

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
November 19, 2013
Closed Session – 6:00 p.m.
Regular Session – 7:00 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.

CLOSED SESSION – 6:00 p.m.

1 ½ Hours

1. Public Employee Appointment/Employment: Secondary School Vice Principals
2. Conference with Labor Negotiators
Agency designated representatives: Glen De Graw, Richard Fagan,
Steven M. Ladd, Karen Rezendes
Employee Organization: All Elk Grove Unified School District
Bargaining Units

OPEN MEETING - 7:00 p.m.

- | | |
|--------------------------------------------------------------------------------------------------|------------|
| I. Pledge of Allegiance | 5 Minutes |
| II. Presentations/Recognitions | |
| 3. High School Student Representative Reports – Cosumnes Oaks and Valley | 10 Minutes |
| 4. Recognition of Tim Smith, California Teacher of the Year | 5 Minutes |
| 5. Recognition of Dale Lee, Recipient of the 2012-13 Outstanding Contributions to Literacy Award | 5 Minutes |
| 6. Academic Recognition of Fall Student Athletes and Coaches | 10 Minutes |
| 7. 2013 National FFA Convention | 5 Minutes |
| III. Student Expulsion Recommendations | |
| 8. Requests for Student Expulsions | 5 Minutes |
| IV. Budget Update | |
| 9. 2013-14 Budget Update | 10 Minutes |

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<u>Item</u>	<u>Time – Approximate</u>
V. Board Member and Superintendent Reports	
VI. Public Comment	
VII. Bargaining Units	
VIII. Reports	
10. City of Elk Grove Housing Element Requirement	15 Minutes
IX. Public Hearing/Action Items	
11. State Common Core Financial Expenditure Plan	10 Minutes
12. Tentative Agreement Between Elk Grove Unified School District and Amalgamated Transit Union (ATU)	5 Minutes
X. Discussion Items	
13. Resolution Adopting Contractor Pre-Qualification Process	10 Minutes
XI. Discussion/Action Items	
XII. Action Items	
14. Revisions to Board Policy 3312 – Contracts – Second Reading and Adoption	5 Minutes
15. Revisions to Board Policy 3600 – Consultants - Second Reading and Adoption	5 Minutes
16. Establishment of Annual Organization Meeting of the Board of Education	3 Minutes
XIII. Consent Agenda – Action	5 Minutes
17. Approval of Minutes	
18. Personnel Actions	
19. Approval of Purchase Order History	
20. Warrant Register Approval	
21. Acceptance of Gifts	
22. Out-of-State Field Trip Approval	
23. Ratification of Contracts	
24. Positive Behavior and Intervention Support (PBIS) Agreement for Placer County Office of Education (PCOE) Consulting Services	
25. New Dillard Elementary School, Increment #1, Change Order No. 3	
26. Gate Project at Valley High School, Acceptance and Notice of Completion	
27. 2013 Fencing at Franklin Elementary School, Award of Contract	

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<u>Item</u>	<u>Time – Approximate</u>
XIV. Other Action Items	
28. Discussion and Action on Items Removed From Consent Agenda	5 Minutes
XV. Information Items	
29. Other Items from the Floor	5 Minutes
30. Items for Future Agendas	5 Minutes
XVI. 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.

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:** Teacher of the Year RecognitionDivision: Secondary Education**Action Requested:**

The Board is asked to recognize Florin High School teacher Tim Smith for being named California Teacher of the Year.

Discussion:

Tim Smith, an Algebra I and AP statistics teacher at Florin High School, has been selected as one of five recipients of the California Teacher of the Year award for 2014. State Superintendent of Public Instruction Tom Torlakson also selected Mr. Smith as California's only representative in the National Teacher of the Year competition. Employed in the district since 2001, he has spent his entire district career teaching at Florin High School.

In August 2013, Mr. Smith was selected as one of two Sacramento County Teachers of the Year. Previously he had been selected as one of two EGUSD Teachers of the Year in May 2013, along with Donna McNeel, Activities Director at Katherine Albani Middle School.

As background, the California Teachers of the Year Program began in 1972 to acknowledge the growing complexity of challenges faced by the teaching profession, to promote collaboration among teachers to address challenges, and to encourage new teachers to enter the field.

The competition is open to educators teaching pre-kindergarten through grade twelve. County offices of education nominate winners through their regional Teachers of the Year competitions. A state selection committee then reviews candidates' applications and conducts site visits to evaluate the teachers' rapport with students, classroom environment, presentation skills, and teaching methods, among other criteria. Teacher finalists are interviewed at the California Department of Education in Sacramento where the State Superintendent then selects the honorees.

The 2014 California Teachers of the Year, the finalists, and semi-finalists will be honored by Superintendent Torlakson at a gala to be held February 3, 2014.

Mr. Smith will begin the National Teacher of the Year competition in Scottsdale, Arizona the last week in January.

Financial Summary:

Prepared By: _____

Division Approval: Christina C. Penna

Prepared By: _____

Superintendent Approval: Steven M. Ladd, Ed.D.

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:** Recognition of Dale Lee**Division:** Secondary Education**Action Requested:**

The Board is asked to recognize Dale Lee, a recipient of the 2012-2013 Outstanding Contributions to Literacy Award.

Discussion:

The Board is asked to recognize Dale Lee, an 8th grade English teacher at James Rutter Middle School, for having been selected by the American Literacy Corporation as a recipient of their 2012-2013 Outstanding Contributions to Literacy Award.

The American Literacy Corporation annually grants "The Outstanding Contributions to Literacy Award" to excellent teachers in grades K-8 who show the greatest literacy improvement of their students. Awards of \$2,000 are given to these teachers and a \$500 stipend is given to the winner's school for reading or language arts activities or materials.

Ms. Lee has taught at Rutter for 14 years. She was a student teacher at James Rutter and returned to teach after she completed her credential. Currently, Ms. Lee teaches 8th grade English, 8th grade Honors English, 8th grade SDAIE English, and AVID. She is Rutter's AVID Coordinator, Drama Club Advisor, GEAR UP Team Member, 8th Grade Curriculum Steering Team Member, and is involved every year with the Area 3 Writing Project. According to principal Yuri Pernermon, "Dale Lee goes out of her way to make sure the student's every need is met and that each student truly understands the subject matter. She is a very patient, compassionate, considerate, and caring educator who has a great rapport with students, as well as staff. It is evident that literacy is her passion and she shares that passion with all of her students."

Ms. Lee will be recognized and receive her award at a ceremony in Riverside, California on November 24th.

We are proud to ask the Board of Education to recognize Dale Lee's accomplishments on behalf of students at James Rutter Middle School.

Financial Summary:**Prepared By:** Christina C. Penna**Division Approval:** Christina C. Penna**Prepared By:** _____**Superintendent Approval:** Steven M. Ladd, Ed.D.

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 6

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:** Academic Recognition of Fall Student-Athletes and Coaches**Division:** Secondary Education**Action Requested:**

The Board of Education is asked to recognize fall student-athletes for their outstanding academic performance.

Discussion:

The Elk Grove Unified School District, in conjunction with the nine comprehensive high school Athletic Directors, recognizes the coaches and teams who have achieved the highest combined Grade Point Average of any varsity athletic team during the fall sports season. The team's captain(s) and head coach will represent each team. Honored teams are:

Cosumnes Oaks High School:

Coach	Honored Team	Team GPA
John Ussey	Women's Golf	4.05

Elk Grove High School:

Coach	Honored Team	Team GPA
Tony Tuosto	Women's Tennis	3.90

Florin High School:

Coach	Honored Team	Team GPA
Vincent Nguyen	Women's Tennis	3.80

Franklin High School:

Coach	Honored Team	Team GPA
Jesse Pangilinan	Women's Tennis	4.31

Laguna Creek High School:

Coach	Honored Team	Team GPA
Angie Friedrich	Women's Golf	4.04

Monterey Trail High School:

Coach	Honored Team	Team GPA
Kim Hitchcock	Women's Cross Country	3.89

Pleasant Grove High School:

Coach	Honored Team	Team GPA
Brian Contreras	Women's Volleyball	3.42

Sheldon High School:

Coach	Honored Team	Team GPA
Brooke Morgan	Women's Tennis	3.7

Valley High School:

Coach	Honored Team	Team GPA
Tung Le	Women's Tennis	3.86

Financial Summary: N/APrepared By: Todd ReiswigDivision Approval: Christina C. PennaPrepared By: _____ Superintendent Approval: Steven M. Ladd, Ed.D.

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 7

Board Agenda Item

Supplement No. _____

Meeting Date: November 19, 2013

Subject: 2013 National FFA Convention

Division: Secondary Education

Action Requested:

The Board of Education is asked to recognize the Elk Grove Unified School District students who received recognition at the 86th Annual National Future Farmers of American Convention.

Discussion:

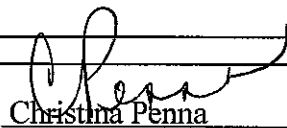
The Board is asked to recognize the following:

~ PLACEHOLDER ~

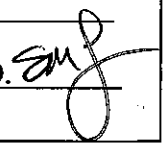
Financial Summary:

N/A

Prepared By: Kathy Hamilton

Division Approval:  Christina Penna

Prepared By: _____

Superintendent Approval: Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No:

9

Board Agenda Item

Supplement No.

Meeting Date:

November 19, 2013

Subject:

2013-14 Budget Update

Department:

Budget

Action Requested:

The Board is asked to hear a report regarding updated information for the 2013-14 State budget.

Discussion:

The attached report will focus on the status of determining the 2013-14 student counts for supplemental and concentration funding purposes.

Attachment to Follow

Financial Summary:

Prepared By: Shannon Stenroos

Division Approval:

Rich Fagan

Prepared By:

Superintendent Approval:

Steven M. Ladd, Ed.D.

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 10

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013

Subject: _____ Division: Facilities and Planning

City of Elk Grove's General Plan Housing Element Update

Action Requested:

The Board of Education is asked to receive a presentation on the City of Elk Grove's General Plan Housing Element update.

Discussion:

The City of Elk Grove (City) is currently in the process of updating the Housing Element of its General Plan. The update is required in order for the City to be in compliance with recent changes in State statute, and once adopted it will be effective until 2021. As part of this process the City is identifying adequate suitable sites to meet its fair-share of the Regional Housing Needs Allocation (RHNA) as determined by the Sacramento Area Council of Governments. The City has a shortfall of vacant sites zoned to accommodate its future very low and low income housing needs and is currently considering amending some General Plan land use designations to include more High Density Residential zoning to meet this requirement.

City staff has identified 42 candidate sites to review and determine which would be appropriate for High Density Residential development. The 42 candidate sites represent approximately 395 acres (more than twice the area ultimately needed according to City Staff) which will be studied in order to determine which of the sites are most appropriate for a High Density Residential rezoning. Although the City is required to have land zoned and available to accommodate the requisite number of new high density housing units, it is not required that any of this housing be built during this 8-year planning period.

The Facilities and Planning Department staff has met with the City's Planning Department staff to discuss the Housing Element process multiple times and has analyzed all candidate sites. The City expects to release the draft Environmental Impact Report (EIR) sometime in November. Staff will review the EIR and comment as appropriate based on the impact any potential rezoning could have on the schools in each candidate site's region relative to the lack of or availability of school capacity as well as developer fee mitigation and Mello Roos requirements.

The other jurisdictions in our school district, the Cities of Sacramento and Rancho Cordova and the County of Sacramento, also have RHNA housing requirements to meet. However, they either have adequate land inventory or are using other methods to meet the RHNA requirement through 2021.

Financial Summary:

Prepared By: William Heinicke *WH* Division Approval: Robert Pierce *RP*

Prepared By: Kim Williams *KW* Superintendent Approval: Steven M. Ladd, Ed.D. *smf*

City of Elk Grove's General Plan Housing Element Update

Presented by:

Robert Pierce, Associate Superintendent
Facilities and Planning

November 19, 2013

... Part of the General Plan

California law requires cities to adopt a comprehensive, long-term general plan for its physical development. Mandatory General Plan elements are:

- Land Use
- Circulation
- ***Housing***
- Conservation
- Open Space
- Noise
- Safety

The Update

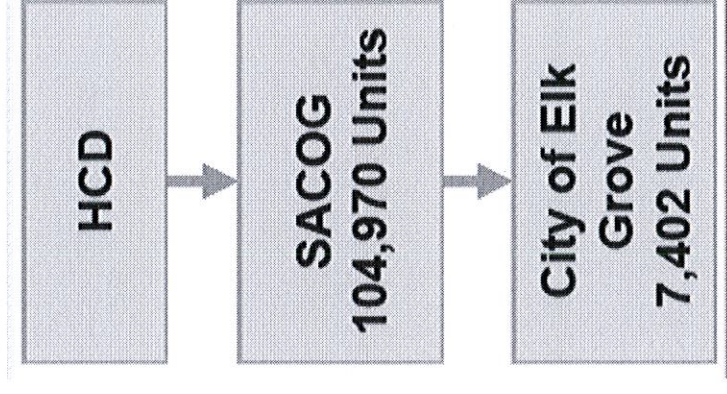
- The City of Elk Grove is currently in the process of updating the Housing Element of its General Plan in order to be in compliance with State law.
- Update every 8 years required by State Law
 - * Due date is October 31, 2013
 - * Must be adopted within 120 day of due date
- Once adopted, it will be in effect until 2021.

City's Approach

- Housing Element law mandates that local governments plan to meet the projected housing needs of all economic segments of the community.
- To satisfy this requirement, adequate land must be zoned appropriately to facilitate the needed housing types.
- Projects may or may not ever be built.

Regional Housing Needs Allocation

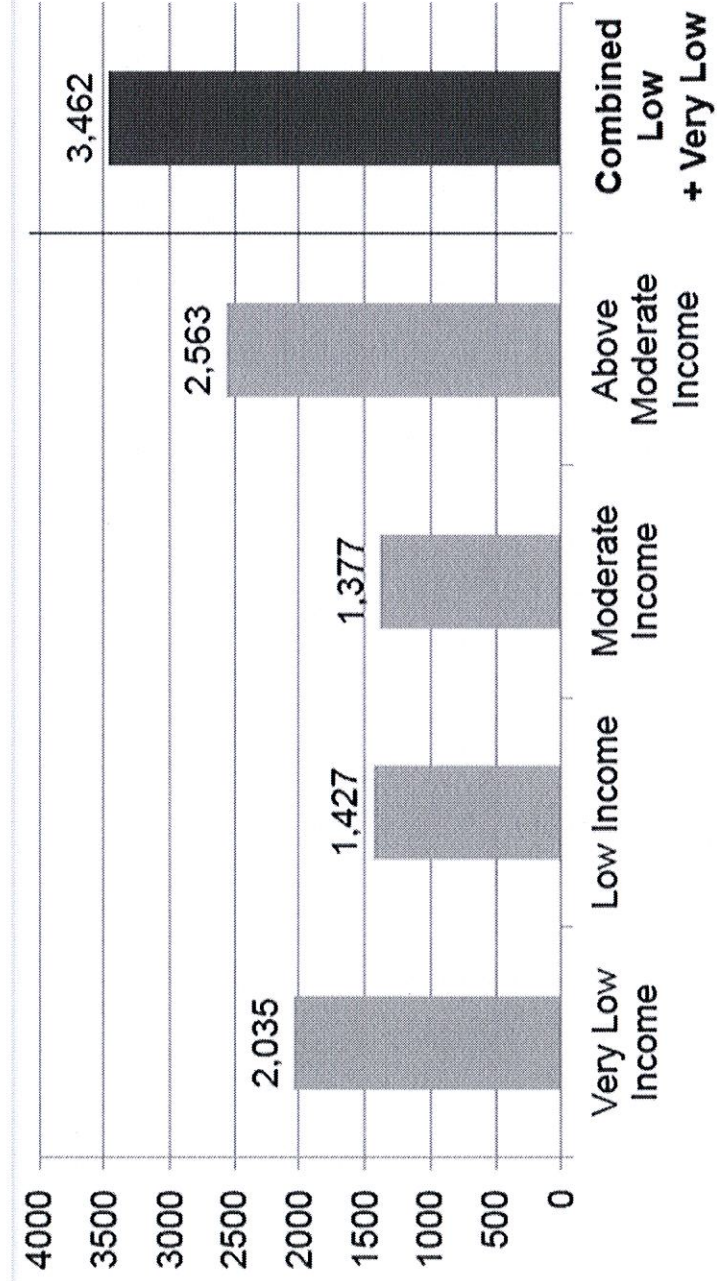
- State law requires HCD to determine total regional housing needs.
- SACOG allocates the regional number among its jurisdictions.
- Allocation is distributed among five standard income categories.



Accommodating the RHNA

- City generally has enough land zoned to meet moderate and above moderate income needs.
- Significant rezoning will be required to meet low and very low income needs.
 - * Staff and Planning Commission identified vacant candidate sites
 - * Environmental Review is underway

Elk Grove's RHNA Allocation

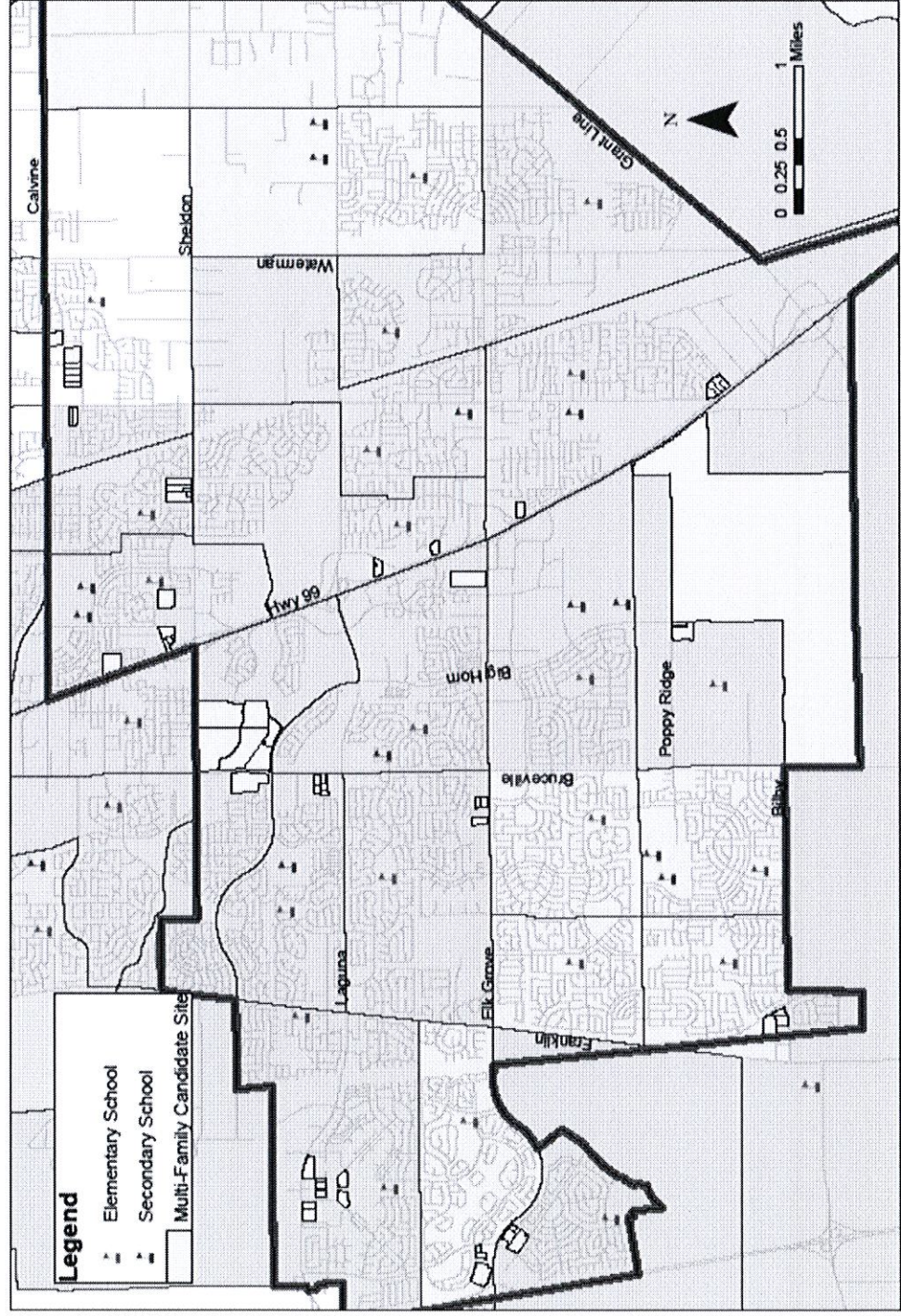


Candidate Sites

- The city has identified 42 potential “candidate” sites with a total of 393 acres to review and determine which will be the most appropriate locations.
- This is twice the area than will ultimately be needed in order to provide future flexibility and to ensure a long term adequate supply of suitable sites.

[illegible]

City of Elk Grove Affordable Housing Candidate Sites



Schools Potentially Impacted

Elementary Schools	Secondary Schools
Arthur Butler**^	Eddy MS/Laguna Creek HS
Raymond Case^	Harris MS/Monterey Trail HS
Elitha Donner*	Johnson MS^/Franklin HS^
John Ehrhardt^	Kerr MS/Elk Grove HS
Elliott Ranch^	Pinkerton MS^/Cosumnes Oaks HS^
Ellen Feickert^	Smedberg MS/Sheldon HS
Foulks Ranch*	
Franklin^	
Roy Herburger^	
Florence Markofer^	
Joseph Sims**^	
Stone Lake*	

*Schools currently on a Year-Round calendar

^Schools at or near capacity

EGUSD's Role in the Process

- Staff has and continues to confer with City Staff throughout the process.
- The potential student impact from each candidate site has been calculated.
- Staff will review the project's EIR upon its release and will comment as appropriate regarding the impact to specific schools.



Questions?

Board Agenda Item**Subject:**Department: Education Services & Technology Services**Common Core State Funds Spending Plan****Action Requested:**

The Board is asked to: (1) hold a public hearing on the proposed spending plan of the Common Core state funds and (2) take action on the proposed plan.

Discussion:

The enacted State Budget for 2013-14 provides one-time funds to local educational agencies to support the activities required to implement the federal Common Core State Standards that California has adopted. These new standards are required to be in place for the 2014-15 academic year. There are a number of activities that we have already undertaken, and continue to undertake, to prepare for this implementation. This new funding is provided specifically to support the following activities:

- Professional Development for certificated and classified employees involved in the direct instruction of pupils using the Common Core State Standards
- Instructional materials and supplemental instructional materials aligned to the Common Core State Standards
- Technology equipment and infrastructure to provide technology-based instruction using Common Core State Standards and to implement computer-based student assessments

The funds must be spent by July 1, 2015. As a condition of receiving the funds, a spending plan for the funds must be presented at a public meeting of the governing board and then approved at a subsequent public meeting of the governing board. What follows is the proposed spending plan for the Common Core State Standards funding that EGUSD will be receiving.

Funding

The estimated amount of one-time funds to be received by EGUSD for this purpose is \$12.3 million.

Uses

The plan is to use the funds during the 2013-14 and 2014-15 in the following manner:

- \$2.0 million- Provide professional development for certificated and classified classroom staff on the use of instructional technology with CCSS adopted curriculum and for the administration of the California Measurement of Academic Performance and Progress (CalMAPP) tests.
- \$2.3 million- Install wireless access points in every classroom to provide Internet access and meet the infrastructure needs of the CalMAPP tests. This work will be done in conjunction with both EGUSD staff and external vendors. The work by external vendors will need to go out to bid for materials and labor. All wireless access point installation will have a targeted completion date of September 2014.
 - Installing WiFi in every classroom is needed to ensure that when a device is used in a room, there is adequate signal strength and will connect at the desired speed. While the WiFi is required to meet the needs of the state mandated testing, it can also be used during the school year to access various

resources online with mobile devices for instructional use.

- By spring 2014, minimal wireless access will be established for State mandated Field testing in grades 3-8.
- \$5.0 million- Purchase approximately 8,200 Chromebooks, storage carts, Google management licensing software and headphones for instruction and testing. These devices will be used to meet the new state requirements for testing in the 2014-15 school year, field testing in the 2013-14 school year and also be used by the students as a resource for accessing online content and collaboration tools during the school year. The rollout of these devices will be done in two major phases.

Phase 1: January/February 2014- deploy approximately 2,000 Chromebooks for the state mandated field testing in grades 3-8 and start professional development on test administration.

Phase 2: September/October 2014- deploy approximately 6,200 Chromebooks for instructional use and the full implementation of the state mandated testing in grades 3-8 and 11. The professional development would be provided to technology-ready/proficient teacher leaders at every grade level in grades 3-6 at each elementary school and to technology-ready/proficient math teacher leaders in grades 7-8 at each middle school.

- While deciding on Chromebooks, Technology Services met with many different stake holders- to determine the technical needs for both testing and curriculum in the classroom. There were many different devices researched and tested, iPads, Chromebooks, Laptops, Netbooks, Android tablets, and Windows tablets. After extensive review and exhaustive testing of all device platforms, we have determined that Chromebooks are the best solution for our needs based on what we now know about the testing and curriculum. Furthermore, the price point of the Chromebook will allow us to purchase more devices for use by our students and allow our staff and students to complete the standardized testing in a shorter time frame. Finally, Technology Services will be able to support Chromebooks with fewer new staff than would be needed with traditional laptops.
- Attached you will find a site by site break down of the number of devices for both field testing and full implementation in the 2014/15 school year.
- \$3.0 million- Replace approximately 3,000 student lab and teacher computers for direct instruction and learning of the common core state standards content.
 - There are approximately 3,000 teacher and student lab desktop computers that are older than seven years old and can't access much of the online common core curriculum. The operating system of these computers will no longer be supported by Microsoft in 2014 and new materials will not be developed for these obsolete computers. These computers are not reliable enough to be used for state mandated testing. These computers are an integral component for the teaching and accessing of common core materials online and can also be used for testing along with the Chromebooks mentioned above.

The board is asked to schedule an open hearing on the spending plan and take action on the plan November 19th.

Financial Summary:

\$12.3 million from the state enacted budget for the implementation of the Common Core State Standards and state mandated testing

Prepared By: Steve Mate

Division Approval: _____

Prepared By: Steve Mate

Superintendent Approval: Steven M. Ladd

Elementary Chromebooks by site						
School	Field Test Computers	Field Test Carts	Fall 2014 Computers	Fall 2014 Carts	Total Full Implementation Computers	Total Full Implementation Carts
Anna Kirchgater Elementary	30	1	90	3	120	4
Ariene Hein Elementary	30	1	120	4	150	5
Arnold Adreani Elementary	30	1	90	3	120	4
Arthur C. Butler Elementary	30	1	90	3	120	4
Barbara Comstock Morse Elementary	30	1	90	3	120	4
C. W. Dillard Elementary	30	1	90	1	120	2
Carroll Elementary	30	1	120	4	150	5
Charles E. Mack Elementary	30	1	90	3	120	4
Cosumnes River Elementary	30	1	90	1	120	2
David Reese Elementary	30	1	90	3	120	4
Edna Batey Elementary	30	1	120	4	150	5
Eritha Donner Elementary	30	1	90	3	120	4
Elk Grove Elementary	30	1	90	3	120	4
Ellen Feickert Elementary	30	1	90	2	120	3
Elliott Ranch Elementary	30	1	90	3	120	4
Florence Markofer Elementary	30	1	90	2	120	3
Florin Elementary	30	1	90	2	120	3
Foulks Ranch Elementary	30	1	90	3	120	4
Franklin Elementary	30	1	90	3	120	4
Heleen Carr Castello Elementary	30	1	90	3	120	4
Herman Leimbach Elementary	30	1	90	2	120	3
Irene B. West Elementary	30	1	120	4	150	5
Isabelle Jackson Elementary	30	1	90	3	120	4
James A. McKee Elementary	30	1	90	2	120	3
John Ehrhardt Elementary	30	1	90	3	120	4
John Reith Elementary	30	1	90	3	120	4
Joseph Sims Elementary	30	1	120	4	150	5
Maedra E. Beitzel Elementary	30	1	90	3	120	4
Mary Tsukamoto Elementary	30	1	90	3	120	4
Pleasant Grove Elementary	30	1	90	1	120	2
Prairie Elementary	30	1	90	3	120	4
Raymond Case Elementary	30	1	90	3	120	4
Robert J. Fite Elementary	30	1	90	2	120	3
Roy Herburger Elementary	30	1	90	3	120	4
Samuel Kennedy Elementary	30	1	90	3	120	4
Sierra Enterprise Elementary	30	1	90	1	120	2
Stone Lake Elementary	30	1	90	3	120	4
Sunrise Elementary	30	1	90	3	120	4
Union House Elementary	30	1	90	3	120	4
Elementary Totals	1170	39	3660	108	4830	147

Secondary Chromebooks by site						
School	Field Test Computers	Field Test Carts	Fall 2014 Computers	Fall 2014 Carts	Full Implementation Computers	Full Implementation Carts
Edward Harris, Jr. Middle	80	4	200	10	280	14
Elizabeth Pinkerton Middle	80	4	120	6	200	10
Harriet G. Eddy Middle	80	4	120	6	200	10
James Butler Middle	80	4	120	6	200	10
Joseph Kerr Middle	80	4	120	6	200	10
Katherine L. Albani Middle	80	4	200	10	280	14
Samuel Jackman Middle	80	4	120	6	200	10
T. R. Smedberg Middle	80	4	160	8	240	12
Toby Johnson Middle	80	4	200	10	280	14
Cosumnes Oaks High	0	0	120	6	120	6
Elk Grove High	0	0	120	6	120	6
Florin High	0	0	80	4	80	4
Franklin High	0	0	160	8	160	8
Laguna Creek High	0	0	80	4	80	4
Monterey Trail High	0	0	120	6	120	6
Pleasant Grove High	0	0	160	8	160	8
Sheldon High	0	0	160	8	160	8
Valley High	0	0	80	4	80	4
Secondary Totals	720	36	2440	122	3160	158

Alternative/Continuation Chromebooks by site

School	Field Test Computers	Field Test Carts	Fall 2014 Computers	Fall 2014 Carts	Full Implementation Computers	Full Implementation Carts
Daylor (William) High (Continuation)			30	1	30	1
Las Flores High (Alternative)			30	1	30	1
Rio Cazadero High (Continuation)			30	1	30	1
Elk Grove Charter			30	1	30	1
Calvine High			30	1	30	1
Alternative Totals	0	0	150	5	150	5
	Field Test Computers	Field Test Carts	Fall 2014 Computers	Fall 2014 Carts	Full Implementation Computers	Full Implementation Carts
District Totals	1,890	75	6,250	235	8,140	310

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:**Department: Human Resources

Tentative Agreement Between Elk Grove Unified School District and Amalgamated Transit Union (ATU)

Action Requested:

If the Tentative Agreement between the Elk Grove Unified School District (EGUSD) and the Amalgamated Transit Union (ATU) is ratified by ATU, the Board of Education of EGUSD is asked to conduct a Public Hearing to present the Tentative Agreement reached through negotiations on October 31, 2013. Should there be an affirmative action by ATU, the EGUSD Board President should announce and open the public hearing with a request for anyone who wishes to speak to the proposal to please come forward. After listening to any speakers, the Board President should close the public hearing. After closing the public hearing, the Board should be asked to take action to approve the tentative agreement.

Discussion:

If the Tentative Agreement is ratified by a vote of the ATU members, the EGUSD Board should be asked to approve the attached Tentative Agreement. In addition, Education Code Section 3540.2 stipulates a fiscal review by the Sacramento County Office of Education (SCOE) of negotiated agreements to determine the financial impact of the agreement on the District budget. Therefore, the AB 1200 report which provides the financial analysis of the Tentative Agreement is attached and was submitted to SCOE for their review.

Financial Summary:Prepared By: _____ Department Approval: Glen De Graw Prepared By: _____ Superintendent Approval: Steven M. Ladd, Ed.D. 

Tentative Agreement
between
Elk Grove Unified School District
And
Amalgamated Transit Union, Local 256

October 31, 2013


Elk Grove Unified School District (District) and Amalgamated Transit Union, Local 256 (ATU), collectively referred to as "the parties," have considered their mutual interests and have agreed to enter into this Tentative Agreement (Agreement) to completely resolve negotiations for the 2013-2014 school year. All of the terms included in this Agreement are contingent upon approval by the Sacramento County Office of Education and ratification by both parties.

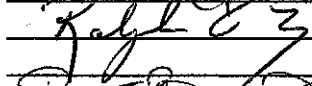
1. Effective retroactive to July 1, 2013, the current 2013-2014 ATU Salary Schedule including the Longevity Bonus shall be increased by 2.7244%.
2. In order to be eligible for any retroactive payment, a unit member must have worked for the District prior to ratification of this agreement by both parties during the 2013-2014 school year. This retroactive payment shall be prorated for less than full time and less than full year unit members.

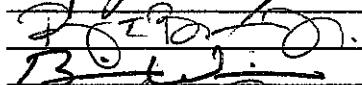
3. TERM

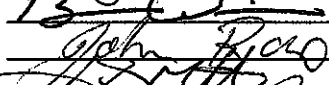
The parties agree to extend the term of the collective bargaining agreement between the parties from July 1, 2013 to June 30, 2015. Except as provided in this Tentative Agreement, all other terms and conditions of the parties' collective bargaining agreement shall remain in full force and effect. The parties agree that ATU and the District may each reopen up to four articles for the 2014-2015 school year.

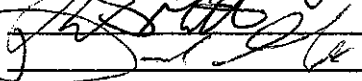
For ATU








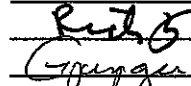


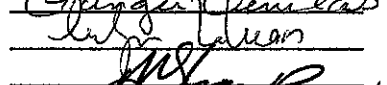


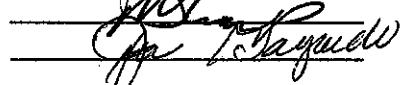
Dated: 10/31/13

For EGUSD









Dated: 10/31/13

SACRAMENTO COUNTY OFFICE OF EDUCATION

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District:	Elk Grove Unified School District
Name of Bargaining Unit:	Amalgamated Transit Union (ATU), Local 256
Certificated, Classified, Other:	Certificated - non-management

The proposed agreement covers the period beginning: July 1, 2013 and ending: June 30, 2015
(date) (date)

The Governing Board will act upon the agreement on: November 19, 2013
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation		Annual	Fiscal Impact of Proposed Agreement		
		Cost Prior to	Year 1	Year 2	Year 3
		Proposed Agreement	Increase (Decrease)	Increase (Decrease)	Increase (Decrease)
		FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16
1	Salary Schedule (This is to include Step and Columns, which is also reported separately in Item 6)	\$5,184,729	\$141,253	\$141,253	\$141,253
			0.027244	0.02652145	0.025836235
2	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$0	\$0	\$0	\$0
	Description of other compensation:				
3	Statutory Benefits - STRS, PERS, FICA, WE, UI, Medicare, etc.	\$1,229,818	\$33,505	\$33,505	\$33,505
			0.027243991	0.026521441	0.025836227
4	Health/Welfare Plans	\$1,967,748	\$0	\$0	\$0
5	Total Compensation - Add Items 1 through 4 to equal 5	\$8,382,295	\$174,758	\$174,758	\$174,758
			0.020848456	0.020422675	0.020013937
6	Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1	\$10,349	\$0	\$0	\$0
7	Total Number of Represented Employees (Use FTEs if appropriate)	134.8148	134.8148	134.8148	134.8148
8	Total Compensation <u>Average</u> Cost per Employee	\$62,176	\$1,296	\$1,296	\$1,296

- 9 . What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

Yes

- 10 . Were any additional steps, columns, or range added to the schedule? (If yes, please explain.)

No

- 11 . Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

N/A

- 12 . Does this bargaining unit have a negotiated cap for Health & Welfare Yes ☒ No ☐

If yes, please describe the cap amount.

The District's maximum contribution toward medical benefit premium costs shall be 80% of the premium cost for the low cost medical plan offered by the District. Each Bargaining Unit member's contribution toward medical benefit premium costs shall be at 20% of the premium cost from the low cost plan medical plan offered by the district. Unit members shall be responsible for the buy up costs related to selecting a medical plan other than the low cost plan.

- B. Proposed Negotiated Changes in Non-compensation Items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing rations, etc.)

N/A

- C. What are the specific impacts (positive or negative) on instructional and support programs accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

N/A

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

ATU and the District agree to reopen up to four articles for the 2014-15 school year.

E. Will this agreement create, or decrease deficit financing in the current or subsequent year(s)? "Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenue and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

This agreement will increase deficit financing in 2013-14.

F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

N/A

G. Source of Funding for Proposed Agreement

1. Current Year

Ongoing additional state revenue.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will all the district to afford this contract)?

N/A

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

Ongoing additional state revenue.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund
Enter Bargaining Unit: **ATU**

	Column 1	Column 2	Column 3	Column 4
	Latest Board - Approved Budget Before Settlement (As of 8/6/13)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	\$334,375,304			\$334,375,304
Remaining Revenues (8100-8799)	\$49,344,462			\$49,344,462
TOTAL REVENUES	\$383,719,766	\$0	\$0	\$383,719,766
EXPENDITURES				
Certificated Salaries (1000-1999)	\$202,057,207		\$4,940,161	\$206,997,368
Classified Salaries (2000-2999)	\$34,768,353			\$34,768,353
Employee Benefits (3000-3999)	\$82,515,541	\$0	\$879,272	\$83,394,813
Books and Supplies (4000-4999)	\$10,729,595		-\$2,000,000	\$8,729,595
Services, Other Operating Expenses (5000-5999)	\$18,517,990			\$18,517,990
Capital Outlay (6000-6999)	\$0			\$0
Other Outgo (7100-7299) (7400-7499)	\$202,908			\$202,908
Direct Support/Indirect Cost (7300-7399)	-\$6,212,320			-\$6,212,320
Other Adjustments				\$0
TOTAL EXPENDITURES	\$342,579,274	\$0	\$3,819,433	\$346,398,707
OPERATING SURPLUS (DEFICIT)	\$41,140,492	\$0	-\$3,819,433	\$37,321,059
TRANSFERS IN & OTHER SOURCES (8910-8979)				\$0
TRANSFERS OUT & OTHER USES (7610-7699)	-\$1,705,797			-\$1,705,797
CONTRIBUTIONS (8980-8999)	-\$49,323,559	-\$174,758	-\$759,432	-\$50,257,749
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	-\$9,888,864	-\$174,758	-\$4,578,865	-\$14,642,487
BEGINNING BALANCE	\$51,751,242			\$51,751,242
Prior-Year Adjustments/Restatements (9793/9795)				\$0
CURRENT-YEAR ENDING BALANCE	\$41,862,378	-\$174,758	-\$4,578,865	\$37,108,755
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)	\$301,517			\$301,517
Reserved for Economic Uncertainties (9789)	\$10,000,000			\$10,000,000
Designated Amounts (9780)	\$31,560,861	-\$174,758	-\$4,578,865	\$26,807,238
Unappropriated Amounts (9790)	\$0	\$0	\$0	\$0

* Please see question on page 7.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Bargaining Unit:		Restricted General Fund ATU		
	Column 1	Column 2	Column 3	Column 4
	Latest Board - Approved Budget Before Settlement (As of 8/6/13)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Column 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	\$7,176,694			\$7,176,694
Remaining Revenues (8100-8799)	\$82,903,511			\$82,903,511
TOTAL REVENUES	\$90,080,205	\$0	\$0	\$90,080,205
EXPENDITURES				
Certificated Salaries (1000-1999)	\$41,875,420		\$833,882	\$42,709,302
Classified Salaries (2000-2999)	\$27,744,601	\$141,253		\$27,885,854
Employee Benefits (3000-3999)	\$30,000,684	\$33,505	\$114,659	\$30,148,848
Books and Supplies (4000-4999)	\$11,267,142		-\$189,109	\$11,078,033
Services, Other Operating Expenses (5000-5999)	\$22,718,256			\$22,718,256
Capital Outlay (6000-6999)	\$482,723			\$482,723
Other Outgo (7100-7299) (7400-7499)	\$1,791,526			\$1,791,526
Direct Support/Indirect Cost (7300-7399)	\$4,703,782			\$4,703,782
Other Adjustments				\$0
TOTAL EXPENDITURES	\$140,584,134	\$174,758	\$759,432	\$141,518,324
OPERATING SURPLUS (DEFICIT)	-\$50,503,929	-\$174,758	-\$759,432	-\$51,438,119
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$0			\$0
TRANSFERS OUT & OTHER USES (7610-7699)	\$0			\$0
CONTRIBUTIONS (8980-8999)	\$49,323,559	\$174,758	\$759,432	\$50,257,749
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	-\$1,180,370	\$0	\$0	-\$1,180,370
BEGINNING BALANCE	\$22,782,793			\$22,782,793
Prior-Year Adjustments/Restatements (9793/9795)				\$0
CURRENT-YEAR ENDING BALANCE	\$21,602,423	\$0	\$0	\$21,602,423
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)	\$21,602,423			\$21,602,423
Reserved for Economic Uncertainties (9789)				\$0
Designated Amounts (9780)				\$0
Unappropriated Amounts (9790)	\$0	\$0	\$0	\$0

* Please see question on page 7.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Bargaining Unit: **Combined General Fund**
ATU

	Column 1	Column 2	Column 3	Column 4
	Latest Board - Approved Budget Before Settlement (As of 8/6/13)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	\$341,551,998	\$0	\$0	\$341,551,998
Remaining Revenues (8100-8799)	\$132,247,973	\$0	\$0	\$132,247,973
TOTAL REVENUES	\$473,799,971	\$0	\$0	\$473,799,971
EXPENDITURES				
Certificated Salaries (1000-1999)	\$243,932,627	\$0	\$5,774,043	\$249,706,670
Classified Salaries (2000-2999)	\$62,512,954	\$141,253	\$0	\$62,654,207
Employee Benefits (3000-3999)	\$112,516,225	\$33,505	\$993,931	\$113,543,661
Books and Supplies (4000-4999)	\$21,996,737	\$0	-\$2,189,109	\$19,807,628
Services, Other Operating Expenses (5000-5999)	\$41,236,246	\$0	\$0	\$41,236,246
Capital Outlay (6000-6999)	\$482,723	\$0	\$0	\$482,723
Other Outgo (7100-7299) (7400-7499)	\$1,994,434	\$0	\$0	\$1,994,434
Direct Support/Indirect Cost (7300-7399)	-\$1,508,538	\$0	\$0	-\$1,508,538
Other Adjustments	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$483,163,408	\$174,758	\$4,578,865	\$487,917,031
OPERATING SURPLUS (DEFICIT)	-\$9,363,437	-\$174,758	-\$4,578,865	-\$14,117,060
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$0	\$0	\$0	\$0
TRANSFERS OUT & OTHER USES (7610-7699)	-\$1,705,797	\$0	\$0	-\$1,705,797
CONTRIBUTIONS (8980-8999)	\$0	\$0	\$0	\$0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	-\$11,069,234	-\$174,758	-\$4,578,865	-\$15,822,857
BEGINNING BALANCE	\$74,534,035			\$74,534,035
Prior-Year Adjustments/Restatements (9793/9795)	\$0			\$0
CURRENT-YEAR ENDING BALANCE	\$63,464,801	-\$174,758	-\$4,578,865	\$58,711,178
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)	\$21,903,940	\$0	\$0	\$21,903,940
Reserved for Economic Uncertainties (9789)	\$10,000,000	\$0	\$0	\$10,000,000
Designated Amounts (9780)	\$31,560,861	-\$174,758	-\$4,578,865	\$26,807,238
Unappropriated Amounts - Unrestricted (9790)	\$0	\$0	\$0	\$0

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Enter Bargaining Unit:		Combined General Fund ATU		
	2013-14	2014-15	2015-16	
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement	
REVENUES				
Revenue Limit Sources (8010-8099)	\$341,551,998	\$357,421,812	\$368,870,678	
Remaining Revenues (8100-8799)	\$132,247,973	\$132,247,973	\$132,825,362	
TOTAL REVENUES	\$473,799,971	\$489,669,785	\$501,696,040	
EXPENDITURES				
Certificated Salaries (1000-1999)	\$249,706,670	\$250,490,513	\$254,870,372	
Classified Salaries (2000-2999)	\$62,654,207	\$62,705,101	\$62,821,063	
Employee Benefits (3000-3999)	\$113,543,661	\$119,363,672	\$126,511,533	
Books and Supplies (4000-4999)	\$19,807,628	\$21,178,361	\$20,978,543	
Services, Other Operating Expenses (5000-5999)	\$41,236,246	\$41,558,529	\$42,070,856	
Capital Outlay (6000-6999)	\$482,723	\$182,723	\$182,723	
Other Outgo (7100-7299) (7400-7499)	\$1,994,434	\$1,944,434	\$1,944,434	
Direct Support/Indirect Cost (7300-7399)	-\$1,508,538	-\$1,508,538	-\$1,508,538	
Other Adjustments	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$487,917,031	\$495,914,795	\$507,870,986	
OPERATING SURPLUS (DEFICIT)	-\$14,117,060	-\$6,245,010	-\$6,174,946	
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$0	\$0	\$0	
TRANSFERS OUT & OTHER USES (7610-7699)	-\$1,705,797	-\$1,705,797	-\$1,705,797	
CONTRIBUTIONS (8980-8999)	\$0	\$0	\$0	
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	-\$15,822,857	-\$7,950,807	-\$7,880,743	
BEGINNING BALANCE	\$74,534,035	\$58,711,178	\$50,760,371	
CURRENT-YEAR ENDING BALANCE	\$58,711,178	\$50,760,371	\$42,879,628	
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts (9711-9740)	\$21,903,940	\$20,571,708	\$18,798,198	
Reserved for Economic Uncertainties - Unrestricted (9789)	\$10,000,000	\$10,000,000	\$10,200,000	
Reserved for Economic Uncertainties - Restricted (9770)				
Board Designated Amounts (9780)	\$26,807,238	\$20,188,663	\$13,881,430	
Unappropriated Amounts - Unrestricted (9790)	\$0	\$0	\$0	
Unappropriated Amounts - Restricted (9790)	\$0	\$0	\$0	

J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2013-14	2014-15	2015-16
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$489,622,828	\$497,620,592	\$509,576,783
b.	State Standard Minimum Reserve Percentage for this District <u>2%</u> enter percentage:	2%	2%	2%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, OR \$50,000	\$9,792,457	\$9,952,412	\$10,191,536

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

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$10,000,000	\$10,000,000	\$10,200,000
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$0	\$0	\$0
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9780)	\$0	\$0	\$0
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9780)	\$0	\$0	\$0
g.	Total Available Reserves	\$10,000,000	\$10,000,000	\$10,200,000
h.	Reserve for Economic Uncertainties Percentage	2.0%	2.0%	2.0%

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

2013-14	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2014-15	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2015-16	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

N/A

5. If the total amount of the adjustment in Column 2 on Page 4 does not agree with the amount of the Total Compensation Increase in Section A, Line 5, Page 1 (i.e., increase was partially budgeted), explain the variance below:

6. Please include any additional comments and explanation of Page 4 if necessary: N/A

K. SALARY NOTIFICATION REQUIREMENT

The following section is applicable and should be completed when any Salary/Benefit Negotiations are settled after the district's final budget has been adopted.

COMPARISON OF PROPOSED AGREEMENT TO CHANGE IN DISTRICT BASE REVENUE LIMIT

(a) Current-Year LCFF Revenue Base Revenue Limit (BRL) per ADA: (obtain from the County Office-provided Revenue Limit run, Form RL, Line 4)	\$ <u>6578.00</u> (Estimated)
(b) Prior-Year Base Revenue Limit per ADA: (Form RL, Line 1)	\$ <u>6272.00</u> (Actual)
(c) Amount of Current-Year Increase: (a) minus (b)	\$ <u>306</u>
(d) Percentage Increase in Revenue BRL per ADA: (c) divided by (b)	4.88%
(e) Deficit: (Form RL, Line 9-a)	<u>0</u> %
(f) Percentage Increase in BRL after deficit:	0.00%
(g) Total Compensation Percentage Increase from Section A, Line 5, Page 1 for Current year (Year 1)	2.72%

L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICTS ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Elk Grove Unified School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Amalgamated Transit Union (ATU), Local 256, during the term of the agreement from July 1, 2013 to June 30, 2015.

The budget revisions necessary to meet the costs of the agreement are as follows:

Budget Adjustment Categories:

Revenues/Other Financing Sources

Expenditures/Other Financing Uses

Ending Balance Increase (Decrease)

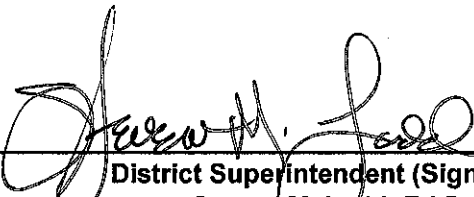
**Budget Adjustment
Increase (Decrease)**

0

174,758

(174,758)

 (No budget revisions necessary)



District Superintendent (Signature)
Steven M. Ladd, Ed.D.

11/4/13

Date



Chief Business Officer (Signature)
Rich Fagan

10/1/13

Date

Tentative Agreement
between
Elk Grove Unified School District
And
Amalgamated Transit Union, Local 256

October 31, 2013

Elk Grove Unified School District (District) and Amalgamated Transit Union, Local 256 (ATU), collectively referred to as "the parties," have considered their mutual interests and have agreed to enter into this Tentative Agreement (Agreement) to completely resolve negotiations for the 2013-2014 school year. All of the terms included in this Agreement are contingent upon approval by the Sacramento County Office of Education and ratification by both parties.

1. Effective retroactive to July 1, 2013, the current 2013-2014 ATU Salary Schedule including the Longevity Bonus shall be increased by 2.7244%.
2. In order to be eligible for any retroactive payment, a unit member must have worked for the District prior to ratification of this agreement by both parties during the 2013-2014 school year. This retroactive payment shall be prorated for less than full time and less than full year unit members.

3. TERM

The parties agree to extend the term of the collective bargaining agreement between the parties from July 1, 2013 to June 30, 2015. Except as provided in this Tentative Agreement, all other terms and conditions of the parties' collective bargaining agreement shall remain in full force and effect. The parties agree that ATU and the District may each reopen up to four articles for the 2014-2015 school year.

For ATU

Victor M. Guerra
Ralph E. 3
2013-2014
130
John 2040
John 2040

Dated: 10/31/13

For EGUSD

Gloria DeGru
Ruth
Gregory Pennington
John 2040
John 2040

Dated: 10/31/13

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 13

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013

Subject:

Division: Facilities and Planning

Resolution Adopting Contractor Pre-Qualification Process

Action Requested:

The Board of Education is requested to (1) Review the attached Pre-Qualification documents and (2) Adopt a Resolution authorizing the Administration to execute the Pre-Qualification process for projects with an expenditure of \$1,000,000 or more when deemed necessary by the Associate Superintendent of Facilities and Planning.

Discussion:

Effective January 1, 2014, Public Contract Code 20111.6 requires that all California school districts with an average daily attendance greater than 2,500 shall be required to prequalify general contractors and mechanical, electrical, and plumbing subcontractors on projects with an anticipated expenditure of \$1,000,000 or more which are funded in whole or in part by State school bonds. The statute further allows those school districts the discretion to prequalify contractors and subcontractors on projects that may meet some, but not all, of the aforementioned criteria.

The Administration has worked with legal counsel to develop a Pre-Qualification process with a uniform system of rating contractors and subcontractors as set forth in Public Contract Code 20111.5. Staff is recommending that the governing Board authorize the Associate Superintendent of Facilities and Planning to deem projects as necessary valued at \$1,000,000 or more to require the prequalification process. Staff is also recommending a quarterly prequalification process as well as defined essential criteria requirements as to provide EGUSD with a pool of qualified contractors at all times

The Administration recommends that the Board of Education adopt Resolution # 29, authorizing the Administration to conduct the Pre-Qualification process and the Associate Superintendent of Facilities and Planning to convene a panel to hold hearings, as required, to settle any disputes that may arise from the process.

Financial Summary:

n/a

Prepared By: Stacey Allison Division Approval: Robert Pierce 

Prepared By: Lee Leavelle  Superintendent Approval: Steven M. Ladd Ed.D. 

**BEFORE THE BOARD OF EDUCATION OF THE
ELK GROVE UNIFIED SCHOOL DISTRICT
SACRAMENTO COUNTY, CALIFORNIA**

**IN THE MATTER OF
PREQUALIFICATION OF BIDDERS**

**RESOLUTION NO. 29
RESOLUTION ADOPTING BIDDER
PREQUALIFICATION PROCEDURE
AND RATING STANDARDS**

WHEREAS, Public Contract Code section 20111.5 authorizes public school districts to require bidders for public works contracts to submit to a prequalification process; and

WHEREAS, as of January 1, 2014, California school districts with average daily attendance greater than 2,500 shall be required by Public Contract Code section 20111.6 to prequalify general contractors and mechanical, electrical, and plumbing subcontractors on projects involving an anticipated expenditure of \$1,000,000 or more, and which are funded in whole or in part by State school bonds, and may continue to elect to prequalify contractors on projects that do not meet these requirements; and

WHEREAS, the Board of Education desires to use the process set forth in Public Contract Code section 20111.5 to prequalify, on a quarterly basis, such bidders who are general contractors, and mechanical, electrical, and plumbing subcontractors; and

NOW THEREFORE BE IT RESOLVED that no contracts for the construction of any project involving an anticipated expenditure of \$1,000,000 or more or which may be funded in whole or in part by State school bonds as determined by the Associate Superintendent, Facilities and Planning shall be awarded pursuant to Public Contract Code section 20111 to bidders who have not been prequalified or bidders who have designated mechanical, electrical, or plumbing subcontractors who have not been prequalified; and

BE IT FURTHER RESOLVED that bidders who are general contractors, mechanical subcontractors, electrical subcontractors, and plumbing subcontractors shall be prequalified in accordance with the requirements set forth in the Elk Grove Unified School District Prequalification Application (including the Quarterly Update and Certification), attached hereto and incorporated herein as Exhibit A; and

BE IT FURTHER RESOLVED that the Board hereby adopts the Prequalification Questionnaire (including the Quarterly Update and Certification), financial statement, uniform system of rating bidders, and other documents included in Exhibit A; and

BE IT FURTHER RESOLVED that the Board hereby delegates to the Associate Superintendent, Facilities and Planning, the authority to convene a panel and hold hearings from time to time to hear and make determinations on any challenges or disputes relating to prequalification raised by a bidder, contractor, or subcontractor.

The foregoing Resolution was adopted by the Board of Education of the Elk Grove Unified School District of Sacramento County, California, at a Board of Education meeting held on the ____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, _____, Clerk of the Board of Education of the Elk Grove Unified School District, HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed and adopted by the Board of Education at a meeting thereof held on the ____ day of _____, _____, by the foregoing vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereto set my hand this ____ day of _____, _____.

Clerk of the Board of Education

Attachment: Exhibit A

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item

No:

14

Board Agenda Item

Supplement No.

Meeting Date:

November 19, 2013

Subject:

REVISIONS TO BOARD POLICY (BP) 3312 –
CONTRACTS, SECOND READING & ADOPTION

Department:

Fiscal Services

Action Requested:

The Board of Education is asked to approve proposed changes regarding Board Policy 3312 – Contracts, as presented on November 5, 2013 at the first reading.

Discussion:

Recent discussion regarding the approval of contracts provided the opportunity to review the District's current policy in this area. The following proposed changes are reflected on the attached "Proposed Revisions" version of Board Policy 3312-Contracts:

- Clarify that the bid limit referred to in the current policy is set by the California State Superintendent of Public Instruction. The current bid limit amount is \$83,400.
- Require that contracts for professional consulting services in excess of \$50,000 must first be approved by the Board and then executed by Designated Personnel (also see agenda item "Revisions to Board Policy 3600-Consultants").
- Remove language that required contracts funded by Associated Student Body Funds to be either approved or ratified by the Board of Education.

A review of California School Boards Association sample policy was also completed and it was determined that no changes were required as a result of the review.

This item was presented to the Board of Education on November 5, 2013, as a first reading and no changes have been made to the original proposed changes.

Financial Summary:

No financial impact.

Prepared By: Carrie Hargis *Carrie Hargis*

Division Approval:

Rich Fagan *Rich Fagan*

Prepared By:

Superintendent Approval:

Steven M. Ladd, Ed.D. *smf*

Business and Non-instructional Operations

BP 3312(a)

CONTRACTS

A. General Provisions

All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.

Under State law, to constitute an enforceable obligation against the District, all contracts must be approved by the Board in advance, or approved by an authorized administrator acting on behalf of the Board and subsequently ratified by the Board. (Education Code 17604.) Board approval or ratification means an action taken by the Board at a lawfully called meeting that is recorded in the Board's minutes as an official action of the District.

District administrators may not, without prior Board authorization, enter into contracts for goods or services to be paid for with District funds. However, whenever state law invests the Governing Board with the power to enter into contracts on behalf of the district, the Board may, by a majority vote, delegate this power to the Superintendent or other designee(s). Any "contract" not approved or ratified by the Board of Education is not valid and does not constitute an enforceable obligation against the District.

Every contract entered into by the Superintendent or designee(s) pursuant to the Board's delegation of authority requires subsequent ratification by the Board. Ratification may be placed on the Board's Consent Agenda. The contractor or vendor may commence work and if the Board fails to subsequently ratify any such contract, the contractor or vendor may, in the Board's sole discretion, be remunerated for products or services already provided, but shall not be entitled to payment for any additional services or supplies under that contract.

The district upholds state nondiscrimination laws. When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement.

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, sex, religion, ancestry, national origin, age, sexual orientation, sexual preference, ethnicity, gender, physical or mental disability or non job-related handicap or disability, either in employment practices or in the provision of benefits of services to students or employees.

Business and Non-instructional Operations

BP 3312(b)

CONTRACTS

B. Contract Review Requirements

1. All Contracts and/or Contract Language Require Risk Management Review. All contracts and/or contracts with non pre-approved template language must be reviewed by the Risk Management Department for liability concerns, insurance requirements and related issues.
2. Fiscal Services Review of Non-ASB Contracts. All non-ASB contracts and construction contracts must be reviewed by Fiscal Services, in addition to the Risk Management Department, for budget authorization and compliance with IRS independent contractor regulations.
3. Legal Review Requirements. Legal review may be conducted as deemed appropriate by the Board, Superintendent and/or designees. All template language will be reviewed by legal counsel.

C. Authorization to Approve Contracts and Construction Change Orders Under Legal Bid Limits.

The Governing Board hereby authorizes and delegates to certain administrators the authority to sign contracts on behalf of the Board subject to subsequent Board ratification.

1. Under Education Code section 17604, for contracts for supplies, materials, apparatus, equipment, construction services, other services and construction change orders up to the legal bid limits as set by California State Superintendent of Public Instruction, the Board has delegated approval authority to the following designees ("Designated Personnel"):

Superintendent
Associate Superintendent of Finance & School Support
Director of Purchasing
Director of Fiscal Services

For Facilities and Maintenance Related Contracts Only
Associate Superintendent of Facilities & Planning
Director of Planning
Director of Development

Business and Non-instructional Operations

BP 3312(c)

CONTRACTS

Director of Maintenance

Contracts under the bid limits, as set by California State Superintendent of Public Instruction, except as noted can be approved by the Designated Personnel, subject to Board ratification. Contracts over bid limits and any contracts in excess of \$50,000 for professional consulting services must be approved by the Board and then executed by the Designated Personnel.

Amendments to contracts, including construction contract change orders both under and over bid limits, may be approved by the Designated Personnel, subject to Board ratification.

2. ASB Contracts. Associated Student Body contracts may be approved as follows:

School site principals have the authority to sign contracts that will be funded by the ASB account. ~~The authorization is limited to supplies, equipment or services with a limit of \$2,000 per contract and an accumulated cost per vendor not to exceed \$10,000 per fiscal year.~~ All ASB contracts must be reviewed by the principal for appropriateness and compliance with IRS independent contractor, fingerprint, and TB requirements, ~~and then sent to the Board for ratification.~~

~~ASB contracts over \$2,000 and/or an accumulated per vendor amount of \$10,000 per fiscal year must be approved by the division's Associate Superintendent and then forwarded to the Board of Education for ratification. The supplies and/or services provided for under any such contract shall not be acquired and/or performed until ratified by the Board of Education.~~

D. Duration of Continuing Contracts

Continuing contracts for work to be done, services to be performed or for apparatus or equipment to be furnished, sold, built, installed, or repaired for the District, or for materials or supplies to be furnished or sold to the District may be made with an accepted vendor as follows: for work or services, or for apparatus or equipment, not to exceed five years; for materials or supplies, not to exceed three years.

(cf. 3600(a) – Consultant Contracts)

Legal Reference:

EDUCATION CODE

Business and Non-instructional Operations

BP 3312(d)

CONTRACTS

200-262.4 Prohibition of discrimination on the basis of sex
14505 Provisions required in contracts for audits
17595-17606 Contracts
35161: Powers and Duties Generally
35163: Official Actions/Minutes
35164: Vote Requirements
35182.5 Contract prohibitions
45103.5 Contracts for management consulting service related to food service

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs
53260 Contract provision re maximum cash settlement
53262 Ratification of contracts with administrative officers
53995 – 53997 Obligation of contracts

LABOR CODE

1775 Penalties for violations
1810 – 1813 Working hours

PUBLIC CONTRACT CODE

4100 – 4114 Subletting and subcontracting fair practices
7104 Contracts for excavations; discovery of hazardous waste
7106 Non-collusion affidavit
20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder
20104.50 Construction Progress Payments
22300 Performance retentions

UNITED STATES CODE, TITLE 20

1681 -1688 Title IX, discrimination

Business and Non-instructional Operations

BP 3312(e)

CONTRACTS

Policy

Adopted: October 21, 2008

Revised:

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

Business and Non-instructional Operations**BP 3312(a)****CONTRACTS****A. General Provisions**

All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.

Under State law, to constitute an enforceable obligation against the District, all contracts must be approved by the Board in advance, or approved by an authorized administrator acting on behalf of the Board and subsequently ratified by the Board. (Education Code 17604.) Board approval or ratification means an action taken by the Board at a lawfully called meeting that is recorded in the Board's minutes as an official action of the District.

District administrators may not, without prior Board authorization, enter into contracts for goods or services to be paid for with District funds. However, whenever state law invests the Governing Board with the power to enter into contracts on behalf of the district, the Board may, by a majority vote, delegate this power to the Superintendent or other designee(s). Any "contract" not approved or ratified by the Board of Education is not valid and does not constitute an enforceable obligation against the District.

Every contract entered into by the Superintendent or designee(s) pursuant to the Board's delegation of authority requires subsequent ratification by the Board. Ratification may be placed on the Board's Consent Agenda. The contractor or vendor may commence work and if the Board fails to subsequently ratify any such contract, the contractor or vendor may, in the Board's sole discretion, be remunerated for products or services already provided, but shall not be entitled to payment for any additional services or supplies under that contract.

The district upholds state nondiscrimination laws. When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement.

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, sex, religion, ancestry, national origin, age, sexual orientation, sexual preference, ethnicity, gender, physical or mental disability or non job-related handicap or disability, either in employment practices or in the provision of benefits of services to students or employees.

Business and Non-instructional Operations**BP 3312(b)****CONTRACTS****B. Contract Review Requirements**

1. All Contracts and/or Contract Language Require Risk Management Review. All contracts and/or contracts with non pre-approved template language must be reviewed by the Risk Management Department for liability concerns, insurance requirements and related issues.
2. Fiscal Services Review of Non-ASB Contracts. All non-ASB contracts and construction contracts must be reviewed by Fiscal Services, in addition to the Risk Management Department, for budget authorization and compliance with IRS independent contractor regulations.
3. **Legal Review Requirements. Legal review may be conducted as deemed appropriate by the Board, Superintendent and/or designees. All template language will be reviewed by legal counsel.**

C. Authorization to Approve Contracts and Construction Change Orders Under Legal Bid Limits.

The Governing Board hereby authorizes and delegates to certain administrators the authority to sign contracts on behalf of the Board subject to subsequent Board ratification.

1. Under Education Code section 17604, for contracts for supplies, materials, apparatus, equipment, construction services, other services and construction change orders up to the legal bid limits, the Board has delegated approval authority to the following designees ("Designated Personnel"):

Superintendent
Associate Superintendent of Finance & School Support
Director of Purchasing
Director of Fiscal Services

For Facilities and Maintenance Related Contracts Only
Associate Superintendent of Facilities & Planning
Director of Planning
Director of Development
Director of Maintenance

CONTRACTS

Contracts under the bid limits can be approved by the Designated Personnel, subject to Board ratification. Contracts over bid limits must be approved by the Board and then executed by the Designated Personnel.

Amendments to contracts, including construction contract change orders both under and over bid limits, may be approved by the Designated Personnel, subject to Board ratification.

2. ASB Contracts. Associated Student Body contracts may be approved as follows:

School site principals have the authority to sign contracts that will be funded by the ASB account. The authorization is limited to supplies, equipment or services with a limit of \$2,000 per contract and an accumulated cost per vendor not to exceed \$10,000 per fiscal year. All ASB contracts must be reviewed by the principal for appropriateness and compliance with IRS independent contractor, fingerprint, and TB requirements, and then sent to the Board for ratification.

ASB contracts over \$2,000 and/or an accumulated per vendor amount of \$10,000 per fiscal year must be approved by the division's Associate Superintendent and then forwarded to the Board of Education for ratification. The supplies and/or services provided for under any such contract shall not be acquired and/or performed until ratified by the Board of Education.

D. Duration of Continuing Contracts

Continuing contracts for work to be done, services to be performed or for apparatus or equipment to be furnished, sold, built, installed, or repaired for the District, or for materials or supplies to be furnished or sold to the District may be made with an accepted vendor as follows: for work or services, or for apparatus or equipment, not to exceed five years; for materials or supplies, not to exceed three years.

(cf. 3600(a) – Consultant Contracts)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

Business and Non-instructional Operations

BP 3312(d)

CONTRACTS

35161: Powers and Duties Generally
35163: Official Actions/Minutes
35164: Vote Requirements
35182.5 Contract prohibitions
45103.5 Contracts for management consulting service related to food service

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs
53260 Contract provision re maximum cash settlement
53262 Ratification of contracts with administrative officers
53995 – 53997 Obligation of contracts

LABOR CODE

1775 Penalties for violations
1810 – 1813 Working hours

PUBLIC CONTRACT CODE

4100 – 4114 Subletting and subcontracting fair practices
7104 Contracts for excavations; discovery of hazardous waste
7106 Non-collusion affidavit
20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder
20104.50 Construction Progress Payments
22300 Performance retentions

UNITED STATES CODE, TITLE 20

1681 -1688 Title IX, discrimination

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item
No:

15

Board Agenda Item

Supplement No.

Meeting Date:

November 19, 2013

Subject:

REVISIONS TO BOARD POLICY (BP) 3600 –
CONSULTANTS, SECOND READING & ADOPTION

Department:

Fiscal Services

Action Requested:

The Board of Education is asked to approve proposed changes regarding Board Policy 3600 –
Consultants, as presented on November 5, 2013 at the first reading.

Discussion:

Should the Board wish to accept the proposed revision to Board Policy 3312-Contracts that states
“contacts for professional consulting services in excess of \$50,000, must first be approved by the Board
and then executed by Designated Personnel” a similar change would also be necessary to Board Policy
3600-Consultants. Attached is a proposed revision to Board Policy 3600-Consultants, which aligns
advance Board approval for consultant threshold from \$25,000 to \$50,000.

This item was presented to the Board of Education on November 5, 2013, as a first reading and no
changes have been made to the original proposed changes.

Financial Summary:

No financial impact.

Prepared By: Carrie Hargis *Carrie Hargis* Division Approval:

Rich Fagan *Rich*

Prepared By: _____ Superintendent Approval:

Steven M. Ladd, Ed.D. *smf*

Business and Non-instructional Operations

BP 3600(a)

CONSULTANTS

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

As part of the contract process, the Superintendent or designee shall determine, in accordance with Internal Revenue Service guidelines, that the consultant is properly classified as an independent contractor.

District employees who perform extra-duty consultant services shall not be retained as independent contractors. They shall be considered employees for all purposes, even if the additional services are not related to their regular duties.

District retirees who are PERS or STRS participants may provide consultant services as independent contractors for the District to the extent permitted by law.

(cf. 4117.12/4317.12 - Retirement Consultancy Contracts)

All consultant contracts that exceed ~~\$25,000~~50,000 in a single school year require advanced Board approval. No work shall be performed under the contract until the contract has been approved by the Board. Contracts of less than ~~\$25,000~~50,000 may be approved by the authorized administrator, but shall be subject to Board ratification. Independent contractors may perform work on contracts of less than ~~\$25,000~~50,000 pending board ratification.

(cf. 3312 - Contracts)

(cf. 3311 - Bids)

The district shall not contract for consulting services that can be performed without charge by a public agency or official unless these services are unavailable from the public source for reasons beyond the district's control.

The Elk Grove Unified School District prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender or sexual orientation at any district site and/or activity.

(cf. 3311 - Bids)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 4030 - Nondiscrimination in Employment)

Business and Non-instructional Operations

BP 3600(b)

CONSULTANTS

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

(cf. 9270 - Conflict of Interest)

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

Legal Reference:

EDUCATION CODE

10400-10407 Cooperative improvement programs

22119.2 Creditable compensation; violation of reporting requirements

22119.5 Creditable service

24214 Creditable service by retirement; rate of pay; earnings limitations, allowance reductions

35010 Control of districts; prescription and enforcement of rules

35172(a) Promotional activities

35204 Contract with attorney

17596 Limit on continuing contracts

44925 Part-time readers employed as independent contractors

45103 Classified service in districts not incorporating the merit system

45103.5 Contracts for food service consulting services

45134-45135 Employment of retired classified employee

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

**Business and Non-instructional Operations
CONSULTANTS**

BP 3600(c)

GOVERNMENT CODE

21200 Cancellation of allowance; membership in system;
crediting of account; future rate of contributions and allowances;
actuarial equivalents

21202 Reinstatement following unlawful employment

21220 Reinstatement as condition of employment after retirement;
violations, liability of officers

21224 Service during emergency to prevent stoppage of public
work or to utilize needed skills

21228 Disability retiree below mandatory age for retirement;
reemployment in position other than that from which member
retired or in same member classification; reduction of pension

53060 Contract for special services and advice

PUBLIC CONTRACT CODE

20110-20118.4

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

15-A Employer's Supplemental Tax Guide

Policy

Adopted: June 24, 2008

Revised:

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

Business and Non-instructional Operations**BP 3600(a)****CONSULTANTS**

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

As part of the contract process, the Superintendent or designee shall determine, in accordance with Internal Revenue Service guidelines, that the consultant is properly classified as an independent contractor.

District employees who perform extra-duty consultant services shall not be retained as independent contractors. They shall be considered employees for all purposes, even if the additional services are not related to their regular duties.

District retirees who are PERS or STRS participants may provide consultant services as independent contractors for the District to the extent permitted by law.

(cf. 4117.12/4317.12 - Retirement Consultancy Contracts)

All consultant contracts that exceed \$25,000 in a single school year require advanced Board approval. No work shall be performed under the contract until the contract has been approved by the Board. Contracts of less than \$25,000 may be approved by the authorized administrator, but shall be subject to Board ratification. Independent contractors may perform work on contracts of less than \$25,000 pending board ratification.

(cf. 3312 - Contracts)

(cf. 3311 – Bids)

The district shall not contract for consulting services that can be performed without charge by a public agency or official unless these services are unavailable from the public source for reasons beyond the district's control.

The Elk Grove Unified School District prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender or sexual orientation at any district site and/or activity.

(cf. 3311 - Bids)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 4030 - Nondiscrimination in Employment)

Business and Non-instructional Operations**BP 3600(b)****CONSULTANTS**

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

(cf. 9270 - Conflict of Interest)

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

Legal Reference:

EDUCATION CODE

10400-10407 Cooperative improvement programs

22119.2 Creditable compensation; violation of reporting requirements

22119.5 Creditable service

24214 Creditable service by retirement; rate of pay; earnings limitations, allowance reductions

35010 Control of districts; prescription and enforcement of rules

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35204 Contract with attorney

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45103.5 Contracts for food service consulting services

45134-45135 Employment of retired classified employee

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

**Business and Non-instructional Operations
CONSULTANTS**

BP 3600(c)

GOVERNMENT CODE

21200 Cancellation of allowance; membership in system;
crediting of account; future rate of contributions and allowances;
actuarial equivalents

21202 Reinstatement following unlawful employment

21220 Reinstatement as condition of employment after retirement;
violations, liability of officers

21224 Service during emergency to prevent stoppage of public
work or to utilize needed skills

21228 Disability retiree below mandatory age for retirement;
reemployment in position other than that from which member
retired or in same member classification; reduction of pension

53060 Contract for special services and advice

PUBLIC CONTRACT CODE

20110-20118.4

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

15-A Employer's Supplemental Tax Guide

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:**Establishment of Annual Organizational Meeting
of the Board of EducationDivision: Administration**Action Requested:**

Establish the annual organizational meeting of the Board of Education for 7:00 p.m., Tuesday, December 10, 2013, in the Board Room of the District Office.


Discussion:

Under the provisions of Education Code Section 35143, the governing board is required to set an annual organizational meeting between December 6 and December 20, 2013. The day and time of the annual meeting are to be selected by the board at its regular meeting held immediately prior to the first day of this 15-day period. We must notify the County Superintendent of Schools of the date and time of the meeting no later than 5:00 p.m. November 22, 2013.

Financial Summary:Prepared By: Arlene Hein

Division Approval: _____

Prepared By: _____

Superintendent Approval: Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 17

Board Agenda Item

Supplement No. _____

Meeting Date 11-19-13

Subject: Approval of Minutes

Department: Board of Education

Action Requested: Approve minutes of the regular board meetings held October 15 and November 5, 2013, and the feeder pattern meeting held November 5, 2013, be approved.

Discussion:

Financial Summary:

Prepared By: Arlene Hein Department Approval: _____

Prepared By: _____ Superintendent Approval: Steven M. Ladd, Ed.D. 

Board Agenda Item**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) [9]
2. Leave(s) of Absence
3. Rehire(s)

CLASSIFIED:

APPROVE:

1. New Hire(s) [19]
2. Leave(s) of Absence
3. Promotion(s)
4. Resignation(s)
5. Retirement(s)
6. Status Change(s)

Financial Summary:**Prepared by:** Bindy Grewal, Ed.D. **Departmental Approval:** Glen De Graw **Prepared by:** Evelyn Laluan **Superintendent Approval:** Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 19

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013Subject:

APPROVAL OF PURCHASE ORDER HISTORY.

Department: Finance & School SupportAction Requested:

The Board of Education is asked to approve purchase orders for the weeks of October 12, 2013 through October 25, 2013.

Discussion:

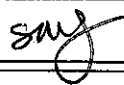
The Purchase Order History and Cost Modifications for the month October 12, 2013 through October 25, 2013 are listed below. The purchase orders are on file in the Purchasing Department if you wish to review them.

Encumbrances:

<u>Fund</u>	<u>Purchase Orders Issued</u>	<u>Purchase Order Encumbrance Costs</u>
01 General Fund	343	\$ 975,701.00
09 Elk Grove Charter School Fund	5	\$ 2,119.31
11 Adult Education Fund	1	\$ 16,987.59
12 Child Development Fund	9	\$ 2,086.01
13 Food Nutrition Services Fund	8	\$ 64,449.94
14 Deferred Maintenance Fund	1	\$ 7,525.00
25 Developer Fee Capital Facilities Fund	1	\$ 1,500.00
35 State School Facilities Construction Fund	2	\$ 187,774.00
49 Facilities Special Project Fund	1	\$ 7,711.00
Total Encumbrances		\$ 1,265,853.85

Modifications:

<u>Fund</u>	<u>Purchase Orders Modified</u>	<u>Purchase Order Modification Costs</u>
01 General Fund	22	\$ 131,500.00
11 Adult Education Fund	1	\$ 2,000.00
13 Food Nutrition Services Fund	2	\$ 31,000.00
Total Modifications		\$ 164,500.00
Financial Summary Grand Total		\$ 1,430,353.85

Prepared By: Division Approval: Rich Fagan Prepared By: Ruth DewSuperintendent Approval: Steven M. Ladd Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

20

Board Agenda Item

Agenda Item No:

Supplement No.

Meeting Date:

November 19, 2013

Subject:

Warrant Register No. 4

All funds: October 1, 2013 – October 31, 2013

Department:

Fiscal Services

Action Requested:

Approve Warrant Register No. 4 – Warrant Numbers 953022-954466, 289534-290869

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. 4 – Warrant Numbers 953022-954466, 289534-290869

See attached report for Warrant Registers No. 4 expenditures.

Financial Summary:

Total expenditures for all funds from October 1, 2013 – October 31, 2013 are \$43,733,596.95

Prepared By:

Shelley Clark

Shelley Clark

Division Approval:

Rich Fagan

Rich

Prepared By:

Carrie Hargis

Carrie Hargis

Superintendent Approval:

Steven M. Ladd, Ed.D.

Sm

[illegible]

PAYROLL WARRANTS FUND 1

DATE	WARRANT NUMBERS	AMOUNT	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Books & Supplies	5000 Services & Other Operating Exps	6000 Capital Outlay Exps	7000 Indirect Costs & Transfers	8000 Revenue	9000 Accts Receivable & Accts Payable
10/10/13	289534-290249	1932727.94	1056248.54	876237.40	242.00						
10/17/13	290250-290302	67415.80	50142.33	17273.47							
10/22/13	290303-290326	-11037.03	-13735.56	2698.53							
10/31/13	290327-290869	24069763.60	19556774.41	4502891.19	10098.00						
TOTALS		26058870.31	20649429.72	5399100.59	10340.00	0.00	0.00	0.00	0.00	0.00	0.00
(CANCELS)		-107957.18			-377.58	-106979.60	-600.00				
GRAND TOTAL		39797583.54	20649429.72	5399100.59	160723.30	1052468.00	5148873.13	63067.63	195643.04	27436.53	7100841.60

REPORTING PERIOD:

DATE	WARRANT NUMBERS	AMOUNT	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Books & Supplies	5000 Services & Other Operating Exps	6000 Capital Outlay Exps	7000 Indirect Costs & Transfers	8000 Revenue	9000 Accts Receivable & Accts Payable
10/4/13	953022-953371	2775.90				2065.26	710.64				
10/11/13	953372-953728	1852.24				1852.24					
10/18/13	953729-954053	400.03				236.12	163.91				
10/25/13	954054-954466	100.37				100.37					
TOTALS		5128.54	0.00	0.00	0.00	4253.99	874.55	0.00	0.00	0.00	0.00

PAYROLL WARRANTS FUND 9

DATE	WARRANT NUMBERS	AMOUNT	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Books & Supplies	5000 Services & Other Operating Exps	6000 Capital Outlay Exps	7000 Indirect Costs & Transfers	8000 Revenue	9000 Accts Receivable & Accts Payable
10/10/13	289534-290249	64681.22	59870.00	4811.22							
10/31/13	290327-290869	48745.25	42128.66	6616.59							
TOTALS (CANCELS)		113426.47	101998.66	11427.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL		118555.01	101998.66	11427.81	0.00	4253.99	874.55	0.00	0.00	0.00	0.00

REPORTING PERIOD:

ACCOUNTS PAYABLE WARRANTS

[illegible]

PAYROLL WARRANTS FUND 67

DATE	WARRANT NUMBERS	AMOUNT	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Books & Supplies	5000 Services & Other Operating Exps	6000 Capital Outlay Exps	7000 Indirect Costs & Transfers	8000 Revenue	9000 Accts Receivable & Accts Payable
10/31/13	290327-290869	15192.51		15192.51							
TOTALS		15192.51	0.00	15192.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		498123.60	0.00	15192.51	0.00	125.29	183805.80	0.00	0.00	0.00	3000000.00

TOTAL EXPENDITURES

\$43,733,596.95

\$21,054,082.49 \$6,304,466.99

\$2,497,404.52

\$631,051.54

\$195,643.04

\$28,152.13

\$7,448,83

7,448,833.61

833.61

7,448,833.61

ELK GROVE UNIFIED SCHOOL DISTRICT

21

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date: November 19, 2013

Subject: Acceptance of Gifts

Department: Fiscal Services

Action Requested:

The Board is asked to accept the following donations to the District's schools/programs.

Discussion:

<u>Item</u>	<u>Donor</u>	<u>School/Program</u>	<u>Value</u>	<u>Date Received</u>
Cash Donation	Matthew Allen	Elizabeth Pinkerton Middle School (Principal's Discretion)	\$100.00	10/17/2013
Cash Donation	Leland Lee	Elizabeth Pinkerton Middle School (Principal's Discretion)	\$100.00	10/17/2013
Cash Donation	Maeola Beitzel Elementary School PTO	Maeola Beitzel Elementary School (Library Fund/Principal's Discretion)	\$29,100.00	10/21/2013
Cash Donation	Kathy Nelson	Elitha Donner Elementary School (Computers/Software)	\$41.67	10/23/2013
Cash Donation	Craig & Effie Ruggles	Toby Johnson Middle School (Principal's Discretion)	\$100.00	10/24/2013
Gift Donation (2 sets Big Bubbles kit, 1 Indoor/Outdoor equipment cart & 4 sets Swing & Catch cups)	Chevron / Donorschoose.org	Franklin Elementary School (Pre-K class)	\$248.94	10/25/2013
Cash Donation	Target Corporation	Valley High School (Principal's Discretion)	\$44.00	10/28/2013
Cash Donation	Stella Chan	Katherine Albiani Middle School (Mr. Carlton's classroom)	\$200.00	10/30/2013
Cash Donation	Elk Grove Optimist Club	EGUSD Attendance Campaign	\$100.00	10/30/2013

Prepared By:

Carrie Hargis

Carrie Hargis

Division Approval:

Rich Fagan

Rich Fagan

Prepared By:

Superintendent Approval:

Steven M. Ladd, Ed.D.

sm

Board Agenda Item**Subject:**

Out-of-State Field trip

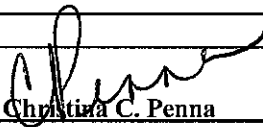
Division: Secondary Education**Action Requested:**

The Board of Education is asked to approve the Out-of-State Field Trip listed below.

Discussion:

As part of its consent agenda, the Board is asked to approve the out-of-state field trip listed below.

School	Field Trip Destination	Field Trip Purpose	Dates of Trips
Sheldon High School	Las Vegas, NV	National Basketball Tournament	December 18-21, 2013

Financial Summary:Prepared By: Libby SidhuDivision Approval:  Christina C. Penna

Prepared By: _____

Superintendent Approval: Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item
No:

23

Board Agenda Item

Supplement No.

Meeting Date:

November 19, 2013

Subject:

Ratification of Contracts

Department:

Fiscal Services

Action Requested:

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

Discussion:

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 \$83,400 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.

Financial Summary:

Please see funding information provided on attached schedule.

Prepared By: Carrie Hargis *Carrie Hargis*

Division Approval:

Rich Fagan *[Signature]*

Prepared By: _____

Superintendent Approval:

Steven M. Ladd, Ed.D. *[Signature]*

ELK GROVE UNIFIED SCHOOL DISTRICT

Fiscal Services

November 19, 2013 Board of Education Meeting

Agenda Item – Ratification of Contracts

Contracts under bid limit authorized 10/18/13 - 10/31/13

	Agreement With	Services Provided	Term of Agreement	Department	Funding Source	Amount
1.	School Loop	School Loop Plus and Gradebook ½ day training – Elk Grove Charter School	10/29/13	Secondary Education	Elk Grove Charter School	\$900
2.	Sacramento State Aquatic Center	Student group-building activity for LCHS Sports Careers Academy	8/22/13	Secondary Education	Laguna Creek High School Partnership Academy Grant	\$2,475
3.	DataWORKS Educational Research	Provide two (2) Explicit Direct Instruction for English Learners workshops at Herman Leimbach Elementary School	10/23/13 and 11/13/13	Learning Support Services	Herman Leimbach Elementary Title I	\$8,000
*4.	Sacramento Educational Cable Consortium (SECC)	Implementing Tobacco Use Prevention Education (TUPE) project	7/1/14 – 6/30/17 *renewed annually	Student Support & Health Services	No Cost	- -
5.	Holiday Inn Express Hotel & Suites of Elk Grove	Facility rental for 2013-14 Math Generation grant PLC trainings	10/10/13, 10/17/13, 1/14/14 & 1/15/14	Curriculum and Professional Learning	Math Generation Grant funds	\$4,000
6.	One Call Now	Emergency Calling Service	11/2/13 – 11/1/14	Technology Services	General Fund – Unrestricted	\$11,888
7.	Sacramento Educational Cable Consortium (SECC)	Math Generation Training Series Project	10/10/13 – 6/30/14	Curriculum and Professional Learning	Math Generation Grant funds	\$22,125
8.	KidzART CA/Early Engineers	Six (6) weeks of Art & STEM (Science, Technology, Engineering & Mathematics) activities for the 2013-14 school year at David Reese Elementary School	11/1/13 – 6/27/14	Learning Support Services	David Reese Elementary ASES & 21 st Century Learning Center Grants	\$3,600
9.	Big Brothers Big Sisters of Greater Sacramento	Coordinate and supervise positive role model volunteers for 20 students	2013-14 school year	Learning Support Services	Charles Mack Elementary ASES Grant	\$10,000
10.	Cost 2 Coast Soccer	Provide a co-ed soccer curriculum for David Reese Elementary School	10/16/13 – 1/31/14	Learning Support Services	David Reese Elementary ASES Grant	\$3,000
11.	Clint Hightower (Independent Contractor Agreement)	Basic car maintenance instructional services for EGACE – Always Learning	7/7/13 – 6/30/14	Adult Education	Adult Education – Always Learning student fees	Not to exceed \$2,000

* Memorandum of Understanding.

(Continued... Page 1 of 2)

November 19, 2013 Board of Education Meeting
Agenda Item – Ratification of Contracts
Contracts under bid limit authorized 10/18/13 - 10/31/13

	Agreement With	Services Provided	Term of Agreement	Department	Funding Source	Amount
12.	Black Belt In Fitness	Provide staff and support for fitness classes at Charles Mack Elementary School	11/1/13 – 6/30/14	Learning Support Services	Charles Mack Elementary ASES Grant	\$10,000
13.	West Contra Costa Unified School District	Mathematics coaching consortium professional development	Terminate MOU effective 10/9/13 – Original terms 8/12/13 – 6/30/14	Curriculum and Professional Learning	N/A	- -

(Continued... Page 2 of 2)

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:****Department:** Student Services

Elk Grove Unified School District's Positive Behavior and Intervention Support (PBIS) agreement for Placer County Office of Education (PCOE) Consulting Services.

Action Requested:

The Board of Education is requested to approve the 2013-2014 Positive Behavior and Intervention Support agreement with Placer County Office of Education and PBIS Consulting Services and trainings.

Discussion:

Placer County Office of Education (PCOE) Consulting Services is providing Tier I training as the authorized state service provider for Positive Behavior and Intervention Support (PBIS). The board is requested to approve the agreement with Placer Office of Education to fund the District's Positive Behavior and Intervention Support (PBIS) training and support services.

Financial Summary:Prepared By: Bill Tollestrup Division Approval: Mark Cerutti Prepared By: Bill TollestrupSuperintendent Approval: Steven M. Ladd, Ed.D. 

AGREEMENT FOR PCOE CONSULTING SERVICES

This agreement ("Agreement") for consulting services offered by Placer County Office of Education, "Consultant", is entered into between Gayle Garbolino-Mojica, Placer County Superintendent of Schools, in her capacity as the Chief Executive Officer of the Placer County Office of Education ("PCOE") and Elk Grove Unified School District ("Agency"). This Agreement is effective when signed by PCOE and Agency and for reference only is dated September 20, 2013.

1.0 SCOPE OF SERVICES

Consultant shall provide the following specialized consulting services to Agency: Positive Behavioral Interventions and Supports outlined in the Work Plan (see Attachment A for breakdown of yearly costs and additional fees for individualized makeup training dates as needed). These services to be provided by Consultant may be further described in Attachment A which is attached hereto and is incorporated herein by this reference.

2.0 FEES

Agency shall pay Consultant for all specialized services set forth herein for the amount as determined on Attachment A. Any reimbursement rate or amount for expenses such as travel, materials, copying etc. shall be described in Section 7.0 and further outlined on the fee schedule herein referred to as Attachment B. All fees for services and any reimbursement for expenses shall be paid directly to PCOE.

3.0 RECORDS

Any records shall be maintained and stored by the Agency as may be required by the Education Code or other legal mandate. Copies of records may also be maintained and stored by PCOE.

4.0 WORK PRODUCT

All work product including intellectual property, such as trade secrets and copyrights, documents, records, files and supporting data accumulated, prepared and/or distributed by Consultant within the course and scope of this Agreement shall be as specified below the property of:

- a. ☐ PCOE _____
- b. ☐ Agency _____

Revised 11/19/07

c. ☒ Not Applicable _____

5.0 TERM

The term of this Agreement shall be from September 1, 2013 through June 30, 2014

6.0 TERMINATION

Either party may terminate this Agreement by giving the other party at least thirty (30) calendar days written notice. In the event of the early termination of this Agreement, Consultant shall be paid for all work performed and all reasonable expenses incurred up to and including the date of termination.

7.0 PAYMENT

PCOE will invoice Agency annually after the First day of training each fiscal year for any specialized services rendered as outlined in Attachment B. Agency will pay PCOE within 30 days after receipt of invoice.

8.0 AMENDMENTS

Any amendments to this Agreement shall be in writing and signed by both parties.

9.0 STATUS OF CONSULTANT

Consultant is a salaried employee of PCOE and not of the Agency. Any and all employer payroll tax and retirement related payments on behalf of Consultant are to be made by PCOE.

10.0 CERTIFICATION

The Agency shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by Consultant on behalf of Agency. The Agency shall be responsible for meeting any certification requirements and if necessary, for consulting legal counsel as related to the preparation and submittal of documents, forms, and reports that Consultant prepares on behalf of Agency.

Revised 11/19/07

11.0 ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the parties. There are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, that are not otherwise contained in this Agreement. All prior understandings, terms or conditions are deemed merged into this Agreement.


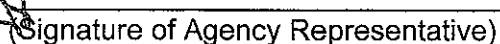
IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this Agreement.

PLACER COUNTY SUPERINTENDENT OF SCHOOLS


Gayle Garbolino-Mojica

9/25/13
Date

AGENCY



(Signature of Agency Representative)
Elk Grove Unified School District


9-1-13

Date

Title

MDL6
10/1/13

PBIS Site	Level of Implementation	LEA Funded	Demonstration Funded	Contract Spring 2013	Contract –Fall 2013 & Spring 2014
Elk Grove Unified School District	Contact			\$2,000 Coaching, Consultation, Travel \$1,000 One Time Fee for PBIS Assessment One Time fee for binders, copies etc. 12 schools	\$2,000 Coaching, Consultation, Travel \$1,000 One Time Fee for PBIS Assessment \$2,000 One Time fee for binders, copies etc. (22 New Schools)
Samuel Kennedy Elementary	Tier I		XX	\$0	\$0
Herman Leimbach Elem.	Tier I		XX	\$0	\$0
Charles Mack Elementary	Tier I		XX	\$0	\$0
Prairie Elementary	Tier I		XX	\$0	\$0
John Reith Elementary	Tier I		XX	\$0	\$0
Union House	Tier I	XX		\$3,000	\$3,000
Isabelle Jackson Elementary	Tier I	XX		\$3,000	\$3,000
Anna Kirchgatner Elementary	Tier I	XX		\$3,000	\$3,000
Carroll Elementary	Tier I	XX		\$3,000	\$3,000
David Reese Elementary	Tier I	XX		\$3,000	\$3,000
Sierra Enterprise	Tier I	XX		\$3,000	\$3,000
Raymond Case	Tier I	XX		\$3,000	\$3,000
Roy Herburger	Tier I	XX			\$3,000
Barbara C. Morse	Tier I	XX			\$3,000
Irene B. West	Tier I	XX			\$3,000
Elk Grove Elem.	Tier I	XX			\$3,000
James McKee	Tier I	XX			\$3,000
Pleasant Grove H.S.	Tier I	XX			\$3,000
Edward Harris MS	Tier I	XX			\$3,000
Joseph Kerr MS	Tier I	XX			\$3,000
James Rutter MS	Tier I	XX			\$3,000
Florin HS	Tier I	XX			\$3,000

PBIS Site	Level of Implementation	LEA Funded	Demonstration Funded	Contract Spring 2013	Contract -Fall 2013 & Spring 2014
Elk Grove Unified School District	Contact				
Arnold Adreani	Tier I	XX			\$3,000
Edna Batey	Tier I	XX			\$3,000
Cosumnes River	Tier I	XX			\$3,000
Dillard	Tier I	XX			\$3,000
Pleasant Grove Elem	Tier I	XX			\$3,000
Sunrise	Tier I	XX			\$3,000
Elitha Donner	Tier I	XX			\$3,000
John Ehrhardt	Tier I	XX			\$3,000
Foulks Ranch	Tier I	XX			\$3,000
Joseph Sims	Tier I	XX			\$3,000
Ellen Feickert	Tier I	XX			\$3,000
Florence Markofer	Tier I	XX			\$3,000
Helen Castello	Tier I	XX			
Franklin Elem.	Tier I	XX			
Arlene Hein	Tier I	XX			
Stone Lake	Tier I	XX			
Elliott Ranch	Tier I	XX			
Maeola Beitzel	Tier I	XX			
Arthur Butler	Tier I	XX			
Robert Fite	Tier I	XX			
Mary Tsukamoto	Tier I	XX			
Toby Johnson MS	Tier I	XX			
Franklin HS	Tier I	XX			
Smedbert MS	Tier I	XX			
Sheldon HS	Tier I	XX			
Pinkerton MS	Tier I	XX			
Consumnes HS	Tier I				
Total Annual Invoice				\$27,000	\$92,000

Board of Education
Mr. Stanford G. Hirata

Area 1

Mr. Robert Tomasini

Area 1

Ms. Suzanne Jones

Area 2

Mr. Scott Gnile

Area 3

Ms. Pam Robie Hart

Area 4

Mr. E. Ken Tokutomi

Area 4

Mrs. Lynn M. Oliver

Area 5

October 2, 2013

Elk Grove Unified School District
9510 Elk Grove-Florin Road
Elk Grove, CA 95624
Attn: Bill Tollestrup
Director, Special Education

**SUBJ: AGREEMENT FOR CONSULTING SERVICES –
POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS**

Superintendent's Cabinet

Keith J. Bray

Chief of Staff/General Counsel

Jerry Johnson

Associate Superintendent

Business Services

Renee Regacho-Anaderio, Ed. D.

Associate Superintendent

Educational Services

Phillip J. Williams

Assistant Superintendent

Special Education

James L. Anderberg

Executive Director

Administrative Services

Catherine Goins

Executive Director

Early Childhood Education

Ward H. Andrus, Ed. D.

Executive Director

Educational Innovation

& Career Development

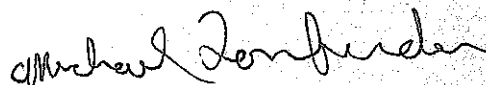
Dear Director Tollestrup,

Enclosed is the Agreement for Consulting Services between the Placer County Office of Education and Elk Grove Unified School District for PCOE to provide Positive Behavioral Interventions and Supports trainings to Elk Grove Unified Schools listed on Attachment A fee schedule. The contract period is from September 20, 2013 through June 30, 2014.

Please sign the third page of the agreement, keep the pink copy of the agreement and Attachment(s) A & B for your files. Return the original white and yellow copies of the agreement to me in the self-addressed return envelope.

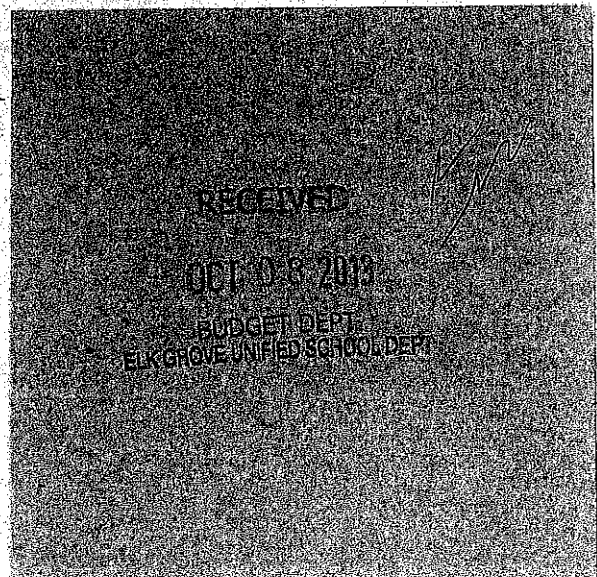
If you have any questions, please do not hesitate to contact me at (530) 745-1493.

Sincerely,



Michael Lombardo
Director, Interagency Facilitation

Enclosures



Board Agenda Item

Subject:Division: Facilities and Planning

**New Dillard Elementary School – Increment #1
Change Order No. 3**

Action Requested:

The Board of Education is asked to (1) approve Change Order No. 3 with Bobo Construction, Inc., and (2) authorize a district representative to sign the approved change order.

Discussion:

On May 7, 2013, the Board of Education awarded a contract to Bobo Construction, Inc., for the New Dillard Elementary School – Increment #1 project. Change Order No. 3 consists of six (6) items. The complete change order, with backup, is on file in the Facilities and Planning office for review.

<u>Item #1</u>	Delete the seal coat and second coat of painted striping from the parking lot to allow for simpler integration with future work. Requested by Architect.	DEDUCT	(\$3,559.00)
<u>Item #2</u>	Delete the pipe rail barrier from the parking lot walkway as it is no longer required to meet District program. Requested by Architect	DEDUCT	(\$849.00)
<u>Item #3</u>	Paint curb yellow at the parking lot drop off lane to meet District program requirements. Requested by Architect.	ADD	\$268.00
<u>Item #4</u>	Revise the depth and location of various septic system components to provide adequate drainage on an exceptionally flat and shallow site. Requested by Architect. Extension of time for this item: 11 days	ADD	\$49,974.00
<u>Item #5</u>	Provide and implement an augmented Storm Water Pollution Prevention Plan and adhere to storm water requirements through the end of the project to comply with State storm water regulations. Requested by Architect.	ADD	\$7,455.00

Financial Summary:

The project is funded with State monies, Developer Fees and/or Measure A monies.

Prepared By: Josef TavoraDivision Approval: Robert PiercePrepared By: Lee LeavelleSuperintendent Approval: Steven M. Ladd, Ed.D.

<u>Item #6</u>	Provide one additional septic well as existing well is in an unsuitable location. Requested by Architect.	ADD	\$1,254.00
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Attachment A provides detailed information on distribution of change order requests between Architect and District. Change Order Number 3 changes the contract amount of \$2,817,501.00 by \$54,543.00 to \$2,872,044.00.

CONSTRUCTION COST SUMMARY
CHANGE ORDER NOS. 1 - 3

PROJECT: New Dillard Elementary School - Increment #1
ARCHITECT: Rainforth Grau Architects
CONTRACTOR: Bobo Construction, Inc.
CONTRACT AMOUNT: \$2,762,469.00

ARCHITECT INITIATED OR REQUESTED						EXISTING CONDITIONS	DISTRICT REQUESTED	
	Architectural	Electrical	Mechanical	Structural	Civil	Code	Additions	Credits
BUILDING	466.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SITE	1,156.00	1,868.00	(1,372.00)	0.00	51,228.00	0.00	36,473.00	0.00
SITE AND BUILDING	1,622.00	1,868.00	(1,372.00)	0.00	51,228.00	0.00	36,473.00	0.00
TOTALS							\$19,756.00	\$36,473.00

SUMMARY:		Contract completion date: October 11, 2013
Original Contract Amount:	\$2,762,469.00	Time extension: 11 days
Net Change Orders Architect Requested	53,346.00	New contract completion date: October 22, 2013
Net Change Orders Existing Conditions	19,756.00	
Net Change Orders District Requested	36,473.00	
Total Change Orders 1 - 3	109,575.00	
Total Current Contract Amount	<u>\$2,872,044.00</u>	

Board Agenda Item

Supplement No. _____

Meeting Date November 19, 2013**Subject:**Division: Facilities and Planning

**Gate Project at Valley High School
Acceptance and Notice of Completion**

Action Requested:

The Board of Education is asked to (1) accept the construction of Gate Project at Valley High School, and (2) authorize the filing of the Notice of Completion.

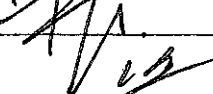
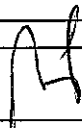


Discussion:

On June 18, 2013, the Board of Education awarded a contract to Golden Bay Fence Plus Iron Works, Inc., for the Gate Project at Valley High School. The work has been completed and is recommended for acceptance by the Architect.

The Administration will file the Notice of Completion with the County Recorder within the statutory ten-day period.

Financial Summary:

Not applicable.

Prepared By: Josef Tavora  Division Approval: Robert Pierce 
Prepared By: Lee Leavelle  Superintendent Approval: Steven M. Ladd, Ed.D. 

Board Agenda Item**Subject:**Division: Facilities and Planning

**2013 Fencing at Franklin Elementary School
Acceptance and Notice of Completion**

Action Requested:

The Board of Education is asked to (1) accept the construction of 2013 Fencing at Franklin Elementary School, and (2) authorize the filing of the Notice of Completion.

Discussion:

On June 18, 2013, the Board of Education awarded a contract to Roebbelen Contracting, Inc., for the 2013 Fencing at Franklin Elementary School. The work has been completed and is recommended for acceptance by the Architect.

The Administration will file the Notice of Completion with the County Recorder within the statutory ten-day period.

Financial Summary:

Not applicable.

Prepared By: Brad Parsons *BP* Division Approval: Robert Pierce *RP*
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