein called "LICENSEE").

WHEREAS, LICENSEE has requested to use certain facilities located at the Sleep Train Arena, One Sports Parkway, Sacramento, California (the "Arena"); and

WHEREAS: LICENSOR, in consideration of the covenants and agreements herein contained, and of their faithful performance by the LICENSEE, agrees to furnish said facilities during the hours and upon the dates and subject to the conditions, covenants and agreements hereinafter specified.

NOW, THEREFORE, LICENSOR and LICENSEE agree as follows:

1. Basic Terms and Conditions.
   
   A. Premises: Sleep Train Arena, One Sports Parkway, Sacramento, California 95834.
      Purpose: LICENSOR hereby grants permission to the following LICENSEE

      LICENSEE: Elk Grove Unified School District
      ADDRESS: 9510 Elk Grove-Florin Road
                 Elk Grove, CA 95624
      PHONE NUMBER: (916) 686-5085
      FAX NUMBER: (916) 686-7796

      to use and occupy the Arena and the Facilities, as provided in paragraph 2 below, utilizing the trade name designated above, for the following purpose(s) (the "Event") and no other, and LICENSEE agrees to pay for use of the Pavilion and Facilities the fee(s) as provided herein.

      Event: Nine (9) Elk Grove Unified School District High School Graduations
      Day/Time/date: Tuesday, May 26, 2015 - Thursday, May 28, 2015
      License Fee: $80,000 (Includes Normal Staffing and Audio)

      Additional Fees: The LICENSEE shall also pay LICENSOR for all services, other than normal staffing, and equipment rendered or provided for LICENSEE'S use of the Arena grounds and Facilities including but not limited to video, catering, rental equipment, stagehands and any other services or equipment required except as otherwise agreed. LICENSOR shall supply appropriate documentation of additional fees for LICENSEE'S review.

      Payment of Fees: Within 10 business days of the Event

   Special Conditions: The date of this event may be changed by the LICENSOR if it conflicts with a NBA playoff game.

2. Facilities. Subject to all of the terms and conditions of this License, the LICENSEE may use the Premises described in paragraph 1A above, including corridors necessary to accommodate patrons, and any permanent seating at present a part of the Arena, together with such regularly provided heat, water, light and janitor services as may be required for the use of the Arena for the stated purpose. The Arena and all of the facilities and services described in this paragraph 2 shall be collectively referred to herein as the "Facilities." For the use of any facilities or services not specified in this License, LICENSEE shall pay the amount as determined by LICENSOR.

3. Settlement. Unless otherwise mutually agreed, the LICENSOR and the LICENSEE shall settle their mutual accounts within 10 days of the LICENSEE'S use of the Facilities.
4. **Liability Insurance.** At its own expense, the LICENSEE shall procure and maintain comprehensive general liability insurance with broad form contractual liability coverage and with coverage limits of not less than $2,000,000 combined single limit, per occurrence, including coverage for deprivation of civil rights or civil liberties, sexual harassment, defamation of character, libel, slander and other similar causes of action. At its own expense, the LICENSEE shall also procure and maintain property insurance covering any peril generally included in the classification "all risks" covering all merchandise, improvements made by LICENSEE, and personal property owned or leased by LICENSEE and located in the Premises, in an amount not less than ninety percent (90%) of their full replacement cost. These limits shall not limit the indemnities under Paragraph 5. All insurance shall be written with a company bearing a Best rating of not less than A:XII, and the LICENSOR and its partners, agents and employees shall be named as insured parties on such insurance. All such insurance shall include contractual liability coverage for the LICENSEE'S obligations under this LICENSEE and shall include a waiver of subrogation rights (by both LICENSEE and LICENSEE'S insurer) against both LICENSOR and LICENSOR'S insurer(s). The LICENSEE shall also procure and maintain workers' compensation insurance as required by law. The LICENSEE shall deliver to the LICENSOR certificates of all such policies not later than thirty (30) days prior to the Event. While the License continues in effect, such insurance shall provide for notice by the insuring carrier to the LICENSOR on nonpayment of premiums, and shall provide that such insurance will not be canceled, reduced or released except upon thirty (30) days prior written notice to the LICENSOR. The LICENSEE shall promptly pay when due the cost of all such insurance and if the LICENSEE fails to do so, the LICENSOR may, at its option, pay the same and the LICENSEE shall reimburse the LICENSOR therefore either immediately upon demand, or as an additional fee as described in paragraph 1 above.

5. **Indemnity.**

   A. The LICENSEE shall indemnify, defend and hold harmless the LICENSOR and its partners, agents, employees and representatives (collectively, the "Indemnities") against any liabilities, demands, claims, costs, losses, damages, recoveries, judgments, settlements and/or expenses (including, without limitation, interest, penalties, attorneys' fees (including incident to any appellate proceedings), accounting fees, expert witness fees, costs and expenses) incurred by Indemnatee(s), whether known or unknown, contingent or otherwise, directly or indirectly arising from or related to:

   (1) All damage, loss, cost or expense that Indemnities may sustain on account or as a result of any damage to or destruction of any property of the LICENSOR, the LICENSEE, or any other person; so long as arising incident to or as a result of this Agreement or the relationship between LICENSOR and LICENSEE;

   (2) Any misrepresentations, breach of warranty, or the non-fulfillment of any obligation or covenant made by LICENSEE in this Agreement;

   (3) Any fault or negligence by LICENSEE or its officers, directors, agents, employees or representatives; or

   (4) Any non-compliance, by the LICENSEE or by its agents, employees, invitees, or patrons, with any term, condition, requirement, restriction or limitation imposed by or contained in LICENSOR'S Rules and Regulations;

   (5) Any injury to or death of any persons as a result of, arising out of, or in any way connected, directly or indirectly, with the use or occupancy, by the LICENSEE or by its agents, employees, invitees, or patrons, of the Facilities or of any of the LICENSOR'S other facilities.

   B. The LICENSEE and its agents, employees and representatives shall conduct their activities on or
about the Premises so as not to endanger any person or property. The LICENSEE will not do or permit to be done anything on or about the Premises, which will conflict with the conditions of any insurance policy covering the Premises or the Arena or property kept therein, or in any way increase any rate of insurance on the Premises or the Arena, or on any property kept therein.

C. The LICENSEE, without the written consent of the LICENSOR, shall not put up or operate any engine, motor or machinery, or use burning fluids, camphene, kerosene, propane, naphtha, or gasoline for any purpose or any agent other than electricity for illuminating the Premises.

D. In the event that any claim, demand, action, or cause of action is initiated, filed or asserted by a third party against LICENSOR, which claim(s) arise or result, directly or indirectly, from this Agreement or from the relationship established between LICENSOR and LICENSEE pursuant hereto, LICENSEE shall, notwithstanding any other provision herein to the contrary and notwithstanding the terms and conditions of any insurance acquired by LICENSEE pursuant hereto, reimburse LICENSOR and LICENSOR'S insurer for any costs or expenses which are incurred as a result of such claim, demand, action, or cause of action.

E. Notwithstanding the foregoing or anything to the contrary contained herein, and notwithstanding the obligation of LICENSEE to pay for the costs of the defense of any legal action, including arbitration, which obligation shall include attorneys' fees reasonable incurred therefore, Indemnitees shall be entitled to select such counsel and to conduct such defense as they or any of them shall deem reasonable and appropriate.

F. LICENSOR and LICENSEE specifically acknowledge and agree that this paragraph 5, in its entirety, shall survive the expiration or earlier termination of this Agreement.

6. Extra Personnel. The LICENSOR retains the exclusive right to determine the number, type and source of all personnel that shall be required for the Event, including, without limitation, those whose services shall be reimbursed by LICENSEE pursuant to paragraph 1 above.

7. Abandoned Property. If the LICENSEE fails to remove any of its property from the Premises by the time specified in paragraph 24 below, the LICENSOR may store the same and have a lien upon it for additional fees, as provided in paragraph 24 below, and/or reasonable charges of handling and storing such property. The lien shall attach to the property when the LICENSOR begins to store it. The LICENSOR shall have the right to satisfy its additional fees for handling and storage charges by selling the property after giving the LICENSEE written notice by certified mail at the LICENSEE'S last known address at least thirty (30) days before the sale. The proceeds of the sale shall first be applied to payment of expenses of the sale and then to the handling and storage charges. Any excess shall be applied first to any unpaid fees or expenses accrued by the LICENSOR on behalf of the LICENSEE under this License and then the excess, if any, shall be paid to the LICENSEE.

8. Event Requirements. The LICENSEE shall file with the LICENSOR, at least ten (10) days prior to holding the Event, a full and detailed outline of all facilities required, all stage requirements, the hall and chair set up and other such information as may be required, by the LICENSOR concerning the Event.

9. Compliance with Laws. The LICENSEE shall comply with all applicable laws, charters, codes, ordinances, rules and regulations of the United States (including but not limited to, all the requirements of the Americans with Disabilities Act as it applies to places of public accommodation and to employers), the State of California, the County of Sacramento and the City of Sacramento, and the LICENSOR'S Rules and Regulations and shall not do or suffer to be done on the Premises any act or omission in violation of applicable laws, rules or regulations. The LICENSEE hereby acknowledges and agrees that it has received and reviewed a copy of LICENSOR'S Rules and Regulations.
10. **Permits and Licenses.** The LICENSEE shall obtain all permits or licenses required with respect to the Event by any applicable laws, charters, codes, ordinances and rules and regulations.

11. **Defacement of Property.** The LICENSEE shall not do, or cause or permit to be done, upon the Premises or in the Arena anything that will tend to injure, mar or in any manner deface the Premises, the Arena or any property therein, and will not drive or install or cause or permit to be driven or installed any nails, hooks, tacks or screws into any part of the Arena buildings and will not make or cause or allow to be made any alterations of any kind on the Arena buildings or any equipment of the Facilities.

12. **Advertising.**

   A. The LICENSEE hereby grants and conveys to the LICENSOR permission and authority for the LICENSOR to use the name(s), trademarks, trade names, copyrights, logos, service marks and other intellectual property rights (collectively, the "Marks") of LICENSEE and of any entertainer(s) whose services form the basis for this License, so long as such use of the Marks is intended to promote, market or advertise the Event.

   B. The LICENSEE may distribute or circulate, but not sell, advertising materials or programs (but no food, beverage or other merchandise) at the entrance to the Premises, or in or about any area of the Arena approved by the LICENSOR, provided that such advertisements or programs pertain to the immediate attraction for which this LICENSE is granted. All advertising of the Event, regardless of the means or manner of such advertising, is subject to the LICENSOR’s review and approval, and no advertising will take place that has been specifically disapproved by the LICENSOR.

13. **Broadcasting.** No performance or event presented in the Arena shall be broadcast or televised or in any manner recorded for reproduction without the prior written consent of the LICENSOR. As a condition to granting consent to radio or television broadcasting or recording of the Event, the LICENSOR reserves the right to receive a portion of any income receivable by the LICENSEE from the broadcasting or recording, in an amount to be agreed upon.

14. **Utilities and Utility Connections.** As part of the Facilities, the LICENSOR shall furnish, at the LICENSOR'S expense, reasonable heat or air conditioning for the Premises, such electric power as is available through installed fixtures and outlets, house lighting, water by means of regularly installed fixtures for toilet and drinking purposes only and routine janitorial service. The LICENSOR shall not be liable for any delays, failures or accidents, which may affect such services and facilities. Unless otherwise authorized by the LICENSOR, all plumbing, electrical or carpentry work required to be done on the Premises or the Arena in connection with the LICENSEE'S use shall be done or furnished by a contractor approved by the LICENSOR. The LICENSEE shall pay such a contractor for such work on the basis of the rates on file in the LICENSOR'S business office.

15. **Civil Rights.** The LICENSEE shall not discriminate against any employee or any applicant for employment because of race, national origin, color, religion, ancestry, sex, age or physical handicap not related to job performance, and further agrees to likewise not discriminate for those same reasons against any persons relative to admission, services or privileges offered to or enjoyed by the general public. The LICENSEE shall be solely responsible for compliance with the provisions of the Americans With Disabilities Act concerning employers and places of public accommodation, including, but not limited to, the furnishing of auxiliary aids and services to the Event’s audience or participants and the removal of architectural and communications barriers, unless the removal of such barriers is solely within the control of the LICENSOR.

16. **Opening Hours.** The LICENSEE must be ready, willing and able to open the doors for admission of the public to each performance at the advertised time, unless otherwise approved by the LICENSOR. The opening of entrance doors to the public shall be in the sole control of the LICENSOR.
17. Occupancy: Disruption and Cancellation of License.

A. Any natural disaster, fire, war, rebellion, scarcity of water, riot, labor dispute, scarcity of labor, failure of carriers to transport or furnish facilities for transportation or any order of any governmental agency or any other unforeseeable event beyond the LICENSOR'S control which shall prevent the LICENSOR from providing the Facilities to the LICENSEE for its use on the date or dates specified shall excuse the LICENSOR from its obligations under this License. The LICENSEE shall pay for the use of the Facilities up to the time the LICENSOR is unable to further provide the use of the Facilities. In any of the circumstances listed in this paragraph, the LICENSOR shall not be liable to the LICENSEE because the LICENSEE is not able to use the Facilities.

B. Any of the events listed in the previous subparagraph 17A beyond the LICENSEE'S control that prevent LICENSEE from using the Facilities on the date or dates specified shall excuse and relieve the LICENSEE from its obligations under this License to the extent such events prevent the LICENSEE from using the Facilities. In any of such circumstances, the LICENSEE shall not be liable to the LICENSOR because the LICENSEE is not able to use the Facilities; provided, however, the LICENSEE shall pay for the use of the Facilities for the time the LICENSEE is able to use the Facilities.

C. Subject to this paragraph 17 for events beyond the LICENSEE'S control, if the LICENSEE shall cancel this License, the LICENSOR shall have all of the remedies specified in paragraph 20 of this License.

D. The LICENSOR has the unqualified right to cancel this License at any time without refunding any money paid thereunder, and without paying for any loss or damage to the LICENSEE, if the LICENSEE has misrepresented in any manner or in any degree the type or nature of the Event, if such misrepresentation in any manner influenced the LICENSOR to enter into this License. The LICENSEE hereby agrees that the LICENSOR is the sole judge of whether or not such misrepresentations did so influence it in entering into this License. The LICENSEE agrees to pay to the LICENSOR any and all amounts necessary to reimburse the LICENSOR for any losses, including foregone income, incurred by the LICENSOR in reliance upon representations of the LICENSEE.

18. General Conditions

A. Unless otherwise specified in writing, the LICENSOR shall have the right to schedule other similar events both before and after the dates of the Event provided for in this License Agreement without notice to the LICENSEE.

B. All stage dimensions and placement, platforms and towers and special rigging requirements will be approved by LICENSOR prior to move-in.

C. No additional seating may be added beyond approved seating set-up without written approval by LICENSOR.

D. The LICENSEE shall be responsible for keeping all exits and aisles clear and free of obstructions at all times.

E. When stage lighting is not sufficient to illuminate the audience, the level of illumination in the seating area must be maintained at a level sufficient to assure surveillance and safety of the audience. When a blackout is necessary in the production, its duration will be kept to an absolute minimum. Light levels will be under the control of the LICENSOR'S House Electrician who will be under the direction supervision of LICENSOR.
F. A list and inventory of all souvenir and novelty items to be sold will be submitted by the LICENSEE to the LICENSOR for approval at least seven (7) days before event.

G. The LICENSEE is liable for, unless appropriately exempted, and shall pay, any and all municipal, county, state or federal taxes which are required to be paid with respect to the Event, whether in the nature of a sales tax, amusement tax, occupation license or any other kind of tax or fee, whether arising from the sale of tickets or the employment or engagement of persons or agencies to provide a service in support of the use of the Arena by the LICENSEE. Further, the LICENSOR is hereby granted a lien upon both all money taken in from the sale of tickets to the Event and the License Deposit, with the right to take from such money such sum as is necessary to pay for any taxes or fees or any other liability incurred by the LICENSEE in connection with this use of the Arena under this License.

H. The LICENSOR’S authorized representative will have complete charge and authority over the Event. The LICENSEE, its agents and employees shall cooperate with the LICENSOR’S authorized representative. The City or County of Sacramento Fire, Police and/or Sheriff Department Supervisors assigned by the LICENSOR may take all necessary precautions to avoid any and all disturbances to the extent of cancellation prior to the performance or termination of the performance in progress should it become necessary to ensure the safety of the public or property. The LICENSOR’S decision in all matters pertaining to this paragraph will be final. The LICENSOR shall not be responsible for any damage to property or injury to or death of any persons as a result of any such disturbance or any actions taken to avoid or control any such disturbance or for any losses incurred by the LICENSEE due to the cancellation or termination of a performance necessary to ensure the safety of the public or property.

I. The LICENSEE or its authorized representative must remain on the Premises as long as the licensed portion of the Arena building is open to the public.

J. The LICENSOR and the LICENSEE acknowledge that in entering this License Agreement and License they are not in any way partners or joint ventures or in any way jointly interested in any mutual enterprise, but are to each other LICENSOR and LICENSEE, respectively, and occupy that status only.

K. Regular concessions will be open for the event, however alcohol will not be served.

19. Default. The following shall be events of default:

A. Cancellation of the License by the LICENSEE - - except in case of one of the events specified in paragraph 17A beyond the LICENSEE’S control.

B. Default in payment - - failure to pay any amount specified within ten (10) days after it is due.

C. Default in other promises - - failure to comply with any other term or condition or to fulfill any obligation of the LICENSEE under this License (other than the payment of amounts specified) or failure to comply with LICENSOR’S Rules and Regulations, within ten (10) days after written notice to the LICENSEE specifying the nature of the default.

D. Insolvency - - insolvency of the LICENSEE, an assignment by it for the benefit of creditors, the filing by it of a voluntary petition in bankruptcy, an adjudication that it is bankrupt or the appointment of a receiver of its properties or the filing of an involuntary petition of bankruptcy.

20. Remedies of Default.
A. In the event of a default, the LICENSOR may, at its option and without waiving any other rights to which it may be entitled, terminate this License by giving the LICENSEE three (3) days’ written notice.

B. If this License is terminated by the LICENSOR’s election or otherwise, the LICENSOR shall, inter alia, be specifically entitled to the following remedy:

To recover all consideration to be paid by the LICENSEE under the terms of this License, to recover all reimbursable expenses incurred by the LICENSOR for the LICENSEE’S account in connection with this Agreement, and to seek all actual damages that the LICENSOR may suffer as a result of any default. The foregoing remedy shall be in addition to and shall not exclude any other remedy available to the LICENSOR at law or in equity.

C. Upon default by the LICENSEE, the LICENSOR shall have the right to remove all persons and property therefrom.

21. **Attorneys’ Fees.** If a suit, action, proceeding, including an arbitration proceeding, is instituted by either party arising out of this License, the prevailing party in such suit, proceeding or action shall be entitled to, in addition to costs and disbursements, such additional sum as the Court may adjudge reasonable for attorneys’ fees to be allowed at the trial and in any appeal therefrom.

22. **Discretionary Matters.** The decision affecting any matter not herein expressly provided for shall rest solely within discretion of the LICENSOR. All rights, including intellectual property rights, not expressly conveyed pursuant hereto, are retained by the party owning or otherwise entitled to such rights.

23. **Agreement Contents: Modification: Authority.** This License consists of this License Agreement and the LICENSOR’S Rules and Regulations, which are incorporated herein by this reference, and embodies the entire agreement of the parties hereto. There are no other understandings or agreements, written or oral, between the parties relating to the subject matter hereof. No alteration or modification of terms hereof shall be valid unless made in writing and signed by authorized representatives of the parties hereto. Each of the individuals executing this License Agreement certifies that he or she is duly authorized to do so.

24. **Expiration of License.** At the expiration or termination of this License, the LICENSEE shall surrender the Premises and the Facilities and return to the LICENSOR all equipment and additional facilities procured from the LICENSOR; and the Premises, the Facilities and all equipment and additional facilities shall be in as good condition and state of repair as before the LICENSEE’S use, except for acts of God and wear from ordinary use. On or before midnight on Thursday, May 28, 2015, the LICENSEE shall remove all of its property from, in, on or about the Premises. The LICENSOR reserves the right to remove from the Premises all effects of whatever nature left by the LICENSEE after the expiration or termination of this License and, at the LICENSOR’S option, to charge additional license fees at the per day rate stated in this License Agreement, if the LICENSEE fails to immediately remove such effects after the LICENSOR gives written notice to the LICENSEE to do so. The LICENSEE agrees to pay the LICENSOR any amounts incurred by the LICENSOR to remove and/or store any effects left by the LICENSEE after expiration or termination of this License Agreement.

25. **Severability.** If any term, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this License Agreement shall remain in effect.

26. **Arbitration.**

A. This agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes any and all prior negotiations, understandings or agreements in regard
thereto. Any dispute(s) or difference(s) which arise during the course of this Agreement and which either involve its interpretation or meaning, or relate to performance required hereunder shall be submitted to and resolved by binding arbitration; provided, however, that the parties are not waiving and are expressly reserving their right to seek injunctive relief by judicial process. Nevertheless, the parties may, by subsequent consent, agree to submit requests for injunctive relief to an arbitrator or arbitration panel.

B. If either party shall, in the opinion of the other, be in breach of or default in the performance of any term or condition of this Agreement, the non defaulting party shall notify the defaulting party in writing of such fact, and the defaulting party shall have ten (10) days from the receipt of such notice to remedy or correct such breach or default. If the non defaulting party asserts that the breach or default has not been timely and properly cured, it may commence arbitration as described herein and ask the arbitrator to deem this Agreement terminated and/or to grant such relief as is shown to be appropriate.

C. In the event the parties are unable to agree upon an arbitrator to hear or resolve their differences (hereinafter the "Dispute"), each party shall designate one person licensed as an attorney in California. Said two attorneys shall select the neutral arbitrator. Unless agreed upon by the parties to the contrary, arbitration shall be by a single, neutral arbitrator (hereinafter the "Arbitrator")

D. If the two attorneys designated in the immediately preceding paragraph cannot agree on the selection of the Arbitrator, the matter of the selection of the Arbitrator shall be submitted to the presiding judge of the Sacramento County Superior Court. In such event, the selection shall be limited to one person from a panel of retired judges, each party hereto submitting three names for the court to consider and from which the Arbitrator shall be selected.

E. The Arbitrator shall have the full and absolute authority to interpret this Agreement, to deem conduct by the parties as either in compliance with or in breach of this Agreement, to terminate this Agreement, and (if a breach is found) to award appropriate damages or relief.

F. The Dispute shall be settled in accordance with then existing California substantive law. While evidence may be accepted, omitted, considered or excluded in the discretion of the Arbitrator, the Arbitrator shall be bound by the California rules of evidence and by the California Arbitration Act (CCP 1280 et seq.). The final decision of the Arbitrator shall be served on the parties, in writing, within 20 days after the conclusion of the arbitration hearing.

G. The Arbitrator's decision shall be binding and conclusive. Neither party shall pursue, prosecute or otherwise file any legal action or proceeding (other than to seek injunctive relief as described above). Except as provided in CCP 1286.2, no appeal shall be taken from the Arbitrator's decision or from any subsequent court order confirming said decision.

H. The parties shall equally advance the costs incurred by arbitration. The Arbitrator, however, shall have the discretion to award such costs as well as attorneys' fees to the party prevailing in the arbitration proceedings.

27. Notices. All notices required or permitted hereunder shall be in writing and shall be deemed duly given if personally delivered or if sent by telex, telecopy, facsimile transmission or mailed by certified mail, postage prepaid, return receipt requested. Notices delivered personally or by telex, telecopy or fax shall be deemed communicated as of the date of receipt. Mailed notices shall be deemed delivered three days after deposit in the mail. Notices as required hereunder shall be addressed to the parties as follows:

LICENSEE:
LICENSOR:
Kings Arena Limited Partnership, L.P.
One Sports Parkway
Sacramento, CA 95834
Attention: John Rinehart
Telecopier No.: (916) 928-8133

28. **Headings.** The paragraph headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify or add to the interpretation or meaning of the provisions of this Agreement.

29. **Governing Law.** This Agreement has been negotiated, executed and delivered in the State of California and will be construed and interpreted according to the laws of California.

30. **Assignment.** Neither this License nor any of the rights of the LICENSEE hereunder may be assigned, hypothecated or sub licensed in whole or in part without the written consent of the LICENSOR. Except as restricted by the preceding sentence, this License and all of the terms and conditions contained herein shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

31. **Conditions for Acceptance.** This License shall have no force or effect whatsoever and shall not be binding unless and until the LICENSEE accepts the same by signing in the space provided and returning it to the LICENSOR at the address set forth herein on or before May 1, 2015, accompanied by (i) any deposit(s) and fee(s), as specified above, that are required to be paid upon execution and delivery of this instrument, and (ii) any required evidence of insurance, and the LICENSOR has accepted the License by signature of its authorized representative. If this License is not accepted, all deposits shall be returned immediately to the LICENSEE, except those amounts paid for reimbursable items for which liability has been incurred. Upon acceptance, the LICENSEE covenants and agrees to faithfully perform or abide by each and every provision, condition, restriction and limitation of this License Agreement. Failure to perform or abide by any such provision, condition, restriction or limitation shall be cause to terminate this License Agreement and all the LICENSEE'S rights hereunder.

32. **Authority to Sign.** If LICENSEE is a corporation or limited liability company, the person or persons executing the Agreement on behalf of LICENSEE covenant and warrant as of the date that LICENSEE executes and delivers this Agreement that: (a.) LICENSEE is a duly constituted corporation or limited liability company, as appropriate, and qualified to do business in California, (b.) LICENSEE has paid all applicable taxes and fees to the State of California, (c.) LICENSEE will file when due all future forms, reports, fees and other documents necessary to apply with applicable laws, and (d.) the signatories signing on behalf of LICENSEE have the requisite authority to bind LICENSEE pursuant to LICENSEE'S organizational documents.

Dated at Sacramento, California, this 3rd day of December, 2014.

**LICENSEE**
Elk Grove Unified School District

**LICENSOR**
Kings Arena Limited Partnership, L.P.,
- 9 -
a California limited partnership

By ________________________________
Its Authorized Representative

By ________________________________
John Rinehart
Its Authorized Representative

Date ________________________________

Date ________________________________
subject: Approval of Lease Financing for Purchase of School Buses

department: Fiscal Services

Action Requested:

Approve lease financing for purchase of school buses

Discussion:

[PLACEHOLDER]

Financial Summary:

Prepared By: Carrie Hargis
Division Approval: Rich Fagan
Prepared By: ____________________________ Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 25
Board Agenda Item
Supplement No.
Meeting Date: February 17, 2015

Subject: 

APPROVAL OF THE DISTRICT TO ESTABLISH A BOARD RESOLUTION TO SOLE SOURCE STANDARDIZED GOODS OR SERVICES TO INSURE COMPATIBILITY AND REDUCE MAINTENANCE COSTS.

Department: Finance & School Support

Action Requested:
The Board of Education is asked to authorize Resolution No. 44, 2014-2015, authorizing the Elk Grove Unified School District to specify sole source and standardized goods or services that best meet the needs of the Elk Grove Unified School District for three (3) years.

Discussion:
Public Contract Code 3400, intends to establish uniform, complete and compatible service systems for Maintenance, Technology, Food and Nutrition and Transportation Departments District-wide in order to facilitate the most reliable, dependable, cost efficient and feasible education for school children in the district.

The following goods and service have been identified:

- Playground Equipment
- Lighting Fixtures
- Telephone Systems
- FNS Bags and Tapes
- Keys, Cores, and Door Hardware
- Plumbing Fixtures
- Data Network Devices
- Bus Parts & Service
- Energy Management
- Irrigation Systems
- Computer System
- Tires

Financial Summary:
Funding source will be budgeted through District operational monies.

Prepared By: Ruth Dew
Division Approval: Rich Fagan
Prepared By: Ruth Dew
Superintendent Approval: Christopher R. Hoffman
RESOLUTION NO. 44

A RESOLUTION OF THE ELK GROVE UNIFIED SCHOOL DISTRICT FOR THE BOARD OF EDUCATION DESIGNATING CERTAIN PRODUCTS, BRANDS OR SERVICES PURSUANT TO PUBLIC CONTRACT CODE SECTION 3400 FOR THE DISTRICT’S SERVICE SYSTEMS FOR MAINTENANCE, TECHNOLOGY, FOOD AND NUTRITION AND TRANSPORTATION DEPARTMENTS.

WHEREAS, Pursuant to Public Contract Code section 3400(b) the Elk Grove Unified School District (“District”) may make a finding(s) that designates certain products, things, or services by specific brand or trade name for the statutorily enumerated purposes; and

WHEREAS, the District’s Board of Education (“Board”) has reviewed the District’s current facilities, general contracts, plans, and specifications in order to evaluate the district’s need to establish uniform, complete and compatible service systems for Maintenance, Technology, Food and Nutrition and Transportation Departments District-wide in order to facilitate the most reliable, dependable, cost efficient and feasible education for school children in the district; and

WHEREAS, based on the Board’s above described review and Public Contract Code Section 3400, the Board had determined that District must require and specify the use of certain products, things, or services on District projects as found below; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ELK GROVE UNIFIED SCHOOL DISTRICT AS FOLLOWS:

Section 1. The District, pursuant to Public Contract code section 3400, intends to establish uniform, complete and compatible service systems for Maintenance, Technology, Food and Nutrition and Transportation Departments District-wide in order to facilitate the most reliable, dependable, cost efficient and feasible education for school children in the District.

Section 2. The District has found incompatibility, cost and utility of service systems for Maintenance, Technology, Food and Nutrition and Transportation Departments to be problematic and believes it necessary to establish complete District systems to avoid
incompatibility issues, as well as durability and reliability issues, and costs associated with experimenting, replacing incompatible and useless systems parts/components to avoid the waste of district funds associated with addressing incompatible components.

Section 3. The district has undertaken considerable research into the products/brands utilized by Maintenance, Technology Services, Food and Nutrition and Transportation Departments that would properly serve the District’s administrative and educational purposes.

Section 4. The District’s existing facilities already utilize specific products/brands relating to the service systems for Maintenance, Technology, Food and Nutrition and Transportation equipment. The District’s findings contained herein are made to match those existing systems currently in the District and to avoid the cost of designing and engineering systems and components that may not be compatible, could never be made compatible or could only be made compatible after expending considerable District resources and funds.

Section 5. Pursuant to Public Contract Code Section 3400(b), the district’s governing Board desires to designate certain products/brands for the District’s use in order to match items in existing projects so as to establish one complete district-wide service systems for Maintenance, Technology, Food and Nutrition and Transportation equipment, thus, avoiding incompatibility of products and systems.

Section 6. In addition to the need to establish a District-wide system to ensure the compatibility of existing parts, the District, pursuant to Public Contract code Section 3400, also intends to establish uniform standards for the listed products and systems for the following reasons:

A. Playground Equipment Little Tikes products are necessary for the District’s maintenance system because:

1. These products and parts are readily available enabling the District to quickly and easily acquire necessary parts.
2. These products enable Maintenance to stock basic replacement parts for more rapid repairs.

3. These products save money by limiting the cost of shipping and enable the District to buy in larger quantities for greater savings.

4. These products have better a record control of product quality/quality control than other comparable products/brands.

5. These products allow the district to adhere to current California Department of Education safety requirements.

6. This company consistently warrants their products from defects, malfunctions, etc.

7. This company is well-established in the industry and has been in business for many years, so new and replacement products are expected to be readily available in the future.

8. These products present fewer hazards to users than other comparable products/brands.

9. The equipment is International Play Equipment Manufacturer’s Association certified.

10. This equipment is affordable and cost effective.

B. **Keys, Cores and Door Hardware** KABA Peaks and Von Duprin, LCN products are necessary for the district’s maintenance system because:

1. These products assist in the safety and security of the District’s staff and students by stopping the duplication of keys by outside vendors.

2. These products and parts are readily available enabling the District to quickly and easily acquire necessary parts.

3. These products enable Maintenance to stock basic replacement parts for faster repairs.

4. These products limit the number of parts Maintenance must stock.

5. These products are more durable and have a longer useful life than comparable products/brands.

6. This company is well-established in the industry and has been in business for many years, so new and replacement products are expected to be
readily available in the future.

C. **Energy Management System** Tridium supported by Alerton, Invensys & Johnson Metasys are necessary for the District's maintenance service system because:

1. These products limit the need for additional staff training in operation and repairs of the existing Tridium system.

2. This company's products are compatible with the district's current system as each manufacturer requires an inventory of parts for that particular manufacturer. Products from other manufacturers are not interchangeable. Thus, any new manufacturer(s) would add to the District's cost of inventory.

3. Each manufacturer also requires a separate host computer system for programming and setting a temperature control.

4. The three manufacturers listed herein are compatible with the Tridium Internet System.

D. **Lighting Fixtures** As described below, the manufacturers specified herein by the district is necessary for the District's maintenance system because:

1. These products ensure reliable availability of parts enabling the District to quickly and easily acquire necessary parts.

2. They enable Maintenance to stock basic replacement parts for faster repairs.

3. They allow the District to limit the number of parts Maintenance must stock.

4. They allow the District to limit the number and types of bulbs that must be purchased and stocked by Custodial Services.

5. These manufacturers allow the District to limit the possibility of having the wrong bulb used in the wrong fixture, which decreases the number of fixture failures and replacements.

6. Accordingly, the district specifies the following lighting products and components:

   a. **Classrooms, Workrooms, Offices, Lounges, etc.** Lithonia 2' x 4', 322, Three Tube, Electronic Ballast, T-8 lamp, Drop Lenses; Lay in fixture.
b. Gym Lighting Hubbell; Super Bay 2 HBS Series, HBS400HX-OU 400 w. Metal Halide with no lenses plus wire guard.

c. Exterior Walkway and Soffit Lighting Lithonia DM232AR, Surface Mount, Two Lamp, 32 watt, T-8 Electronic Ballast with vandal resistant cover.

d. Exit Lighting Cooper Lighting SURELITE LPX70DGWH120-277; LED, Dual voltage No Light bulbs to change.

e. Time Clock Intermatic, T101 or 103, with appropriate relays.

E. **Plumbing Fixtures** as described below, the manufacturers specified herein by the District is necessary for the district’s maintenance system because:

1. These companies consistently warrant their products to be free from defect, malfunction etc.

2. They manufacture parts that are reliably available enabling the District to quickly and easily acquire necessary parts.

3. These products enable Maintenance to stock basic replacement parts for faster repairs.

4. These products limit the number of parts that must be maintained in stock by Maintenance.

5. The products specified below have proven to be quality high durability fixtures for a school environment.

6. These products are energy efficient and/or conserve water.

7. Accordingly, the district specifies the following plumbing products and components:

   a. Drinking Fountains (basin, controls and stem) Haws

   b. Under Counter Hot Water Heater Little Titan 110v

   c. Large Hot Water Heaters State Commercial

   d. Porcelain Rest Room Toilets, Urinals and Sinks American Standard

   e. Waterless Urinals Waterless Urinals, Inc.
f. **Flushometers** *Aquaspec by Zurn* These products are also chemical resistant and have interchangeable parts.

g. **Adult Restroom Sink Faucets with Lever Handle American Standard** (meets handicap requirements)

h. **Children’s Restroom Metered Sink Faucets** *Aquaspec by Zurn*

F. **Irrigation Systems** *Rain Bird Maxicom Irrigation System* products are necessary for the district’s maintenance system because:

1. This system and its component parts are currently being installed in all of the District’s new schools.

2. Other irrigation systems and their parts/components will NOT interface with Maxicom.

3. Each manufacturer of other irrigation system parts/components would require an additional, separate host computer system to operate.

G. **Data Network Devices** products manufactured by *Hewlett Packard* are necessary for the District’s technology system because:

1. These products provide compatibility with the district’s current technology system, leverage district support staff training and protect the District’s investment in replacement parts.

2. These products are all available through hundreds of distributors and vendors, all providing competitive pricing, enabling the district to quickly and easily acquire necessary parts.

3. 100% of District sites have Hewlett Packard networking equipment.

H. **Computer Systems** products manufactured by *Apple Computer* are necessary for the district’s technology system because:

1. There are no other suppliers of Apple products other than Apple itself. These products are available from multiple distributors however, the apple Macintosh architecture is unique to Apple, and there are no competing manufacturers as there are for Intel based or AMD based computers.

2. 80% of District sites have Apple computers or tablets.

I. **Blue Bird Bus Parts**, service and supplies sold by *A-Z Bus Sales* because:
1. This company is the only dealer of Bluebird Bus parts and supplies.

2. This enables Transportation to stock basic replacement parts for faster repairs.

3. These products limit the number of parts that must be maintained in stock by Transportation.

J. **Tires** manufactured by *Goodyear* are necessary for the District’s vehicle fleet because:

1. These tires are more durable and have a longer useful life than comparable products/brands.

2. Goodyear consistently warrants their products from defects, malfunctions, etc.

3. This enables Transportation to stock basic and/or purchase tires for more rapid replacement.

4. It is necessary for safety that consistent brand and model of tire be on a vehicle

K. **Bags and tape** products manufactured by *Ekon-O-Pak* are necessary for Food & Nutrition Services to use because:

1. There are no other suppliers or distributors of the Ekon-O-Pak bags and tape. These products are used on the Ekon-O-Pak Bag Sealer.

L. **Telephone Systems Northern Telecom and ShoreTel** products are necessary for the district’s technology system because:

1. The District currently has standardized its system to utilize telephone systems manufactured by Northern Telecom, who is no longer in business, and will begin to phase in the ShoreTel telephone systems this year.

2. These systems are in use or will be in use at selected District sites and are or will be interconnected into a larger cohesive district-wide network.

3. Some of these connections utilize proprietary communications protocols which are not compatible with other manufacturers’ systems (the reverse is also true).

4. Utilizing telephone systems and component parts manufactured by Northern
Telecom and ShoreTel, maintain the compatibility of the parts with the District’s system, leverages the district’s support staff training and protects the district’s investment in spare parts.

5. Despite being produced by a single manufacturer, these products are available through many of authorized vendors that provide competitive pricing. The District purchases telephone equipment from a number of different vendors.

Section 7. The designation of certain products/brands contained herein shall be effective for 36 months from the date of this Resolution. At that time, a committee designated by District staff will review the products/brands and recommend to the Board either re-adoption or discontinued use of the designated products/brands. The Board shall then consider the committee’s recommendations and re-approve or discontinue the designation of the products/brands contained herein and/or approve additional/replacement products/brands as determined by the Board.

PASSED AND ADOPTED this _____________________, 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bobbie Singh-Allen President of the Board of Education of the Elk Grove Unified School District

ATTEST:

Secretary of the Board of Education of the Elk Grove Unified School District
ELK GROVE UNIFIED SCHOOL DISTRICT

Subject: APPROVAL OF THE DISTRICT PURCHASING DEPARTMENT TO PURCHASE CLASSROOM SUPPLIES COOPERATIVELY THROUGH A BID SECURED BY GLENDALE UNIFIED SCHOOL DISTRICT AND THE COOPERATIVE PURCHASING NETWORK (TCPN).

Department: Finance & School Support

Action Requested:
The Board of Education is asked to authorize Elk Grove Unified School District Purchasing Department to purchase Classroom Supplies cooperatively through a bid secured by Glendale Unified School District and TCPN (RFP #14-16)

Discussion:
Public Code Section 20118 provides a statutory exception to the competitive bidding requirements set forth in the Public Contract Code by allowing district to utilize cooperative bids secured by other districts or public entities for the purchase of curriculum materials, supplies, and equipment.

It is in the best interest of the Elk Grove Unified School District to utilize the contract and pricing from Glendale Unified School District and TCPN for the purchase of Classroom Supplies.

Glendale Unified School District Bid #P-1011/12 issued to School Specialty. The Bid expiration date is November 15, 2015.

TCPN Contract #R141605; issued to Office Depot, contract term is February 1, 2015 through January 31, 2018.

Financial Summary:
Funding source will be budgeted through internal department and school site operational monies.

Prepared By: Ruth Dew Division Approval: Rich Fagan
Prepared By: Ruth Dew Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT

Subject: APPROVAL OF THE DISTRICT PURCHASING DEPARTMENT TO PURCHASE OFFICE SUPPLIES COOPERATIVELY THROUGH THE COOPERATIVE PURCHASING NETWORK (TCPN).

Department: Finance & School Support

Meeting Date: February 17, 2015

Agenda Item No: 27
Supplement No: 

Action Requested:
The Board of Education is asked to authorize Elk Grove Unified School District Purchasing Department to purchase Office Supplies cooperatively through TCPN, (RFP #14-17).

Discussion:
Public Code Section 20118 provides a statutory exception to the competitive bidding requirements set forth in the Public Contract Code by allowing district to utilize cooperative bids/requests for proposals (RFP) secured by other districts or public entities for the purchase of materials, supplies, and equipment.

It is in the best interest of the Elk Grove Unified School District to utilize the contract and pricing from TCPN for the purchase of Office Supplies.

TCPN Contract #R141703 issued to Office Depot. Contract Term is March 1, 2015 through February 28, 2018.

Financial Summary:
Funding source will be budgeted through internal department and school site operational monies.

Prepared By: [Signature]  Division Approval: [Signature] 
Prepared By: Ruth Dew  Superintendent Approval: Christopher R. Hoffman

[Signatures]
Subject: APPROVAL OF THE DISTRICT PURCHASING DEPARTMENT TO PURCHASE AUDIO-VISUAL CLASSROOM EQUIPMENT AS REQUIRED FOR MARION MIX AND C.W. DILLARD ELEMENTARY SCHOOLS THROUGH THE COOPERATIVE PURCHASING NETWORK (TCPN).

Department: Finance & School Support

Action Requested:
The Board of Education is asked to authorize Elk Grove Unified School District Purchasing Department to purchase audio-visual equipment cooperatively through TCPN (R#5114).

Discussion:
Public Code Section 20118 provides a statutory exception to the competitive bidding requirements set forth in the Public Contract Code by allowing district to utilize cooperative bids secured by other districts or public entities for the purchase of materials, supplies, and equipment.

It is in the best interest of the Elk Grove Unified School District to utilize the pricing from TCPN for the purchase of audio-visual equipment for Marion Mix and C.W. Dillard Elementary Schools.

TCPN (R#5114), issued to Troxell Communications, Inc., term expires October 31, 2015.

Financial Summary:
The equipment purchase will be funded with state monies, Developer Fees and/or Measure A monies.

Prepared By: Ruth Dew
Division Approval: Richard Fagan
Prepared By: Ruth Dew
Superintendent Approval: Christopher R. Hoffman
APPROVAL OF THE DISTRICT PURCHASING DEPARTMENT TO AWARD THE REQUEST FOR PROPOSAL AND THE CONTRACT FOR STUDENT BEHAVIOR MANAGEMENT SOFTWARE – RFP #556-14/15.

Action Requested:

The Board of Education is asked to award the RFP and contract for STUDENT BEHAVIOR MANAGEMENT SOFTWARE for the Elk Grove Unified School District Student Services Department.

Discussion:

On December 17, 2014, RFP’s were sent to one (1) vendor to furnish the Elk Grove Unified School District Student Behavior Management Software.

On January 14, 2015, RFP’s were opened and read aloud in the Office of the Director of Purchasing at 2:00 p.m. Two (2) vendors responded. The RFP results are available in the Purchasing Department.

The administration recommends the award of RFP #556-14/15 for STUDENT BEHAVIOR MANAGEMENT SOFTWARE to the following vendor for a ONE (1) year contract.

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEHAVIOR ADVANTAGE</td>
<td>$170,000.00</td>
</tr>
</tbody>
</table>

Financial Summary:

Funding source will be through Student Services: 01-177-3771-3110-5770-6512-0-5120-00-0

Prepared By: Ruth Dew  
Division Approval: Rich Pagan  
Prepared By:  
Superintendent Approval: Christopher Hoffman
Action Requested:
The Board is asked to receive and approve the 2015-16 Budget Guidelines.

Discussion:
The attached report is a summary of the assumptions and/or formulas to be used in the preparation of the 2015-16 General Fund Unrestricted Adopted Budget.

Those funding priorities that are formula based on either numbers of schools and/or numbers of students have been included. An addendum page has also been included to record those funding priorities that are not based on formula but will be included in the 2015-16 General Fund Unrestricted Adopted Budget.
2015/16
BUDGET GUIDELINES

Budget Guidelines are implemented in order to direct the construction of the Adopted Budget. These budget guideline items may vary on an annual basis. Variations may include the number of schools, number of students, funding allocations from other government agencies or cost of living adjustments. These guidelines do not include previously established positions and allocations which do not vary annually, which are only changed by approval of the Board of Education.

A. GENERAL FUND GUIDELINES

1. Income
   b. Federal Income    Budgets for programs anticipated to be ongoing, will be based on prior year funding levels.
   c. State Income      Revenues have been proposed in accordance with the Governor’s 2015/16 State budget for the following programs:
                         After School Enrichment & Safety
                         Child Development
                         Child Nutrition
                         Foster Youth
                         Lottery
                         Regional Occupational Centers/Program
                         Special Education
   d. County Income     Local property tax collections will be budgeted based on amounts reported from the Sacramento County Office of Education and will be deducted from the State Revenue Limit Apportionments.

2. Expenditures
   a. Staffing Formulas  Staffing formulas and/or formulas subject to contract language for administration, certificated, classified, confidential, and supervisory personnel, described in Sections C through J of these Budget Guidelines, are subject to review and approval by the administration.
                         Compensation for certificated and classified substitutes shall be established on a competitive basis with other comparable districts.
                         The administration will submit final 2015/16 staffing formulas for Board approval.
A. GENERAL FUND GUIDELINES (Continued)

2. Expenditures (Continued)

b. Salaries and Fringe Benefits

Existing salaries, step and column increments, training classes, and doctoral/longevity bonuses shall be factored into the 2015/16 budget. All mandated fringe benefits shall be included at projected 2015/16 rates, and shall reflect changes to collective bargaining agreements.

c. Average Beginning

Average beginning salaries for new certificated personnel will be budgeted as follows:

- K-12 Teacher: $49,900
- Psychologists: $63,457
- Social Workers: $53,760
- Special Education Teacher: $49,900

d. Inflationary Increases and Enrollment Growth

2015/16 inflationary growth and required costs will be increased for utilities, fuel, insurance, maintenance agreements, operating/testing supplies and collective bargaining (as applicable) and based on a pro-rata increase of student enrollments.

e. Student Textbooks, Books, Supplies and Equipment

The 2015/16 Budget will be reviewed by administration for (1) enrollment changes based on the 2014/15 allocation levels for textbooks, reference books, supplies and equipment, and (2) the need for carryover of 2014/15 over/under expenditures.

f. Carryover Funds

Upon approval by administration the 2015/16 Budget shall allow carryover of unexpended appropriations for site regular instructional program supplies, services, and equipment allocations. Requests may be submitted to the appropriate Associate Superintendent for carryovers. Non-site based funds cannot be carried over unless approved by the Superintendent.

Specially funded site based programs and one-time allocations will be carried over for one year only, unless approved by the Superintendent.

g. Non-Formula

All other 2014/15 line item expenditure budgets may be reviewed with the program manager in expenditure detail and adjusted to meet the needs of the program for 2015/16. All adjustments will be subject to approval by the administration.

Subject to available funding an annual allocation of $3.0 million will be provided for technology needs and an annual allocation of $3.7 million will be provided for curriculum/instructional materials and/or technology.
2015/16
BUDGET GUIDELINES

A. GENERAL FUND GUIDELINES (Continued)

2. Expenditures - (Continued)

h. Categorical Programs
   Categorical programs shall pay for all personnel costs (including fringe benefits) and non-personnel costs and shall operate within their income subvention and authorized staffing.

   Categorical programs shall fully pay for their legal pro-rata share of indirect, direct support, and centralized service costs. Exceptions to the above require the approval of the Superintendent.

j. Priority List for Additional Requested Funds
   An annual Priority List may be established by the administration if the financial condition of the State and District provide undesignated funding. Such a listing would be based on input from the Board of Education, Central Office Support Team, Budget Committee, Employee Units, Student Representatives, Community Members and Finance Committee.

k. Budget Transfers
   Changes to the budget at the major object classification level, after budget adoption, will be submitted for Board approval as budget transfers.

l. Program Expenditures
   All program expenditures must be approved by the responsible program manager or designee.

   Personnel expenditures shall not exceed the budget for authorized FTE within each program.

   No program expenditures will be allowed if the program budget has not been authorized by appropriate District personnel or the expenditures exceed the program’s existing major object code budget.

m. New Program Expenditures
   Expenditures for new programs will not be made prior to approval of the requested budget transfer.
A. GENERAL FUND GUIDELINES (Continued)

3. Reserves

a. Restricted Reserve

A reserve may be established for categorical specially funded program carryover funds.

b. Non-Spendable Assets Reserve

A reserve may be established for revolving cash on hand, stores inventory, prepaid expenditures, and other commitments.

c. Reserve for Economic Uncertainties

The State Standards and Criteria recommends a reserve for Economic Uncertainties of 2% for Districts greater than 30,000 ADA. The District will reserve enough funds to satisfy the State’s current law.

d. Reserve for School Start-up

A reserve may be established to provide for elementary and secondary school start-up as needed.
B. OTHER FUNDS GUIDELINES

1. All Other Funds
   Programs in all other funds shall pay for all personnel costs (including fringe benefits) and non-
   personnel costs and shall operate within their available income and authorized staffing.

   All other funds shall pay fully their legal pro-rata share of indirect, direct support, and centralized
   services costs.

   Exceptions to the above will require approval of the Superintendent.

2. Adult Education
   Budgets will be established in accordance with the State approved budget (two (2) year
   Memorandum of Understanding).

3. Cafeteria Account
   Revenue for Breakfast and School Lunch programs may be reviewed and adjusted annually (when
   appropriate) to accommodate; (1) Growth, (2) uncontrollable inflationary costs of food products and
   services, and (3) cost of living adjustments to food services personnel.

4. Child Development
   Programs within the Child Development fund will be adjusted in accordance with established
   awarded contracts.

5. Deferred Maintenance
   The deferred maintenance fund is used to account separately for state apportionments and the LEA’s
   contribution for deferred maintenance purposes. Budgets will be established in accordance with
   current state law.

6. Self Insurance
   The Self Insurance fund records revenue, expenditures, and actuarial liability for all activities related
   to the self insured worker’s compensation program for the District.
## 2015/16
### BUDGET GUIDELINES

#### C. TK-6 PROGRAM (Traditional/Modified Traditional)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/207 days</td>
<td></td>
</tr>
<tr>
<td>2. Vice Principal</td>
<td>.50</td>
<td>Title I School</td>
<td>8 hrs/200 days</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0-750 Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>.50</td>
<td>751-900 Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.00</td>
<td>901+ Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Budgeted Administrative Support Time</td>
<td></td>
<td>10 days with 0.00 FTE VP per school</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 days with 0.50 FTE VP per school</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 days with 1.00 FTE VP per school</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Teachers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Regular Education Grades K-3</td>
<td>1.00</td>
<td>Per 24 students</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>b. Regular Education Grades 4-6</td>
<td>1.00</td>
<td>Per 28 students</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>c. Computer Resource Teacher</td>
<td>1.00</td>
<td>Per school</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>d. Budgeted Substitute Time</td>
<td></td>
<td>8.5 days per FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Clerical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Elementary School Secretary¹</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/10.50 months</td>
<td></td>
</tr>
<tr>
<td>b. School Office Assistant II</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>c. School Office Assistant II</td>
<td>9.50</td>
<td>Roving</td>
<td>8 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>d. Library Technician</td>
<td>.375</td>
<td>Per School</td>
<td>3 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>6. Yard Supervision</td>
<td></td>
<td></td>
<td></td>
<td>Kennedy Elementary: 1 hour added to Breakfast Allocation (total 4 hours)</td>
</tr>
<tr>
<td>a. Student Allocation - 1 hour</td>
<td></td>
<td>Per 111.5 students</td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>b. Site Allocation - 3 hours</td>
<td></td>
<td>Per school</td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>c. Breakfast Allocation:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. 0-149 students = 0 hours</td>
<td></td>
<td>Per school</td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>2. 150-199 students = 1 hour</td>
<td></td>
<td>Per school</td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>3. 200-299 students = 2 hours</td>
<td></td>
<td>Per school</td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>4. 300+ students = 3 hours</td>
<td></td>
<td>Per school</td>
<td>180 days</td>
<td></td>
</tr>
</tbody>
</table>

¹ For new school openings, there will be no break in service during the summer for the first year only.
C. TK-6 PROGRAM (Traditional/Modified Traditional) (Continued)

7. Custodial\(^1\)
   a. General Custodial Time – formula \(((\text{Student Enrollment} ÷ 294) + (\text{Square Footage} ÷ 17000)) ÷ 2) × 8 = \text{Hrs/day}\)
   b. Plus Cafeteria/Multipurpose – 1 hour

FORMULA

NOTE/EXCEPTION
Funded at 86.25%

---

ALLOCATION

Dillard and Franklin: 1.00 FTE
Swing Shift

ALLOCATION

1.00 FTE Day Shift + 2.00 FTE Swing Shift

8. Students
   a. Other Books
   b. Supplies\(^2\)
   c. Health Supplies
   d. Equipment Repair\(^2\)
   e. Equipment Replacement\(^2\)

   None
   $18.979 per student
   $200 per school
   $1.413 per student
   $1.636 per student

---

\(^1\) Lead Custodian will start one month prior to school opening regardless of opening date
\(^2\) Based on CBEDS Enrollment
## D. TK-6 PROGRAM (4-Track Year Round)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/246 days</td>
<td></td>
</tr>
<tr>
<td>Vice Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/219 days</td>
<td></td>
</tr>
<tr>
<td>Budgeted Administrative Support Time</td>
<td>1.00</td>
<td>5 days with 1.00 FTE VP per school</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Teachers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Regular Education Grades K-3</td>
<td>1.00</td>
<td>Per 24 students</td>
<td>Full Time/175 days</td>
<td></td>
</tr>
<tr>
<td>b. Regular Education Grades 4-6</td>
<td>1.00</td>
<td>Per 28 students</td>
<td>Full Time/175 days</td>
<td></td>
</tr>
<tr>
<td>c. Computer Resource Teacher</td>
<td>1.00</td>
<td>Per school</td>
<td>Full Time/175 days</td>
<td></td>
</tr>
<tr>
<td>d. Budgeted Substitute Time</td>
<td></td>
<td>8.5 days per FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Clerical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Elementary School Secretary¹</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>b. School Office Assistant II</td>
<td>2.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>c. Library Technician</td>
<td>.375</td>
<td>Per School</td>
<td>3 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>6. Yard Supervision</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Student Allocation - 1 hour</td>
<td></td>
<td>Per 111.5 students</td>
<td>228 days</td>
<td></td>
</tr>
<tr>
<td>b. Site Allocation - 3 hours</td>
<td></td>
<td>Per school</td>
<td>228 days</td>
<td></td>
</tr>
<tr>
<td>c. Breakfast Allocation:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. 0-149 students = 0 hours</td>
<td></td>
<td>Per school</td>
<td>228 days</td>
<td></td>
</tr>
<tr>
<td>2. 150-199 students = 1 hour</td>
<td></td>
<td>Per school</td>
<td>228 days</td>
<td></td>
</tr>
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<td>Per school</td>
<td>228 days</td>
<td></td>
</tr>
<tr>
<td>4. 300+ students = 3 hours</td>
<td></td>
<td>Per school</td>
<td>228 days</td>
<td></td>
</tr>
</tbody>
</table>

¹ For new school openings, there will be no break in service during the summer for the first year only.
D. TK-6 PROGRAM (4-Track Year Round) (Continued)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Custodial¹</td>
<td>(((Student Enrollment ÷ 294) + (Square Footage ÷ 17000)) ÷ 2) × 8 = Hrs/day</td>
<td>Funded at 86.25%</td>
</tr>
<tr>
<td>a. General Custodial Time – formula</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Plus Cafeteria/Multipurpose – 1 hour</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Other Books</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>b. Supplies²</td>
<td>$18.979 per student</td>
<td></td>
</tr>
<tr>
<td>c. Health Supplies</td>
<td>$200 per school</td>
<td></td>
</tr>
<tr>
<td>d. Equipment Repair²</td>
<td>$1.413 per student</td>
<td></td>
</tr>
<tr>
<td>e. Equipment Replacement²</td>
<td>$1.636 per student</td>
<td></td>
</tr>
</tbody>
</table>

¹ Lead Custodian will start one month prior to school opening regardless of opening date
² Based on CBEDS Enrollment
### 2015/16
**BUDGET GUIDELINES**

#### E. 7-8 PROGRAM (Traditional)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/235 days</td>
<td></td>
</tr>
<tr>
<td>2. Vice Principal</td>
<td>1.00</td>
<td>1-1000 students</td>
<td>Full Time/206 days</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.50</td>
<td>1001-1550 students</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2.00</td>
<td>1551+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Teachers</td>
<td>1.00</td>
<td>Per 26.17 students</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>a. Budgeted Substitute Time</td>
<td></td>
<td>8.5 days per FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Academic Improvement (Results)</td>
<td>1.00</td>
<td>Per school</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>5. Library Resource Teacher</td>
<td>1.00</td>
<td>Per school</td>
<td>Full Time/184 days</td>
<td>+ 10 days</td>
</tr>
<tr>
<td>6. Counseling(^1)</td>
<td></td>
<td></td>
<td></td>
<td>.69 FTE can be realigned to provide Counseling &amp; Guidance Technician (1.50 FTE; 2 @ 6 hrs/10 mos)</td>
</tr>
<tr>
<td>a. Counselors – Student Allocation</td>
<td>1.00</td>
<td>Per 497 students</td>
<td>Full Time/184 days</td>
<td>+ 15 days and 2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Counselors – Site Allocation</td>
<td>.69</td>
<td>Per school</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

\(^{1}\) 22.00 FTE are currently allocated across all middle schools.
## 2015/16
### BUDGET GUIDELINES

#### E. 7-8 PROGRAM (Traditional) (Continued)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Clerical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Middle School Secretary</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>b. Data Processing Assistant</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>c. School Office Technician</td>
<td>2.50</td>
<td>Per school</td>
<td>8 hrs/10 months + 4 days</td>
<td>HEMS &lt;.50&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EPMS &lt;.50&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EHMS &lt;.50&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SJMS &lt;.50&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TJMS &lt;.50&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TRS &lt;.5124&gt; FTE</td>
</tr>
<tr>
<td>d. School Site Controller I</td>
<td>.50</td>
<td>Per school</td>
<td>4 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>e. School Office Assistant II</td>
<td>.25</td>
<td>1301-1450 students</td>
<td>2 hrs/10 months</td>
<td>KAMS &lt;.25&gt; FTE</td>
</tr>
<tr>
<td></td>
<td>.50</td>
<td>1451-1600 students</td>
<td>4 hrs/10 months</td>
<td>HEMS &lt;.09&gt; FTE</td>
</tr>
<tr>
<td></td>
<td>.75</td>
<td>1601-1750 students</td>
<td>6 hrs/10 months</td>
<td>SJMS &lt;.07&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TJMS &lt;.4555&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>JKMS &lt;.0442&gt; FTE</td>
</tr>
<tr>
<td>f. Library Technician</td>
<td>.50</td>
<td>Per School</td>
<td>4 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>8. Campus Supervision</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Lead Campus Supervisor</td>
<td>1.00</td>
<td>Per school</td>
<td>194 days</td>
<td>HEMS &lt;.12&gt; FTE</td>
</tr>
<tr>
<td>b. Student Allocation – 1 hour</td>
<td></td>
<td>Per 133 students</td>
<td>194 days</td>
<td>JKMS &lt;.0645&gt; FTE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EPMS &lt;.29&gt; FTE</td>
</tr>
</tbody>
</table>
E. 7-8 PROGRAM (Traditional) (Continued)

9. Custodial
   a. General Custodial Time – formula
   b. Plus Cafeteria/Multipurpose – 1 hour
   c. Plus Shower/Locker Rooms – 1 hour

FORMULA
((Student Enrollment ÷ 294) + (Square Footage ÷ 17000)) ÷ 2) × 8 = Hrs/day

NOTE/EXCEPTION
Funded at 86.25%

ALLOCATION

Stand Alone Site:
1.0 0FTE Day Shift + 3.00 FTE Swing Shift

Combo Site:
1.00 FTE Day Shift + 2.00 FTE Swing Shift

Kerr Middle: 4.00 FTE Swing Shift
(Brick Tech and Trigg Annex)

10. Students
    a. Textbooks$\textsuperscript{1}$
    b. Instructional Supplies$\textsuperscript{1}$
    c. Audio/Visual$\textsuperscript{1}$
    d. Equipment Repair$\textsuperscript{1}$
    e. Equipment Replacement$\textsuperscript{1}$
    f. Office Supplies
    g. Field Trips-Orientation Day

$\textsuperscript{1}$ Based on CBEDS Enrollment

$2.64$ per student
$24.76$ per student
$4.80$ per student
$1.293$ per student
$2.08$ per student
$1,544$ per school
$686$ per school
## 2015/16
### BUDGET GUIDELINES

#### F. 9-12 PROGRAM (Traditional)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/246 days</td>
<td></td>
</tr>
</tbody>
</table>
| 2. Vice Principal                 | 2.00 | 1-2000 students  
                           | 3.00 | 2001-2400 students   
                           | 4.00 | 2401+ students        | 8 hrs/210 days  |                |
| 3. Teachers                       | 1.00 | Per 26.67 students  
                           | 8.5  | days per FTE          | Full Time/184 days |        |
| a. Budgeted Substitute Time       |      |                                   |                   |                |
| 4. Academic Improvement (Results)| 2.00 | Per school                        | Full Time/184 days |                |
| 5. Library Resource Teacher       | 1.00 | Per school                        | Full Time/184 days |                |
|                                  |      | + 10 days                         |                   |                |
| 6. Counseling                     | 1.00 | Per 476 students                  | Full Time/184 days |                |
| a. Counselors¹                    |      | + 15 days and 2%                  |                   |                |
| b. Counseling & Guidance Technician| 1.50 | Per school                        | 2 @ 6 hrs/10 months |                |
|                                  |      |                                  | EGHS <.0938> FTE  |                |
|                                  |      |                                  | LCHS <.25> FTE    |                |
| c. Career Center Technician       | .50  | Per school                        | 4 hrs/10 months   |                |
|                                  |      |                                  | EGHS <.1562> FTE  |                |
|                                  |      |                                  | FIHS <.50> FTE    |                |
|                                  |      |                                  | VHS <.875> FTE    |                |

¹ 40.00 FTE are currently allocated across all high schools
## 2015/16
### BUDGET GUIDELINES

#### F. 9-12 PROGRAM (Traditional) (Continued)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Clerical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. High School Secretary</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>b. Data Processing Assistant</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>c. Registrar</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>d. Attendance Technician</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/10 months + 4 days</td>
<td></td>
</tr>
<tr>
<td>e. School Office Assistant II</td>
<td>3.00</td>
<td>Per school</td>
<td>8 hrs/10 months + 4 days</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.25</td>
<td>COHS</td>
<td>0-2200 students</td>
<td>&lt;2.25&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>1.75</td>
<td>EGHS</td>
<td>2201-2400 students</td>
<td>&lt;2.125&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>2.25</td>
<td>FIHS</td>
<td>2401-2600 students</td>
<td>&lt;2.375&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>2.75</td>
<td>FrHS</td>
<td>2601-2800 students</td>
<td>&lt;1.5&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>3.25</td>
<td>LCHS</td>
<td>2801-3000 students</td>
<td>&lt;2.0&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>3.75</td>
<td>MTHS</td>
<td>3001-3200 students</td>
<td>&lt;2.75&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>4.25</td>
<td>PGHS</td>
<td>3201-3400 students</td>
<td>&lt;2.75&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>4.50</td>
<td>SHS</td>
<td>3401-3600 students</td>
<td>&lt;3.0&gt; FTE</td>
<td></td>
</tr>
<tr>
<td>f. School Site Controller II</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>g. Library Technician</td>
<td>1.00</td>
<td>Per School</td>
<td>8 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>8. Campus Supervision</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Lead Campus Supervisor</td>
<td>1.00</td>
<td>Per school</td>
<td>194 days</td>
<td>COHS &lt;.125&gt; FTE</td>
</tr>
<tr>
<td>b. Site Allocation</td>
<td>3.00</td>
<td>Per school</td>
<td>194 days</td>
<td></td>
</tr>
<tr>
<td>c. Student Allocation – 1 hour</td>
<td>Per 133 students</td>
<td>194 days</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2015/16 BUDGET GUIDELINES

**F. 9-12 PROGRAM (Traditional) (Continued)**

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Custodial</td>
<td><strong>((Student Enrollment ÷ 294) + (Square Footage ÷ 17000)) ÷ 2) ÷ 8 = Hrs/day</strong></td>
<td>Funded at 86.25%</td>
</tr>
<tr>
<td>d. General Custodial Time – formula</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Plus Cafeteria/Multipurpose – 1 hour</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Plus Shower/Locker Rooms – 1 hour</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Students</td>
<td>$4.571 per student</td>
</tr>
<tr>
<td>a. Textbooks¹</td>
<td>$5.711 per student</td>
</tr>
<tr>
<td>b. Other Books¹</td>
<td>$34.004 per student</td>
</tr>
<tr>
<td>c. Instructional Supplies¹</td>
<td>$1.617 per student</td>
</tr>
<tr>
<td>d. Equipment¹</td>
<td>$3.646 per student</td>
</tr>
<tr>
<td>e. Equipment Repair¹</td>
<td>$.939 per student</td>
</tr>
<tr>
<td>f. Equipment Replacement¹</td>
<td>$1,379 per school</td>
</tr>
<tr>
<td>g. Attendance Cards</td>
<td>$690 per school</td>
</tr>
<tr>
<td>h. Diplomas</td>
<td>$660 per school</td>
</tr>
<tr>
<td>i. Office Supplies</td>
<td>$305 per school</td>
</tr>
<tr>
<td>j. Health Supplies</td>
<td>$3,470 per school</td>
</tr>
<tr>
<td>k. Graduation Facility Rental</td>
<td></td>
</tr>
</tbody>
</table>

¹ Based on CBEDS Enrollment
G. **CONTINUATION PROGRAM**

The Continuation High Schools Program shall be treated the same as categorical programs in that it shall operate within its income plus approved reductions. The Continuation Program generates income from two sources: ADA and the supplement to Revenue Limit for Necessary Small Continuation High Schools approved for the first time in 1979-80. Program Manager has authority to allocate funds as needed, except as specified in collective bargaining agreements.

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>CALENDAR</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Principal</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/216 days</td>
<td></td>
</tr>
<tr>
<td>2. Teachers</td>
<td>1.00</td>
<td>Per 32 students plus planning period</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>a. Teacher in Charge</td>
<td>.55</td>
<td>Per school</td>
<td>Full Time/184 days</td>
<td></td>
</tr>
<tr>
<td>b. Budgeted Substitute Time</td>
<td></td>
<td>8.5 days per FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Counselor</td>
<td>1.00</td>
<td>Per school</td>
<td>Full Time/184 days + 15 days and 2%</td>
<td></td>
</tr>
<tr>
<td>4. Clerical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Continuation School Secretary</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/12 months</td>
<td>CHS &lt;.25&gt; FTE</td>
</tr>
<tr>
<td>b. Data Processing Assistant</td>
<td>1.00</td>
<td>Per school</td>
<td>8 hrs/10 months</td>
<td></td>
</tr>
<tr>
<td>c. Registrar</td>
<td>1.00</td>
<td>Roving</td>
<td>8 hrs/12 months</td>
<td></td>
</tr>
<tr>
<td>5. Campus Supervisor</td>
<td>.75</td>
<td>Per school</td>
<td>194 days</td>
<td>CHS +.25 FTE</td>
</tr>
</tbody>
</table>
2015/16
BUDGET GUIDELINES

G. CONTINUATION PROGRAM (Continued)

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Custodial</td>
<td>$\frac{\text{((Student Enrollment} \div 294) + \text{(Square Footage} \div 17000))}{2} \times 8 = \text{Hrs/day}}$</td>
<td>Funded at 86.25%</td>
</tr>
<tr>
<td>a. General Custodial Time – formula</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Plus Cafeteria/Multipurpose – 1 hour</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Plus Shower/Locker Rooms – 1 hour</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Textbooks(^1)</td>
<td>$4.571$ per student</td>
<td></td>
</tr>
<tr>
<td>b. Other Books(^1)</td>
<td>$5.711$ per student</td>
<td></td>
</tr>
<tr>
<td>c. Instructional Supplies(^1)</td>
<td>$34.004$ per student</td>
<td></td>
</tr>
<tr>
<td>d. Equipment(^1)</td>
<td>$1.617$ per student</td>
<td></td>
</tr>
<tr>
<td>e. Equipment Repair(^1)</td>
<td>$3.646$ per student</td>
<td></td>
</tr>
<tr>
<td>f. Equipment Replacement(^1)</td>
<td>$0.939$ per student</td>
<td></td>
</tr>
</tbody>
</table>

\(^1\) Based on CBEDS Enrollment
H. SPECIAL EDUCATION

The development of special education staffing guidelines over the course of the 2012/13 school year was a collaborative effort between Special Education and the Budget Department. The use of the term “guidelines” was purposeful and meant to describe estimated programmatic staffing levels in our special education programs. The guidelines allow for necessary flexibility of classroom support based upon assessed student needs.

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Living Skills Self Contained Classes (SCC)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Mild/Moderate SCC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 15 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>1.50</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>b. Developmental Diagnosis (DD)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 10 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>1.50</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>c. Independent Living Skills (ILS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 15 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>1.50</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>d. Functional Living Skills (FLS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 12 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>1.50</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>e. Supported Living Skills (SLS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 10 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>2.25</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>2. Emotionally Disturbed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Tier I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher</td>
<td>1.00</td>
<td>Per 15 Students</td>
</tr>
<tr>
<td>ii. Paraeducator</td>
<td>1.125</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>b. Tier II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Teacher-in-Charge</td>
<td>.20</td>
<td>Per Class</td>
</tr>
<tr>
<td>ii. Teacher</td>
<td>1.00</td>
<td>Per 15 Students</td>
</tr>
<tr>
<td>iii. Paraeducator</td>
<td>1.75</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
<tr>
<td>3. Autism Spectrum Disorder (ASD)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Teacher</td>
<td>1.00</td>
<td>Per 10 Students</td>
</tr>
<tr>
<td>b. Paraeducator</td>
<td>2.25</td>
<td>Per 1.00 Teacher FTE</td>
</tr>
</tbody>
</table>

Paraeducator FTE allocated in six (6) hour increments.
Paraeducator FTE allocated in six (6) hour increments.
Paraeducator FTE allocated in six (6) hour increments.
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Paraeducator FTE allocated in six (6) hour increments.
Paraeducator FTE allocated in six (6) hour increments.

(.40 FTE at Multiple Program Sites)
.20/.333 Overload FTE at 7-12 sites
Paraeducator FTE allocated in seven (7) hour increments.
## SPECIAL EDUCATION (Continued)

### ALLOCATION

<table>
<thead>
<tr>
<th></th>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>Pre-K Self-Contained Class</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>a. Teacher</td>
<td>1.00</td>
<td>Per 10 Students</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Paraeducator</td>
<td>1.50</td>
<td>Per 1.00 Teacher FTE</td>
<td>Paraeducator FTE allocated in six (6) hour increments</td>
</tr>
<tr>
<td>5.</td>
<td>Language, Speech, Hearing (LSH)</td>
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<tr>
<td></td>
<td>a. Specialist, Pre-K</td>
<td>1.00</td>
<td>Per 40 Students</td>
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<tr>
<td></td>
<td>b. Specialist, K-12</td>
<td>1.00</td>
<td>Per 55 Students</td>
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<td>6.</td>
<td>Resource Specialist Program</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>a. Teacher</td>
<td>1.00</td>
<td>Per 25 Students</td>
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</tr>
<tr>
<td></td>
<td>b. Paraeducator</td>
<td>.375</td>
<td>Per 1.00 Teacher FTE</td>
<td>Paraeducator FTE allocated in three (3) hour increments</td>
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<tr>
<td>7.</td>
<td>Inclusive Education</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>a. Inclusive Ed Specialist, Elementary</td>
<td>1.00</td>
<td>Per 15 Students</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Inclusive Ed Specialist, Secondary</td>
<td>1.00</td>
<td>Per Consult Region</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Paraeducator</td>
<td>10.00</td>
<td>Per Annum</td>
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<td>8.</td>
<td>Deaf &amp; Hard of Hearing</td>
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<tr>
<td></td>
<td>a. Teacher</td>
<td>1.00</td>
<td>Per 15 Students</td>
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<tr>
<td></td>
<td>b. Paraeducator</td>
<td>1.125</td>
<td>Per 1.00 Teacher FTE</td>
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<td></td>
<td>c. Interpreter</td>
<td>3.25</td>
<td>Per Class</td>
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<td>9.</td>
<td>Baker Elementary School</td>
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<td></td>
<td>a. Teacher</td>
<td>1.00</td>
<td>Per Class</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Paraeducator</td>
<td>1.50</td>
<td>Per Class</td>
<td>Paraeducator FTE allocated in six (6) hour increments</td>
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<td>10.</td>
<td>Apartment Program</td>
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<tr>
<td></td>
<td>a. Paraeducator</td>
<td>.75</td>
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<td>11.</td>
<td>In Lieu of Non-Public Agencies/Non-Public</td>
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<td>Services (NPA/NPS)</td>
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<tr>
<td></td>
<td>a. Certified Occupational Therapy Assistants</td>
<td>5.00</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>b. Assistive Technology Specialist</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Physical Therapist</td>
<td>1.00</td>
<td></td>
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### 2015/16

### BUDGET GUIDELINES

#### H. SPECIAL EDUCATION (Continued)

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<tr>
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<th>CRITERIA</th>
<th>NOTE/EXCEPTION</th>
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<tbody>
<tr>
<td>12. Regional Teams</td>
<td></td>
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</tr>
<tr>
<td>a. Adapted PE</td>
<td>1.00</td>
<td></td>
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<tr>
<td>b. Vocational/Transition Specialist</td>
<td>3.00</td>
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<tr>
<td>13. Administration</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>a. Director, Special Education/SELPA</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Lead Program Specialist</td>
<td>1.10</td>
<td></td>
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<tr>
<td>c. Program Specialists</td>
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</tr>
<tr>
<td>1) MS Programs/DIS Services</td>
<td>1.00</td>
<td></td>
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</tr>
<tr>
<td>2) Nonpublic Schools</td>
<td>1.00</td>
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<tr>
<td>3) Pre-K Programs/Autism SCC</td>
<td>1.00</td>
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<tr>
<td>4) Mental Health/ED Programs</td>
<td>1.00</td>
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<td></td>
</tr>
<tr>
<td>5) Inclusive Education Program</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6) Elk Grove/Cosumnes Oaks Region and VI Program</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7) Florin Region and Alternative Education</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8) Franklin Region and BICM</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9) Laguna Region and M/M SCC</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10) Monterey Trail Region and SEIS Support</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11) Pleasant Grove Region and CEIS &amp; Psychologists Liaison</td>
<td>1.00</td>
<td></td>
<td></td>
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<tr>
<td>12) Sheldon Region and LSH/DHOH</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13) Valley Region and SEIS Administration</td>
<td>1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Administrative Assistant II</td>
<td>2.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Clerical Support</td>
<td>.125</td>
<td>Per 924 Students</td>
<td>Office Assistant III</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>&lt;1.50&gt; FTE</td>
</tr>
</tbody>
</table>
I. **PSYCHOLOGISTS/SOCIAL WORKERS**

It is the District's intent to deliver a balanced program of support services for the instruction of regular and special education students. Subject to constraint of district-wide priorities, budget availability, and a periodic review and adjustment of service levels, it is the District's current intent to provide psychologists and social workers levels of service in accordance with the following formulae:

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FTE</th>
<th>CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Lead Psychologist</td>
<td>1.10</td>
<td>Per Traditional/Modified Traditional Elementary – 0-700 students</td>
</tr>
<tr>
<td>2. Family Counseling Psychologist</td>
<td>.50</td>
<td>Per Traditional/Modified Traditional Elementary – 701-1400 students</td>
</tr>
<tr>
<td>3. Psychologist</td>
<td>.20</td>
<td>Per Year Round Elementary – 0-700 students</td>
</tr>
<tr>
<td></td>
<td>.40</td>
<td>Per Year Round Elementary – 701-1400 students</td>
</tr>
<tr>
<td></td>
<td>.262</td>
<td>Per Middle School – 0-1350 students</td>
</tr>
<tr>
<td></td>
<td>.462</td>
<td>Per High School – 0-1600 students</td>
</tr>
<tr>
<td></td>
<td>.60</td>
<td>Per High School – 1601+ students</td>
</tr>
<tr>
<td></td>
<td>.10</td>
<td>Per Continuation School</td>
</tr>
</tbody>
</table>
### J. DISTRICT SUPPORT FUNCTIONS

#### ALLOCATION

**INSTRUCTIONAL DIVISION**

<table>
<thead>
<tr>
<th>1. Elementary¹</th>
<th>2. Special Education¹</th>
<th>3. Curriculum/Professional Learning¹</th>
<th>4. Student Support &amp; Health Services¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary¹</td>
<td>Special Education¹</td>
<td>Curriculum/Professional Learning¹</td>
<td>Student Support &amp; Health Services¹</td>
</tr>
<tr>
<td>• Associate Superintendent 1.00 FTE</td>
<td>• Associate Superintendent 1.00 FTE</td>
<td>• Director 1.50 FTE</td>
<td>• Director 1.00 FTE</td>
</tr>
<tr>
<td>• Director 2.00 FTE</td>
<td>• Director 1.00 FTE</td>
<td>• Administrative Assistant 2.00 FTE</td>
<td>• Administrative Assistant 1.00 FTE</td>
</tr>
<tr>
<td>• Administrative Assistant 2.00 FTE</td>
<td>• Principal on Special Assign. 2.00 FTE</td>
<td>• Accounting Assistant .50 FTE</td>
<td>• Prevention/Interven Coord. 2.00 FTE</td>
</tr>
<tr>
<td>Secondary Administration¹</td>
<td></td>
<td>• Data Processing Assistant 2.00 FTE</td>
<td>• Resource Teacher 1.00 FTE</td>
</tr>
<tr>
<td>• Associate Superintendent 1.00 FTE</td>
<td></td>
<td>• Office Assistant 2.50 FTE</td>
<td></td>
</tr>
<tr>
<td>• Principal on Special Assign. 2.00 FTE</td>
<td></td>
<td>• Program Assistant .75 FTE</td>
<td></td>
</tr>
<tr>
<td>• Administrative Assistant 2.00 FTE</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### FORMULA

- 1 hour clerical per 1,540 students
- 1 hour clerical per 924 students
- 1 hour clerical per 4,650 students
- 1 hour clerical per 498 students (12 mos)
- 1 hour clerical per 6,300 students (10 mos)

#### NOTE/EXCEPTION

<table>
<thead>
<tr>
<th>Admin Asst I</th>
<th>Office Asst III</th>
<th>Budget Tech</th>
<th>Prof Learning Tech</th>
<th>Textbook Asst</th>
<th>Office Asst III</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;1.00&gt; FTE</td>
<td>&lt;1.50&gt; FTE</td>
<td>&lt;1.00&gt; FTE</td>
<td>&lt;1.00&gt; FTE</td>
<td>&lt;1.00&gt; FTE</td>
<td>&lt;1.00&gt; FTE</td>
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</table>

¹ Formula is based on non-supervisory staffing only.
<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSTRUCTIONAL DIVISION</td>
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<td></td>
</tr>
<tr>
<td>4. Student Support &amp; Health Services (Cont.)</td>
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<tr>
<td>• Program Assistant 2.25 FTE</td>
<td>1 hour clerical per 2,640 students</td>
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</tr>
<tr>
<td>• Registrar 1.00 FTE</td>
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</tr>
<tr>
<td>a. Health Services</td>
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<td></td>
</tr>
<tr>
<td>• Nurse 10.6736 FTE</td>
<td></td>
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</tr>
<tr>
<td>• Health Assistant 14.4534 FTE</td>
<td>1 hour clerical per 5,350 students</td>
<td></td>
</tr>
<tr>
<td>• Health Records Assistant 9.00 FTE</td>
<td>1 hour health records clerk per 900 students</td>
<td></td>
</tr>
<tr>
<td></td>
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<tr>
<td>ALLOCATION</td>
<td>FORMULA</td>
<td>NOTE/EXCEPTION</td>
</tr>
<tr>
<td>OPERATIONS DIVISION</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Finance &amp; School Support, Fiscal Services, Accounting, Payroll, Risk Management(^1)</td>
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<td></td>
</tr>
<tr>
<td>• Associate Superintendent 1.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Director .90 FTE</td>
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</tr>
<tr>
<td>• Manager Payroll 1.00 FTE</td>
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</tr>
<tr>
<td>• Manager Accounting 1.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Manager Risk Mgmt 1.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Supervisor Payroll 2.00 FTE</td>
<td>1 hour per 216 students</td>
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</tr>
<tr>
<td>• Administrative Assistant 2.00 FTE</td>
<td>1 hour clerical per 2,100 students</td>
<td></td>
</tr>
<tr>
<td>• Payroll Technician 12.00 FTE</td>
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<td>• Office Assistant 1.00 FTE</td>
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<td></td>
</tr>
<tr>
<td>• Accounting Technician 6.8616 FTE</td>
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<tr>
<td>• Attendance Accg. Spec. 1.00 FTE</td>
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</tr>
<tr>
<td>• Fiscal Compliance Spec. 1.00 FTE</td>
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</tr>
<tr>
<td>• Facilities Analyst .05 FTE</td>
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<tr>
<td>• Risk Management Analyst 1.00 FTE</td>
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<td></td>
</tr>
<tr>
<td>• Personnel Analyst .75 FTE</td>
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<td></td>
</tr>
<tr>
<td>• Risk Management Tech 3.00 FTE</td>
<td></td>
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</tr>
<tr>
<td>• Loss Control Spec. 2.00 FTE</td>
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</tbody>
</table>

\(^1\) Formula is based on non-supervisory staffing only.
## 2015/16
### BUDGET GUIDELINES

### J. DISTRICT SUPPORT FUNCTIONS (Continued)

#### ALLOCATION

**OPERATIONS DIVISION**

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2. Budget Department</strong></td>
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<tr>
<td>- Director 1.00 FTE</td>
<td>Budget Tech</td>
<td>&lt;1.00&gt; FTE</td>
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<tr>
<td>- Budget Analyst 2.2496 FTE</td>
<td>1 hour per 614 students</td>
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<tr>
<td>- Budget Technician 2.00 FTE</td>
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<tr>
<td>- Position Control Spec. 1.00 FTE</td>
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<tr>
<td><strong>3. Technology Services</strong></td>
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<tr>
<td>- Director 1.00 FTE</td>
<td>Programmer III</td>
<td>&lt;1.00&gt; FTE</td>
</tr>
<tr>
<td>- Manager, Programming 1.00 FTE</td>
<td>Central Tech Svcs Mgr</td>
<td>&lt;1.00&gt; FTE</td>
</tr>
<tr>
<td>- Manager, Technology 1.00 FTE</td>
<td>Sr., Tech Plan Specialist</td>
<td>&lt;1.00&gt; FTE</td>
</tr>
<tr>
<td>- Manager, Desktop 1.00 FTE</td>
<td>Comp Train &amp; Supp Spc II</td>
<td>&lt;2.00&gt; FTE</td>
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<tr>
<td>- Computer Security Manager 1.00 FTE</td>
<td>Site Technicians</td>
<td>&lt;2.00&gt; FTE</td>
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<tr>
<td>- Administrative Assistant 1.00 FTE</td>
<td>Comp Supp HD Spec III</td>
<td>&lt;1.00&gt; FTE</td>
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<tr>
<td>- Computer Tech. 3.00 FTE</td>
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<tr>
<td>- Data Entry Operator 1.00 FTE</td>
<td>1 hour programming/data entry per 357 students</td>
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<tr>
<td>- Systems Administrator 7.90 FTE</td>
<td>1.00 FTE per 91 PC users</td>
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<tr>
<td>- Network Administrator 3.00 FTE</td>
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<tr>
<td>- Network Tech. 1.00 FTE</td>
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<tr>
<td>- Web Specialist 1.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Programmer 9.50 FTE</td>
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<td></td>
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<tr>
<td>- Comp Support Help Desk 2.00 FTE</td>
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<td>- Data Archive Tech. 1.00 FTE</td>
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<tr>
<td>- CTSS 15.00 FTE</td>
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<tr>
<td>- Site Technology Tech. 2.00 FTE</td>
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</tr>
<tr>
<td>- Help Desk 1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Tech. Integration Spec. 1.00</td>
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<tr>
<td><strong>4. Human Resources</strong></td>
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<tr>
<td>- Associate Superintendent 1.00 FTE</td>
<td>Personnel Asst</td>
<td>&lt;1.6352&gt; FTE</td>
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<tr>
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</tr>
<tr>
<td>- Administrative Assistant 3.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Legal Compliance Spec. 1.00 FTE</td>
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<tr>
<td>- Personnel Analyst 6.00 FTE</td>
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</tr>
<tr>
<td>- Personnel Technician 7.00 FTE</td>
<td>1 hour per 266 students</td>
<td></td>
</tr>
<tr>
<td>- Personnel Assistant 5.6546</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- School Security Specialist 3.00 FTE</td>
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<td></td>
</tr>
</tbody>
</table>

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1 Formula is based on non-supervisory staffing only.

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### 2015/16

**BUDGET GUIDELINES**

#### J. DISTRICT SUPPORT FUNCTIONS (Continued)

##### ALLOCATION

**OPERATIONS DIVISION**

<table>
<thead>
<tr>
<th>ALLOCATION</th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
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<tbody>
<tr>
<td>5. Transportation&lt;sup&gt;1&lt;/sup&gt;</td>
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</tr>
<tr>
<td>a. Director 1.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Manager 2.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Supervisor 4.00 FTE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Administrative Assistant 1.00 FTE</td>
<td>27.84% of enrollment transported, 1 bus per 96 students transported</td>
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</tr>
<tr>
<td>e. Instructor 2.00 FTE</td>
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</tr>
<tr>
<td>f. Buses</td>
<td>1.00 FTE (6.5 hrs/183 days) per bus</td>
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</tr>
<tr>
<td>g. Drivers</td>
<td>7 days per driver</td>
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</tr>
<tr>
<td>h. Driver Substitutes</td>
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<td></td>
</tr>
<tr>
<td>i. Mechanics</td>
<td>1.1310 FTE per bus</td>
<td></td>
</tr>
<tr>
<td>j. Scheduling Technician</td>
<td>1.065 FTE per bus</td>
<td></td>
</tr>
</tbody>
</table>

| 6. Facilities<sup>1</sup>         |                                                                         | Admin Assistant        |
|                                   |                                                                         | <1.00> FTE             |
| • Associate Superintendent .50 FTE| 1 hour clerical per 4,750 students                                     | Admin Assistant        |
| • Administrative Assistant .50 FTE| 1.00 FTE clerk (district priority)                                     | <1.00> FTE             |

| 7. Purchasing/Warehouse/Textbooks<sup>1</sup> |                                                                         | Admin Assistant        |
|                                             |                                                                         | <1.00> FTE             |
| • Director 1.00 FTE                       |                                                                         | Admin Assistant        |
| • Supervisor 2.00 FTE                     |                                                                         | <1.00> FTE             |
| • Administrative Assistant .50 FTE        |                                                                         | Admin Assistant        |
| • Buyer 2.00 FTE                         | 1 hour per 326 students                                                | Admin Assistant        |
| • Purchasing Assistant 5.00 FTE           | 1 hour clerical per 4,750 students                                     | Admin Assistant        |
| • Textbooks Warehouse 2.00 FTE            |                                                                         | Admin Assistant        |
| • Warehouse Worker 4.50 FTE               |                                                                         | Admin Assistant        |

| 8. School Security & Safety<sup>1</sup> |                                                                         | School Security Spec   |
|                                         |                                                                         | <8.00> FTE             |
| • Chief 1.00 FTE                        |                                                                         | School Security Spec   |
| • Assistant Chief 1.00 FTE              | 1.00 FTE per Senior High School                                         | <8.00> FTE             |
| • Administrative Assistant 1.00 FTE     | 1.00 FTE for Continuation Schools and Roving                           |                        |
| • Sergeant 3.00 FTE                     | 1.00 FTE for Continuation Schools and Roving                           |                        |
| • Dispatcher 2.00 FTE                   | 1 hour per 96,224 square feet                                           |                        |

<sup>1</sup> Formula is based on non-supervisory staffing only.
# 2015/16 BUDGET GUIDELINES

## J. DISTRICT SUPPORT FUNCTIONS (Continued)

### ALLOCATION OPERATIONS DIVISION

<table>
<thead>
<tr>
<th></th>
<th>FORMULA</th>
<th>NOTE/EXCEPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.</td>
<td>Long Term Leave Account</td>
<td>8 weeks for long-term sick leave coverage to be adjusted as needed</td>
</tr>
</tbody>
</table>

### Custodial

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>District Level Staff</td>
<td>1 hour per 21,050 square feet</td>
</tr>
<tr>
<td>b.</td>
<td>Substitute Staff</td>
<td>7 days per FTE</td>
</tr>
<tr>
<td>c.</td>
<td>Site Level Staff</td>
<td>See Section C – G</td>
</tr>
<tr>
<td>d.</td>
<td>Building Level Supplies</td>
<td>$0.085 per square foot</td>
</tr>
<tr>
<td>e.</td>
<td>District Level Supplies</td>
<td>$0.507 per student/employee</td>
</tr>
</tbody>
</table>

### Grounds

<table>
<thead>
<tr>
<th></th>
<th>Days per week:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Vacant Site</td>
</tr>
<tr>
<td>b.</td>
<td>Under 5 Acres</td>
</tr>
<tr>
<td>c.</td>
<td>5 to 15 Acres</td>
</tr>
<tr>
<td>d.</td>
<td>15 to 25 Acres</td>
</tr>
<tr>
<td>e.</td>
<td>25 to 40 Acres</td>
</tr>
<tr>
<td>f.</td>
<td>40+ Acres</td>
</tr>
<tr>
<td>g.</td>
<td>Regional Stadium</td>
</tr>
<tr>
<td>h.</td>
<td>Substitutes</td>
</tr>
<tr>
<td>i.</td>
<td>Supplies Districtwide</td>
</tr>
</tbody>
</table>

### Maintenance

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Staffing</td>
<td>1 hour per 11,427 square feet</td>
</tr>
<tr>
<td>b.</td>
<td>Substitutes</td>
<td>1 clerical hour per 1,350 students</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7 days per FTE</td>
</tr>
</tbody>
</table>

---

1. Formula is based on non-supervisory staffing only.
## 2015/16
### BUDGET GUIDELINES

#### ADDENDUM

A. **BOARD APPROVED FUNDING PRIORITIES APRIL 30, 2014**

During the April 30, 2014, Board Workshop, the Board of Education approved a number of funding priorities. Of the funding priorities approved, those that are based on numbers of schools and/or numbers of students were included in the detailed budget guidelines above. The remaining funding priorities, shown below, were also approved and will be incorporated into the 2015/16 Adopted Budget:

<table>
<thead>
<tr>
<th>Priority</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Reinstatement of Freshmen Sports (Begin in the Fall of 2014)</td>
<td>$500,000</td>
<td></td>
</tr>
<tr>
<td>2. Reinstatement of Bilingual Teaching Associates (Districtwide)</td>
<td></td>
<td>5.00 FTE 8 hrs/10 month</td>
</tr>
<tr>
<td>3. GATE/Honors and Advanced Placement funding</td>
<td>$500,000</td>
<td></td>
</tr>
<tr>
<td>4. California Partnership Academy Program Support Funding</td>
<td>$165,000</td>
<td></td>
</tr>
<tr>
<td>5. Augmentation of Current Athletic Program</td>
<td>$400,000</td>
<td></td>
</tr>
<tr>
<td>6. Elementary Reading Program Funding</td>
<td>$1,000,000</td>
<td></td>
</tr>
<tr>
<td>7. Summer School and Intersession Programs</td>
<td>$2,200,000</td>
<td></td>
</tr>
</tbody>
</table>
Subject: Pleasant Grove High School – Associated Student Body Alumni Scholarship Expenditure

Department: Fiscal Services

Action Requested:
The Board of Education is asked to approve the Pleasant Grove High School – Associated Student Body Innovative Design and Engineering Academy (IDEA) Scholarship.

Discussion:
In accordance with Education Code 48930, the Board of Education is asked to approve the following Pleasant Grove High School – Associated Student Body Innovative Design and Engineering Academy (IDEA) Scholarship Expenditure request.

- **Name of scholarship(s):** PGHS Innovative Design and Engineering Academy (IDEA)
- **Number of scholarship(s) and amount(s):** Two (2) scholarships for $500 each for each school year, beginning with 2014-
- **Brief description of scholarship and selection process:** All IDEA (Innovative Design and Engineering Academy) twelfth graders who will have completed 40 credits of CTE courses at the end of their senior year and are an academy member have the opportunity to apply for the scholarships. Applicants complete an application that asks students about their academic background in the IDEA program. In addition, students are required to write a 250-500 word essay describing their future plans and how the academy has helped to influence their decision.

A selection panel comprised of IDEA faculty and school counselors and administrators review the applications and score them. The top 2 students are to be awarded a $500 scholarship each. Scholarship payments will be made payable to the student’s institution of higher learning and made possible by fundraising activities.

- **Source of funds to provide the scholarship:** Pleasant Grove High School Associated Student Body Funds and made possible by fundraising activities.

Financial Summary:
Two $500 scholarships paid from Pleasant Grove High School Associated Student Body Funds made possible by fundraising activities.

Prepared By: Carrie Hargis  
Division Approval: Rich Fagan  
Prepared By:  
Superintendent Approval: Christopher R. Hoffman
ELK GROVE UNIFIED SCHOOL DISTRICT

Board Agenda Item

Subject: Marion Mix Elementary School
Change Order No. 5

Division: Facilities and Planning

Meeting Date February 17, 2015

Action Requested:

The Board of Education is asked to (1) approve Change Order No. 5 with Broward Builders, Inc., and (2) authorize a district representative to sign the approved change order.

Discussion:

On October 15, 2013, the Board of Education awarded a contract to Broward Builders, Inc., for the Marion Mix Elementary School project. Change Order No. 5 consists of seventeen (17) items. The complete change order with backup is on file in the Facilities and Planning office for review.

<table>
<thead>
<tr>
<th>Item #1</th>
<th>Revise the design of the Main Office desk to meet revised District Program. Requested by Architect.</th>
<th>ADD</th>
<th>$2,519.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item #2</td>
<td>Revise model of the hand wash in the Kitchen to meet current District program. Requested by Architect.</td>
<td>DEDUCT</td>
<td>$(803.00)</td>
</tr>
<tr>
<td>Item #3</td>
<td>Revise the connection of the roof access ladder to the roof structure to provide for additional structural support. Requested by Architect.</td>
<td>ADD</td>
<td>$2,051.00</td>
</tr>
<tr>
<td>Item #4</td>
<td>Revise the connection of curved entry clerestory window to the wall structure to provide for additional structural support. Requested by Architect.</td>
<td>ADD</td>
<td>$1,661.00</td>
</tr>
<tr>
<td>Item #5</td>
<td>Furnish and install an additional area drain near the intersection of Unit C and the covered walkway to provide for additional drainage in order to eliminate a slip hazard. Requested by Architect.</td>
<td>ADD</td>
<td>$2,953.00</td>
</tr>
</tbody>
</table>

Financial Summary:

This project is funded with State monies, Developer Fees and/or Measure A monies.

Prepared By: Brad Parsons
Prepared By: Lee Leavelle
Division Approval: Robert Pierce
Superintendent Approval: Christopher R. Hoffman

File: sa\Word\BA2-17-15#5.Marion Mix ES
<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#6</td>
<td>Relocate the chain link fence along the north property line and furnish additional concrete walk to avoid an unknown existing AT&amp;T cable line. Requested by Architect.</td>
<td>$1,976.00</td>
</tr>
<tr>
<td>#7</td>
<td>Revise structural attachment of half walls at stairs to avoid a structural steel conflict. Requested by Architect.</td>
<td>$2,607.00</td>
</tr>
<tr>
<td>#8</td>
<td>Revise glue lam beam connection at concrete tilt wall to avoid a structural conflict. Requested by Architect.</td>
<td>$227.00</td>
</tr>
<tr>
<td>#9</td>
<td>Flush mount external speakers at Unit A to avoid a structural conflict with reinforcing steel in wall. Requested by Architect.</td>
<td>$595.00</td>
</tr>
<tr>
<td>#10</td>
<td>Furnish and install maintenance access panels at the Unit A office security grille to provide for maintenance access. Requested by Architect.</td>
<td>$1,214.00</td>
</tr>
<tr>
<td>#11</td>
<td>Revise steel framing at indoor planter and mezzanine to avoid a structural steel conflict. Requested by Architect.</td>
<td>$2,457.00</td>
</tr>
<tr>
<td>#12</td>
<td>Furnish and install an additional intrusion alarm keypad at Unit A to simplify access and reduce false alarms. Requested by Elk Grove Unified School District.</td>
<td>$1,957.00</td>
</tr>
<tr>
<td>#13</td>
<td>Furnish and install wireless access points throughout the campus to meet revised District program. Requested by Elk Grove Unified School District.</td>
<td>$46,992.00</td>
</tr>
<tr>
<td>#14</td>
<td>Furnish and install flue extensions to the HVAC units at Unit C to meet current building codes. Requested by Architect.</td>
<td>$1,070.00</td>
</tr>
</tbody>
</table>
Item #15  Revise gate at trash enclosure can wash from ornamental metal to metal decking to provide sturdier construction, less maintenance, and improved aesthetics. Requested by Architect.  

ADD  $3,462.00

Item #16  Revise the exterior emergency lighting to provide for proper security coverage and meet current building codes. Requested by Architect.  

ADD  $7,094.00

Item #17  Install district supplied audio visual equipment throughout the campus to meet revised District program. Requested by Elk Grove Unified School District.  

ADD  $56,494.00

Attachment A provides detailed information on distribution of change order requests between Architect and District. Change Order No. 5 changes the contract amount of $18,603,232.00 by $134,526.00 to $18,737,758.00.
# Construction Cost Summary

**Change Order Nos. 1-5**

**Project:** Marion Mix Elementary School  
**Architect:** Rainforth Grau Architects  
**Contractor:** Broward Builders, Inc.  
**Contract Amount:** $18,424,000.00

## Architect Initiated or Requested

<table>
<thead>
<tr>
<th></th>
<th>Architectural</th>
<th>Electrical</th>
<th>Mechanical</th>
<th>Structural</th>
<th>Civil</th>
<th>Code</th>
<th>Additions</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Building</strong></td>
<td>(16,551.00)</td>
<td>10,812.00</td>
<td>36,372.00</td>
<td>17,554.00</td>
<td>0.00</td>
<td>20,166.00</td>
<td>0.00</td>
<td>107,871.00</td>
</tr>
<tr>
<td><strong>Site</strong></td>
<td>(3,431.00)</td>
<td>119,225.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,953.00</td>
<td>0.00</td>
<td>22,883.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Site and Building</strong></td>
<td>(19,982.00)</td>
<td>130,037.00</td>
<td>36,372.00</td>
<td>17,554.00</td>
<td>2,953.00</td>
<td>20,166.00</td>
<td>22,883.00</td>
<td>107,871.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Summary:

- **Contract Amount:** $18,424,000.00  
- **Contract completion date:** April 9, 2015
- **Net Change Orders Architect Requested:** 187,099.00  
  - 1.02% addition to the contract amount  
- **Net Change Orders Existing Conditions:** 22,883.00  
  - 0.12% addition to the contract amount  
- **Net Change Orders District Requested:** 103,776.00  
  - 0.56% addition to the contract amount  
- **Total Change Orders 1-5:** 313,758.00  
  - 1.70% addition to the contract amount  
- **Total Current Contract Amount:** $18,737,758.00
CHANGE ORDER NO. 05

January 15, 2015

Broward Builders Inc.
1200 East Kentucky Ave.
Woodland, CA 95776

Attention: Dennis Broward

Subject: Marion Mix Elementary School
         Elk Grove Unified School District
         Architect's Project No. 05-778

You are hereby authorized to make the following changes in the subject work:

Workmanship and materials shall be in accord with standards established by the original specifications.

ITEM NO. 1: Revise design of Main Office desk.

Requested by: Architect
Reason: To meet revised District Program.

Attachments: CCD 23
Change in Contract Amount ADD $ 2,519.00
No Change in Contract Performance Period

ITEM NO. 2: Revise model of the hand wash in the Kitchen.

Requested by: Architect
Reason: To meet current District Program.

Attachments: CCD 68
Change in Contract Amount DEDUCT $ (803.00)
No Change in Contract Performance Period
ITEM NO. 3: Revise the connection of the roof access ladder to the roof structure.

Requested by: Architect
Reason: To provide for additional structural support.

Attachments: CCD 70
Change in Contract Amount ADD $ 2,051.00
No Change in Contract Performance Period

ITEM NO. 4: Revise the connection of curved entry clerestory window to the wall structure.

Requested by: Architect
Reason: To provide for additional structural support.

Attachments: CCD 67
Change in Contract Amount ADD $ 1,661.00
No Change in Contract Performance Period

ITEM NO. 5: Furnish and install an additional area drain near the intersection of Unit C and the covered walkway.

Requested by: Architect
Reason: To provide for additional drainage in order to eliminate a slip hazard.

Attachments: CCD 49
Change in Contract Amount ADD $ 2,953.00
No Change in Contract Performance Period

ITEM NO. 6: Relocate the chain link fence along the north property line and furnish additional concrete walk.

Requested by: Architect
Reason: To avoid an unknown existing AT&T cable line.

Attachments: RFI 280
Change in Contract Amount ADD $ 1,976.00
No Change in Contract Performance Period

ITEM NO. 7: Revise structural attachment of half walls at stairs.

Requested by: Architect
Reason: To avoid a structural steel conflict.

Attachments: RFI 323
Change in Contract Amount ADD $ 2,607.00
No Change in Contract Performance Period
ITEM NO. 8: Revise glue lam beam connection at concrete tilt wall.

Requested by: Architect
Reason: To avoid a structural conflict.

Attachments:
   RFI 192
Change in Contract Amount ADD $ 227.00
No Change in Contract Performance Period

ITEM NO. 9: Flush mount external speakers at Unit A.

Requested by: Architect
Reason: To avoid a conflict with reinforcing structural steel in wall.

Attachments:
   N/A
Change in Contract Amount ADD $ 595.00
No Change in Contract Performance Period

ITEM NO. 10: Furnish and install maintenance access panels at the Unit A Office security grille.

Requested by: Architect
Reason: To provide for maintenance access.

Attachments:
   CCD 82
Change in Contract Amount ADD $ 1,214.00
No Change in Contract Performance Period

ITEM NO. 11: Revise steel framing at indoor planter and mezzanine.

Requested by: Architect
Reason: To avoid a structural steel conflict.

Attachments:
   CCD 64
Change in Contract Amount ADD $ 2,457.00
No Change in Contract Performance Period

ITEM NO. 12: Furnish and install an additional intrusion alarm keypad at Unit A.

Requested by: Elk Grove Unified School District
Reason: To simplify access and reduce false alarms.

Attachments:
   CCD 92
Change in Contract Amount ADD $ 1,957.00
No Change in Contract Performance Period
January 15, 2015  
Change Order No. 05  
Marion Mix Elementary School  
Page 4

ITEM NO. 13: Furnish and install wireless access points throughout the campus.

Requested by: Elk Grove Unified School District
Reason: To meet revised District Program.

Attachments: CCD 94, CCD 94A, CCD 94Br1
Change in Contract Amount: ADD $ 46,992.00
No Change in Contract Performance Period

ITEM NO. 14: Furnish and install flue extensions to the HVAC units at Unit C.

Requested by: Architect
Reason: To meet current building codes.

Attachments: CCD 96
Change in Contract Amount: ADD $ 1,070.00
No Change in Contract Performance Period

ITEM NO. 15: Revise gate at trash enclosure can wash from ornamental metal to metal decking.

Requested by: Architect
Reason: To provide a sturdier construction with less maintenance and improved aesthetics.

Attachments: RFI 205
Change in Contract Amount: ADD $ 3,462.00
No Change in Contract Performance Period

ITEM NO. 16: Revise the exterior emergency lighting.

Requested by: Architect
Reason: To provide for proper security coverage and meet current building codes.

Attachments: CCD 61
Change in Contract Amount: ADD $ 7,094.00
No Change in Contract Performance Period

ITEM NO. 17: Install district supplied audio visual equipment throughout the campus.

Requested by: Elk Grove Unified School District
Reason: To meet revised District Program.

Attachments: CCD 91
Change in Contract Amount: ADD $ 56,494.00
No Change in Contract Performance Period
January 15, 2015
Change Order No. 05
Marion Mix Elementary School
Page 5

Original Contract Amount ................................................. $ 18,424,000.00
Amount Changed by Previous Change Order(s) .......................... $ 179,232.00
Contract Amount Prior to this Change Order ............................ $ 18,603,232.00
Amount Changed by this Change Order ................................. ADD $ 134,526.00
Revised Contract Amount .................................................... $ 18,737,758.00

% Change by this Change Order % .72
Total % Change of Original Contract Amount % 1.70

Original Completion Date .................................................. April 9, 2015
Revised Completion Date Revised by Previous Changes Order(s) .......................... April 9, 2015
Calendar Days added by this Change Order ADD .......................... 0
Revised Completion Date through this Change Order ................. April 9, 2015

The acceptance and approval of this change order constitutes full and final settlement for all work and costs (including extended overhead, inefficiency and impact or delays) related to the items addressed herein with no exceptions.

APPROVED:  
Elk Grove Unified School District  
Date

ACCEPTED:  
Broward Builders Inc.  
Date

APPROVED:  
Rainforth • Grau • Architects  
Date

APPROVED:  
Warren Consulting Engineers  
Date

APPROVED:  
Anderson Doig Structural Engineers  
Date

APPROVED:  
Capital Engineering Consultants  
Date
Subject: Out-of-State Field trips  
Division: Secondary Education

Action Requested:
The Board of Education is asked to approve the Out-of-State Field Trips listed below.

Discussion:
As part of its consent agenda, the Board is asked to approve the following out-of-state field trips:

<table>
<thead>
<tr>
<th>School</th>
<th>Field Trip Destination</th>
<th>Field Trip Purpose</th>
<th>Dates of Trips</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cosumnes Oaks High School</td>
<td>Ashland, OR</td>
<td>Shakespeare Festival</td>
<td>March 27 - 29, 2015</td>
</tr>
<tr>
<td>Franklin High School</td>
<td>Ashland, OR</td>
<td>Shakespeare Festival</td>
<td>March 31 - April 2, 2015</td>
</tr>
<tr>
<td>Monterey Trail High School</td>
<td>Ashland, OR</td>
<td>Shakespeare Festival</td>
<td>April 1 - 3, 2015</td>
</tr>
</tbody>
</table>

Financial Summary:

Prepared By: Libby Sidhu
Division Approval: Christina C. Penna
Prepared By: 
Superintendent Approval: Christopher R. Hoffman

Meeting Date February 17, 2015