

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
December 9, 2014
Organizational Meeting – 5:30 p.m.
Regular Session – 6:00 p.m.

Item

Time – Approximate

Public Comment on Items on Agenda or Not on the Agenda

NOTICE

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

- | | |
|---|------------|
| I. Pledge of Allegiance | 5 Minutes |
| II. Annual Organizational Meeting | 10 Minutes |
| 1. Oaths of Office | |
| 2. Election of Officers | |
| 3. Establishment of Date, Time, and Place of Meetings | |

Regular Session – 6:00 P.M.

- | | |
|--|------------|
| III. Presentations/Recognitions | |
| 4. Holiday Performance | 15 Minutes |
| 5. High School Student Representative Reports – Elk Grove and Pleasant Grove | 10 Minutes |
| 6. Recognition of Attendance Campaign Winners | 10 Minutes |
| 7. Athletic Recognition – Fall 2014-15 CIF Sac-Joaquin Section Champions | 10 Minutes |
| IV. Student Expulsion Recommendations | |
| 8. Requests for Student Expulsions | 5 Minutes |
| V. LCAP | |
| 9. Local Control Accountability Plan (LCAP) Update | 10 Minutes |

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| <u>Item</u> | <u>Time – Approximate</u> |
|---|---------------------------|
| VI. Budget Update | |
| 10. 2014-15 First Interim Financial Report and Budget Update - | 15 Minutes |
| VII. Public Comment | |
| VIII. Bargaining Units | |
| IX. Reports | |
| 11. Finance Committee Annual Report | 15 Minutes |
| X. Public Hearing/Action Items | |
| XI. Discussion Items | |
| 12. EGUSD Graduate Profile | 5 Minutes |
| 13. Revision to Board Policy 1312.3 – Uniform Complaint Procedures | 10 Minutes |
| 14. Revision to Board Policy 5145.3 – Nondiscrimination/Harassment/Intimidation/Bullying | 10 Minutes |
| 15. Proposed Changes to Finance Committee Bylaws | 5 Minutes |
| XII. Discussion/Action Items | |
| 16. Procedure for Filling Board Member Vacancy | 10 Minutes |
| 17. Sacramento Works Training Center 2014-2015 Subgrant #088201SWTC(E) | 5 Minutes |
| 18. WIA Title I Out-of-School Youth Program 2014-2015 Subgrant #088301OS-12 (E3) | 5 Minutes |
| 19. WIA Title I Youth Program Universal Services 2014-2015 Subgrant #088301US-12 (E3) | 5 Minutes |
| 20. Contract Award for Voice Over Internet Protocol (VOIP) | 5 Minutes |
| 21. Health Care Reform Impact Study (HCRIS) Request by the Joint Health Care Coalition (JHCC) | 5 Minutes |
| XIII. Action Items | |
| 22. 2013-14 Annual Audit | 15 Minutes |
| 23. Revisions to Board Policy 0520.2 – Title I Program Improvement Districts | 5 Minutes |
| 24. Revisions to Board Policy 0520.3 – Title I Program Improvement Districts | 5 Minutes |
| 25. Observation of Dr. Martin Luther King, Jr.s' Birthday | 5 Minutes |
| XIV. Board Member and Superintendent Reports | |

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| <u>Item</u> | <u>Time – Approximate</u> |
|--|---------------------------|
| XV. Consent Agenda – Action | 5 Minutes |
| 26. Approval of Minutes | |
| 27. Personnel Actions | |
| 28. Purchase Order Approval | |
| 29. Budget Transfers | |
| 30. Acceptance of Gifts | |
| 31. Ratification of Contracts | |
| 32. Receipt of Bids and Award of Contract for 100% Fruit Slushie for Food and Nutrition Services | |
| 33. Out-of-State Field Trip Approval | |
| 34. Marion Mix Elementary School, Change Order No. 4 | |
| XVI. Other Action Items | |
| 35. Discussion and Action on Items Removed From Consent Agenda | 5 Minutes |
| XVII. Information Items | |
| 36. Other Items from the Floor | 5 Minutes |
| 37. Items for Future Agendas | 5 Minutes |
| XVIII. 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.

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 1, 2, and 3

Board Agenda Item

Supplement No. _____

Meeting Date 12-9-12

Subject:

Annual Organizational Meeting of the
Board of Education

Division: Board of Education

Action Requested:

Administer oaths of office; elect a president, clerk, and board representative to elect members to the county committee on school district organization as required by Education Code Section 35023; and establish the date, time and place of meetings for the coming year.

Discussion:

Under the provisions of the Education Code, the governing board set its annual organizational meeting for December 9, 2014. The purpose of the annual organizational meeting is to administer oaths of office to board members, elect the board's officers, and establish meetings for the coming year.

It is recommended that the Board continue to hold open sessions the first and third Tuesdays of each month at 6:00 p.m. and closed sessions at 5:00 p.m. when necessary with the place of the meetings being determined by the Secretary to the Board of Education.

Financial Summary:

Prepared By: Arlene Hein

Division Approval: _____

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No:

4

Board Agenda Item

Supplement No.

Meeting Date: December 9, 2014

Subject:

Division: PreK-6 Education Division

Choir Performance by the Bobcat Carolers.

Action Requested:

The Board of Education is requested to enjoy a brief holiday performance by the Maeola Beitzel Bobcat Carolers.

Discussion:

The **Bobcat Carolers** is a student choir who are now in their 3rd year. When former Maeola Beitzel principal, Mr. Marty Martinez, expressed a desire that the school should have a big choir, a first grade teacher, Ms. Vicky Moore, stepped right up and the Bobcat Carolers began.

Ms. Moore is no stranger to guiding and directing student choirs. Ms. Moore was the choir director at Raymond Case for 12 years, at Charles Mack for 13 years, and now, for the past 3 years, has led this amazing group of students, the Bobcat Carolers.

In order to be a part of this remarkable choir, you must be a first through sixth grade student, you must show up every week and you must love to sing! There are no try-outs and the dedicated group practices every Friday from 2:15PM – 3:00PM. Parents have shared with Ms. Moore that their kids sing in the car, sing at dinner, and even sing in the shower! Yes, they do love to sing!

The Bobcat Carolers are busy with performances all year round and whenever an opportunity presents itself, the Bobcats are there! In early November they performed for the school site's Veteran's Assembly. In mid-November they performed at a Kings Game where they sang the National Anthem. They also have sung the National Anthem for the River Cats. The Bobcat Carolers have been practicing since September and plan to spread the holiday spirit by going to their neighborhood shopping center to sing carols from store to store. They also conclude the school year by performing for the promoting sixth grade students as a way to wish them well and say goodbye.

We invite everyone to enjoy this evening's performance by the Bobcat Carolers.

Financial Summary

N/A

Prepared By: Donna M. Cherry

Division Approval: 

Prepared By: _____

Superintendent Approval: 

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014

Subject: Recognition of the No Excuses – Go to School Attendance Campaign Poster Contest Winners and the Twitter Message Contest Winners

Department: Communications

Action Requested:

The Board of Education is asked to recognize the student winners in the 2014-2015 No Excuses – Go to School Poster Contest and Twitter Message Contest.

Discussion:

The EGUSD No Excuses – Go to School Attendance Campaign Poster Contest and Twitter Message Contest is proud to announce the winners of these contests. The Twitter Message Contest is new this year for secondary students.

Poster Contest Winners:

Tanner Glenn, Arnold Adreani Elementary School
Gabriella Lopez, Arthur Butler Elementary School
Vinnny Bernardino-McGuinness, Carroll Elementary School
Ayumi Schuster, Helen Carr Castello Elementary School
Arianna Armijo, Elitha Donner Elementary School
Alexis Smith, Elliott Ranch Elementary School
Carson Sears, Elk Grove Elementary School
Anne Merie Nguyen, Franklin Elementary School
Alyssa Phouangpanya, Roy Herburger Elementary School
Serina Turner, Prairie Elementary School
Karen Chang, David Reese Elementary School
Jabari McDaniels, Stone Lake Elementary School

Twitter Message Contest Winners:

Gissel Ramos, James Rutter Middle School

Tamara Camacho, James Rutter Middle School
Martha Gomez, James Rutter Middle School
Araceli Rodriguez, James Rutter Middle School
Clarence Topacio, Toby Johnson Middle School
Kaitlyn Yu, Toby Johnson Middle School
Amara Chhom, Edward Harris, Jr. Middle School
Stephanie Lee, Florin High School

Congratulations to these students!

Financial Summary:

Prepared By: Suzanne Thibault

Division Approval: _____

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman



Board Agenda Item

Subject:

Athletic Recognition

Division: Secondary Education

Action Requested:

The Board is asked to recognize the fall 2014 CIF Sac-Joaquin Section Champions.

Discussion:

PLACEHOLDER

Financial Summary:

N/A

Prepared By: Rod Edmiston

Division Approval: Christina E. Penna

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:****Department:** Education Services**Local Control Accountability Plan (LCAP) Update****Action Requested:**

The Board of Education is asked to receive an update on the District's Local Control Accountability Plan (LCAP).

Discussion:

The purpose of the presentation is to provide an update on the Local Control Accountability Plan (LCAP) that will provide information for staff, parents, and the community.

Financial Summary:Prepared By: Mark CeruttiApproval: Mark Cerutti *M.C.*

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman *CH*

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 10
Supplement No.
Meeting Date: December 9, 2014

Board Agenda Item

Subject:

Approval of 2014-15 First Interim Financial Report

Department:

Budget

Action Requested:

The Board is asked to approve the 2014-15 First Interim Financial report.

Discussion:

Request for approval is in accordance with Education Code 33129, 42130 and 42131, which states the 2014-15 First Interim Financial Report must be approved by the governing board and submitted to the Sacramento County Office of Education no later than December 15, 2014.

The state SACS reporting forms are attached.

Attachment to follow.

Financial Summary:

Prepared By: Shannon Stenroos

Division Approval:

Rich Fagan

Prepared By:

Superintendent Approval:

Christopher R. Hoffman

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item
No:

11

Board Agenda Item

Supplement No.

Meeting Date:

December 9, 2014

Subject:

Finance Committee Annual Report for 2014

Department:

Fiscal Services

Action Requested:

The Board is asked to receive the Finance Committee 2014 Annual Report and to recognize the contribution of its members.

Discussion:

The District would like to recognize and extend appreciation to the members of the Elk Grove Unified School District Finance Committee. The committee is comprised of appointed community members and student representatives from the comprehensive high schools and alternative schools. The community members meet nine times during the year to review and report on District budget issues. The student representatives are invited to attend two of the meetings during the year and provide the committee valuable input on how District finances impact their education.

Members from the community are appointed by the Superintendent and the Board of Education. The community representatives that served during 2014 include: Michael Alvarez, (Forcina); Iqbal Badwalz, (Board – At Large); Jennifer Buckman, (Singh-Allen); Michele Castillo, (Board – At Large); Rommel Declines, Sr., (Superintendent); Linda Dublin, (Board – At Large); Mark Mendenhall, (Madison); Ruthanne Rankin, (Cox); Andres Ramos, (Ly); Tony Salamanca, (Perez); and Yvette Simi, (Amavisca).

Presenting the Finance Committee report will be Chairperson Rommel Declines, Sr.

Financial Summary:

Prepared By: Carrie Hargis

Carrie Hargis

Division Approval:

Rich Fagan

Rich Fagan

Prepared By:

Superintendent Approval:

Christopher R. Hoffman

CH

**ELK GROVE UNIFIED SCHOOL DISTRICT
2014 FINANCE COMMITTEE ANNUAL REPORT**

The Finance Committee is pleased to submit their annual report to the Elk Grove Unified School District Board of Education and Cabinet.

Appointment of Finance Committee Chairperson

Mr. Rommel Declines, Sr., served as Committee Chairperson. Mr. Andres Ramos served as Committee Vice-Chairperson.

Function of the Finance Committee

The function of the Finance Committee is to serve in an advisory capacity to the Elk Grove Unified School District Board of Trustees on matters pertaining to District finances. The Committee provides community input that is shared with the Board of Education. The Committee is composed of community members appointed by each Board member, three community members appointed at-large by the Board of Education and one community member appointed by the Superintendent. Student representatives from the district's high schools provide feedback on financial impact at their school sites. The Committee is assisted by non-voting district staff members including the Associate Superintendent of Finance & School Support, Director of Fiscal Services and other staff as requested by the Committee.

The functions of the Finance Committee, according to the bylaws approved on November 21, 2013, shall be: a) to review the annual budget and interim financial reports and provide comment when deemed necessary; b) to provide opinions on current fiscal strategies for the district; c) to identify potential fiscal problems and refer them to the Board of Education; d) to provide an annual written report of the Committee's activities to the Board of Education; e) to provide any oral presentations to the Board of Education at the Board's request or at the Committee's initiative; and, f) to serve as an ad hoc resource for specific research or study as requested by the Board.

Finance Committee Meetings

The Committee met on January 27, February 24, March 24, April 28, May 19, June 23, September 22, October 27 and November 10, 2014. The final 2014 meeting of the committee is scheduled for December 15, 2014.

Finance Committee Activities Report and Recommendations for 2014

General Recommendations:

The Committee received presentations from the departments identified below to broaden our understanding of District finances, mandated requirements and the thought process involved with active programs and initiatives being implemented in the District. The presentations by staff were well prepared, informative and helpful to us. We welcomed comments and suggestions from the presenters regarding their current and future needs from a District perspective. We wish to extend our appreciation for the time and effort required for the preparation and presentation to the committee.

Common Core/Technology

The Committee was presented budgets from Curriculum and Professional Learning and Technology Services as they relate to Common Core testing and facilitation. The committee supports the District's strategy for providing Common Core technology in a phased approach to minimize costs and ensure technical compatibility.

Local Control Funding Formula/Local Control Accountability Plan (LCFF/LCAP)

The committee recommends diligence in the LCFF/LCAP process as it impacts the finances of the District's programs. The committee intends to continue to work towards understanding and providing input to the LCAP process by having District staff update the committee periodically.

**ELK GROVE UNIFIED SCHOOL DISTRICT
2014 FINANCE COMMITTEE ANNUAL REPORT - CONTINUED**

Facilities & Planning/Maintenance & Operations

The Facilities & Planning staff explained how activities in their department are funded, how these funds are prioritized and expended. We had discussions around solar energy efficiency, land use, and school build outs and upgrades. The committee appreciates the efforts in reducing energy costs and the carbon footprint of all District facilities. The committee believes the department has done an effective job despite the challenges in funding. As funding becomes available the District should consider restoration of Maintenance and Operations staff to properly maintain District facilities.

Special Education

The committee recommends raising awareness of funding shortfalls from State & Federal support.

Compensation & Benefits/Retiree Benefits

Negotiated agreements included concessions during difficult times in regards to shared employee health benefit costs that helped the District bridge the budget shortfalls. Any consideration of increased compensation and/or benefits should be analyzed cautiously for long term financial impact. The District should also be mindful of future State mandated increases for STRS and PERS.

Student Representatives

Twice per year the Committee extends invitations to student representatives from each of the District's high schools. The Committee is appreciative to those students who were able to attend the March 24 and October 27, 2014, meetings. Highlights of their discussions may not involve direct financial implications, but include:

- Scheduling elective classes and being part of academy programs continues to be difficult considering the large number of required courses and limited availability of classes.
- Expansion of the summer school program continues to be needed beyond credit recovery classes to enable increased student participation in multiple programs such as leadership, academies, AVID, and the like.
- Academies and the career focus programs are working well to engage student's interest, but have a lack of class scheduling flexibility. Students expressed having difficulty switching academies and availability of programs at their individual sites.
- A practical life skills segment in a required class would be helpful.
- During the student feedback session there was a desire to beautify or upgrade some of the older schools to increase school spirit & the learning environment.
- Library access, quantity and quality of available materials and resources could be improved.

**Rommel Declines, Sr., Chairperson
2014 Finance Committee**

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 12

Board Agenda Item

Supplement No. _____

Meeting Date: December 9, 2014

Subject:

EGUSD Graduate Profile

Division: Secondary Education

Action Requested:

The Board of Education is asked to review and approve the district's Graduate Profile.

Discussion:

The Board is asked to review and approve EGUSD's Graduate Profile. The profile was developed by a broad-based group of internal and external stakeholders as part of the district's on-going Linked Learning efforts to expand local and regional structures to support students' readiness for college and career. The profile establishes a common vision of student success through a list of outcomes that stakeholders agree are essential for students to master by the time they graduate from high school in order to succeed in college, career and civic life.

The outcomes included in EGUSD's Graduate Profile encompass a set of academic, career and 21st-century knowledge and skills; productive dispositions and behaviors; and engagement strategies to navigate the worlds of higher education, career and civic life. Specifically, the profile states that EGUSD graduates demonstrate their readiness to succeed in college, career and life through:

- Creative problem-solving
- Self-awareness, self-reliance and self-discipline
- Technical literacy
- Communication and collaboration
- Community engagement
- Integrity

Each outcome includes three to four indicators through which achievement of the outcome can be measured.

The next step in implementation of the Graduate Profile will be to develop a matrix of benchmarks that educators and administrators can use to evaluate student progress toward mastering each outcome at specific grade levels, such as third, sixth, eighth, tenth and twelfth grades. The benchmarks will be correlated as appropriate to the Common Core State Standards, components of social and emotional learning, and the expectations of EGUSD's higher education and business partners for successful students and employees. The further development of the Graduate Profile and its benchmarks also will be informed by the work of such organizations as the Stanford Center for Opportunity Policy in Education, Educational Policy Improvement Center, and the College and Career Academy Support Network, which is affiliated with the University of California, Berkeley, Graduate School of Education.

Development of the Graduate Profile benchmarks will be coordinated through the Department of College and Career Options and will include teams of stakeholders from the Elementary Education, Secondary Education, Special Education and Student Supports Services departments, as well as higher education and the local business community.

The Graduate Profile supports the vision of E4, EGUSD's instructional delivery system, that all students will graduate college- and career-ready.

Financial Summary:

None

Prepared By: Kathy Hamilton

Division Approval:  Christina Penna, Associate Superintendent

Prepared By: _____

Superintendent Approval:  Christopher R. Hoffman, Superintendent

2014-2015 EGUSD Graduate Profile



CREATE

PLAN

THINK

COMMUNICATE

ENGAGE

ACT



GRADUATE PROFILE

EGUSD graduates demonstrate their readiness to succeed in college, career, and life readiness through:



Creative problem-solving

- Analyzes problems by exercising critical thinking to formulate and ask pertinent questions
- Develops solutions using innovative, inventive, and intuitive ideas and approaches
- Utilizes resources and processes necessary to solve problems

CREATE



Self-awareness, self-reliance, self-discipline

- Possesses and applies skills necessary for living independently
- Sets and meets realistic, measurable goals; makes adjustments as needed
- Articulates strengths, weaknesses, abilities, and limitations as these apply to achieving plans and goals after graduation
- Manages and balances time, resources, and responsibilities

PLAN



Technical literacy

- Demonstrates mastery of technology necessary for college and career success
- Exhibits willingness to learn and utilize new technology
- Understands the evolving role of technology in industry and society

THINK



Communication and collaboration

- Articulates thoughts and ideas in all forms of communication: oral, written, and non-verbal
- Reads, listens, and observes effectively
- Relates to and collaborates with diverse groups to achieve a common purpose

COMMUNICATE



Community engagement

- Demonstrates knowledge about school, local, and global issues
- Respects cultural differences
- Participates in diverse school and community organizations willingly and cooperatively

ENGAGE



Integrity

- Makes commitments and keeps them, giving full effort
- Takes responsibility for actions
- Acts with honesty, authenticity, and sincerity

ACT

DRAFT 9/24/2014

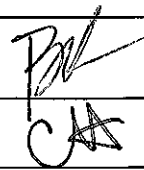
Agenda Item No. _____

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:**Department: Human Resources**BOARD POLICIES: FIRST READING****1312.3 UNIFORM COMPLAINT PROCEDURES****Action Requested:**

The Board of Education is asked to hear the first reading of modifications made to Board Policy 1312.3 Uniform Complaint Procedures.

Discussion:**Financial Summary:**Prepared By: L. Deissroth Division Approval: Brandon Krueger, Ed.D.Prepared By: _____ Superintendent Approval: Christopher Hoffman

Board Policy 1312.3

Uniform Complaint Procedures

Proposed Revision to Current Board Policy 1312.3

Because of substantial changes to the uniform complaint procedures that are being recommended by the California School Boards Association (hereinafter CSBA) after its consultation with the California Department of Education and the Office of Civil Rights of the United States Department of Education, it is recommended that the district's current Board Policy 1312.3 be eliminated in its entirety and that a new Board Policy 1312.3, consistent with a draft issued by the CSBA on October 31, 2014 be adopted

A copy of the district's prior Board Policy 1312.3 is attached for informational purposes. A copy of the CSBA draft Board Policy 1312.3 with explanatory notes is also attached for your information.

Lastly, a clean copy of the new proposed Board Policy 1312.3 is attached for the Board's review and approval.

Please Note that the Cabinet will be reviewing and approving an updated Administrative Regulation 1312.3, consistent with the updated Board Policy 1312.3 after the updated Board Policy is approved by the Board.

Current Board Policy 1312.3 – Uniform Complaint Procedures

(Last Revised on March 5, 2013)

It is recommended that the current Board Policy 1312.3 be eliminated in its entirety.

(Current BP 1312.3 – recommended for elimination in its entirety)

Community Relations

BP 1312.3(a)

UNIFORM COMPLAINT PROCEDURES

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The district shall investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, or bullying in accordance with the uniform complaint procedures.

The district shall use the uniform complaint procedures to resolve any complaint alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

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

(cf. 1312.1 - Complaints against District Employee)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment/Intimidation/Bullying)

(cf. 5145.7 - Sexual Harassment)

Uniform complaint procedures shall also be used to address any complaint alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 3260 - Fees and Charges)

(cf. 3320 - Claims and Actions Against the District)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3555 - Nutrition Program Compliance)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5148 - Child Care and Development)

(cf. 6159 - Individualized Education Program)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

(cf. 6178 - Career Technical Education)

(cf. 6178.1 - Work-Based Learning)

(cf. 6178.2 - Regional Occupational Center/Program)

(cf. 6200 - Adult Education)

UNIFORM COMPLAINT PROCEDURES (continued)

The Board prohibits any form of retaliation against any complainant in the complaint process. Participation in the complaint process shall not in any way affect the status, grades, or work assignments of the complainant.

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with the uniform complaint procedures, whenever all parties to a complaint agree to try resolving the problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate for any complaint alleging discrimination, harassment, intimidation, or bullying, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

1. Sufficiency of textbooks or instructional materials
2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff
3. Teacher vacancies and misassignments
4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference:

EDUCATION CODE

200-262.4 *Prohibition of discrimination*
8200-8498 *Child care and development programs*
8500-8538 *Adult basic education*
18100-18203 *School libraries*
32289 *School safety plan, uniform complaint procedures*
35186 *Williams uniform complaint procedures*
37254 *Intensive instruction and services for students who have not passed exit exam*
41500-41513 *Categorical education block grants*
48985 *Notices in language other than English*
49010-49013 *Student fees*
49060-49079 *Student records*
49490-49590 *Child nutrition programs*
52160-52178 *Bilingual education programs*
52300-52490 *Career technical education*
52500-52616.24 *Adult schools*
52800-52870 *School-based program coordination*
54000-54028 *Economic impact aid programs*
54100-54145 *Miller-Unruh Basic Reading Act*
54400-54425 *Compensatory education programs*
54440-54445 *Migrant education*
54460-54529 *Compensatory education programs* 56000-
56867 *Special education programs*
59000-59300 *Special schools and centers*
64000-64001 *Consolidated application process*

GOVERNMENT CODE

11135 *Nondiscrimination in programs or activities funded by state* 12900-
12996 *Fair Employment and Housing Act*

PENAL CODE

422.55 *Hate crime; definition*
422.6 *Interference with constitutional right or privilege*

CODE OF REGULATIONS, TITLE 5

3080 *Application of section*
4600-4687 *Uniform complaint procedures*
4900-4965 *Nondiscrimination in elementary and secondary education programs*

UNITED STATES CODE, TITLE 20

6301-6577 *Title I basic programs*
6601-6777 *Title II preparing and recruiting high quality teachers and principals*
6801-6871 *Title III language instruction for limited English proficient and immigrant students*
7101-7184 *Safe and Drug-Free Schools and Communities Act*
7201-7283g *Title V promoting informed parental choice and innovative programs*
7301-7372 *Title V rural and low-income school programs*

Management Resources: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Management Resources:

WEB SITES

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

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

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

(A copy of Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures, along with a copy of a complaint form that can be used to file a complaint under the uniform complaint procedures, is located on the district's Internet web site at egusd.net. Once the web site is accessed, please follow the links for "Students & Parents" and then "District Policies/Procedures/Notices".)

Policy:

Adopted: September 8, 1992

Revised: April 6, 1998

Revised: July 1, 2002

Revised: March 6, 2007

Revised: March 5, 2013

Elk Grove Unified School District
Elk Grove, California

CSBA Draft Board Policy 1312.3

Uniform Complaint Procedures (with explanatory notes)

Issued by CSBA on October 31, 2014

UNIFORM COMPLAINT PROCEDURES

Note: To address prohibited discrimination and violations of state and federal laws governing educational programs, 5 CCR 4621 mandates districts to adopt uniform complaint procedures (UCP) consistent with the state's complaint procedures specified in 5 CCR 4600-4670. Pursuant to 5 CCR 4610, as amended by Register 2013, No. 38, districts are required to adopt a uniform system of procedures that meets specified requirements for receiving, investigating, and resolving complaints alleging (1) unlawful discrimination, including discriminatory harassment and intimidation; (2) bullying; (3) a violation of state and federal laws and regulations governing educational programs; or (4) noncompliance with state law prohibiting the charging of student fees. Although some bullying incidents may not fall within the provisions of 5 CCR 4610, CSBA's sample policy BP/AR 5131.2 - Bullying strongly recommends that districts use the UCP to investigate and resolve all bullying incidents, regardless of whether there is an allegation of discriminatory bullying, to ensure consistent implementation by district staff. Additionally, it is not always easy or possible for staff to know at the time of the incident whether a student was bullied because of his/her actual or perceived membership in a legally protected class. Districts that are concerned about the capacity of a single district compliance officer to handle a possible increase in the number of UCP complaints, or that prefer to handle certain incidents at the school site level whenever possible, may designate multiple compliance officers in accordance with this policy.

In addition, Education Code 52075, as added by AB 97 (Ch. 47, Statutes of 2013), mandates districts, by June 30, 2014, to adopt policies and procedures implementing the use of the UCP to resolve complaints alleging noncompliance with requirements related to the local control and accountability plan. For plan requirements, see BP/AR 0460 - Local Control and Accountability Plan. Finally, a district should adopt policies and procedures implementing the use of the UCP to resolve complaints alleging retaliation in response to a complaint.

The California Department of Education (CDE) monitors district programs and operations for compliance with these procedures through its Federal Program Monitoring (FPM) process. The FPM consists of a review of written district policies and procedures for required language, including prohibition of discrimination, including discriminatory harassment, intimidation, and bullying, against students pursuant to Education Code 234.1, and of records of required activities, such as annual notification provided to students, parents/guardians, employees, and other school community members.

In addition, the U.S. Department of Education's Office for Civil Rights (OCR) enforces Title II of the Americans with Disabilities Act (20 USC 12101-12213), Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000e-17), Title IX of the Education Amendments Act of 1972 (20 USC 1681-1688), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), and the Age Discrimination Act of 1975 (42 USC 6101-6107). OCR has issued guidance describing federal requirements for discrimination complaint procedures. OCR requires such procedures to be "prompt and equitable." The factors OCR examines to evaluate each district's procedures are specified in AR 1312.3, including whether and how the procedures (1) provide notice of the procedures to the district's students, parents/guardians, and employees; (2) ensure adequate, reliable, and impartial investigation of complaints; (3) contain reasonably prompt timeframes for major stages of the complaint process; (4) provide notice to the complainant of the outcome of the investigation; and (5) provide an assurance that action will be taken to prevent recurrence of any discrimination found and to correct its effects.

CSBA staff met with representatives from CDE and OCR to discuss this policy and the accompanying regulation. As a result, the sample policy and regulation have been drafted to go beyond the minimal requirements under California's UCP laws and regulations in an attempt to address issues and concerns raised by CDE and OCR. While CDE and OCR have not approved or signed off on them, CSBA believes that the additional details provided herein may help school districts and county offices of education during any compliance check by CDE or in the event that a CDE or OCR investigation occurs.

UNIFORM COMPLAINT PROCEDURES (continued)

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal process, the Board shall adopt a uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

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

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs (5 CCR 4610)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3555 - Nutrition Program Compliance)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5148 - Child Care and Development)

(cf. 6159 - Individualized Education Program)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

(cf. 6178 - Career Technical Education)

(cf. 6178.1 - Work-Based Learning)

(cf. 6178.2 - Regional Occupational Center/Program)

(cf. 6200 - Adult Education)

2. Any complaint alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, in district programs and activities against any person based on his/her actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

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

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4031 - Complaints Concerning Discrimination in Employment)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

UNIFORM COMPLAINT PROCEDURES (continued)

3. Any complaint alleging bullying in district programs and activities, regardless of whether the bullying is based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics

(cf. 5131.2 - Bullying)

4. Any complaint alleging district violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 - Fees and Charges)

(cf. 3320 - Claims and Actions Against the District)

Note: Item #5 below is mandated pursuant to Education Code 52075, as added by AB 97 (Ch. 47, Statutes of 2013).

5. Any complaint alleging that the district has not complied with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

(cf. 0460 - Local Control and Accountability Plan)

Note: 5 CCR 4621 mandates that district policy ensure that complainants are protected from retaliation as specified in item #6 below.

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

Note: Pursuant to 5 CCR 4610, a district may, at its discretion, use the UCP to resolve other complaints.

7. Any other complaint as specified in a district policy

Note: 5 CCR 4631 authorizes the district to utilize alternative dispute resolution (ADR) methods, including mediation, to resolve complaints before initiating a formal investigation. However, the district should ensure that any ADR it uses, particularly in-person ADR, is appropriate for the particular situation. For example, in some instances (e.g., sexual assault) face-to-face mediation should not be used even if all parties voluntarily agree given the risk that a student might feel pressured to "voluntarily" agree to it. The following optional paragraph provides for a neutral mediator and should be revised to reflect district practice.

UNIFORM COMPLAINT PROCEDURES (continued)

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

Note: The following paragraph is **mandated** pursuant to 5 CCR 4621. Appropriate disclosure will vary in each case depending on the facts and circumstances.

In filing and investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation, unlawful discrimination, or bullying, the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint, if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

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

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

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Note: It is important to maintain records of all UCP complaints and the investigations of those complaints. If the district is ever investigated by OCR or CDE, these are important documents in demonstrating that the district has complied with federal law, state law, and its own policies and regulations.

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints. All such records shall be destroyed in accordance with applicable state law and district policy.

(cf. 3580 - District Records)

UNIFORM COMPLAINT PROCEDURES (continued)

Non-UCP Complaints

Note: 5 CCR 4611 details complaint issues that are not subject to the UCP. Such issues include, but are not limited to, allegations of child abuse, health and safety complaints regarding a child development program, allegations of fraud, and employment discrimination complaints. For procedures related to complaints of discrimination in employment, see AR 4031 - Complaints Concerning Discrimination in Employment.

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

Note: Education Code 35186 requires the district to use the UCP, with modifications, to investigate and resolve complaints related to items #1-3 below (i.e., "Williams complaints"). Because Education Code 35186 sets forth different timelines for investigation and resolution of these kinds of complaints than the timelines specified in law for other uniform complaints, the CDE has created a separate uniform complaint process for the Williams complaints. See AR 1312.4 - Williams Uniform Complaint Procedures for the separate procedure.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
48985 Notices in language other than English
49010-49013 Student fees
49060-49079 Student records
49490-49590 Child nutrition programs
52060-52077 Local control and accountability plan, especially
52075 Complaint for lack of compliance with local control and accountability plan requirements
52160-52178 Bilingual education programs
52300-52490 Career technical education
52500-52616.24 Adult schools
52800-52870 School-based program coordination
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws
1232g Family Educational Rights and Privacy Act
1681-1688 Title IX of the Education Amendments of 1972
6301-6577 Title I basic programs
6801-6871 Title III language instruction for limited English proficient and immigrant students
7101-7184 Safe and Drug-Free Schools and Communities Act
7201-7283g Title V promoting informed parental choice and innovative programs
7301-7372 Title V rural and low-income school programs
12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

Legal Reference continued: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference: (continued)

UNITED STATES CODE, TITLE 42

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

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

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

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

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on the basis of age

Management Resources:

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

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

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

WEB SITES

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

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

Board Policy 1312.3
Uniform Complaint Procedures
CLEAN COPY

UNIFORM COMPLAINT PROCEDURES

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(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 5145.3 - Nondiscrimination/Harassment)
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UNIFORM COMPLAINT PROCEDURES (continued)

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(cf. 5131.2 - Bullying)

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(cf. 3260 - Fees and Charges)

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UNIFORM COMPLAINT PROCEDURES (continued)

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

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UNIFORM COMPLAINT PROCEDURES (continued)

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(cf. 1312.4 - Williams Uniform Complaint Procedures)

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Legal Reference continued: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

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CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

Legal Reference continued: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference continued:

CODE OF FEDERAL REGULATIONS, TITLE 34

- 99.1-99.67 Family Educational Rights and Privacy
- 100.3 Prohibition of discrimination on basis of race, color or national origin
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Policy:

Adopted: September 8, 1992

Revised: April 6, 1998

Revised: July 1, 2002

Revised: March 6, 2007

Revised: March 5, 2013

Revised: _____, 2014

Elk Grove Unified School District

Elk Grove, California

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 14

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014

Subject:

Department: Human Resources

BOARD POLICIES: FIRST READING

5145.3 NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING

Action Requested:

The Board of Education is asked to hear the first reading of modifications made to Board Policy 5145.3 Nondiscrimination/Harassment/Intimidation/Bullying.

Discussion:

Financial Summary:

Prepared By: L. Deissroth Division Approval: Brandon Krueger, Ed.D.

Prepared By: _____ Superintendent Approval: Christopher Hoffman

Board Policy 5145.3

Nondiscrimination/Harassment/Intimidation/Bullying

Proposed Revision to Current Board Policy 5145.3

It is recommended that a current paragraph be deleted and that an additional paragraph be added to our current Board Policy 5145.3 in order to assure compliance with a new subsection (f) in Education Code section 221.5.

A copy of the district's current Board Policy 5145.3 is attached with the proposed changes on page (a).

Also attached is a copy of Education Code section 221.5 with the new subsection (f) underlined for emphasis.

Lastly, a clean copy of the new proposed Board Policy 5145.3 is attached for the Board's review and approval.

Current Board Policy 5145.3

Nondiscrimination/Harassment/Intimidation/Bullying

Last Revised on June 19, 2012

The proposed changes to BP 5145.3 are included on page (a). A paragraph proposed for deletion is struck through. A new proposed paragraph is underlined.

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING

District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. This policy applies to all acts related to school activity or school attendance occurring within a school under the jurisdiction of the District Superintendent.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 6164.6 - Identification and Education Under Section 504)

The Governing Board shall ensure equal opportunities for students in admission and access to educational programs, guidance and counseling programs, athletic programs, testing procedures, and other activities, regardless of a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. Lack of English language skills will not be a barrier to admission and participation in career technical education programs. Eligibility for cocurricular or extracurricular programs, such as choral and cheerleading, shall be determined on the basis of objective competencies. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision.

(cf. 1240 - Volunteer Assistance)

(cf. 6145.2 - Interscholastic Competition)

(cf. 6162.5 - Standardized Testing)

~~In some situations, the district may have to provide individualized accommodation to a student to protect him/her from discrimination, harassment and bullying based upon gender identity or gender expression. Such an accommodation may include providing a student adequate access to appropriate facilities, such as restrooms. The schools may also provide male and female students with separate sex education classes in order to respect student modesty. In physical education, when objective standards have an adverse effect on students because of their gender, race, ethnic group or disability, other standards shall be used to measure achievement and create comparable educational opportunities.~~

Pursuant to California Education Code section 221.5, a pupil shall be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records. Any student may request the use of private or unisex restroom facilities for increased privacy. The District endeavors to protect the privacy of all students.

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

Policies and procedures related to the types of unlawful discrimination, including harassment, intimidation and bullying described above must also be consistent with student free speech rights under the First Amendment and Education Code sections 48907 and 48950. Education Code section 48907 protects students' speech rights, except to the extent student speech is obscene, libelous, or slanderous, or constitutes speech that incites pupils as to create a clear and present danger of the commission of unlawful acts on school premises or the violation of lawful school regulations, or the substantial disruption of the orderly operation of the school. Education Code 48950 provides that no district with one or more high schools shall make or enforce any rule subjecting a high school student to disciplinary sanctions solely on the basis of speech or other communication that would be constitutionally protected if engaged in outside of campus. Education Code 48950 states that it does not prohibit discipline for harassment, threats or intimidation unless constitutionally protected. As a general rule, harassment, threats, intimidation and bullying directed at an individual or group are not constitutionally protected, and whether such speech might be entitled to constitutional protection will be determined on a case-by-case basis, with consideration for the specific words used and the circumstances involved. This assessment will also question whether the conduct is prohibited because it is based upon a person's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics.

Prohibited discrimination, harassment, intimidation and bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

The Board prohibits discrimination, harassment, intimidation and bullying of any student by an employee, student or other person in the district based on actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. District staff shall be on the alert for and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges. If district staff witnesses an action of discrimination, harassment, intimidation and bullying, he or she must take immediate steps to intervene when safe to do so.

The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of discrimination, harassment, intimidation and bullying shall be promptly investigated in a way that respects the privacy of all parties concerned.

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

(cf. 5131.2 - Bullying)

(cf. 5145.2 - Freedom of Speech/Expression: Publications Code)

(cf. 5145.7 - Sexual Harassment)

Students who harass, intimidate or bully other students on these prohibited bases shall be subject to appropriate counseling and discipline, up to and including expulsion. An employee who permits or engages in such harassment, intimidation and bullying may be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/disciplinary Action)

(cf. 5131.2 - Bullying)

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

Any student who feels that he/she is being discriminated against, harassed, intimidated or bullied because of actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, should immediately contact the principal or designee; and if unable to contact the principal or designee, such a student should immediately contact any other member of district staff. In addition to informal resolution of complaints of discrimination, harassment, intimidation and bullying at the site level through a complaint to the site principal or designee, a written complaint can be filed in accordance with the district's Uniform Complaint Procedures (BP 1312.3). Policies explaining complaint procedures are available at all school sites and at the Education Center.

(cf. 1312.3 - Uniform Complaint Procedures)

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and bullying because of actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, contact one of the following Title IX and Nondiscrimination Coordinators:

For complaints against employees:

Associate Superintendent, Human Resources, (916) 686-7795; 9510 Elk Grove-Florin Road, Elk Grove, CA 95624.

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

For student against student complaints:

Associate Superintendent, PreK-6 Education, (916) 686-7704; 9510 Elk Grove-Florin Road, Elk Grove, CA 95624; or
Associate Superintendent, Secondary Education, (916) 686-7706, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624.

In the event of a complaint regarding discrimination based upon an actual or perceived mental or physical disability, contact the District's Director of Student Support and Health Services (916) 686-7797, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624.

Legal Reference:

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct minor

EDUCATION CODE

40 Prohibited sex discrimination

41 School-sponsored athletic programs; prohibited sex discrimination

200 et seq. Prohibition of discrimination on the basis of sex

48900-48925 Suspension or expulsion

48900.2 Suspension or expulsion for sexual harassment

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

49020 et seq. Athletic programs

51006 et seq. Equitable access to technological education programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

CODE REGULATIONS, TITLE 5

4621 District policies and procedures

4622 Notice Requirements

PENAL CODE

422.5 Definition of hate crime

UNITED STATES CODE, TITLE 42

2000d & 2000e et seq. Title VI & VII, Civil Rights Act of 1964 as amended

2000h-2 et seq. Title IX, 1972 Education Act Amendments

CODE OF FEDERAL REGULATIONS, TITLE 34

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

106.8 Designation of responsible employee

Students

BP 5145.3(e)

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

106.9 Notification of nondiscrimination on basis of sex

Policy

Adopted: October 29, 1984

Revised: June 19, 1995

April 6, 1998

June 7, 1999

July 1, 2002

June 19, 2012

ELK GROVE UNIFIED SCHOOL DISTRICT
Elk Grove, California

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING

District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. This policy applies to all acts related to school activity or school attendance occurring within a school under the jurisdiction of the District Superintendent.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 6164.6 - Identification and Education Under Section 504)

The Governing Board shall ensure equal opportunities for students in admission and access to educational programs, guidance and counseling programs, athletic programs, testing procedures, and other activities, regardless of a student's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. Lack of English language skills will not be a barrier to admission and participation in career technical education programs. Eligibility for cocurricular or extracurricular programs, such as choral and cheerleading, shall be determined on the basis of objective competencies. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision.

(cf. 1240 - Volunteer Assistance)

(cf. 6145.2 - Interscholastic Competition)

(cf. 6162.5 - Standardized Testing)

Pursuant to California Education Code section 221.5, a pupil shall be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records. Any student may request the use of private or unisex restroom facilities for increased privacy. The District endeavors to protect the privacy of all students.

Policies and procedures related to the types of unlawful discrimination, including harassment, intimidation and bullying described above must also be consistent with student free speech rights under the First Amendment and Education Code sections 48907 and 48950. Education Code section 48907 protects students' speech rights, except to the extent student speech is obscene, libelous, or slanderous, or constitutes speech that incites pupils as to create a clear and present danger of the commission of unlawful acts on school premises or the violation of lawful school regulations, or the substantial disruption of the orderly operation of the school. Education Code 48950 provides that no district with one or more high schools shall make or enforce any rule

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

subjecting a high school student to disciplinary sanctions solely on the basis of speech or other communication that would be constitutionally protected if engaged in outside of campus. Education Code 48950 states that it does not prohibit discipline for harassment, threats or intimidation unless constitutionally protected. As a general rule, harassment, threats, intimidation and bullying directed at an individual or group are not constitutionally protected, and whether such speech might be entitled to constitutional protection will be determined on a case-by-case basis, with consideration for the specific words used and the circumstances involved. This assessment will also question whether the conduct is prohibited because it is based upon a person's actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics.

Prohibited discrimination, harassment, intimidation and bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

The Board prohibits discrimination, harassment, intimidation and bullying of any student by an employee, student or other person in the district based on actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics. District staff shall be on the alert for and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges. If district staff witnesses an action of discrimination, harassment, intimidation and bullying, he or she must take immediate steps to intervene when safe to do so.

The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of discrimination, harassment, intimidation and bullying shall be promptly investigated in a way that respects the privacy of all parties concerned.

(cf. 5131.2 - Bullying)

(cf. 5145.2 - Freedom of Speech/Expression: Publications Code)

(cf. 5145.7 - Sexual Harassment)

Students who harass, intimidate or bully other students on these prohibited bases shall be subject to appropriate counseling and discipline, up to and including expulsion. An employee who permits or engages in such harassment, intimidation and bullying may be subject to disciplinary

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/disciplinary Action)

(cf. 5131.2 - Bullying)

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

Any student who feels that he/she is being discriminated against, harassed, intimidated or bullied because of actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, should immediately contact the principal or designee; and if unable to contact the principal or designee, such a student should immediately contact any other member of district staff. In addition to informal resolution of complaints of discrimination, harassment, intimidation and bullying at the site level through a complaint to the site principal or designee, a written complaint can be filed in accordance with the district's Uniform Complaint Procedures (BP 1312.3). Policies explaining complaint procedures are available at all school sites and at the Education Center.

(cf. 1312.3 - Uniform Complaint Procedures)

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and bullying because of actual or perceived disability, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, contact one of the following Title IX and Nondiscrimination Coordinators:

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For student against student complaints:

Associate Superintendent, PreK-6 Education, (916) 686-7704; 9510 Elk Grove-Florin Road, Elk Grove, CA 95624; or

Associate Superintendent, Secondary Education, (916) 686-7706, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624.

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

In the event of a complaint regarding discrimination based upon an actual or perceived mental or physical disability, contact the District's Director of Student Support and Health Services (916) 686-7797, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624.

Legal Reference:**CIVIL CODE**

1714.1 Liability of parents/guardians for willful misconduct minor

EDUCATION CODE

40 Prohibited sex discrimination

41 School-sponsored athletic programs; prohibited sex discrimination

200 et seq. Prohibition of discrimination on the basis of sex

48900-48925 Suspension or expulsion

48900.2 Suspension or expulsion for sexual harassment

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

49020 et seq. Athletic programs

51006 et seq. Equitable access to technological education programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

CODE REGULATIONS, TITLE 5

4621 District policies and procedures

4622 Notice Requirements

PENAL CODE

422.5 Definition of hate crime

UNITED STATES CODE, TITLE 42

2000d & 2000e et seq. Title VI & VII, Civil Rights Act of 1964 as amended

2000h-2 et seq. Title IX, 1972 Education Act Amendments

CODE OF FEDERAL REGULATIONS, TITLE 34

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

106.8 Designation of responsible employee

106.9 Notification of nondiscrimination on basis of sex

Students

BP 5145.3(e)

NONDISCRIMINATION/HARASSMENT/INTIMIDATION/BULLYING (continued)

Policy

Adopted: October 29, 1984

Revised: June 19, 1995

April 6, 1998

June 7, 1999

July 1, 2002

June 19, 2012

-----, 2015

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item
No:

15

Board Agenda Item

Supplement No.

Meeting Date:

December 9, 2014

Subject:

Proposed Changes to Finance Committee Bylaws

Department:

Finance & School Support

Action Requested:

The Board of Education is asked to consider recommended changes from the Finance Committee to the Finance Committee Bylaws.

Discussion:

The Finance Committee reviewed the Finance Committee Bylaws at their September 22, 2014 and October 27, 2014, meetings and discussed that in some instances current practices are not in alignment with the current Bylaws. With the understanding that the bylaws may only be changed by the Board of Education, the Finance Committee is submitting the attached recommended changes for the Board's consideration and approval. The changes are considered clean up in nature and will align current practices with the written Bylaws. These changes are result of committee action on November 10, 2014.

Financial Summary:

No financial impact.

Prepared By:

Carrie Hargis

Carrie Hargis

Division Approval:

Rich Fagan

[Signature]

Prepared By:

Superintendent Approval:

Christopher R. Hoffman



ELK GROVE UNIFIED SCHOOL DISTRICT
FINANCE COMMITTEE BYLAWS

12/9/14 Board Agenda Item
Proposed Changes from Finance
Committee

ARTICLE I — NAME

Section 1: The name of the committee shall be the **Finance Committee**.

ARTICLE II — AUTHORITY

Section 1: The Board of Education may establish a Finance Committee at its discretion.

ARTICLE III — FUNCTION

Section 1: The Finance Committee shall serve the Elk Grove Unified School District Board of Education in an advisory capacity on matters pertaining to District finances. The functions of the Finance Committee shall be:

- A. To review the annual budget and interim financial reports and provide comment when deemed necessary.
- B. To provide opinions on current fiscal strategies for the district.
- C. To identify potential fiscal problems and refer them to the Board of Education.
- D. To provide an annual written report of the Committee's activities to the Board of Education.
- E. To provide any oral presentations to the Board of Education at the Board's request or at the Committee's initiative.
- F. To serve as an ad hoc resource for specific research or study as requested by the Board.

ARTICLE IV — MEMBERSHIP

Section 1: The membership of the Finance Committee will be established as follows:

Committee Members—Voting

Number

1. Community members (one appointed by each board member).....7
2. Community members (three appointed at large by the Board)3
3. Community member (one appointed by the Superintendent).....1

Committee Members—Non-Voting

34. One student representative appointed by each comprehensive9 **13**
high school (each school shall also appoint an alternate representative)
45. Staff Liaison (provided by the Superintendent)1
56. Participation of Cabinet members or Program Managers as required
or requested by the Finance Committee

ARTICLE V — TERM OF MEMBERSHIP

- Section 1: Student representatives and alternates will serve a one-year term which shall commence on September 1 and expire at the end of the school year of service. Student representatives and/or alternates may be appointed for successive terms.
- Section 2: Committee members will serve in two-year staggered terms which commence on ~~February 1~~ the first meeting of the calendar year and may be reappointed for additional terms as long as it is mutually agreeable to the member and to the Board and the Superintendent for at Large appointments. Board members whose terms expire in November will appoint Committee members with the same expiration date to initiate the staggered terms.
- Section 3: A Committee member may resign prior to the end of a term by providing written notification to the Board of Education President, with copies to the Staff Liaison and the individual who appointed them.

ARTICLE VI — STAFF LIAISON

- Section 1: The Superintendent shall appoint a Staff Liaison for the Finance Committee.
- Section 2: The duties of the Staff Liaison are:
- A. To ensure minutes are taken at all meetings;
 - B. To notify Committee members of their appointments and business;
 - C. To take charge of all documents belonging to the Committee;
 - D. To call a meeting to order, in the absence of the chairperson or to assist the chairperson and vice-chairperson; to preside until the election of a chairperson pro tem;
 - E. To notify all members of meetings;
 - F. To coordinate and prepare required correspondence as directed;
 - G. To coordinate and schedule staff presentations to the Committee;
- May perform other appropriate staff duties as requested by the Finance Committee Chair;

ARTICLE VII — VACANCIES

- Section 1: The Staff Liaison will inform the Board of all Committee vacancies. The Board, Board member or Superintendent shall then appoint a replacement member to the Committee in the same manner that initial selections are made.
- Section 2: Replacement members will be appointed as needed to complete unfilled terms.

ARTICLE VIII — OPERATING RULES

- Section 1: The Finance Committee shall establish, modify, and endorse Committee operating rules for the selection of a chairperson and vice-chairperson, attendance requirements, meetings, agendas, minutes, meeting rules, and voting requirements.
- Section 2: Specifically, meetings of the committee shall be conducted in accordance with the California open meetings law known as the Brown Act (Governance Code sections 54950-54963). The Staff Liaison or designee shall post agendas (hard copy and online), meeting materials, and otherwise assist the Committee in complying with these procedures.
- Section 3: The Finance Committee Bylaws shall be amended by the Board of Education. The Finance Committee may make recommendations for Bylaw changes to the Board of Education.

Updated 10/9/00
 08/15/05
 10/07/10
 3/18/13
 9/24/13
 11/21/13



FINANCE COMMITTEE OPERATING RULES

SELECTION OF CHAIRPERSON

The Committee shall elect a chairperson and a vice-chairperson at the first regular meeting of the calendar year to preside at meetings and to carry out other duties as assigned.

ATTENDANCE

It is essential that a representative attend all meetings. Two unexcused absences will result in recommendation to the Board that a Committee member be replaced.

MEETINGS

Meeting shall be held at least four times per academic year. Additional meetings may be held at the discretion of the Finance Committee. Student Representatives will be invited to attend all two meetings of the Finance Committee each calendar year.

PREPARATION AND DISTRIBUTION OF AGENDA

Agendas will be prepared with input from Committee members and staff. Agendas and minutes will be distributed prior to each meeting to each member and staff representative by the Staff Liaison.

MINUTES

Minutes will be composed, prepared, and distributed to Committee members by the Committee secretary prior to each Committee meeting. Final minutes will be distributed to the Board of Education and to the administration within one week of approval by the Committee.

RULES OF ORDER

Roberts Rules of Order will be used at all meetings.

QUORUM

A quorum will be 50% or more of the current voting members at the time of each meeting *is required to take any formal actions or to adopt final recommendations.*

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 16

Board Agenda Item

Supplement No. _____

Meeting Date 12-9-14

Subject: Procedure for Filling Board Member Vacancy

Department: Board of Education

Action Requested:

The Board is requested to discuss and possibly take action regarding the procedure for filling the Board member vacancy that will occur as the result of Steve Ly's election to the Elk Grove City Council.

Discussion:

Financial Summary:

Prepared By: _____ **Department Approval:** _____

Prepared By: _____ **Superintendent Approval:** Christopher R. Hoffman 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 17

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014

Subject:

Division: Adult and Community Education

Sacramento Works Training Center 2014-2015 subgrant # 088201SWTC(E)

Action Requested:

The Board of Education is asked to approve the resolution authorizing SETA's extension of subgrant #088201SWTC(E) providing funding to operate a Sacramento Works Training Center on the Elk Grove Adult and Community Education Campus for Fiscal Year 2014-2015.

Discussion:

The Board of Education is asked to approve the attached resolution authorizing the extension of Elk Grove Adult and Community Education's (EGACE) Sacramento Works Training Center subgrant for the period of July 1, 2014, to June 30, 2015. The Sacramento Employment and Training Agency has awarded EGACE \$369,447 to provide Training Center Activities for Adults, Dislocated Workers, and CalWORKs participants at EGACE.

Financial Summary:

No cost to district.

Prepared By: Kathy Hamilton

Division Approval: Christina Penna, Associate Superintendent

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman, Superintendent

2014-15,
Resolution 29

RESOLUTION AUTHORIZING EXECUTION OF WIA SERVICE PROVIDER SUBGRANT
WITH THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
(GOVERNMENTAL ENTITY)

WHEREAS, Elk Grove Unified School District
(Name of Entity)
a California local governmental entity (hereinafter referred to as "SUBGRANTEE"), desires to enter
into a WIA SERVICE PROVIDER SUBGRANT with the SACRAMENTO EMPLOYMENT AND
TRAINING AGENCY, a Joint Powers Agency and WIA One-Stop Operator (hereinafter referred to
as "SETA"), for the operation of a Sacramento Works Training Center for WIA Adults, WIA
Dislocated Workers, and CalWORKs program under the Workforce Investment Act;

THEREFORE, BE IT RESOLVED THAT the Governing Body of SUBGRANTEE hereby
authorizes the execution of SUBGRANT # 088201SWTC(E) by and between SUBGRANTEE
and SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Carrie Hargis, Director of Fiscal Services

2. Shannon Stenroos, Budget Manager

3. Shelley Clark, Accounting Manager

is/are hereby authorized on behalf of and in the name of SUBGRANTEE and as its official act and
deed to sign and otherwise enter into SUBGRANT # 088201SWTC(E) with SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Karen Malkiewicz, Principal

2. _____

3. _____

shall be authorized to act on behalf of SUBGRANTEE with respect to this SUBGRANT # _____

088201SWTC(E) by and between SUBGRANTEE and SETA and that SETA may rely upon

1 any communication or act, including telephone communication, made by the individuals authorized
2 to act on behalf of SUBGRANTEE pursuant to this resolution; and

3 BE IT FURTHER RESOLVED that the SUBGRANTEE's Data Security and Confidentiality
4 Designee for purposes of the SUBGRANT is:

5 Name: Karen Malkiewicz

6 Address: 8401 B Gerber Road

7 Sacramento, CA 95828

8 Telephone: (916) 525-4744 ext 7824

9 Email: kmalkiew@egusd.net

10 BE IT FURTHER RESOLVED THAT the following individuals comprise the entire Governing
11 Body of SUBGRANTEE:

| | <u>Name</u> | <u>Address</u> | <u>City, Zip Code</u> |
|----|----------------------------------|----------------|-----------------------|
| 12 | | | |
| 13 | 1. <u>Beth Albiani</u> | <u></u> | <u></u> |
| 14 | 2. <u>Crystal Martinez Alire</u> | <u></u> | <u></u> |
| 15 | 3. <u>Carmine S. Forcina</u> | <u></u> | <u></u> |
| 16 | 4. <u>Steve Ly</u> | <u></u> | <u></u> |
| 17 | 5. <u>Chet Madison, Sr.</u> | <u></u> | <u></u> |
| 18 | 6. <u>Anthony "Tony" Perez</u> | <u></u> | <u></u> |
| 19 | 7. <u>Bobbie Singh-Allen</u> | <u></u> | <u></u> |
| 20 | 8. <u></u> | <u></u> | <u></u> |
| 21 | 9. <u></u> | <u></u> | <u></u> |
| | * | | |

22 AND BE IT FURTHER RESOLVED THAT the authority conferred pursuant to this resolution
23 and the representations contained herein shall remain in full force and effect until written notice of
24 the revocation thereof shall have been received by SETA.

25 I, Christopher R. Hoffman, Superintendent,
26 (Name) (Title)
26 of the Elk Grove Unified School District, a California
(Name of Entity)
27 local governmental entity, do hereby certify and declare that the foregoing is a full, true and complete
28 copy of a resolution duly passed and adopted by the Governing Body of the Elk Grove Unified

1 School District at a meeting of said Body duly and regularly called,
2 (Name of Entity)
3 noticed and held, at Elk Grove, California, on the 9th day of
4 December, 2014, at which meeting a quorum of the Governing Body was present
5 and a majority of which quorum voted in favor of said resolution, and that said resolution is now in
6 full force and effect.

7 IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of
8 December, 2014.

9 Elk Grove Unified School District
10 (Name of Entity)

11 BY: _____
12 (Signature)

13 Christopher R. Hoffman
14 (Typed Name)

15 Superintendent
16 (Title)

Board Agenda Item

Agenda Item No: _____

Supplement No. _____

Meeting Date December 9, 2014**Subject:**Division: Adult and Community Education

WIA Title I Out-of-School Youth Program 2014-2015 subgrant # 088301OS-12 (E3)

Action Requested:

The Board of Education is asked to approve the extension of Sacramento Employment and Training Agency's 2014-2015 WIA Title I Out of School Youth Program subgrant.

Discussion:

The Board of Education is asked to approve the extension of Elk Grove Adult and Community Education's (EGACE) WIA Title I Out of School Youth Program subgrant for the period of July 1, 2014, to June 30, 2015. The Sacramento Employment and Training Agency has awarded EGACE \$190,000 to provide services to 50 Out-of-School youth participants.

Financial Summary:

No cost to district

Prepared By: KH Kathy HamiltonDivision Approval: Christina Penna, Associate Superintendent

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman, Superintendent

2014-15,
Resolution 30

RESOLUTION AUTHORIZING EXECUTION OF WIA SERVICE PROVIDER SUBGRANT
WITH THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
(GOVERNMENTAL ENTITY)

WHEREAS, Elk Grove Unified School District
(Name of Entity)
a California local governmental entity (hereinafter referred to as "SUBGRANTEE"), desires to enter
into a WIA SERVICE PROVIDER SUBGRANT with the SACRAMENTO EMPLOYMENT AND
TRAINING AGENCY, a Joint Powers Agency and WIA One-Stop Operator (hereinafter referred to
as "SETA"), for the operation of a WIA Title I Out of School Youth Program
program under the Workforce Investment Act;

THEREFORE, BE IT RESOLVED THAT the Governing Body of SUBGRANTEE hereby
authorizes the execution of SUBGRANT # 088301OS-12 (E3) by and between SUBGRANTEE
and SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Carrie Hargis, Director of Fiscal Services
2. Shannon Stenroos, Budget Manager
3. Shelley Clark, Accounting Manager

is/are hereby authorized on behalf of and in the name of SUBGRANTEE and as its official act and
deed to sign and otherwise enter into SUBGRANT # 088301OS-12 (E3) with SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Karen Malkiewicz, Principal
2. _____
3. _____

shall be authorized to act on behalf of SUBGRANTEE with respect to this SUBGRANT # _____
088301OS-12 (E3) by and between SUBGRANTEE and SETA and that SETA may rely upon

1 any communication or act, including telephone communication, made by the individuals authorized
2 to act on behalf of SUBGRANTEE pursuant to this resolution; and

3 BE IT FURTHER RESOLVED that the SUBGRANTEE's Data Security and Confidentiality
4 Designee for purposes of the SUBGRANT is:

5 Name: Karen Malkiewicz

6 Address: 8401 B Gerber Road

7 Sacramento, CA 95828

8 Telephone: (916) 525-4744 ext 7824

9 Email: kmalkiew@egusd.net

10 BE IT FURTHER RESOLVED THAT the following individuals comprise the entire Governing
11 Body of SUBGRANTEE:

| | <u>Name</u> | <u>Address</u> | <u>City, Zip Code</u> |
|----|----------------------------------|----------------|-----------------------|
| 13 | 1. <u>Beth Albiani</u> | <u></u> | <u></u> |
| 14 | 2. <u>Crystal Martinez Alire</u> | <u></u> | <u></u> |
| 15 | 3. <u>Carmin S. Forcina</u> | <u></u> | <u></u> |
| 16 | 4. <u>Steve Ly</u> | <u></u> | <u></u> |
| 17 | 5. <u>Chet Madison, Sr.</u> | <u></u> | <u></u> |
| 18 | 6. <u>Anthony "Tony" Perez</u> | <u></u> | <u></u> |
| 19 | 7. <u>Bobbie Singh-Allen</u> | <u></u> | <u></u> |
| 20 | 8. <u></u> | <u></u> | <u></u> |
| 21 | 9. <u></u> | <u></u> | <u></u> |

22 AND BE IT FURTHER RESOLVED THAT the authority conferred pursuant to this resolution
23 and the representations contained herein shall remain in full force and effect until written notice of
24 the revocation thereof shall have been received by SETA.

25 I, Christopher R. Hoffman, Superintendent,
26 of the Elk Grove Unified School District, a California
27 local governmental entity, do hereby certify and declare that the foregoing is a full, true and complete
28 copy of a resolution duly passed and adopted by the Governing Body of the Elk Grove Unified

1 School District at a meeting of said Body duly and regularly called,
2 (Name of Entity)
3 noticed and held, at Elk Grove, California, on the 9th day of
4 December, 2014, at which meeting a quorum of the Governing Body was present
5 and a majority of which quorum voted in favor of said resolution, and that said resolution is now in
6 full force and effect.

7 IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of
8 December, 2014.

9 Elk Grove Unified School District
10 (Name of Entity)

11 BY: _____
12 (Signature)

13 Christopher R. Hoffman
14 (Typed Name)

15 Superintendent
16 (Title)

Board Agenda ItemMeeting Date December 9, 2014**Subject:**Division: Adult and Community Education

WIA Title I Youth Program Universal Services 2014-2015 subgrant # 088301US-12 (E3)

Action Requested:

The Board of Education is asked to approve the extension of Sacramento Employment and Training Agency's 2014-2015 WIA Title I Youth Program Universal Services subgrant.

Discussion:

The Board of Education is asked to approve the extension of Elk Grove Adult and Community Education's (EGACE) WIA Title I Youth Program Universal Services subgrant for the period of July 1, 2014, to June 30, 2015. The Sacramento Employment and Training Agency has awarded EGACE \$61,000 to provide Universal Youth services at EGACE.

Financial Summary:

No cost to district

Prepared By: KH Kathy HamiltonDivision Approval: Christina Penna, Associate Superintendent

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman, Superintendent

2014-15,
Resolution 31

RESOLUTION AUTHORIZING EXECUTION OF WIA SERVICE PROVIDER SUBGRANT
WITH THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
(GOVERNMENTAL ENTITY)

WHEREAS, Elk Grove Unified School District
(Name of Entity)
a California local governmental entity (hereinafter referred to as "SUBGRANTEE"), desires to enter
into a WIA SERVICE PROVIDER SUBGRANT with the SACRAMENTO EMPLOYMENT AND
TRAINING AGENCY, a Joint Powers Agency and WIA One-Stop Operator (hereinafter referred to
as "SETA"), for the operation of a WIA Title I Universal Youth Services Program
program under the Workforce Investment Act;

THEREFORE, BE IT RESOLVED THAT the Governing Body of SUBGRANTEE hereby
authorizes the execution of SUBGRANT # 088301US-12 (E3) by and between SUBGRANTEE
and SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Carrie Hargis, Director of Fiscal Services

2. Shannon Stenroos, Budget Manager

3. Shelley Clark, Accounting Manager

is/are hereby authorized on behalf of and in the name of SUBGRANTEE and as its official act and
deed to sign and otherwise enter into SUBGRANT # 088301OS-12 (E3) with SETA; and

BE IT FURTHER RESOLVED THAT any individual employed by SUBGRANTEE in the
position(s) of:

Title

1. Karen Malkiewicz, Principal

2. _____

3. _____

shall be authorized to act on behalf of SUBGRANTEE with respect to this SUBGRANT # _____

088301US-12 (E3) by and between SUBGRANTEE and SETA and that SETA may rely upon

1 any communication or act, including telephone communication, made by the individuals authorized
2 to act on behalf of SUBGRANTEE pursuant to this resolution; and

3 BE IT FURTHER RESOLVED that the SUBGRANTEE's Data Security and Confidentiality
4 Designee for purposes of the SUBGRANT is:

5 Name: Karen Malkiewicz

6 Address: 8401 B Gerber Road

7 Sacramento, CA 95828

8 Telephone: (916) 525-4744 ext 7824

9 Email: kmalkiew@egusd.net

10 BE IT FURTHER RESOLVED THAT the following individuals comprise the entire Governing
11 Body of SUBGRANTEE:

| | <u>Name</u> | <u>Address</u> | <u>City, Zip Code</u> |
|----|----------------------------------|----------------|-----------------------|
| 13 | 1. <u>Beth Albiani</u> | <u></u> | <u></u> |
| 14 | 2. <u>Crystal Martinez Alire</u> | <u></u> | <u></u> |
| 15 | 3. <u>Carmine S. Forcina</u> | <u></u> | <u></u> |
| 16 | 4. <u>Steve Ly</u> | <u></u> | <u></u> |
| 17 | 5. <u>Chet Madison, Sr.</u> | <u></u> | <u></u> |
| 18 | 6. <u>Anthony "Tony" Perez</u> | <u></u> | <u></u> |
| 19 | 7. <u>Bobbie Singh-Allen</u> | <u></u> | <u></u> |
| 20 | 8. <u></u> | <u></u> | <u></u> |
| 21 | 9. <u></u> | <u></u> | <u></u> |

22 AND BE IT FURTHER RESOLVED THAT the authority conferred pursuant to this resolution
23 and the representations contained herein shall remain in full force and effect until written notice of
24 the revocation thereof shall have been received by SETA.

25 I, Christopher R. Hoffman, Superintendent,
26 of the Elk Grove Unified School District, a California
27 local governmental entity, do hereby certify and declare that the foregoing is a full, true and complete
28 copy of a resolution duly passed and adopted by the Governing Body of the Elk Grove Unified

1 School District at a meeting of said Body duly and regularly called,
(Name of Entity)
2 noticed and held, at Elk Grove, California, on the 9th day of
3 December, 2014, at which meeting a quorum of the Governing Body was present
4 and a majority of which quorum voted in favor of said resolution, and that said resolution is now in
5 full force and effect.

6 IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of
7 December, 2014.

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Elk Grove Unified School District
(Name of Entity)

BY: _____
(Signature)

Christopher R. Hoffman
(Typed Name)

Superintendent
(Title)

Board Agenda Item**Subject:**Department: Technology Services**Award of Contract for Voice Over Internet Protocol (VOIP)****Action Requested:**

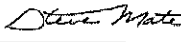
The Board is requested to approve the awarding of a contract for Voice Over Internet Protocol (VOIP).

Discussion:

Detailed information to be provided later. A Board Communication was sent outlining the details of the RFP process and status (see attached).

Financial Summary:Prepared By: Steve Mate

Division Approval: _____

Prepared By: Superintendent Approval: 

Elk Grove Unified School District

BOARD COMMUNICATION

From: the Office of the Superintendent

Date: November 12, 2014

To: The Board of Education

BC No. _____ *SM*

Regarding: New Phone System RFP

Prepared By: Steve Mate

The purpose of this communication is to update the board on a project that is needed to update the District's phone and voice mail systems.

Our current phone systems throughout the District are well past their end of support life. The current phone systems at the Trigg Center and Student Support Center are Nortel PBX's. The current phone system at the Trigg Annex is a Nortel Norstar KSU. Nortel was purchased by another company years ago, so the systems are manufacturer discontinued. The current voice mail systems at the Trigg Center and Student Support Center are Octel VMX 200's, which are also no longer manufactured. While they are all up and functioning, finding replacement parts and knowledgeable support agencies grows more costly and more difficult, if not impossible. The systems are also based on old technology. The current standard for phone systems is based on Voice Over Internet Protocol or VOIP. These systems are something that must be replaced to ensure reliable phone and voice mail service- including reliable access to 911.

Technology Services has worked with Facilities and Planning, Purchasing and a local VOIP expert independent contractor (Communication Strategies) to create a request for proposal (RFP). The RFP was opened November 5, 2014. A consent item with the staff's recommendation for vendor and product selection will be brought forward for the Board's review and action at the December 9, 2014 board meeting.

The item being brought forward on December 9th will select a vendor to update the core system at the Trigg Center, bringing the new system online and installing a redundant core at the Student Support Center. The new core will also be used to provide service to the Trigg Annex and to Marion Mix Elementary as well as the new Dillard Elementary, both of which are currently under construction. It is important to note that without the proposed new system, the District's current phone system would not be able to accommodate the additional phone system for Marion Mix or any additional phone systems needed for growth in the future. The current equipment at the Trigg Center, Student Support Center and Trigg Annex will be placed into Technology Services inventory to be used as needed for repairs to like systems still in use throughout the district. Along with the core system (phone and voice mail) the project cost will include new phone handsets at the upgraded sites. Technology Services will continue to support the new system, just as it does the current phone system in the district.

Once the core system is in place, other school sites will be converted to the new system as needed and as funding is established.

The core system, redundant core and 3 gateway locations, or Phase 1, is being paid for by the Capital Construction Funds.

If you have any questions or need more information, please contact Steve Mate, Director, Technology Services at 686-7710, Ext. 2041.

Mark Cerutti, Interim Superintendent

Agenda Item No. 21
Supplement No. _____
Meeting Date: December 9, 2014

Board Agenda Item

Subject: **Department:** Finance & School Support
Health Care Reform Impact Study (HCRIS) request by the Joint Health Care Coalition (JHCC)

Action Requested:

The Board of Education is asked to discuss and approve a request to approve up to \$35,000 in onetime funding for a Health Care Reform Impact Study (HCRIS)

Discussion:

The study will use a census of our district employees to determine the impact of the Affordable Care Act (ACA) on our district and its employees. The results of the study will provide the JHCC with information that it needs to make decisions regarding district health benefits as they relate to the implementation of the ACA. The study will provide information regarding the district's minimum essential coverage, employer shared responsibility and health care exchange coverage.

The objectives of the study will be to provide the District with:

- Actionable data to develop a strategic plan to mitigate the financial impact of Health Care Reform
- Project the affect that ACA may have on health benefit plan design or contribution changes
- Estimate Federal subsidies eligibility
- Identify potential strategic opportunities.

The HCRIS will be provided by Milliman Corporation through an agreement with Keenan and Associates and is currently planned to be completed early in 2015.

Financial Summary:

Funding would come from the unrestricted general fund reserves.

Prepared By: _____

Division Approval: Rich Fagan 

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman 

ELK GROVE UNIFIED SCHOOL DISTRICT

22

Agenda Item No:

Board Agenda Item

Supplement No.

Meeting Date:

December 9, 2014

Subject:

2013-14 ANNUAL AUDIT

Department:

Fiscal Services

Action Requested:

The Board is asked to receive, review and accept the 2013-14 district-wide annual audit report.

Discussion:

Education Code 41020 requires an annual financial and compliance audit of a school district's financial statements and internal controls. This audit is required to be submitted to the County Office of Education and the State Controller's Office by December 15 of the following year.

The firm Crowe Horwath LLP, was engaged by the Board of Education to conduct the 2013-14 audit.

Note: The Audit Report will be forwarded once it is received from the auditors.

Financial Summary:

Prepared By:

Carrie Hargis

Carrie Hargis

Division Approval:

Rich Fagan

Rich Fagan

Prepared By:

Shelley Clark

Shelley Clark

Superintendent Approval:

Christopher R. Hoffman

CRH

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:**Department: Education Services**Revision to Board Policy 0520.2 – Title I Program Improvement Districts****Action Requested:**

The Board of Education is requested to approve the proposed board policy revision of 0520.2 – Title I Program Improvement Districts, as aligned with the California School Board Association (CSBA).

Discussion:

The existing policy and administrative regulation require that our current policy in this area be updated. The necessary changes are suggested to the following Board Policy in the 0000 Instruction series:

BP 0520.2 – Title I Program Improvement Districts

Any new or replacement language align with the California School Boards Association (CSBA) model policies.

Financial Summary:

No financial impact.

Prepared By: Sue LarsonDepartment Approval: Mark Cerutti *M.C.*

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman *CAH*

TITLE I PROGRAM IMPROVEMENT SCHOOLS

The Governing Board is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the Governing Board desires to shall assist all district schools, including those receiving federal Title I funds, to achieve adequate yearly progress, as defined by the State Board of Education.

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

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program State Academic Achievement Tests)

(cf. 6171 - Title I Programs)

If a district Title I school is identified as in need of program improvement Whenever a district school is identified by the California Department of Education as in need of program improvement (PI), the Superintendent or designee shall coordinate ensure that school improvement efforts with federal, state and local school improvement programs as appropriate and shall develop an improvement plan are coordinated and aligned. He/she shall also revise the school's Single Plan for Student Achievement in accordance with law and as specified in administrative regulation.

(cf. 0420 – School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0420.3 – School-Based Student Motivation and Maintenance Program)

(cf. 0520.4 – Quality Education Investment Schools)

Depending on the length of time a district school has been identified for program improvement, ~~the Board and Superintendent or designee~~ the district shall implement provide opportunities for student transfers, supplemental educational services, other corrective actions and/or restructuring in accordance with state and federal laws, and shall annually communicate them to parents.

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 6179 - Supplemental Instruction)

Program Evaluation

The Superintendent or designee shall provide the Board with reports on the implementation of the school improvement plan and the effectiveness of program improvement efforts in raising student achievement. The Board shall annually review the adequate yearly progress of each district school based on state academic assessments and other indicators specified in the state plan for the No Child Left Behind Act. The Superintendent or designee shall publicize and disseminate the results of this review to

TITLE I PROGRAM IMPROVEMENT SCHOOLS (CONTINUED)

parents/guardians, principals, schools, and the community so that the instructional program can be continually refined to help all students meet state academic standards. (20 USC 6316)

(cf. 0510 – School Accountability Report Card)

(cf. 6190 - Evaluation of the Instructional Program)

(cf. 9000 – Role of the Board)

The Board and Superintendent or designee also shall review the effectiveness of the actions and activities carried out by PI schools with respect to parental involvement, professional development, and other PI activities. (20 USC 6316)

(cf. 4131 – Staff Development)

(cf. 6020 – Parent Involvement)

As necessary based on the results of these evaluations, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.

Legal Reference:

EDUCATION CODE

35256 School accountability report card

53200-53203 Persistently lowest achieving schools

53300-53303 Parent Empowerment Act

60642.5 California Standards Tests

60850-60856 High School Exit Examination

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

4800-4808 Parent Empowerment petitions

11992-11994 Persistently dangerous schools, definition

13075-13075.9 Supplemental educational services providers, record of effectiveness

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

6301 Title I program purpose

6311 Adequate yearly progress

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

Legal Reference: (Continued)

6316 School improvement

7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.39-200.43 Requirements for program improvement, corrective action and restructuring

200.44 School choice option

200.45-200.47 Supplemental services

200.48 Funding for transportation and supplemental services

200.49-200.51 State responsibilities

200.52-200.53 District improvement

Management Resources:

CSBA ADVISORIES

California's Implementation of the No Child Left Behind Act, July 2003

No Child Left Behind: Update on Federal Regulations and State Board of Education Actions, January 2003

CDE PUBLICATIONS

2008 Adequate Yearly Progress Report Information Guide, August 2008

California's Accountability Workbook

FEDERAL REGISTER

Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages 64436-64513

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Public School Choice, February 6, 2004 January 14, 2009

Supplemental Educational Services, August 22, 2003 January 14, 2009

WEB SITES

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

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

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

Policy

Adopted: December 13, 2005

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

Board Agenda Item**Subject:**Department: Education Services**Revision to Board Policy 0520.3 – Title I Program Improvement Districts****Action Requested:**

The Board of Education is requested to approve the proposed board policy revision of 0520.3 – Title I Program Improvement Districts, as aligned with the California School Board Association (CSBA).

Discussion:

The existing policy and administrative regulation require that our current policy in this area be updated. The necessary changes are suggested to the following Board Policy in the 0000 Instruction series:

BP 0520.3 – Title I Program Improvement Districts

Any new or replacement language align with the California School Boards Association (CSBA) model policies.

Financial Summary:

No financial impact.

Prepared By: Sue LarsonDepartment Approval: Mark Cerutti *M.C.*

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman *CAH*

Philosophy, Goals, Objectives and Comprehensive Plans

TITLE I PROGRAM IMPROVEMENT DISTRICTS

The Board of Education shall annually review and analyze district wide performance in making adequate yearly progress toward student ~~academic~~ achievement standards, in accordance with criteria established by the State Board of Education. The Board of Education's review shall include an evaluation of whether district improvement efforts are aligned and adequately focused on increasing achievement levels for all students. As necessary, the Board of Education and the Superintendent or designee shall take steps to improve district operations and programs to enable students to achieve proficiency.

(cf. 0500 - Accountability)

(cf. 6011 - Academic Standards)

(cf. 6162.51 - Standardized Testing and Reporting Program)

~~Prevention of Local Educational Agency Intervention Program~~ Early Warning Program

~~Whenever notified~~ In the event that the district is provided notice by the CDE that ~~the district it is at-risk in danger~~ of being identified for program improvement within two years under the federal No Child Left Behind Act, the Board of Education shall determine whether ~~the district will to participate in the state's voluntary prevention program~~ Early Warning Program. If the Board elects to have the district participate in the program, the district shall conduct a voluntary self-assessment using research-based criteria provided by the CDE and may revise its Title I local educational agency (LEA) plan based on the results of that assessment. ~~The Board of Education shall hold a public hearing at a regularly scheduled meeting if it elects not to participate in the prevention program, in order to discuss the reasons and rationale for not participating and to explain the manner in which it intends to address the needs of the district.~~ (Education Code 52055.57)

(cf. 6171 – Title I Programs)

~~Program Improvement~~ Year 1-2 PI: Revision and Implementation of LEA Plan

If In the event that the district is identified for program improvement by CDE, the Superintendent or designee shall, in accordance with law and administrative regulation, notify parents/guardians, administer a district self-assessment process, and ~~develop and implement a new or revised~~ revise the LEA plan in accordance with law and administrative regulation. (20 USC 6316; Education Code 52055.57)

The revised LEA plan or plan addendum shall be approved by the Board of Education and submitted to the CDE. The Superintendent or designee shall regularly report to the Board regarding the implementation of the plan during Years 1 and 2 of the program.

TITLE I PROGRAM IMPROVEMENT DISTRICTS (cont'd)

The Superintendent or designee shall utilize local and state resources available state and local resources to identify specific problems contributing to low student achievement and provide technical assistance and support to resolve those problems. He/she also shall work closely with individual school sites identified for program improvement to raise student achievement in accordance with school plans.

~~(cf. 0520—Intervention for Underperforming Schools)~~

~~(cf. 0520.1—High Priority Schools Grant Program)~~

~~(cf. 0520.2 - Title I Program Improvement Schools)~~

~~The Superintendent shall regularly report to the Board of Education regarding the implementation of the LEA plan.~~

Year 3 PI: Corrective Action

If the district does not make AYP after two years of receiving program funding, the Board shall cooperate with the Superintendent of Public Instruction (SPI) and the SBE in the identification and implementation of appropriate corrective actions.

The Board shall enter into a contract with a district assistance and intervention team (DAIT) whenever the SPI and SBE determine this to be the most appropriate corrective action. Upon receiving a report of recommendations from the DAIT: (Education Code 52055.57, 52059)

1. The Board may, not later than 30 days after completion of the report, appeal to the SPI to be exempted from implementing one or more of the report's recommendations.
2. Not later than 60 days after completion of the report, the Board shall, at a regularly scheduled meeting, adopt the report recommendations, as modified by any exemptions granted by the SPI.

The Superintendent or designee shall establish a district leadership team to collaborate with the DAIT in the development and implementation of an action plan to address high-priority needs. This team may include site and district administrators, teacher leaders, special education teachers, English learner experts, fiscal officers, and other key personnel, as appropriate.

The Board and the Superintendent or designee shall monitor the district's progress in implementing the DAIT's recommendations and shall continually use student performance data to determine whether additional district or school site changes are necessary to improve student achievement.

High Number/High Percentage of Program Improvement Schools

~~If the district is not identified for program improvement or the prevention program described~~

above, but has 10 or more schools or 55 percent of its schools identified for program improvement, it shall use any funding provided by the state to support such schools and to determine barriers to improved student academic achievement in those schools. (Education Code 52055.57)

Legal Reference:

EDUCATION CODE

52055.57-52055.59 Districts identified or at risk of identification for program improvement

52059 Statewide system of school support

UNITED STATES CODE, TITLE 20

6301 Title I program purpose

6311 Adequate yearly progress

6312 Local educational agency plan

6316 School and district improvement

6321 Fiscal responsibilities

CODE OF FEDERAL REGULATIONS, TITLE 34

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.52-200.53 District improvement

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Blueprint for District Assistance and Intervention, 2008

2007 Adequate Yearly Progress Report Information Guide, August 2007

A Training Guide for Local Educational Agencies and Schools: Program Improvement, September 2006

U.S. DEPARTMENT OF EDUCATION GUIDANCE

LEA and School Improvement Non-Regulatory Guidance, rev. July 21, 2006

WEB SITES:

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

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

ELK GROVE UNIFIED SCHOOL DISTRICT
Elk Grove, California

Policy Adopted: December 13, 2005

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:****Department:** Curriculum/Professional Learning**Observation of Dr. Martin Luther King, Jr.'s Birthday****Action Requested:**

The Board of Education of the Elk Grove Unified School District is asked to resolve that January 19, 2015, be affirmed a celebration of Dr. Martin Luther King, Jr.'s birthday.

Discussion:

When Dr. Martin Luther King, Jr., proclaimed the words, "I have a dream..." he changed the course of Civil Rights in America. Because of his sacrifices, the American people have made progress toward his dream for a world in which people are judged on the content of their character rather than the color of their skin. Dr. King's non-violent approach alerted the American people to the injustice of the treatment of people of color and has served as an example for all who wish to correct inequities. His birthday reminds all educators of our responsibility and privilege to assist our students in developing their skills to reach their dreams for achievement and to preserve a nation which practices equality for all.

The instruction in Elk Grove Unified School District schools acknowledges the contributions of Dr. Martin Luther King, Jr., and is consistent with the activities outlined in each site's Student Unity Plan. Teachers employ a variety of activities including lessons from the K-12 *World of Difference* curriculum, assemblies/presentations featuring highlights of Dr. King's life, and speaking and writing activities based on his "I Have A Dream" speech.

The book *Martin Luther King: a Peaceful Warrior* by E. Clayton is one of the district's elementary recommended reading list books for sixth grade and is a part of ongoing curriculum that recognizes leaders and heroes from all cultures and ethnic backgrounds.

Financial Summary:

There will be no cost to the district.

Prepared By: Anna Trunnell

Division Approval:

Mark Cerutti

Prepared By: _____

Superintendent's Approval:

Christopher R. Hoffman

ELK GROVE UNIFIED SCHOOL DISTRICT

AFFIRMATION OF DR. MARTIN LUTHER KING, JR.'S BIRTHDAY

RESOLUTION NO. 32

WHEREAS, January 19, 2015, is a national holiday in honor of the Reverend Dr. Martin Luther King, Jr.; and

WHEREAS, this great American is an international symbol of freedom; and

WHEREAS, his dream was of America as a country without prejudice and bigotry where people would be accepted based on their actions and not on the color of their skin; and

WHEREAS, the celebration of his birthday reminds all of us to ensure that we preserve a nation which practices equality for all;

THEREFORE, BE IT RESOLVED, by the Governing Board of the Elk Grove Unified School District, that January 19, 2015, be affirmed a celebration of Dr. Martin Luther King, Jr.'s birthday.

Christopher R. Hoffman
Superintendent and Secretary to the
Board of Education

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date 12-9-14**Subject:** Approval of Minutes**Department:** Board of Education**Action Requested:** Approve minutes of the regular board meeting held November 18, 2014, and the special board meeting held October 15, 2014.**Discussion:****Financial Summary:****Prepared By:** Arlene Hein **Department Approval:** _____**Prepared By:** _____ **Superintendent Approval:** Christopher R. Hoffman

CA

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. Promotion(s)
4. Rehire(s)
5. Resignation(s)
6. Retirement(s)
7. Returning from Leave(s) of Absence

CLASSIFIED:

APPROVE:

1. New Hire(s) [20]
2. Leaves(s) of Absence
3. Promotion(s)
4. Resignation(s)
5. Retirement(s)
6. Status Change(s)

Financial Summary:Prepared by: Bindy Grewal, Ed.D. *BG*Departmental Approval: Brandon Krueger, Ed.D. *BK*Prepared by: Evelyn Laluan *EL*Superintendent Approval: Mark Cerutti, Interim *MC*

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:****APPROVAL OF PURCHASE ORDER HISTORY.**Department: Finance & School Support**Action Requested:**

The Board of Education is asked to approve purchase orders for the weeks of October 25, 2014 through November 14, 2014.

Discussion:

The Purchase Order History and Cost Modifications for the month October 25, 2014 through November 14, 2014 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 | 446 | \$ 1,336,146.74 |
| 09 Elk Grove Charter School Fund | 2 | \$ 2,031.56 |
| 11 Adult Education Fund | 12 | \$ 18,406.48 |
| 12 Child Development Fund | 1 | \$ 500.00 |
| 13 Food and Nutrition Services Fund | 9 | \$ 59,749.80 |
| 25 Capital Facilities Fund | 1 | \$ 7,496.06 |
| 35 State School Facilities Fund | 1 | \$ 3,000.00 |
| 67 Self Insurance Fund | 2 | \$ 570.09 |
| Total Encumbrances | | \$ 1,427,900.73 |

Modifications:

| <u>Fund</u> | <u>Purchase Orders Modified</u> | <u>Purchase Order Modification Costs</u> |
|--------------------------------------|---------------------------------|--|
| 01 General Fund | 24 | \$ 1,407,866.00 |
| 13 Food and Nutrition Services Fund | 5 | \$ 55,000.00 |
| 35 State School Facilities Fund | 1 | \$ 75,000.00 |
| Total Modifications | | \$ 1,537,866.00 |
| Financial Summary Grand Total | | \$ 2,965,766.73 |

Prepared By: Ruth DewDivision Approval: Rich FaganPrepared By: Ruth DewSuperintendent Approval: Christopher R. Hoffman *CHA*

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 29
Supplement No. _____
Meeting Date: December 9, 2014

Board Agenda Item

Subject:

Department: Budget

APPROVAL OF BUDGET TRANSFERS

Action Requested:

The Board is asked to approve the following budget transfers for various funds.

Discussion:

Detailed descriptions of the budget transfers along with summaries by fund are attached. The budget transfers are for the period July 31, 2014 through October 31, 2014. Included are budget transfers for 2013-14 ending fund balance adjustments and the 2014-15 1st interim report.

** ATTACHMENT TO FOLLOW **

Financial Summary:

Prepared By: Shannon Stenroos
Division Approval: Rich Fagan
Prepared By: _____ Superintendent Approval: Christopher R. Hoffman

ELK GROVE UNIFIED SCHOOL DISTRICT

30

Agenda Item No: _____

Board Agenda Item

Supplement No. _____

Meeting Date: December 9, 2014

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> |
|--|--|--|--------------|----------------------|
| Gift Donation (School Supplies) | Robert Mustain | Helen Carr Castello Elementary School | \$121.09 | 11/3/14 |
| Cash Donation | Wells Fargo Bank Foundation | Elitha Donner Elementary School (Principal's Discretion) | \$500.00 | 10/16/14 |
| Cash Donation | Raley's | Franklin High School (Principal's Discretion) | \$497.83 | 11/4/14 |
| Gift Donation (iPad Mini) | Arnold Adreani PTA | Arnold Adreani Elementary School | \$370.00 | 10/23/14 |
| Gift Donation (HP Officejet 4500 Printer) | Hongling Qian | Franklin Elementary School | \$150.00 | 10/2/14 |
| Cash Donation | Wells Fargo Community Support Campaign | Helen Carr Castello Elementary School (Principal's Discretion) | \$269.22 | 11/12/14 |
| Gift Donation (School Supplies) | Robert Mustain | Helen Carr Castello Elementary School | \$128.48 | 11/10/14 |
| Cash Donation | Raley's/ Bel Air | Toby Johnson Middle School (Science Department) | \$322.12 | 10/22/14 |

Prepared By: _____

Carrie Hargis

Carrie Hargis

Division Approval: _____

Rich Fagan

Rich Fagan

Prepared By: _____

Superintendent Approval: _____

Christopher R. Hoffinan

CRH

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item
No:

31

Board Agenda Item

Supplement No.

Meeting Date:

December 9, 2014

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:

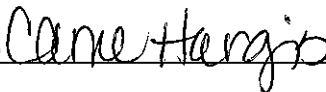
Under current Board Policy 3312 "contracts under the bid limits can be approved by the Designated Personnel, subject to Board ratification". Staff recommends that the Board ratify the contracts on the attached sheet, which are under the bid limit of \$84,100 and have been approved by authorized district staff.

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

Financial Summary:

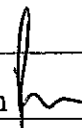
Please see funding information provided on attached schedule.

Prepared By: Carrie Hargis



Division Approval:

Rich Fagan



Prepared By:

Superintendent Approval:

Christopher R. Hoffman



ELK GROVE UNIFIED SCHOOL DISTRICT
Fiscal Services

December 9, 2014 Board of Education Meeting
Agenda Item – Ratification of Contracts
Contracts under bid limit authorized through 11/17/14

| | Agreement With | Services Provided | Term of Agreement | Department | Funding Source | Amount |
|------|---|--|--|--------------------------------------|---|------------------------|
| 1. | Cosumnes CSD Park and Recreation | Facility rental for Valley High School HealthTECH career seminar | 11/14/14 | Secondary Education | CA Partnership Academy Grant | \$593 |
| 2*. | Black Belt in Fitness | After school fitness classes for Union House Elementary School | 11/3/14 – 6/11/15 | Learning Support Services | After School Grant Funds | \$18,200 |
| 3.* | C.A.S.E. Programs, Inc | After school choir classes for Charles Mack Elementary | 11/1/14 – 12/31/14 | Learning Support Services | After School Grant Funds | \$385 |
| 4. | Ronald Ridley (Independent Contractor Agreement) | Art instruction for Always Learning | 10/31/14 – 6/30/15 | Secondary Education | Adult Education Fees | \$3,500 |
| 5. | Family Fuel | STARS Bullying Solutions assemblies for Elitha Donner Elementary School | 11/17/14 | Pre-K6 Education | General Fund, Unrestricted and Title II Grant Funds | \$2,200 |
| 6. | One Call Now | Emergency Call System | 11/16/14 – 11/15/15 | Technology Services | General Fund, Unrestricted | \$11,888 |
| 7. | Amber Fitzgerald (Independent Contractor Agreement) | Autism and behavior related consultations and functional behavior assessments | 7/1/14 – 6/30/15 | Special Education | Special Education Funds | Not to exceed \$6,000 |
| 8. | Entek Consulting Group, Inc. | Professional industrial hygiene, safety, indoor air quality, bioaerosol, lead, asbestos, and Workers Compensation related services | 11/2/14 – 6/30/15 | Risk Management | Routine Restricted Maintenance Funds | Not to exceed \$20,000 |
| 9.* | People Reaching Out | Implementation of Anti-Tobacco Public Service Announcement under TUPE grant program | 11/2/14 – 6/30/16 | Student Support and Health Services | TUPE Grant Funds | \$9,000 annually |
| 10.* | Accuracy and Integrity Advisors, Inc | Preparation services related to Department of Health Care Services 2012-13 Reimbursement Comparison Schedule (CRCS) | 11/4/14 – 11/30/14 | Finance and School Support | Medi-Cal Grant Funds | Estimate \$1,000 |
| 11. | University Enterprises | Manage, design and implement intensive professional development related to science teaching in accordance with requirements of grant award | 1/1/12 – 9/30/15 (amendment of original agreement) | Curriculum and Professional Learning | CaMSP Federal Grant Funds | \$268,691 |

ELK GROVE UNIFIED SCHOOL DISTRICT
Fiscal Services

December 9, 2014 Board of Education Meeting
Agenda Item – Ratification of Contracts
Contracts under bid limit authorized through 11/17/1414

| | | | | | | |
|-----|--|---|----------------------------------|-------------------------------------|---------------------------|--------------------------|
| 12. | Syntex Global, LLC | Interpreting and translation services | 11/14/14 – 11/13/19 | Learning Support Services | Special Education Funds | Not to exceed \$10,000 |
| 13. | Cloud Lock | Security and firewall subscription services | 12/11/14 – 12/11/15 | Technology Services | General Fund Unrestricted | \$49,960 |
| 14. | Sobriety Brings a Change | Tobacco, drug and alcohol intervention and cessation counseling at Calvine, William Daylor and Rio Cazadero High Schools for 2014-15 and 2015-16 school years | 2014-15 and 2015-16 school years | Student Support and Health Services | No Cost | \$0 |
| 15. | Leading for Life | Middle School Conference (3/5/15) Keynote Speaker – Jill Esplin and workshops | 3/5/15 - 3/5/15 | Student Support and Health Services | TUPE Grant Funds | \$3,00 plus travel costs |
| 16. | Kathryn Wyffels (Independent Contractor Agreement) | Project GLAD training for Union House Elementary School | 12/2/14 – 1/23/15 | Learning Support Services | Title I Grant Funds | \$8,400 |
| 17. | Regina Rosenzweig (Independent Contractor Agreement) | Project GLAD training for Union House Elementary School | 1/20/15 – 1/23/15 | Learning Support Services | Title I Grant Funds | \$8,400 |

*Memorandum of Understanding

Page 2 of 2

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 32

Board Agenda Item

Supplement No. _____

Meeting Date: December 9, 2014Subject:Department: Finance & School Support

RECEIPT OF BIDS AND AWARD OF A CONTRACT FOR 100% FRUIT SLUSHIE FOR FOOD & NUTRITION SERVICES – BID #557-14/15

Action Requested:

The Board of Education is asked to authorize the award of Bid #557-14/15 for furnishing 100% FRUIT SLUSHIE FOR FOOD & NUTRITION SERVICES for the Elk Grove Unified School District

Discussion:

On October 10, 2014, bid requests were sent to four (4) vendors to furnish the Elk Grove Unified School district for 100% FRUIT SLUSHIE FOR FOOD & NUTRITION SERVICES.

On November 6, 2014, bids were opened and read aloud in the Office of the Director of Purchasing at 2:00 p.m. One (1) vendor responded. The bid results are available in the Purchasing Department.

The administration recommends the award of Bid #557-14/15 for 100% FRUIT SLUSHIE FOR FOOD & NUTRITION SERVICES to the following vendor for a three (3) year contract to expire on June 30, 2018.

VENDORAMOUNT

TROPIC BEVERAGE

\$ 525,000.00 for 3 years

Financial Summary:

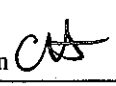
Funding source will be through Food & Nutrition Services

Prepared By: Ruth Dew

Division Approval: _____

Rich Fagan Prepared By: Ruth Dew

Superintendent Approval: _____

Christopher Hoffman 

Board Agenda Item

Supplement No. _____

Meeting Date December 9, 2014**Subject:**

Out-of-State Field trip

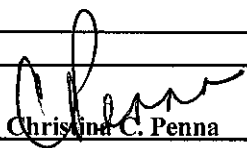
Division: Secondary Education**Action Requested:**

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 | Tarkanian Invite Basketball Tournament | December 17-20, 2014 |
| Franklin High School | Reno, NV | Sierra Nevada Classic Wrestling Tournament | December 28-30, 2014 |

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

Prepared By: _____

Superintendent Approval: Christopher R. Hoffman 

| |
|--------------------------|
| Board Agenda Item |
|--------------------------|

Subject:Division: **Facilities and Planning**

**Marion Mix Elementary School
Change Order No. 4**

Action Requested:

The Board of Education is asked to (1) approve Change Order No. 4 with Broward Builders, Inc., and (2) authorize a district representative to sign the approved change order.

Discussion:

On October 15, 2013, the Board of Education awarded a contract to Broward Builders, Inc., for the Marion Mix Elementary School project. Change Order No. 4 consists of nine (9) items. The complete change order, with backup, is on file in the Facilities and Planning office for review.

| | | | |
|----------------|--|-----|--------------|
| <u>Item #1</u> | Extend 800 linear feet of gypsum wallboard around steel frame to roof deck in Building A to comply with fire code. Requested by: Architect | ADD | \$ 10,827.00 |
| <u>Item #2</u> | Revise the door hardware at five doors and revise frames at two doors to accommodate thickened walls and comply with accessibility codes. Requested by: Architect | ADD | \$ 792.00 |
| <u>Item #3</u> | Furnish and install an additional concrete block course at sound wall, along Franklin Boulevard, to provide maximum sound mitigation. Requested by: Architect | ADD | \$1,996.00 |
| <u>Item #4</u> | Furnish and install additional transformers for corridor speakers in order to complete campus communications system. Requested by: EGUSD | ADD | \$ 485.00 |
| <u>Item #5</u> | Furnish and install power and switches to basketball backstops in the multi-purpose room to provide for a complete, operational system. Requested by: Architect | ADD | \$2,638.00 |

Financial Summary:

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

| | | | |
|--------------------|------------------------|--------------------------------|----------------------------------|
| Prepared By: _____ | Brad Parsons <i>BP</i> | Division Approval: _____ | Robert Pierce <i>RP</i> |
| Prepared By: _____ | Lee Leavelle <i>LL</i> | Superintendent Approval: _____ | Christopher R. Hoffman <i>CH</i> |

| | | | |
|----------------|---|-----|-------------|
| <u>Item #6</u> | Furnish and install refrigerator plumbing boxes in Nurse's Office and Staff Lounge to meet current District Educational Specifications requirements. Requested by: EGUSD | ADD | \$ 905.00 |
| <u>Item #7</u> | Furnish and install power to the water heater at the trash enclosure can wash to provide for a complete, operational system. Requested by: Architect | ADD | \$ 2,420.00 |
| <u>Item #8</u> | Furnish and install additional roof membrane at the Unit A roof parapet walls to provide for a more durable, and waterproof roof system. Requested by: Architect | ADD | \$ 8,330.00 |
| <u>Item #9</u> | Locate 43 gas risers to rooftop HVAC units outside of the unit curbs to provide for ease of maintenance and minimize class room disruption while performing maintenance. Requested by: EGUSD | ADD | \$15,755.00 |

Attachment A provides detailed information on distribution of change order requests between Architect and District. Change Order No.4 changes the contract amount of \$18,559,084.00 by \$44,148.00 to \$18,603,232.00.

CONSTRUCTION COST SUMMARY
CHANGE ORDER NO. 1-4

PROJECT: Marion Mix Elementary School
ARCHITECT: Rainforth Grau Architects
CONTRACTOR: Broward Builders, Inc.
CONTRACT AMOUNT: \$18,424,000.00

| ARCHITECT INITIATED OR REQUESTED | | | | | | EXISTING CONDITIONS | | DISTRICT REQUESTED | |
|----------------------------------|---------------|------------|--------------------|------------|-------|---------------------|--------------------|--------------------|------------|
| | Architectural | Electrical | Mechanical | Structural | Civil | Code | | Additions | Credits |
| BUILDING | (72,417.00) | 2,638.00 | 16,222.00 | 10,602.00 | 0.00 | 20,165.00 | 0.00 | 19,573.00 | (1,667.00) |
| SITE | (5,879.00) | 121,645.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20,907.00 | 14,748.00 | 0.00 |
| SITE AND BUILDING | (78,296.00) | 124,283.00 | 16,222.00 | 10,602.00 | 0.00 | 20,165.00 | 20,907.00 | 34,321.00 | (1,667.00) |
| TOTALS | | | \$92,976.00 | | | | \$20,907.00 | \$32,654.00 | |

SUMMARY:

| | | | |
|---------------------------------------|------------------------|---------------------------|---------------|
| Original Contract Amount: | \$18,424,000.00 | Contract completion date: | April 9, 2015 |
| Net Change Orders Architect Requested | 92,976.00 | Time extension: | 0 days |
| Net Change Orders Existing Conditions | 20,907.00 | | |
| Net Change Orders District Requested | 32,654.00 | | |
| Total Change Order 1-4 | 179,232.00 | | |
| Total Current Contract Amount | <u>\$18,603,232.00</u> | | |