

BOARD MEETING NOTICE AND AGENDA

EL RANCHO UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Education
Conducting the District's Business in Public

**Pico Rivera City Hall
6615 Passons Boulevard
Pico Rivera, CA 90660**

September 12, 2013

Closed Session – 6:00 p.m.

Open Session – 7:30 p.m.

Persons in the audience during the meeting of the Board of Education are asked to not talk during presentations or the meeting. If conversation needs to take place, please do so outside of the Board Meeting so as not to disrupt others or the meeting. *Please make sure your cell phone is turned off or silenced at this time.*

AGENDA

1. CALL TO ORDER

The meeting was called to order by _____, President, at _____ p.m.

1.1 **ROLL CALL – Members of the Board of Education**

Delia Alvidrez, President
Rita Jo Ramirez, Vice President
Rachel Canchola, Clerk
Alfred Renteria, Jr., Member
Dr. Joseph Rivera, Member

1.2 **ROLL CALL – Members of the Administrative Cabinet**

Martin Galindo, Superintendent
Roxane Fuentes, Assistant Superintendent, Educational Services
Mark Matthews, Director, Human Resources
Larry Brunson, Director, Student Services
Leticia Covarrubias, Chief Business Officer, Business Services

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

3. ADJOURN TO CLOSED SESSION

4. CLOSED SESSION

Closed Session is conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public. If additional time is required, the Board will reconvene Closed Session at the end of the regular meeting.

4.1 Public Employee Appointment/Employment (Pursuant to Government Code §54957)
Title: High School Dean (1 position)

4.2 Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code § 54957.6) Agency Designated Representative: Mark Matthews, Director, Human Resources
Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees

5. RECONVENE IN OPEN SESSION – 7:30 p.m.

5.1 PLEDGE OF ALLEGIANCE

RECORDER Sandy Watkins
INTERPRETER Herlinda Acevedo
VISITORS Register No. 03-2013/2014

6. ADOPTION OF AGENDA

Recommendation is made that the Agenda be adopted as submitted.
(Reference pages 1-30)

M _____ S _____ Vote _____

7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

8. STUDENT REPORTS

8.1 ASB President, El Rancho High School, Sydney Woo

8.2 ASB Spokesperson, Salazar High School, Aubriana Flores

9. AWARDS AND RECOGNITIONS

This is the time on the agenda when the Board recognizes personnel, school(s), and/or District programs.

9.1 El Rancho Education Center Presentation
Principal, Chuck Collings
(Reference page 31)

9.2 Recognition of Rio Vista Elementary School for achieving a 2013 Academic Performance Index (API) of 827 and exiting Program Improvement
Principal, Dean Cochran
(Reference page 32)

10. INFORMATION ITEMS

Information items are included on the agenda to provide information on a wide range of matters of interest to the Board of Education. These information items may require Board action at a later date.

10.1 Unaudited Actuals Report Presentation
Leticia Covarrubias, Chief Business Officer
(Reference page 33)

10.2 Spectrum Center Presentation
Larry Brunson, Director, Student Services and Kristine Ramos, Coordinator,
Student Services
(Reference page 34)

10.3 El Rancho Unified School District's 2013 STAR Data Results Presentation
Roxane Fuentes, Assistant Superintendent, Educational Services and Rachel
Garcia, Coordinator of Categorical Programs
(Reference page 35)

10.4 2013-2014 Staffing Update
Mark Matthews, Director, Human Resources
(Reference page 36)

11. PUBLIC COMMENTS – ITEMS NOT ON THE AGENDA (Yellow speaker's card)

*Public Comments is the time when members of the audience may address the Board on matters **not listed on the agenda**. Please be aware that Government Code 54954.2 prohibits the Board from taking action at this meeting if the item does not already appear on the posted agenda. In the interest of time, your remarks will be limited to three (3) minutes. We ask that you confine your comments to new ideas to avoid repeating what has already been said. Comments on the same topic will be limited to a maximum of fifteen (15) minutes. Please do not refer to students, employees, parents, or other individuals in a derogatory or potentially offensive manner.*

12. BOARD OF EDUCATION ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

Board Members have the opportunity to report and discuss information regarding conference attendance, committee updates, and other District-related activities/observations.

13. SUPERINTENDENT'S REPORT

The Superintendent reports to the Board of Education on relevant educational issues, participation in, and attendance at seminars, conferences, and District activities.

14. CONSENT AGENDA

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items (per Bylaws of the Board 9322). It is understood that the Administration recommends approval on all Consent Items. Each Item on the Consent Agenda approved by the Board of Education shall be deemed to have been considered in full and adopted as recommended.

HEARING SESSION: (Blue speaker's card)

This is the time when members of the audience may speak to any item on the CONSENT AGENDA only. Your remarks will be limited to three (3) minutes. Please note that questions from the public on personnel and/or IEP-related items cannot be accommodated due to confidentiality requirements.

The Board President will call for a motion and a second to open Board discussion on the Consent Agenda. Consent Items are voted on by a single motion. Board Members or the Superintendent may withdraw items for further discussion and separate action.

M _____ S _____

14.1 SUPERINTENDENT'S OFFICE

- A. Approve the Minutes of the Board of Education's Regular Meeting held August 8, 2013.
(Reference pages 37-67)

14.2 DIVISION OF STUDENT SERVICES

- A. Approve the Contract Agreement between the El Rancho Unified School District and *Alma Family Services*, a school based counseling agency, for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. The contract shall not exceed \$5,000.00, to allow for funding for non-insured and under-insured children; services for Medi-Cal insured students will be at no cost to the District. Services provided are payable from the Safe Schools/Healthy Students Grant.
(Reference pages 68-75)
- B. Approve Memorandum of Understanding between the *Exchange Club Family Support Center*, a Parenting and Family Life Program, and the El Rancho Unified School District for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. \$5,000.00, payable from the Safe Schools/Healthy Students Grant.
(Reference pages 76-78)

14.2 DIVISION OF STUDENT SERVICES

- C. Approve consultant agreement with *Intercommunity Counseling Center*, to provide mental health and counseling services to the students and families of the District for the 2013/2014 school year, effective September 13, 2013 to June 30, 2014. The agency will provide services at no cost to the District.
(Reference pages 79-86)
- D. Approve Service Agreement with the *Southern California Alcohol and Drug Program* for the 2013/2014 school year to provide substance abuse counseling services, effective September 13, 2013 through June 30, 2014. Total expenditure of \$15,000.00 is payable from the Safe Schools/Healthy Students Grant Funds.
(Reference pages 87-89)
- E. Approve Consultant Agreement with *Hector Palencia, M.A., MSW, PPSC*, for the 2013/2014 school year to provide consultation and counseling services, effective September 13, 2013 through June 30, 2014. Total expenditure not to exceed \$75,000.00 is payable through the Safe School/Healthy Students Grant.
(Reference pages 90-93)
- F. Approve Memorandum of Understanding with *The Whole Child*, a school based counseling services provider, for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided shall not exceed \$20,000.00 payable from the Safe Schools/Healthy Students Grant.
(Reference pages 94-99)
- G. Approve Memorandum of Understanding with *SPIRITT Family Services* (also known as Skills for Prevention, Intervention, Recovery, Individual Treatment and Training Family Services) for the 2013/2014 school year to provide mental health services to students, effective September 13, 2013 through June 30, 2014. Total expenditure of \$25,000.00 is payable from the Safe Schools/Healthy Students Grant Funds. SPIRITT Family Services will also provide additional days of services utilizing agency funds through the Child Abuse Risk Intervention and Neighborhood Outreach (CARIÑO) program at no cost to the District.
(Reference pages 100-104)
- H. Approve Memorandum of Understanding with *ENKI Health and Research Systems (EHRS)*, a community behavioral health care agency, to provide mental health services to the students of the District for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided will be at no cost to the District.
(Reference pages 105-107)

14.2 DIVISION OF STUDENT SERVICES

- I. Approve the Memorandum of Understanding between the El Rancho Unified School District and *Penny Lane Centers*, a school based counseling agency, for the 2013/2014 school year. Services are to be provided effective September 13, 2013 through June 30, 2014, and will be at no cost to the District.
(Reference pages 108-111)
- J. Approve the Memorandum of Understanding between the El Rancho Unified School District and *Pacific Clinics*, a school based counseling agency, for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided will be at no cost to the District.
(Reference pages 112-115)
- K. Approve Field Education Affiliation Agreement between *Hope International University* and El Rancho Unified School District, effective September 13, 2013 through June 30, 2014. The Affiliation Agreement is at no cost to the District.
(Reference pages 116-122)
- L. Approve Field Education Affiliation Agreement between the *University of Southern California (USC)* School of Social Work and El Rancho Unified School District effective September 13, 2013 through June 30, 2014. The Affiliation Agreement is at no cost to the District.
(Reference pages 123-128)
- M. Approve/ratify Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Jr/Sr High*. An El Rancho Unified School District student is to attend this school from July 9, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$37,022.00 is payable through the Federal & State Special Education Funds.
(Reference page 129)
- N. Approve payment in accordance with the terms of the Settlement Agreement(s). Authorize payment in an amount not to exceed \$30,000.00 in accordance with the terms of the Settlement Agreement(s) and Education Code Sections 56035, 56365, 56366, and 56740, payable through Special Education funds.
(Reference page 130)

14.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approve participation for twelve (12) El Rancho High School Boys' Water Polo Team student athletes, one (1) certificated staff member and one (1) walk-on coach in the 12th Annual Oxnard Boys' Varsity Water Polo Tournament at the Oxnard Aquatic Center in Oxnard, CA October 11 – 12, 2013. Accommodations will be at La Quinta Inn and transportation will be provided by staff and parents. Total expenditure of \$477.60 for accommodations and meals is payable from El Rancho High School ASB Boys' Water Polo Funds.
(Reference pages 131-132)
- B. Approve/Ratify payment to !A+CAT (Computer Assisted Tutoring), a Supplemental Educational Service (SES) provider, for tutoring services rendered to eligible students in Program Improvement Years 2-5 schools from October 12, 2012 through April 30, 2013. Total expenditure of \$200.00 is payable from Centralized Title I Set Aside Funds.
(Reference page 133)
- C. Approve/Ratify annual contract with the Los Angeles County Office of Education (LACOE) for participation in the Marine Education Programs, Science and Conservation Education, Contract No. C-14057:13:14, effective September 1, 2013 through June 30, 2014.
(Reference pages 134-145)

14.4 DIVISION OF BUSINESS SERVICES

- A. Approve/Ratify Business Services reports for the month of August 2013.
(Reference pages 146-165)
- B. Approve the El Rancho Unified School District's 2012-2013 Unaudited Actuals Report pursuant to Education Code Section 42100.
(Reference page 166)
- C. Approve Copier Lease Agreements with Leaf Capital Funding for South Ranchito Elementary, Student Services, and Human Resources.
(Reference pages 167-170)
- D. Accept letter of agreement between the El Rancho Unified School District and the City of Pico Rivera for the continued use of the original water meter in connection with the Rio Vista Park Renovation Project.
(Reference pages 171-172)
- E. Approve to declare (327) items of computer equipment as obsolete and authorize disposal of equipment, which is no longer usable by the District.
(Reference pages 173-180)

14.5 DIVISION OF HUMAN RESOURCES

None

15. CONSENT AGENDA VOTE

M _____ S _____ Vote _____

16. NEW BUSINESS – ACTION ITEMS

*This is the time of the meeting when members of the public may address the Board on matters that **are on the ACTION ITEMS agenda only**. In the interest of time, individual comments will be limited to three (3) minutes. The Board shall limit the total time for each agenda item to a maximum of fifteen (15) minutes.*

16.1 SUPERINTENDENT’S OFFICE

None

16.2 DIVISION OF STUDENT SERVICES

None

16.3 DIVISION OF EDUCATIONAL SERVICES

None

16.4 DIVISION OF BUSINESS SERVICES

- A. Adopt Resolution No. 5-2013/2014 establishing the Gann Appropriations Limits as \$50,403,875 for the 2013-2014 fiscal year.
(Reference pages 181-182)

M _____ S _____ Vote _____

- B. Adopt Resolution No. 6-2013/2014 Annual Delegation of Administrative Authority to Process Routine Budget Revision, Adjustments and Transfers for the 2013/2014 fiscal year.
(Reference pages 183-185)

M _____ S _____ Vote _____

16.4 DIVISION OF BUSINESS SERVICES

- C. Adopt Resolution No. 7-2013/2014 Interfund Transfer, authorizing the transfer of \$400,000 from the District's General Fund into the Food Services Fund.

(Reference pages 186-187)

M _____ S _____ Vote _____

- D. Approve support and maintenance agreement between El Rancho Unified School District and DRG Intelligent Computer Concepts (ICC) to provide on-site infrastructure planning, support and implementation of the entire network infrastructure at all school locations and District Offices. Support and maintenance agreement shall be effective October 1, 2013 through September 30, 2014 at a cost not to exceed \$314,040.00, payable from Measure "A" General Obligation Bond Funds.

(Reference pages 188-194)

M _____ S _____ Vote _____

- E. Approve to award agreement to Grand G & G Vending to provide vending services for Snack and Beverage items at Burke Middle School, North Park Middle School, Rivera Middle School and El Rancho High School for a period of twelve (12) months with an option to renew annually. There is no cost to the district under this agreement.

(Reference pages 195-222)

M _____ S _____ Vote _____

16.5 DIVISION OF HUMAN RESOURCES

- A. Approve Contract of Employment for the Director of Student Services for the 2013-2014 school year.

(Reference pages 223-225)

M _____ S _____ Vote _____

- B. Approve/Ratify adoption of Resolution No. 8-2013/2014 authorizing three Single Subject Credentialed teachers to teach in a class outside their credential on the basis of California Education Code 44263.

(Reference pages 226-227)

M _____ S _____ Vote _____

16.5 DIVISION OF HUMAN RESOURCES

- C. Approve/Ratify adoption of Resolution No. 9-2013/2014 authorizing two Multiple Subject Credentialed teachers to teach in intermediate departmentalized classes on the basis of California Education Code 44256(b).
(Reference pages 228-229)

M _____ S _____ Vote _____

- D. Approve/Ratify request to employ two certificated teachers authorizing them, to teach in a class outside their credential per California Education Code 44258.2.
(Reference page 230)

M _____ S _____ Vote _____

- E. Approve/Ratify request to employ five certificated teachers authorizing them to teach in a class outside their credential per California Education Code 44258.7(b).
(Reference page 231)

M _____ S _____ Vote _____

- F. Approve Memorandum of Understanding between the El Rancho Unified School District and the Los Angeles County Office of Education for the Project Impact-District Intern Program.
(Reference pages 232-237)

M _____ S _____ Vote _____

- G. Approve Certificated Personnel Register No. 3-2013/2014
(Reference pages 238-278)

- pg. 239 1. Authorization & Ratification of Employment:
 - a. Dean (1) – El Rancho High
Funding Source: District General Fund
Total Expenditure: \$87,356.14 - \$100,458.36
Eff: 9/13/13

- pg. 240 b. RTI Coach (1) – Durfee
Funding Source: Title I
Total Expenditure: \$47,479.93 - \$91,548.21
Eff: 9/13/13

16.5 DIVISION OF HUMAN RESOURCES

- pg. 241 c. Teachers from the Recall List (5)
Funding Source: District General Fund
Justification: Resignations were not submitted to Human Resources in time for the August Board, and the enrollment numbers were not finalized until after school started.
Total Expenditure: \$341,420.90
Eff: 8/19/13
Lopez, Jesus – Magee Elementary
Salas, Lisa – Birney Elementary
Sanchez, Matthew – Burke Middle
Vela, April – Rivera Middle
Villarruel, Claudia – Birney Elementary
- pg. 242 d. Substitute Teachers (5) – Districtwide
Funding Source: District General Fund
Justification: Ratification is necessary in order to ensure coverage for all substitute requests.
Total Expenditure: \$148.98/per diem
Eff: 8/21/13
Afan, Kristina O.
Aguilar, Nadine M.
Gonzalez, Laurin
Ortiz, Sandra
Vasquez, Elizabeth
- pg. 243 2. Authorization & Ratification of Out-of-Category Employment:
a. Director (1) – Student Services
Funding Source: District General Fund
Justification: Ratification is necessary, because appointment of new director took longer than anticipated.
Total Expenditure: \$19,849.91
Eff: 7/1/13 – 8/23/13
Ramos, Kristine
- pg. 244 b. Principal (1) – North Park Middle
Funding Source: District General Fund
Justification: Notification of maternity leave was received after the August Board.
Total Expenditure: \$9,600.04
Eff: 8/19/13
Lara, Tarcio

16.5 DIVISION OF HUMAN RESOURCES

pg. 245 c. Assistant Principal (1) – North Park Middle
Funding Source: District General Fund
Justification: Ratification is necessary in order to provide additional support at the beginning of the school year.
Total Expenditures: \$8,381.84
Eff: 8/19/13
Aguirre, Rachel

3. Authorization & Ratification of Extra-Duty, Extra-Pay Assignments for the 2013-2014 school year:

HUMAN RESOURCES:

pg. 246 a. Supplemental Pay Assignment
Certificated Staff (1) – South Ranchito
Funding Source: District General Fund
Total Expenditure: \$1,146.00
Eff: 10/1/13 – 6/1/14
Anaya, Arleen

pg. 247 b. Supplemental Pay Assignment
Certificated Staff (1) – El Rancho High
Funding Source: Boys/Girls Cross Country ASB Funds
Justification: Submitting after the fact, due to availability of funds.
Total Expenditure: \$687.60
Eff: 7/12/13 – 8/22/13

<u>Staff</u>	<u>Assignment</u>
Madina, David	Girls Varsity Cross Country

pg. 248 c. Supplemental Pay Assignment
Certificated Staff (1) – El Rancho High
Funding Source: El Rancho High School ASB Funds
Justification: Due to a scheduling conflict, could not confirm employment of Mr. Centeno before last board date.
Total Expenditure: \$440.82
Eff: 8/30/13 – 12/1/13

<u>Staff</u>	<u>Assignment</u>
Centeno, Andres	Medical Technician

pg. 249 d. Supplemental Pay Assignment
Certificated Staff (1) – Burke Middle
Funding Source: District General Fund
Justification: Due to an oversight, this board item was not submitted for approval, therefore, ratification is necessary.
Total Expenditure: \$3,458.63
Eff: 8/21/13 – 6/5/14

<u>Staff</u>	<u>Assignment</u>
Mendez, Roberto	Marching Band

16.5 DIVISION OF HUMAN RESOURCES

pg. 250 e. Supplemental Pay Assignment
Certificated Staff (1) – Burke Middle
Funding Source: District General Fund
Justification: Due to an oversight, this board item was not submitted for approval, therefore, ratification is necessary.
Total Expenditure: \$1,146.00
Eff: 8/21/13 – 6/5/14

	<u>Staff</u>	<u>Assignment</u>
	Vela-Amaya, Sylvia	Newspaper

pg. 251 f. Extra-Duty, Extra-Pay Assignment
Certificated Staff (1) – El Rancho Education Center
Funding Source: El Rancho Education Center Funds
Total Expenditure: \$1,172.07
Eff: 9/24/13 – 5/29/13
Silva, Patrick

pg. 252 EDUCATIONAL SERVICES:
g. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (17) – Burke Middle
Total Expenditure: \$14,840.70
Funding Source: Title I Funds
Eff: 9/13/13 – 5/16/14

- Amaya, Sylvia
- Ammerman, John
- Chavez, Christine
- Fielder, Reginald
- Fierro, Ed
- Garcia, Nadia
- Jose, Melinda
- Mak, Barry
- Martin, Elbia
- Morales, Crystal
- Ormseth, Tor
- O'Dell, Laura
- Pardee, Summer
- Sanchez, Mathew
- Rapisarda, Barbara
- Ramirez, Josefina
- Rodriguez, Dianne

16.5 DIVISION OF HUMAN RESOURCES

pg. 253-254

h. Extra-Duty, Extra-Pay Assignment

Certificated Staff Members (34) – North Park Middle

Total Expenditure: \$3,850.56

Funding Source: Title I (30%), EIA/SCE (40%), and EIA/LEP (30%)
Funds

Eff: 9/23/13 – 4/24/14

Aranda, Jesse
Arellano, Karen
Ayala-Zitouni, Lorrie
Bae, Minerva
Barrios, Angie
Bielejeski, Kimberly
Boyce, Darrick
Canizales, Pedro
Charmello, John
Cosentino, Joleene
Craft, Cliff
Flores, Rene
Gallegos, Dolores
Gonzalez, Guadalupe
Gutierrez, Consuelo
Hernandez, Victor
Laplante, Martine
Ledden, Brendan
Leija-Cardenas, Veronica
Madikians, Angela
Madina, David
Mendoza, Steve
Oliver, Olivia
Perez-Selsky, Ricardo
Ponciano, Edwin
Ponciano, Lorena
Sermeno, Su
Tanielu, Maritel
Valdiviez, Natalie
Vasquez, Gloria
Wakefield, Ron
Webster, Sally
Wing, James
Zola, Todd

16.5 DIVISION OF HUMAN RESOURCES

pg. 255-256

i. Extra-Duty, Extra-Pay Assignment

Certificated Staff Members (31) – Rivera Middle

Total Expenditure: \$23,664.90

Funding Source: Title I Funds

Eff: 9/24/13 – 5/8/14

Aguilar, David
Baca, Guadalupe
Baltazar, Edward
Barajas, Alice
Barrios, Justin
Cordes, Lisa
Cordova, Sylvya
Covarrubias, Cesar
Flanagan, Sandra
Flores, Margaret
French, David
Gomez, Grace
Gonzalez, Rebecca
Heredia, Claudio
Larios, Andrea
Lawrence, Mike
Leos, Raul
Mercado, Pearl
Muñoz, Mary
Murillo, Laura
Novalis, Leslie
Nova-Wahler, Aidee
Olvea, Guillermo
Padilla, Roman
Prather, Diane
Robledo, Oscar
Rubio, Israel
Salisbury, Beth
Sierra, Ron
Valenzuela, Aracely
Vela, April

16.5 DIVISION OF HUMAN RESOURCES

pg. 257-258

- j. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (31) – Rivera Middle
Total Expenditure: \$7,219.80
Funding Source: Title I Funds
Eff: 9/28/13 – 5/10/14
Aguilar, David
Baca, Guadalupe
Baltazar, Edward
Barajas, Alice
Barrios, Justin
Cordes, Lisa
Cordova, Sylvya
Covarrubias, Cesar
Flanagan, Sandra
Flores, Margaret
French, David
Gomez, Grace
Gonzalez, Rebecca
Heredia, Claudio
Larios, Andrea
Lawrence, Mike
Leos, Raul
Mercado, Pearl
Muñoz, Mary
Murillo, Laura
Novalis, Leslie
Nova-Wahler, Aidee
Olvea, Guillermo
Padilla, Roman
Prather, Diane
Robledo, Oscar
Rubio, Israel
Salisbury, Beth
Sierra, Ron
Valenzuela, Aracely
Vela, April

pg. 259

- k. Extra-Duty, Extra-Pay Assignment
Certificated Administrators (2) – Rivera Middle
Total Expenditure: \$3,719.06
Funding Source: Title I Funds
Eff: 9/28/13 – 5/10/14
Alvidrez, Andrew
Melgar, Ana

16.5 DIVISION OF HUMAN RESOURCES

- pg. 260-261 1. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (10)
Certificated Counselor (1) – Ruben Salazar Continuation
Total Expenditure: \$2,632.09
Funding Source: EIA/SCE Funds
Eff: 9/14/13 – 5/31/14
 Teachers:
 Diaz, Evette
 Gaeta, Leticia
 Galarza, Carlos
 Gonzalez, Bernadette
 Guerrero, Guadalupe
 Lopez-Cadena, Erin
 Martinez, Arianne
 Morales, Manuel
 Shibata, Valentina
 Walker, Earnestine
 Counselor:
 Draper, Sandra
- pg. 262 m. Extra-Duty, Extra-Pay Assignment
Certificated Administrator (1) – Ruben Salazar Continuation
Total Expenditure: \$1,190.10
Funding Source: EIA/SCE Funds
Eff: 9/14/13 – 5/31/14
 Reyes, Reynaldo
- pg. 263-264 n. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (2) – Categorical Programs
Total Expenditure: \$2,406.60
Funding Source: Centralized Title I, Location 20 (67%) and
Centralized Title III (33%) Funds
Eff: 9/13/13 – 6/30/14
 Gallegos, Sandra
 Pantoja-Velasco, Alejandra
- pg. 265 o. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (4) – Various sites
Total Expenditure: \$10,228.05
Funding Source: Federal Migrant Education Funds
Eff: 9/13/13 – 5/18/14
 Galvan, Maybrit (Rio Vista Elementary)
 Morales, Crystal (Burke Middle)
 Ponce, Bernice (Rio Vista Elementary)
 Verbera, Judith (Rio Vista Elementary, ALTERNATE)

16.5 DIVISION OF HUMAN RESOURCES

pg. 266

- p. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (2) – Various sites
Total Expenditure: \$4,011.00
Funding Source: Title I Set Aside – PI LEA Professional Development Funds
Eff: 9/13/13 – 6/30/14
Ormseth, Tor - Curriculum Council Facilitator-Math (Burke)
Padilla, Christina – Curriculum Council Facilitator-Lang. Arts (El Rancho High)

pg. 267-268

- q. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (23) – Various sites (Language Arts Curriculum Council)
Total Expenditure: \$13,837.95
Funding Source: Title I Set Aside – PI LEA Professional Development Funds
Eff: 9/13/13 – 6/6/14
Aguirre, Rachel (Birney Elementary)
Anaya, Arleen (South Ranchito Elementary)
Arrata, Diana (Rivera Elementary)
Chavez-Molina, Cynthia (Birney Elementary)
Diaz, Evette (Salazar Continuation)
Estrada, Susan (South Ranchito Elementary)
Gutierrez, Amalia (Durfee Elementary)
Hidalgo, Veronica (Magee Elementary)
Knapp, Dean (Magee Elementary)
Kuftedjian, Alice (Durfee Elementary)
Madina, David (North Park Middle)
McLaughlin, Holly (Rio Vista Elementary)
Navarro-Meunzel, Lisa (North Ranchito Elementary)
Novalis, Leslie (Rivera Middle)
Pardee, Summer (Burke Middle)
Rodriguez, Dianne (Burke Middle)
Salcido, Paula (North Ranchito Elementary)
Stinson, Sharon (Valencia Elementary)
Tanielu, Maritel (North Park Middle)
Taylor, Barbara (Rivera Elementary)
Vela, April (Rivera Middle)
Weaver, Kerrie (Rio Vista Elementary)
Ziola, Patty (Valencia Elementary)

16.5 DIVISION OF HUMAN RESOURCES

pg. 269-270

- r. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (22) – Various sites (Math Curriculum Council)
Total Expenditure: \$13,236.30
Funding Source: Title I Set Aside – PI LEA Professional Development Funds
Eff: 9/13/13 – 6/6/14
- Atencio, Leonard (Birney Elementary)
 - Charre, Martha (Valencia Elementary)
 - Covarrubias, Cesar (Rivera Middle)
 - Cunningham, Sean (Durfee Elementary)
 - Estrada, Susan (South Ranchito Elementary)
 - Hernandez, Monica (South Ranchito Elementary)
 - Jose, Melinda (Burke Middle School)
 - Kust, Melina (Rio Vista Elementary)
 - Mata, Diana (Rivera Elementary)
 - Morales, Manuel (Salazar Continuation)
 - Mukai, Charmagne (Magee Elementary)
 - Munoz, Jose (North Ranchito Elementary)
 - Navarro, Kathee (Rio Vista Elementary)
 - Nova-Wahler, Aide (Rivera Middle)
 - Perez, Robert (North Ranchito Elementary)
 - Ponciano, Lorena (North Park Middle)
 - Robledo, Deborah (Durfee Elementary)
 - Sermeno, Susan (North Park Middle)
 - Stinson, Sharon (Valencia Elementary)
 - Torres, Lourdes (Rivera Elementary)
 - Urrieta, Robert (Magee Elementary)
 - Vela-Amaya, Sylvia (Burke Middle School)

pg. 271-272

- s. Extra-Duty, Extra-Pay Assignment
Certificated Staff Members (24) – Various sites – EL Program Contact Teacher Committee
Total Expenditure: \$10,438.60
Funding Source: 50% Title I Set Aside – PI LEA Professional Development and 50% Centralized Title III Funds
Eff: 9/13/13 – 6/6/14
- Alonso, Janet (Rio Vista Elementary, ALTERNATE)
 - Barrera, Elizabeth (North Ranchito Elementary)
 - Carlos, Mary (Magee Elementary, ALTERNATE)
 - Cordova, Sylvya (Rivera Middle)
 - Figueroa, Rosemary (El Rancho High)
 - Fisher, Ana (Salazar Continuation, ALTERNATE)
 - Galvan, Maybrit (Rio Vista Elementary)
 - Garcia, Nadia (Burke Middle)

16.5 DIVISION OF HUMAN RESOURCES

Guerrero, Guadalupe (Salazar Continuation)
Gutierrez, Consuelo (North Park Middle)
Hernandez, Monica (South Ranchito Elementary)
Hurtado-Slaven, Maria (Birney Elementary)
Ibarra, Virginia (South Ranchito Elementary, ALTERNATE)
Iturrino, Christine (Durfee Elementary, ALTERNATE)
Lohora, Raul (North Ranchito Elementary, ALTERNATE)
Lopez, Maggie (Rivera Elementary, ALTERNATE)
Lopez-Roman, Ivette (Valencia Elementary)
Martinez, Martin (El Rancho High, ALTERNATE)
Nova-Wahler, Aidee (Rivera Middle, ALTERNATE)
O'Dell, Laura (Burke Middle, ALTERNATE)
Pizana, Socorro (Durfee Elementary)
Ponciano, Edwin (North Park Middle, ALTERNATE)
Torres, Lourdes (Rivera Elementary)
Urrieta, Robert (Magee Elementary)

pg. 273-274

t. Extra-Duty, Extra-Pay Assignment

Certificated Staff Members (23) – South Ranchito Elementary School

Total Expenditure: \$19,252.80

Funding Source: LCFF Funds

Eff: 9/13/13-5/16/14

Alvarez, Guillermina
Alvarez, Jacqueline
Anaya, Arleen
Bernal, Sofia
Castro, Connie
De La Losa, Celia
Estrada, Susan
Figueroa, Marisol
Flores, Nancy
Gomez, Sonia
Hernandez, Jose
Hernandez, Monica
Hooper, Kathy
Ibarra, Virginia
Jimenez, Pablo
Macias-Ruiz, Linda
Magallanes, Kimrenee
Martinez, Michelle
Nassen, Suzanne
Oste, Marissa
Perea, Stephan
Rodriguez, Delia
Zepeda, Irene

16.5 DIVISION OF HUMAN RESOURCES

- pg. 275 4. Authorization & Ratification of Request for Leave of Absence under the Family Medical Leave Act (FMLA) and Personal Unpaid Leave of Absence:
a. Psychologist (1) – South Ranchito
Eff: 8/16/13 – 11/8/13 (FMLA)
Eff: 11/11/13 – 11/29/13 (Personal LOA)
Tobias, Michelle M.
- pg. 276 5. Authorization & Ratification of Request for Resignation:
a. Teacher (1) – Birney Elementary
Eff: 8/16/13
Pina-Escamilla, Melinda
- pg. 277 6. Authorization & Ratification of Request for Early Retirement:
a. Teacher (1) – Burke Middle School
Eff: 8/13/13
Sloper, Lorraine
- pg. 278 7. Authorization & Ratification of Request for Disability Retirement:
a. Teacher (1) – El Rancho High
Eff: 5/1/13
Hughey, Dawn

M _____ S _____ Vote _____

H. Approve Classified Personnel Register No. 3-2013/2014
(Reference pages 279-324)

- pg. 280 1. Authorization of Employment for the 2013-2014 School Year:
a. School Secretary Bilingual (1) – Salazar Continuation High School
Funding Source: Site General Funds
Total Expenditure: \$3,564.93/mo.
Eff: 9/16/13
Moreno, Mayra
- pg. 281 b. Clerk Typist II/Bilingual (1) – El Rancho High
Funding Source: Site General Funds
Justification: Due to the need to have adequate staffing in the attendance office, ratification is necessary.
Total Expenditure: \$3,116.65/mo.
Eff: 8/19/13
Jimenez, Elizabeth

16.5 DIVISION OF HUMAN RESOURCES

pg. 282 c. Clerk Typist II/Bilingual (1) – El Rancho High
 Funding Source: Site General Funds
 Justification: Due to the need to have adequate staffing in the attendance office, ratification is necessary.
 Total Expenditure: \$3,116.65/mo.
 Eff: 9/4/13

pg. 283 d. Amend Para-Educator Health Care II-LVN (1) – Student Services
 Funding Source: District General Fund
 Total Expenditure: ~~\$17.30/hr.~~ **\$3,765.84/mo.**
 Eff: ~~8/5/13~~ **8/14/13**

pg. 284-286 e. Special Education Instructional Aides (14) - Student Services
 Funding Source: Federal & State Special Education Funds
 Justification: These employees were hired August 16, 2013 and needed to start working on August 19, 2013 to prepare for the opening of school.
 Eff: 8/19/13

Becerra, Jaime	\$2,450.89
Chacon, Dolores	\$2,450.89
Espinosa, Rosemarie	\$2,589.02
Espinoza, Susan	\$2,733.18
Flores, Beatrice	\$2,450.89
Guerrero, Maria	\$2,450.89
Mena, Valerie	\$1,977.81
Navarro, Teresita	\$2,450.89
Ochoa, Gloria	\$2,450.89
Paez, Michael	\$2,450.89
Reyes, Yolanda	\$2,733.19
Rios, Teresa	\$2,450.89
Rodriguez, Erlinda	\$2,450.89
Valdez, Jennie	\$2,450.89

2. Authorization & Ratification of Temporary Employment for the 2013-2014 School Year:

pg. 287 a. Bus Rider (1) – Student Services
 Funding Source: Federal & State Special Education Funds
 Payable at: \$17.50/hr.
 Eff: 9/13/13 – 6/30/14
 Cerda, Rosa

16.5 DIVISION OF HUMAN RESOURCES

3. Authorization & Ratification of Employment from the 63-Month Re-employment list for the 2013-2014 School Year:
- pg. 288 a. Clerk Typist II (1) – South Ranchito Elementary
Funding Source: EIA/LEP, EIA/SCE & Site General Funds
Justification: Due to the late notice from the current clerk that she would be out on medical leave, the necessary paperwork could not be submitted in time for the previous Board meeting.
Total Expenditure: \$4,356.02/mo.
Eff: 8/14/13 – 8/15/13
Hernandez, Betty
- pg. 289 b. Clerk Typist II (1) – Durfee Elementary
Funding Source: EIA/SCE & Site General Funds
Justification: Due to the late notice that a clerk was needed at Durfee Elementary for the 2013/2014 school year, the necessary paperwork could not be submitted in time for previous Board meeting.
Total Expenditure: \$3,009.91/mo.
Eff: 8/14/13 -8/15/13
Aguilar, Maria T.
- pg. 290 c. Clerk Typist II (1) – South Ranchito Elementary
Funding Source: EIA/LEP, EIA/SCE & Site General Funds
Justification: Due to the late notice from the current clerk that she would be out on medical leave, the necessary paperwork could not be submitted in time for the previous Board meeting.
Total Expenditure: \$4,013.22/mo.
Eff: 8/16/13 – 6/13/14
Aguilar, Maria T.
- pg. 291 d. Clerk Typist II (1) – Burke Middle
Funding Source: EIA/SCE
Justification: Due to the late notice that a clerk was needed at Burke Middle for the 2013/2014 school year, the necessary paperwork could not be submitted in time for the previous Board meeting.
Total Expenditure: \$2,508.26/mo.
Eff: 8/14/13 – 6/6/14
Rangel, Nadya
- pg. 292 e. Clerk Typist II (1) – South Ranchito Elementary
Funding Source: EIA/SCE
Justification: Due to the late notice that a clerk was needed at South Ranchito for the 2013/2014 school year, the necessary paperwork could not be submitted in time for the previous Board meeting.
Total Expenditure: \$2,432.60/mo.
Eff: 8/14/13 – 6/6/14
Jauregui, Sandra

16.5 DIVISION OF HUMAN RESOURCES

4. Authorization & Ratification of Substitute Employment:
- pg. 293 a. Account Clerk Substitute (1) – Fiscal Services
Funding Source: Site General Funds
Justification: Due to current Accounting Clerk unexpectedly taking a medical leave, it was not possible to submit board item for approval for the previous Board meeting.
Payable at: \$19.49/hr.
Eff: 7/29/13 – 8/16/13
Funes, Diana
- pg. 294 b. Clerical Substitute (1) – Rio Vista Elementary
Funding Source: Site General Funds
Justification: Because vacant position is currently being flown and it is not known who will fill position; it is necessary to have a clerical substitute.
Payable at: \$62.26/day
Eff: 8/19/13
Zabala, Maria
- pg. 295 c. Clerical Substitute (1) - El Rancho High School
Funding Source: Site General Funds
Justification: Due to a delay in the hiring process, this board item was not submitted for approval in time for the last Board meeting.
Payable at: \$132.80/day
Eff: 8/19/13
Jimenez, Elizabeth
- pg. 296 d. Special Education Instructional Aide Substitute (1) – Student Services
Funding Source: Federal & State Special Education Funds
Justification: Name was inadvertently left out from the original list to substitute and there was a need to use her before the next board meeting.
Payable at: \$17.50/hr.
Eff: 8/21/13 – 6/30/14
Cerde, Rosa
- pg. 297 e. Instructional Aide I Substitute (1) – Valencia
Funding Source: District General Fund
Justification: There was a need for an Instructional Aide I Substitute in the kindergarten class the first day of school and the board meeting was after this date.
Payable at: \$15.71/hr.
Eff: 8/19/13 – 6/5/14
Orona, Ramona

16.5 DIVISION OF HUMAN RESOURCES

- pg. 298 f. Cafeteria Helper I Substitutes (10) – Food Services
Funding Source: Food Services
Justification: There is a need for substitutes to cover positions at the beginning of the work employment for cafeteria personnel. The requisition was not received in time for the August 8, 2013 board meeting for approval; therefore, ratification is necessary.
Payable at: \$13.40/hr.
Eff: 8/19/13 – 6/5/14
Alcala, Delia
Baldivia, Magdalena
Cortez, Herminia
Estrada, Yvonne
Gomez, Alicia
Hernandez, Connie
Limon, Griselda
Losoya, Debbie
Meza, Claudia
Sanchez, Silvia
- pg. 299 5. Authorization & Ratification of Out-of-Category Employment:
a. Cafeteria Manager I (1) – Valencia
Funding Source: Food Services
Justification: The requisition was not received in time for the previous Board meeting for approval; therefore ratification is necessary.
Total Expenditure: \$3,001.92/mo.
Eff: 8/19/13
Hernandez, Julie
- pg. 300 b. Cook/Baker (1) – Districtwide
Funding Source: Food Services
Justification: The requisition was not received in time for the previous Board meeting for approval; therefore ratification is necessary.
Total Expenditure: \$2,673.08/mo.
Eff: 8/19/13 – 6/6/14
Lopez, Lisa
- pg. 301 6. Authorization and Ratification of Unclassified Employment:
a. A.S.B. Worker (1) – El Rancho High
Funding Source: A.S.B. Funds
Payable at: \$12.56/hr.
Eff: 9/13/13 – 6/5/14
Sanchez, Freddy

16.5 DIVISION OF HUMAN RESOURCES

- pg. 302 b. Student Workers (8) – Food Services
Funding Source: Food Services
Justification: Student Workers were pulled from August 8, 2013 board for review.
Payable at: \$20.09/day
Eff: 8/21/13 – 6/5/14
Barrios, Rocio
Fernandez, Lucy
Jimenez, Mayra
Larrache, Giovanni
Murillo, Saul
Salazar, James
Saldana, Robert
Salinas, Joseph
- pg. 303 c. Instructional Aide Trainees (2) – Categorical Programs
Funding Source: Title I Funds 50% / Title III 50%
Payable at: \$12.72/hr.
Eff: 10/1/13 – 6/5/14
Carrasco, Maria
Fukuda, Marile
- pg. 304 d. Instructional Aide Trainees (2) – Birney
Funding Source: Title I 50%/E.I.A. 50%
Justification: Instructional Aide Trainees were needed due to our TK class being full and an additional Kindergarten class was added due to enrollment.
Payable at: \$12.72/hr.
Eff: 8/26/13 – 6/5/14
Gavino, Dayanara
Gutierrez, Margaret
- pg. 305 e. Noon Supervisor (1) – North Park Middle
Funding: District General Fund
Justification: Due to shortness of staff, an additional Noon Supervisor was needed for student supervision.
Payable at: \$10.70/day
Eff: 8/21/13 – 6/5/14
Preciado, Elvia
- pg. 306 f. Noon Supervisor (1) – Rivera Elementary
Funding Source: District General Fund
Justification: Linda Hernandez was pulled from August 8, 2013 board. Linda is being resent to board now that she has clearance.
Payable at: \$21.40/day
Eff: 8/21/13 – 6/5/14
Hernandez, Linda

16.5 DIVISION OF HUMAN RESOURCES

- pg. 307 g. Amend Noon Supervisor (1) – Rivera Elementary
Funding Source: Site General Funds
Payable at: \$13.37/day
Eff: 8/21/13 – 6/5/14
 Rodriguez, Tamra ~~Ramirez, Tamra~~
- pg. 308 h. Noon Supervisor (1) – South Ranchito
Funding Source: District General Fund
Justification: Noon Supervisor was needed to replace a noon supervisor employee.
Payable at: \$21.40/day
Eff: 8/21/13 – 6/5/14
 Flores, Diana
- pg. 309 i. Safe School and Violence Prevention Officers (5) – El Rancho High
Funding Source: District General Fund
Justification: Due to the urgency to provide adequate supervision on campus at El Rancho High it was necessary to start the SSO's prior to Board approval.
Payable at: \$16.63/hr.
Eff: 8/26/13 – 6/5/14
 Guizar, April
 Maduro, Michael
 Mendoza, Joaquin
 Montano, Tracie
 Saucedo, Natalie
- pg. 310 j. Safe School and Violence Prevention Officer (1) – Rivera Middle
Funding Source: District General Fund
Justification: A Safe School and Violence Prevention Officer was needed to be placed immediately to ensure campus safety. The submission of the requisition to Human Resources was after the deadline for the September board.
Payable at: \$16.63/hr.
Eff: 8/21/13 – 6/5/14
 Garcia, Carlos
- pg. 311 k. College Tutor (1) – Magee
Funding Source: Title I 50% / EIA/LEP 50%
Justification: Clearance was needed prior to board submission.
Payable at: \$58.19/day
Eff: 8/21/13 – 6/5/14
 Maldonado, Emilio

16.5 DIVISION OF HUMAN RESOURCES

- pg. 312 1. College Tutor (1) – Rivera Elementary
Funding Source: Title I
Justification: Resubmission was sent to accounting for approval thus missing the August board for approval.
Payable at: \$49.88/day
Eff: 8/21/13 – 6/5/14
Aguayo, Mayra
- pg. 313 m. College Tutor (1) – Rivera Elementary
Funding Source: EIA/LEP
Justification: Resubmission was sent to accounting for approval thus missing the August board for approval.
Payable at: \$49.88/day
Eff: 8/21/13 – 6/5/14
Reyes, Raleigh
- pg. 314 n. College Tutor (1) – Rivera Elementary
Funding Source: EIA/LEP 50% / EIA/SCE 50%
Justification: Resubmission was sent to accounting for approval thus missing the August board for approval.
Payable at: \$49.88/day
Eff: 8/21/13 – 6/5/14
Aguayo, Diane
- pg. 315 o. College Tutors (2) – South Ranchito
Funding Source: EIA/LEP 50% / Title I 50%
Justification: Administrative start date at new school was after the submission deadline.
Payable at: \$58.19/day
Eff: 8/21/13 – 6/5/14
Cobian, Ricardo
Escalera, Andres
- pg. 316 p. College Tutors (2) – South Ranchito
Funding Source: LCFF/EIA
Justification: Due to an oversight, this board item was not submitted for approval.
Payable at: \$16.63/hr.
Eff: 8/21/13 – 6/5/14
Panigaban, Karen
Rodriguez, Francine
- pg. 317 q. Boys Soccer Varsity Head Coach (1) - El Rancho High
Funding Source: District General Fund
Total Expenditure: \$4,006.94 per coach
Eff: 9/13/13 – 2/28/14
Corona, Omar

16.5 DIVISION OF HUMAN RESOURCES

- pg. 318 r. Boys Track Frosh/Soph Coach (1) – El Rancho High
 Funding Source: District General Fund
 Justification: Clearance of credential was needed prior to sending to
 board.
 Total Expenditure: \$3,195.76 per coach
 Eff: 12/15/12– 3/25/13
 Batres, Edwin
- pg. 319 7. Authorization & Ratification of Medical Leave:
 a. Child Care Attendant State Preschool (1) – Early Learning Program
 Eff: 8/21/13 – 11/21/13
 Sanchez, Martha
- pg. 320 8. Authorization & Ratification of Request for Unpaid Leave of Absence:
 a. Custodian (1) – South Ranchito
 Eff: 9/1/13 – 9/27/13
 Rodriguez, Erasmo
- pg. 321 9. Authorization of Request for Early Retirement:
 a. Cook/Baker (1) – Burke Cafeteria
 Eff: 10/1/13
 Bermudez, Susana
- pg. 322 10. Authorization of Request for Retirement:
 a. Instructional Aide III (1) – Rivera Elementary
 Eff: 12/2/13
 Campos, Mercy M.
- pg. 323 11. Authorization & Ratification of Request for Resignation:
 a. Clerk Typist II (1) – El Rancho High School
 Eff: 8/29/13
 Guizar, Daisy
- pg. 324 b. Special Education Instructional Aide (1) – Durfee
 Eff: 8/19/13
 Gonzales, Vanessa

M _____ S _____ Vote _____

17. ADJOURNMENT

M _____ S _____ Vote _____

REASONABLE ACCOMMODATIONS: Any individual with a disability who requires reasonable accommodation to participate in a Board Meeting may request assistance by contacting the Superintendent's Office at 9333 Loch Lomond Drive, Pico Rivera, CA 90660. Phone number (562) 801-5199; fax number (562) 949-2821.

FUTURE BOARD MEETINGS

Thursday, October 10, 2013 Regular Public Mtg. (7:30 p.m. Open Session) at City Hall

Thursday, November 14, 2013 Regular Public Mtg. (7:30 p.m. Open Session) at City Hall

A copy of the Board Meeting Agenda is posted on the District's website, www.erusd.org. Written materials distributed to the Board after the 72 hour posting period will also be made available for public review at the time of distribution. Copies may also be obtained at the District Office or at the Board Meeting.

Item 9.1

ISSUE:

Presentation and recognition by the Board of Education of El Rancho Education Center's Associated Student Body and Programs

ANALYSIS:

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students. The district encourages and supports student participation in extra/cocurricular activities without compromising the integrity and purpose of the educational program.

Mr. Charles Collings, El Rancho Education Center Principal, will present the Associated Student Body and give an overview of programs offered at the center.

Submitted by: Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

Item 9.2

ISSUE:

Presentation and recognition by the Board of Education of Rio Vista Elementary School for achieving a 2013 Academic Performance Index (API) of 827 and exiting Program Improvement

ANALYSIS:

The Governing Board believes that standardized tests, which measure student performance and growth as related to state or national norms, can provide useful information for program planning and evaluation. The primary goal of student assessments is to help students, parents/guardians and teachers identify individual student's academic accomplishment, progress and areas needing improvement in order to enhance teaching and learning.

Rio Vista Elementary School achieved a 2013 API of 827 and has successfully exited Program Improvement. The Governing Board recognizes and congratulates the staff, students, and parents of Rio Vista Elementary School for this outstanding achievement.

Submitted by: Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

Item 10.1

ISSUE:

Presentation of the El Rancho Unified School District's 2012/2013 Unaudited Actuals to the Board of Education *by Leticia Covarrubias, Chief Business Officer.*

ANALYSIS:

Ed Code 42100 requires the governing board of each school district approve an annual statement of all receipts and expenditures of the district for the preceding fiscal year on or before September 15 of each year.

A presentation of the unaudited actuals will summarize the receipts and expenditures for the El Rancho Unified School District for the 2012/2013 school year.

Item 10.2

ISSUE:

Spectrum Center Pico Rivera, a collaboration with El Rancho Unified School District, presentation by Larry Brunson, Director of Student Services; Kristine Ramos, Coordinator of Special Education and Carmen Rivera-Jara, Vice President of Business Development for Spectrum Center Schools and Programs.

ANALYSIS:

The District has entered into a partnership with Spectrum Center Schools and Programs to establish Spectrum Center Pico Rivera, which operates two (2) collaborative non-public school classes on the Salazar Campus.

The Director of Student Services, along with the Special Education Coordinator and Vice President of Business Development from Spectrum Center Schools and Programs, will provide a concise PowerPoint presentation explaining the fundamentals of the Spectrum Center Pico Rivera.

Submitted by: Larry Brunson, Director of Student Services

September 12, 2013

Item 10.3

ISSUE:

Presentation of the El Rancho Unified School District's 2013 STAR data results

ANALYSIS:

Roxane Fuentes, Assistant Superintendent of Educational Services, and Rachel Garcia, Categorical Programs Coordinator, will present the El Rancho Unified School District's 2013 Standardized Testing and Reporting (STAR) data results, which include Academic Performance Index (API) and Adequate Yearly Progress (AYP) for the district and school sites.

Submitted by: Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

Item 10.4

ISSUE:

2013-2014 Staffing Update

ANALYSIS:

Due to resignations, retirements and the need of increased staffing at some sites, the District has been able to bring back certificated and classified staff that were laid off at the end of the 2012-2013 school year. To date, we have recalled (25) teachers, (4) Behavior Technicians, (3) Special Education Aides, and (1) Clerk Typist II. In addition, we were able to recall (4) other certificated teachers who were laid off at the end of the 2011-2012 school year. Furthermore, because of student needs, (14) classified employees who were laid off were hired as Special Education Instructional Aides. The District continues to offer work to our employees who have not been recalled or rehired into other positions by offering them substitute work.

Submitted by: Mark Matthews, Director of Human Resources

September 12, 2013

EL RANCHO UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Education
Conducting the District's Business in Public

Item 14.1 A

Pico Rivera City Hall
6615 Passons Boulevard
Pico Rivera, CA 90660

August 8, 2013
Closed Session – 6:00 p.m.
Open Session – 7:30 p.m.

MINUTES OF BOARD ACTIONS

1. CALL TO ORDER

The meeting was called to order by Delia Alvidrez, President, at 6:00 p.m.

1.1 ROLL CALL – Members of the Board of Education

Delia Alvidrez, President
Rita Jo Ramirez, Vice President
Rachel Canchola, Clerk
Alfred Renteria, Jr., Member
Dr. Joseph Rivera, Member

1.2 ROLL CALL – Members of the Administrative Cabinet

Martin Galindo, Superintendent
Roxane Fuentes, Assistant Superintendent, Educational Services
Mark Matthews, Director, Human Resources
Leticia Covarrubias, Chief Business Officer, Business Services

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

3. ADJOURN TO CLOSED SESSION – 6:02 p.m.

4. CLOSED SESSION

Closed Session is conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public. If additional time is required, the Board will reconvene Closed Session at the end of the regular meeting.

4. CLOSED SESSION

Item 14.1 A

- 4.1 Public Employee Appointment/Employment (Pursuant to Government Code §54957)
 - Title: Elementary School Principal (2 positions)
 - Title: Middle School Principal (1 position)
 - Title: High School Assistant Principal (1 position)
 - Title: High School Principal (1 position)
 - Title: Director of Student Services (1 position)
 - Title: Superintendent (1 position)

- 4.2 Public Employment Discipline/Dismissal/Release (Pursuant to Government Code §54957)

- 4.3 Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code §54957.6) Agency Designated Representative: Mark Matthews, Director, Human Resources
Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees

- 4.4 Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code §54957.6) Agency Designated Representative: Sal Holguin, Legal Counsel and Mark Matthews, Director, Human Resources
Employee Organizations: Unrepresented Employee (Superintendent)

5. RECONVENE IN OPEN SESSION – 7:39 p.m.

5.1 PLEDGE OF ALLEGIANCE

RECORDER	Sandy Watkins
INTERPRETER	Herlinda Acevedo
VISITORS	Register No. 02-2013/2014

6. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Mrs. Alvidrez announced action was taken in Closed Session to appoint personnel to administrative positions as follows:

- Larry Brunson, Director, Student Services
- Jessica Kwek, Principal, El Rancho High School
- Gabriel Gonzalez, Assistant Principal, El Rancho High School
- Andrew Alvidrez, Principal, Rivera Middle School
- David Sermeno, Principal, Rivera Elementary School
- Sam Genis, Principal, Durfee Elementary School
- Melissa Garcia, Principal, South Ranchito Elementary School

7. ADOPTION OF AGENDA

Item 14.1 A

Recommendation is made that the Agenda be adopted as submitted.

Motion: Renteria Second: Canchola Vote: 5-0 PASSED *with amendments and exceptions*

<i>Item 12.3 B</i>	<i>Pulled</i>	<i>Item 12.5 D.5.f</i>	<i>Amended</i>
<i>Item 12.5 C.1.c</i>	<i>Pulled</i>	<i>Item 12.5 D.5.l</i>	<i>Amended</i>
<i>Item 12.5 C.3.b</i>	<i>Pulled</i>	<i>Item 12.5 D.5.o</i>	<i>Amended</i>
<i>Item 12.5 D.3.a</i>	<i>Amended</i>	<i>Item 12.5 D.5.aa</i>	<i>Pulled</i>
<i>Item 12.5 D.5.a</i>	<i>Pulled</i>	<i>Item 12.5 D.7.c</i>	<i>Amended</i>

8. INFORMATION ITEMS

Information items are included on the agenda to provide information on a wide range of matters of interest to the Board of Education. These information items may require Board action at a later date.

8.1 Local Control Funding Formula (LCFF) presentation by Leticia Covarrubias, Chief Business Officer and Roxane Fuentes, Assistant Superintendent, Educational Services

8.2 Citizens' Bond Oversight Committee Recommendations Update by Leticia Covarrubias, Chief Business Officer

9. PUBLIC COMMENTS – ITEMS NOT ON THE AGENDA (Yellow speaker's card)

*Public Comments is the time when members of the audience may address the Board on matters **not listed on the agenda**. Please be aware that Government Code 54954.2 prohibits the Board from taking action at this meeting if the item does not already appear on the posted agenda. In the interest of time, your remarks will be limited to three (3) minutes. We ask that you confine your comments to new ideas to avoid repeating what has already been said. Comments on the same topic will be limited to a maximum of fifteen (15) minutes. Please do not refer to students, employees, parents, or other individuals in a derogatory or potentially offensive manner.*

- David Narvaez addressed the Board about affordable health care.
- Rico Tamayo spoke of the efforts of many to get Prop 30 passed and the effects of Local Control Funding Formula. He addressed the need for the District to increase enrollment, spend smarter, partner with other District's to see what they're doing and to increase morale and trust.
- Louis Salcido was happy to receive the promotional postcards; he emphasized the need to publicize. He congratulated the Board on its selection of Martin Galindo as Superintendent. Mr. Salcido requested that the Board consider televising Board meetings.

9. **PUBLIC COMMENTS – ITEMS NOT ON THE AGENDA** (Yellow signaller's card) **Item 14.1A**

- Aurora Villon thanked District personnel for facilitating the Citizens' Bond Oversight Committee tour of schools. She requested documentation on Pacifica Services related to bond expenditures as well as a Facility Master Plan that addresses all District schools.
- Esther Mejia felt the Citizens' Bond Oversight Committee tour of schools was very productive. She shared a concern about the late appointments of school administrators. She is happy to see the Board agenda posted online.

10. **BOARD OF EDUCATION ANNOUNCEMENTS AND ACKNOWLEDGEMENTS**

Board Members have the opportunity to report and discuss information regarding conference attendance, committee updates, and other District-related activities/observations.

- Dr. Joseph Rivera recently visited school sites; it is apparent that everyone is taking pride in what they do. He also visited the Culinary Arts Program; the students are performing miracles with what they have. Dr. Rivera spoke of creating and addressing a deficit plan as well as creating a plan on how to use funds to create economic relief for staff.
- Rachel Canchola spoke of her daughter going off to college. She thanked the teachers for their support. She commended Mrs. Ramirez for championing the upgrade to the Culinary Arts class. Ms. Canchola was invited by student, Andrew Gomez, to attend a Teen Court session at which time she was presented, as a representative of the Board, a certificate of thanks for its support.
- Delia Alvidrez expressed her happiness that 13 teachers were called back from layoff.
- Rita Jo Ramirez spoke of the good things that are happening due to the leadership of Mr. Galindo. She highlighted the postcards that were mailed to residents in an effort to increase enrollment. She shared that Closed Session is now very different due to Mr. Galindo. The Board is now able to discuss, work and communicate with respect and trust. Ms. Ramirez thanked Chef Luna for all he continues to do for students with the Culinary Arts Program. She addressed bringing the Automotive Technology Program back to El Rancho High. She commented on the need to have vending machines at the high schools to allow for more food choices for students.
- Alfred Renteria volunteered at the Los Angeles Ride for Autism and had attended National Night Out. He expressed his thanks to the Citizens' Bond Oversight Committee for their continued work.

11. **SUPERINTENDENT'S REPORT**

Item 14.1 A

The Superintendent reports to the Board of Education on relevant educational issues, participation in, and attendance at seminars, conferences, and District activities.

- Martin Galindo accepted compliments and thanks that were offered to him on behalf of his team. He thanked the Board for their leadership. He commented that he will be looking into televising meetings to get more people involved. He acknowledged the need to move forward with a Facilities Master Plan. Mr. Galindo thanked staff for the preparation of schools for the new school year. He expressed his appreciation to Chuck Collings and Sam Genis for their work on the high school postcard. In addition he thanked Roxane Fuentes for her work in collaboration with Chuck Collings on the Transitional Kindergarten postcard.

12. **CONSENT AGENDA**

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items (per Bylaws of the Board 9322). It is understood that the Administration recommends approval on all Consent Items. Each Item on the Consent Agenda approved by the Board of Education shall be deemed to have been considered in full and adopted as recommended.

HEARING SESSION: (Blue speaker's card)

*This is the time when members of the audience may speak to any item **on the CONSENT AGENDA only.** Your remarks will be limited to three (3) minutes. **Please note that questions from the public on personnel and/or IEP-related items cannot be accommodated due to confidentiality requirements.***

- Ray Ramirez, a Vietnam veteran and member of the 173rd Airborne Brigade National Memorial Foundation addressed the Board about an event that honored the fallen veterans from Vietnam, Iraq and Afghanistan at which John Stalter, an El Rancho High graduate was honored. He expressed the need to honor the Congressional Medal of Honor recipients. His hope is that the sister of Eugene Obregon will assist in having Mr. Obregon's Medal of Honor placed in the Los Angeles monument.
- Alfred Lugo, a documentary producer on Latinos and their contribution during wars and who is a founder of the 201st Mexican Fighter Monument, wants to teach about pilots that fought in the Philippines in 1948. He spoke of building a monument in honor of Eugene Obregon as a recipient of the Congressional Medal of Honor. He implored the Board to approve the return of the Medal to Mr. Obregon's sister in an effort that it may be embedded into the monument.

12. CONSENT AGENDA HEARING SESSION: (Blue speaker's card) **Item 14.1 A**

- Chef Luna addressed the Board about the upgrading/modernization of the Culinary Arts classroom. Within the last five years, over 200 students have gone on to work in the food industry while many are currently enrolled in or have graduated from culinary school. This was accomplished, even though they are using facilities and equipment from the 1960's. Chef Luna commented that even with these limitations, the program has been invited for three years in a row to participate in *Top Chef Invasion*; only three schools are invited to participate – Le Cordon Bleu, The Art Institute and El Rancho High School.
- Maggie Cardenas asked the Board to vote no on Item 14.1 E which would authorize the Superintendent to enter into an agreement for legal services with the law firm of Garcia, Hernandez, Sawhney & Bermudez, LLP. She suggested the Board do research on the firm.
- Louis Salcido addressed the Board regarding Item 12.3 C, agreement for medical services rendered to the El Rancho High School's varsity football team. He questioned if these same services are offered for other athletic teams.
- Aurora Villon spoke about Chef Luna's classroom and giving students the equipment they need. She asked for clarification on Item 12.4 C. She recommends not using bond funds for deferred maintenance projects. Ms. Villon requested a copy of the letter from legal counsel advising the District that it is legal to use bond funds for deferred maintenance projects.
- Esther Mejia asked the Board to reconsider using bond funds for deferred maintenance projects.

The Board President will call for a motion and a second to open Board discussion on the Consent Agenda. Consent Items are voted on by a single motion. Board Members or the Superintendent may withdraw items for further discussion and separate action.

Motion: Renteria

Second: Ramirez

12.1 SUPERINTENDENT'S OFFICE

- A. Approved the Minutes of the Board of Education's Regular Meeting held July 11, 2013.
- B. Amended Board Item No. 12.1 B, approved July 11, 2013, Board of Education institutional memberships of approximately ~~\$15,225.00~~ **\$15,460.00** as recommended for the 2013/2014 fiscal year, payable from Board Dues and Memberships General Fund account.

12.1 SUPERINTENDENT'S OFFICE

Item 14.1 A

- C. Amended Board Item No. 12.1 C, approved July 11, 2013 for attendance of Board Members, administration, and staff to any meeting or conference scheduled by the associations during the 2013/2014 fiscal year, in accordance with Board Policy 4133, with cash advances and necessary expenses payable from budget General Funds, Cafeteria Funds, and other restricted funds as appropriate.

12.2 DIVISION OF STUDENT SERVICES

- A. Approved Memorandum of Understanding with *Presbyterian Intercommunity Hospital* to provide various health services through the Care Force One mobile health clinic for the 2013/2014 and 2014/2015 school years, effective September 1, 2013 through August 31, 2015. Services provided shall be at no cost to the District.
- ~~B. *Withdrawn for discussion and action under Item 14.2* Approved/ratified an Individual Service Tuition Agreement between El Rancho Unified School District and *Autism Spectrum Therapies*. An El Rancho Unified School District student received services from this agency from September 1, 2012 to May 24, 2013 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$38,925.00 is payable through the Federal and State Special Education Funds. This agreement will not modify the existing Master Contract with Autism Spectrum Therapies nor increase the agreed upon total cost of \$38,925.00 which was Board approved on November 8, 2012.~~
- ~~C. *Withdrawn for discussion and action under Item 14.2* Approved/ratified an Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Elementary*. An El Rancho Unified School District student attended this school from April 11, 2013 to June 30, 2013 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$39,172.00 is payable through the Federal and State Special Education Funds. This agreement will not modify the existing Master Contract with Rossier Park Elementary nor increase the agreed upon total cost of \$39,172.00 which was Board approved on November 8, 2012.~~
- D. Approved/ratified agreement with consultant *McKee Music Therapy Services, LLC*, to provide IEP mandated Music Therapy services to student #82576 and music consultation services to staff from July 1, 2013 to June 30, 2014. Total expenditure of \$5,400.00 is payable from Federal and State Special Education Funds.

12.3 DIVISION OF EDUCATIONAL SERVICES**Item 14.1 A**

- A. Approved attendance for twenty (20) certificated staff members from El Rancho High School at the California Science Teachers Association Education Conference at the Palm Springs Convention Center, October 25-27, 2013. Total expenditure of \$10,070.00, which includes registration, substitutes, accommodations, mileage, and meals, is payable from El Rancho High School EIA/SCE (50%) and Title I (50%) Funds.
- B. ~~PULLED~~ Approved participation for 100 El Rancho High School students, one (1) certificated staff member, and four (4) Rio Hondo College student advisors in the New Futuro College Prep Fair at the Los Angeles Convention Center in Los Angeles, California, on Saturday, September 28, 2013. Bus transportation will be provided at no cost to the district, and all expenses will be paid by New Futuro.
- C. Approved consultant agreement with Dr. Hector Gonzalez for medical services rendered to the Varsity Football Team during seven games, effective September 3, 2013 – December 15, 2013. Total expenditure of \$75.00 per game worked, not to exceed a total of \$525.00, is payable from El Rancho High School ASB Funds.
- D. Approved/Ratified Contract No. 099550:13:14 with the Los Angeles County Office of Education, Accountability, Support, and Monitoring, Migrant Education, for support services effective July 1, 2013 through June 30, 2014.
- E. Approved/Ratified District Memorandum of Understanding between the Los Angeles County Office of Education Migrant Education Program – Region 10 and the El Rancho Unified School District, including Legal Assurances and Certifications for Local Educational Agencies, California Department of Education, Migrant Education Program, for Direct Services within the boundaries of our district, effective July 1, 2013 through June 30, 2014.
- F. Approved twelve-month District subscription to EdLeader21, a professional learning community designed exclusively for 21st century education leaders, for the 2013-2014 school year. Total expenditure of \$7,500.00 is payable from State Lottery Funds.

12.4 DIVISION OF BUSINESS SERVICES

- ~~A. *Withdrawn for discussion and action under Item 14.4* Approved/Ratified Business Services reports for the month of July 2013.~~

12.4 DIVISION OF BUSINESS SERVICES

Item 14.1 A

- B. Approved renewal of license agreement between El Rancho Unified School District and Plaza de la Raza Child Development Services, Inc. for the use of the kindergarten and rooms 1-2 at Pio Pico Elementary School as set forth in the license agreement. Total license fee is \$3,000.00 per month, effective August 9, 2013 through July 31, 2014.
- C. ~~*Withdrawn for discussion and action under Item 14.4* Amended Board Item No. 15.4 E, approved April 18, 2013 implementation of deferred maintenance summer projects. Estimated project cost is \$900,000.00, payable from Deferred Maintenance and Capital Funds Measure "A" General Obligation Bond Funds.~~
- D. Approved agreement between the El Rancho Unified School District and Pyro Spectaculars, Inc. to provide a full service fireworks display during the homecoming half-time event at El Rancho High School on October 18, 2013. Total cost is \$2,500.00 payable from El Rancho High School Associated Student Body Funds.

12.5 DIVISION OF HUMAN RESOURCES

- A. Approved Student Field Placement Agreement in Social Work between California State University, Long Beach and the El Rancho Unified School District.
- B. Approved/Ratified Student Teaching Agreement between Loyola Marymount University and the El Rancho Unified School District.
- C. Approved *with amendments and exceptions* Certificated Personnel Register No. 2-2013/2014
 - 1. Authorization & Ratification of Employment:
 - a. Elementary Teachers from the Recall List (13) – Elementary Schools
Funding Source: District General Funds
Total Expenditure: \$1,051,214.30
Eff: 8/19/13
 - Arrata, Diana
 - Fodor, Kaylyn
 - Iturrino, Christine
 - Lahr, Sara
 - Ledden, Brendan
 - Oliver, Olivia
 - Oste, Marisa
 - Ponce, Bernice
 - Ponciano, Edwin

12.5 DIVISION OF HUMAN RESOURCES

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Prado, Shirley
 Ramirez, Blanca
 Valera-Barajas, Maria
 Verbera, Judith

b. Secondary Teachers from the Recall List (7) – Middle/High Schools

Funding Source: District General Funds

Total Expenditure: \$512,396.08

Eff: 8/19/13

Barrios, Justin
 Carreon, Lilia
 Larios, Andrea
 Morales, Manuel
 Rubio, Israel
 Salisbury, Beth
 Shibata, Valentina

e. ~~PULLED Secondary Teacher Probationary (1) – El Rancho High School~~

~~Funding Source: District General Funds~~

~~Total Expenditure: To be Determined~~

~~Eff: 8/19/13~~

~~Lopez, Rodrigo Diaz (Pending HR Clearance)~~

d. Secondary Teacher-Probationary (1) – El Rancho High School

Funding Source: District General Funds

Total Expenditure: \$73,076.98

Eff: 8/19/13

Strayhorn, Stanley

e. Special Education Teacher-Probationary (1) – South Ranchito Elementary

Funding Source: Federal and State Special Education Funds

Total Expenditure: \$73,745.10

Eff: 8/19/13

Ramirez, Luz

f. Mental Health Counselor-Temporary (1) – Student Services

Funding Source: Safe Schools/Healthy Students Grant

Total Expenditure: \$41,849.40

Eff: 8/12/13

Trujillo, Shireen

g. Education Center Teachers-Temporary (7) – El Rancho Education Center

Funding Source: El Rancho Education Center Funds

Total Expenditure: \$152,526.65

Eff: 8/19/13 – 6/5/14

Espana, Virginia
 Garza, Nora

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

Johnson, Felicity
Noriega, Karen
Romo, Olimpia
Sirias, Brunilda
Taylor, Jacqueline

- h. Counselor-Temporary (1) – El Rancho Education Center
Funding Source: El Rancho Education Center Funds
Total Expenditure: \$27,379.59
Eff: 8/19/13 – 6/5/14

Silva, Patrick

- i. Substitute Teachers (99) – Districtwide
Funding Source: District General Funds
Total Expenditure: \$148.98/per diem
Eff: 8/19/13

Adame, Kathryn Valerie
Alday, Susan Cortes
Alfaro, Jose Manuel
Alvarez, Jacquelyn Jauregui
Amezcuca, Cynthia
Angel, Lorenzo
Arce, Luz L.
Arellanes, Noemi
Arias, Rebecca Margarita
Arnesen-Sanchez, Shirley Jean
Atencio, Angela Codoner
Bakhtanians, Armineh
Barajas, Angelica Maria
Barba-Vasquez, Martha Patricia
Barnard, Alice Jeanne
Barrile, Jessica Anne
Base, Melissa Lora Papa
Berkovich, Gabriela
Blandio, Paul M.
Brown, Alexandra V.
Bueno, Belen C.
Cardenas, Yaneth M.
Colocho-Castillo, Marlin
Cuellar, Rosa Maria
De La Cruz Galvan, Mercedes
De La Cruz, Alma C.
De La Torre, Wendy
Drooks, Amy
Eshun-Wilson, Vivian
Fernandez, Jessica

12.5 DIVISION OF HUMAN RESOURCES

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Ferrara, Gaspare N.
Fierro, Antoinette C.
Flores, Eva Maria
Genis, Helen M.
Gonzalez-Rosas, Emma Carolina
Gowen, Andrea K.
Gregg, Elizabeth Vasquez
Gurrola, Cynthia
Gutierrez, Marisol Andrea
Hean, Dhaline
Hendrix, Teah L.
Hernandez, Ana Carolina
Hernandez, Elizabeth Nunez
Holt-Surmon, Stephanie G.
Ikeda, Susan E.
Johnson, Gail Denise
Juarez, Esmeralda
Kadyan, Arutyun
Khandker, Lekha
Kuhn, Kimberly L.
Leonardi, Kendra
Lopez, Jesus E.
Lopez, Miguel
Lopez, Sandra
Luna, Maya
Magdaleno, Jesus
Martinez, Janae Elizabeth
Mc Daniel, Erin E.
Medina, Claudia
Mendoza, Louis A.
Mireles, Joe
Morales, Ana Lilia
Morales, Dennis R.
Muller, Michael
Murillo, Richard Genaro
Murillo-Garcia, Vera
Ngo, Jason
Ochoa, Jorge M.
Pacheco, Vivian Noelia
Perea, Robert
Prieto, Darlene S.
Quirarte, Mabiela
Quirarte, Selena Yvette
Ramirez, Mark R.

12.5 DIVISION OF HUMAN RESOURCES

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Ramos, Araceli
Rangel, Roman
Reed, Allyn
Rodriguez, April R.
Salas, Lisa
Salazar, Cristina
Salcedo, Jessica Marie
Sanchez, Matthew
Schweich, Shauna H.
Sierra, Nora Liliana
Smith, Lateefah Mandisa
Solis, Maria G.
Szendzial, Cindy
Talavera, Rosa Adriana
Thomas, Paul A.
Toruno, Nastassia Brett
Trapani, George C.
Trujeque, Antonio Perez
Vasquez, Hilda Barajas
Vela, April
Velazquez, Nancy Patricia
Villalobos, Rachel
Villarruel, Claudia
Wilderson, Louis A.
Yannarell, Lorin M.

2. Authorization & Ratification of Summer School Employment:
 - a. Psychologist (1) – Student Services

Funding Source: Federal and State Special Education Funds
Justification: The Mediated Agreements were signed after the July 11, 2013 board item deadline.
Total Expenditure: \$1,480.47
Eff: 7/10/13 – 8/6/13
Smeritschnig, Andreas
 - b. Counselor (1) – El Rancho Education Center

Funding Source: El Rancho Education Center Funds
Justification: Ratification is necessary due to the unexpected need and demand of the GED processing and administration.
Total Expenditure: \$1,500.25
Eff: 6/10/13 - 7/12/13
Silva, Patrick

12.5 DIVISION OF HUMAN RESOURCES**Item 14.1 A**3. Authorization & Ratification of Extra-Duty, Extra-Pay Assignments for the 2013-2014 School Year:HUMAN RESOURCES:a. *Withdrawn for discussion and action under Item 14.5*Extra-Duty, Extra-Pay Assignment

Certificated Staff (4) — Various Sites

Funding Source: El Rancho Education Center Funds

Total Expenditure: \$8,663.76 —

Eff: 8/26/13 — 6/15/14

Alonso, Cecilio (El Rancho High) Alternate

Diaz, Danny (El Rancho High) Alternate

LaPlante, Martine (North Park) Instructor

Larrache, Freddy (El Rancho High) Alternate

b. **PULLED** Supplemental Pay Assignment

Certificated Staff (1) — El Rancho High

Funding Source: District General Fund

Total Expenditure: \$4,865.92

Eff: 8/22/13 — 6/5/14

Staff — Assignment

Elliott, Sylvia — Drill Team

c. Supplemental Pay Assignment

Certificated Staff (1) — El Rancho High

Funding Source: District General Fund

Justification: Item was submitted with wrong title of assignment at the July Board, and was tabled, therefore, ratification is necessary.

Total Expenditure: \$2,916.57

Eff: 7/13/13 — 11/30/13

Staff Assignment

Correa, Gerardo Boys Jr. Varsity Water Polo

d. Supplemental Pay Assignment

Certificated Staff (1) — El Rancho High

Funding Source: District General Funds

Justification: Paperwork was not submitted to Human Resources in time for the July Board, therefore ratification is necessary.

Total Expenditure: \$2,916.57

Eff: 7/13/13 — 2/28/14

Staff Assignment

Sanchez, Matthew Boys' Basketball Varsity Asst.

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

e. Supplemental Pay Assignment

Certificated Staff (1) – El Rancho High

Funding Source: District General Fund

Justification: Paperwork was not submitted to Human Resources in time for the July Board, therefore ratification is necessary.

Total Expenditure: \$687.60

Eff: 7/12/13 – 8/22/13

Staff

Madina, David

Assignment

Girls' X-Country JV

STUDENT SERVICES:

f. Extra-duty, Extra-pay Assignment

Certificated Staff (53) – Various Sites

Funding Source: Independent Study/Home Teaching Program Account

Total Expenditure: \$125,343.75

Eff: 8/21/13 – 6/5/14

Alcaraz, Tania

Alonso, Janet

Baleskie, Teresa

Bielejeski, Kimberly

Bronson, Christopher

Chita-Williams, Roxanne

Cunningham, Sean

Flores, Veronica

Lam, Dawn

Gallegos, Dolores

Jose, Melinda

Kerr, Megan

Leal, April

Lincoln, Thea

Lopez-Cadena, Erin

Madera Arriola, Delia

Martinez, Isela

Mendoza, Steven

Paolucci, Gina

Pizana, Socorro

Rivas, Oscar

Shepherd, Maisha

Stinson, Sharon

Esquivel-Torres, Tammy

Walker, Brian

Webster, Sally

Zeko, Paul

Aguirre, Rachel

Arrata, Diana

Bernal, Sofia

Brandt, Paul

Carreon, Lilia

Cordova, Sylvya

Farris, April

Fodor, Kaylyn

Galarza, Carlos

Gonzalez, Bernadette

Kaszycki, William

Knapp, Dean

Leos, Mia

Lopez, Gabriel

Mackay, Erin

Marquez, Lena

Mattingly, Lisa

Miranda, April

Perez, Lavelle

Rojo, Gabriela

Salcido, Paula

Sierra, Ronald

Torres, Lourdes

Vega, Paulina

Walker, Earnestine

Wing, James

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

g. Extra-duty, Extra-pay Assignment

Certificated Staff (14) – Various Sites

Funding Source: Safe Schools/Healthy Students Grant

Total Expenditure: \$44,694.00

Eff: 8/21/13 – 6/5/14

Alonso, Janet	Rio Vista
Davila, Tracy	Durfee
Garcia, Alma	Burke
Hernandez, Jose	South Ranchito
Herrera-Novelo, Carolyn	Rivera Elementary
Katsumura, Claire	El Rancho High School
Maley, Lorena Arellano	Birney
Rosales, Alejandra	El Rancho High School
Stinson, Sharon	Valencia
Salcido, Paula	North Ranchito
Shibata, Valentina	Salazar
Silva, Dona	Magee
Tanielu, Maritel	North Park
Valenzuela, Aracely	Rivera Middle

EDUCATIONAL SERVICES:

h. Extra-Duty, Extra-Pay Assignment

Certificated Staff Members (18) – Durfee Elementary

Funding Source: EIA/LEP Funds

Total Expenditure: \$9,586.29

Eff: 9/3/13 – 5/15/14

Arroyo, Barbara
 Cunningham, Sean
 Davila, Tracy
 De La Cruz, Christine
 Fisher, Ana
 Garcia, Shauna
 Gollette, Judithanne
 Gutierrez, Amalia
 Kuftedjian, Alice
 Martinez, Linda
 Miranda, April
 Mishler, Maryann
 Olvera, Marie Ann
 Pizana, Socorro
 Robledo, Debbie
 Sermenon, David
 Sethman, Mikki
 Torres, David

12.5 DIVISION OF HUMAN RESOURCES

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- i. Extra-Duty, Extra-Pay Assignment
Certificated Counselor (1) – El Rancho High
Funding Source: EIA/SCE Funds
Total Expenditure: \$6,192.16
Eff: 8/21/13 – 6/6/14
Sell, Jan
 - j. Extra-Duty, Extra-Pay Assignment
Certificated Staff Member (1) – El Rancho High
Funding Source: EIA/SCE Funds
Total Expenditure: \$721.98
Eff: 8/21/13 – 6/6/14
Martinez, Martin
4. Authorization of Request for Job Share:
- a. Teachers (2) – Valencia Elementary
Eff: 8/19/13
Gonzalez, Maria
Manriquez, Gina
5. Authorization of Request for Extension of Personal Leave of Absence:
- a. Teacher (1) – Magee
Eff: 8/19/13 – 9/30/13
Hampton, Kathleen
6. Authorization & Ratification of Request for Resignation:
- a. Teachers (2) – Rivera Middle
Eff: 7/16/13
Chiboucas, Gigi
Macias, Natalie
 - b. Psychologist (1) – Student Services
Eff: 8/6/13
Johnson-Quezada, Inger
- D. Approved *with amendments and exceptions* Classified Personnel Register
No. 2-2013/2014
1. Authorization & Ratification of Summer Employment for Summer 2013:
- a. Clerical Substitutes (2) – South Ranchito Elementary
Funding Source: Site General Funds
Justification: Previous board item pulled, which was to approve two employees for this assignment, in order to offer assignment to two employees from the 39-month Re-hire List.
Total Expenditure: \$282.21
Eff: 8/5/13 – 8/20/13
Carpio, Maria
Mena, Valerie

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

b. Instructional Aides-SH (2) – Student Services

Funding Source: Federal & State Special Education Funds

Justification: Ratification is necessary due to parents continuing to submit applications for summer school up to and even after the start of the summer session.

Eff: 6/10/13 – 7/5/13

Pedroza, Araceli	\$2,122.20
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Rivas, Frances	\$2,258.19
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c. Bus Rider (4) – Student Services

Funding Source: Federal & State Special Education Funds

Justification: Ratification is necessary due to parents continuing to submit applications for summer school up to and even after the start of the summer session.

Payable at: \$17.50/hr.

Eff: 6/10/13 – 8/16/13

Acosta, Arleen

Jacome, Yohana

Cabrera, Candice

Reynoso, Elizabeth

2. Authorization of Employment for the 2013-2014 School Year:

a. Behavior Technician (2) – Student Services

Funding Source: Federal & State Special Education Funds

Total Expenditure: \$3,038.02/mo.

Eff: 8/21/13

Garcia, De'Anne

Moore, Everett

b. Bus Rider (53) – Student Services

Funding Source: Federal & State Special Education Funds

Payable at: \$17.50/hr.

Eff: 7/1/13– 6/30/14

Aguilar, Maria

Alvarez, Marlene

Appel, Shirley

Burgess, Holly

Butt, Jacqueline

Castillo, Ashley

Cruz, Helen

Espinoza, Jeanette

Espinoza, Susan

Galan, Candice

Garcia, Veronica

Giron, Rosemarie

Gonzalez, Connie

Allen, Johnathan

Amador, Yuliana

Becerra, Jaime

Ceballos, Carmen

Butt, Rehan

Chacon, Dolores

Delgado, Daniel A.

Espinosa, Rosemarie

Flores, Beatrice

Gallegos, Yvonne

Gaxiola, Alicia

Gomez, Luis

Gonzalez, Edith

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

Gonzalez, Nickolas	Gonzalez, Vivian
Guerrero, Maria	Guzman, Lydia
Lomas, Delia	Lornn, Kakla
Lornn, Malis	Macias, Natalie
Martin, Libby	Mendoza, Silvana
Moreno, Leticia	Moreno, Suzanne
Navarro, Teresita	Nossett, Jasmin
Ochoa, Gloria	Paez, Michael
Perez, Jennifer	Perez, Xiomara
Reyes, Yolanda	Rios, Teresa
Rodriguez, Daisy	Rodriguez, Erlinda
Ruiz, Jacqueline	Sam, Sony
Santillan, Daisy	Simental, Yvette
Valdez, Jennie	Vazquez, Maria

c. Special Ed. Instructional Aide Substitutes (54) – Student Services

Funding Source: Federal & State Special Education Funds

Payable at: \$17.50/hr.

Eff: 7/1/13 – 6/30/14

Aguilar, Maria	Allen, Johnathan
Alvarez, Marlene	Amador, Yuliana
Appel, Shirley	Becerra, Jaime
Burgess, Holly	Ceballos, Carmen
Butt, Jacqueline	Butt, Rehan
Castillo, Ashley	Chacon, Dolores
Cruz, Helen	Delgado, Daniel A.
Espinoza, Jeanette	Espinosa, Rosemarie
Espinoza, Susan	Flores, Beatrice
Galan, Candice	Gallegos, Yvonne
Garcia, Veronica	Gaxiola, Alicia
Giron, Rosemarie	Gomez, Luis
Gonzalez, Connie	Gonzalez, Edith
Gonzalez, Nickolas	Gonzalez, Vivian
Guerrero, Maria	Guzman, Lydia
Lomas, Delia	Lornn, Kakla
Lornn, Malis	Macias, Natalie
Martin, Libby	Mendoza, Silvana
Moreno, Leticia	Moreno, Suzanne
Navarro, Teresita	Nossett, Jasmin
Ochoa, Gloria	Paez, Michael
Perez, Jennifer	Perez, Xiomara
Reyes, Yolanda	Rios, Teresa
Rodriguez, Daisy	Rodriguez, Erlinda
Ruiz, Jacqueline	Sam, Sony
Santillan, Daisy	Simental, Yvette
Valdez, Jennie	Vazquez, Maria

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

3. *Withdrawn for discussion and action under Item 14.5*
~~AMENDED Authorization of Recall of Employment from the 39-Month Re-employment list for the 2013-2014 School Year:~~
 - a. ~~Special Ed. Inst. Aide (2) – Student Services~~
 Funding Source: Federal & State Special Education Funds
 Eff: ~~8/21/13~~
 Garcia, Gabriel ~~————~~ \$1,977.80/mo.
 Soltero, Olivia ~~————~~ \$3,975.55/mo. **\$2,733.18/mo**

4. Authorization & Ratification of Substitute Employment for the 2013-2014 School Year:
 - a. Custodial Substitutes (18) – Maintenance & Operations
 Funding Source: District General Funds
 Payable at: \$18.47/hr.
 Eff: 7/1/13 – 6/30/14
 Alonzo, Arlene Rita
 Becerra, Jaime
 Chavez, Maria
 Chavez, Nina
 Cruz, Helen
 Estrada, Cecilia
 Flores, Beatrice
 Gallegos, Yvonne
 Gonzalez, Vivian
 Guerrero, Maria
 Guzman, Lydia
 Paez, Michael
 Rios, Teresa
 Salazar, Lizette
 Valdez, Jennie
 Valenzuela, Ninfa
 Vazquez, Maria
 Viramontes, Veronica

5. PULLED Authorization and Ratification of Unclassified Employment:
 - a. Student Helper (11) – Food Services
 Funding Source: Food Services
 Payable at: \$20.09/day
 Eff: ~~8/21/13 – 6/5/14~~
 Barrios, Rocio
 Colindres, Genesis (Pending HR Clearance)
 Fernandez, Lucy
 Jimenez, Mayra
 Larrache, Giovanni

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Medina, Luis

~~Murillo, Saul~~

Navarrette, Jonathan (Pending HR Clearance)

Salazar, James

~~Saldana, Robert~~

Salinas, Joseph (Pending HR Clearance)

b. Instructional Aide Trainee (2) – Rio Vista

Funding Source: Site General Funds

Payable at: \$12.72/hr.

Eff: 8/21/13 – 6/5/14

Gutierrez, Margaret V.

Luna, Laura

c. Noon Supervisor (5) – Durfee

Funding Source: Site General Funds

Payable at: \$21.40/day

Eff: 8/21/13 – 6/5/14

Barzalobre, Josefina

Calderon, Barbara

Mendoza, Evelia

Nava, Ramona

Saucedo, Natalie

d. Noon Supervisor (2) – North Park Middle

Funding: District General Funds

Payable at: \$29.42/day

Eff: 8/21/13 – 6/5/14

Chavez De Rodriguez, Maria

Preciado, Elvia

e. Noon Supervisor (4) – North Ranchito

Funding Source: District General Funds

Eff: 8/21/13 – 6/5/14

Payable at: \$40.12/day

Berrospe, Alma

Dominguez, Rose

Gonzalez, Ana Maria

Rodriguez, Angela

f. **AMENDED** Noon Supervisor (9) – Rivera Elementary

Funding Source: Site General Funds

Eff: 8/21/13 – 6/5/14

Campos, Rachel \$29.42/day

Espinoza, Elida \$8.02/day

Espinoza, Yvonne \$16.05/day

PULLED Hernandez, Linda (Pending HR Clearance) \$21.40/day

Luna, Maricela \$8.02/day

Maduro, Michael \$21.40/day

12.5 DIVISION OF HUMAN RESOURCES

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Ramirez, Roy \$16.05/day

Rodriguez, Gloria \$29.42/day

PULLED Rodriguez, Tamra (Pending HR Clearance) \$13.37/day

- g. Noon Supervisor (4) – South Ranchito
 Funding Source: District General Funds
 Eff: 8/21/13 – 6/5/14

Estrada, Susan \$21.40/day

Garcia, Raelene \$29.42/day

Ochoa, Marisol \$32.10/day

Perez, Petra \$21.40/day

- h. Noon Supervisor (4) – Valencia
 Funding Source: District General Funds
 Eff: 8/21/13 – 6/5/14

Aleman, Irma \$10.70/day

Rodriguez, Anna \$29.42/day

Gomez Orozco, Irene \$21.40/day

Vasquez, Lourdes \$18.72/day

- i. Noon Supervisor (15) – District Wide
 Funding Source: District General Funds
 Payable at: \$10.70/day
 Eff: 8/21/13 – 6/5/14

Aguilar, Cristal
 Alvarez, Darlene
 Bonilla, Michelle
 Carrasco, Maria
 Casillas, Beatriz
 Diaz, Sharon
 Garcia, Lena
 Gonzalez, Erika
 Griego, Emily Ann
 Montano, Tracey
 Pacheco, Carlos
 Ramirez, Vianney
 Rodriguez, Anna
 Tortolero, Eileen
 Trujillo, Maricel

- j. Safe School and Violence Prevention Officer (1) – Burke Middle
 Funding Source: EIA/SCE
 Payable at: \$65.67/day
 Eff: 8/21/13 – 6/5/14
 Andrews, Joshua

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- k. Safe School and Violence Prevention Officer (1) – Burke Middle
Funding Source: District General Funds
Payable at: \$65.67/day
Eff: 8/21/13 – 6/5/14
Guerrero, Isabel
- l. **AMENDED** College Tutor (5 1) – Durfee
Funding Source: Discretionary General Funds
Payable at: \$66.50/day
Eff: 8/21/13 – 6/5/14
Alcala, Moses
- m. College Tutor (4) – Durfee
Funding Source: Title I Funds
Payable at: \$66.50/day
Eff: 8/21/13 – 6/5/14
Lazo, Christine
Maturino, Priscilla
Panigaban, Karen
Ramon, Mayra
- n. College Tutor (3) – North Ranchito
Funding Source: Title I Funds 66% / EIA/LEP 34%
Payable at: \$62.35/day
Eff: 8/21/13 – 6/5/14
Barrientos, Alejandra
Guzman, Geraldine
Rubio, Jennifer
- o. **AMENDED** College Tutor (3) – South Ranchito
Funding Source: EIA/LEP 50% / Title I 50%
Payable at: \$58.19/day
Eff: 8/21/13 – 6/5/14
PULLED Escalera, Andres (Pending HR Clearance)
Moreno, Paloma
Ochoa, Jerry
- p. College Tutor (2) – Valencia
Funding Source: Title I 66% / EIA/LEP 34%
Payable at: \$58.19/day
Eff: 8/21/13 – 6/5/14
Flores, Aaron
Flores, Kristina
- q. Seasonal CELDT Assessor (5) – Categorical Programs
Funding Source: Testing Funds
Payable at: \$147.93/day
Eff: 8/19/13 – 6/5/14
Contreras, Elva
Lomeli, Monica

12.5 DIVISION OF HUMAN RESOURCES

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Mauricio, Yvette
 Montano-Briseno, Olga
 Ochoa Hinojos, Victoria

- r. ***Withdrawn for discussion and action under Item 14.5***
~~District Security (1) – El Rancho Education Center~~
~~Funding Source: E.R.E.C Funds~~
~~Payable: \$43.95 for every 4 hours worked~~
~~Eff: 8/21/13 – 6/5/14~~
 Moreno, James
- s. ***Withdrawn for discussion and action under Item 14.4***
~~District Security (1) – Districtwide~~
~~Funding Source: District General Funds~~
~~Justification: Human Resources received the requisition for this assignment after the July Board deadline, therefore, ratification is necessary.~~
~~Payable at: \$43.95 for every 4 hours worked~~
~~Eff: 7/29/13 – 6/5/14~~
 Perez, Joe J.
- t. Boys Football JV Head Coach (1) - El Rancho High
 Funding Source: District General Funds
 Total Expenditure: \$4,258.08 per coach
 Eff: 8/9/13 – 11/30/13
 Cambero, Rodolfo
- u. Girls Water Polo Varsity Head Coach (1) – El Rancho High
 Funding Source: District General Funds
 Total Expenditure: \$4,006.94 per coach
 Eff: 8/9/13 – 1/30/14
 Carbajal, Mehgan
- v. Boys Basketball JV Head Coach (1) – El Rancho High
 Funding Source: District General Funds
 Justification: Paperwork was not submitted to Human Resources in time for the July Board, therefore, ratification is necessary.
 Total Expenditure: \$4,006.94 per coach
 Eff: 7/13/13 – 2/28/14
 Chacon, Jason
- w. Girls Soccer Varsity Head Coach (1) – El Rancho High
 Funding Source: District General Funds
 Total Expenditure: \$4,006.94 per coach
 Eff: 8/9/13 – 2/28/14
 Coria, Ricardo

12.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

- x. Boys Football JV Assistant Coach (1) – El Rancho High
Funding Source: District General Funds
Justification: Paperwork was not submitted to Human Resources in time for the July Board, therefore, ratification is necessary.
Total Expenditure: \$4,006.94 per coach
Eff: 7/12/13 – 11/30/13
Montes, Matthew
 - y. Boys Football JV Assistant Coach (1) – El Rancho High
Funding Source: District General Funds
Justification: It was necessary to wait for CTC clearance prior to submitting to board.
Total Expenditure: \$3,460.71 per coach
Eff: 7/11/13 – 11/30/13
Allen, Cedrick
 - z. Girls Volleyball Frosh/Soph Head Coach (1) – El Rancho High
Funding Source: District General Funds
Total Expenditure: \$2,665.85 per coach
Eff: 8/9/13 – 12/1/13
Sanchez, Freddy
 - aa. ~~PULLED Boys Cross Country Varsity Assistant Coach (1) – El Rancho High~~
~~Funding Source: A.S.B. Cross Country Funds~~
~~Total Expenditure: \$753.42 per coach~~
~~Eff: 8/9/13 – 9/1/13~~
Guevara, Luis (Pending HR Clearance)
6. Authorization & Ratification of Request for Early Retirement:
- a. Health Service Assistant (1) – Burke Middle
Eff: 7/22/13
Chavez, Catherine
 - b. Clerk Typist I (1) – Rivera Elementary
Eff: 8/4/13
Hernandez, Frances O.
7. **AMENDED** Authorization & Ratification of Request for Retirement:
- a. Custodian (1) – El Rancho High School
Eff: 5/18/13
Rios, Arnaldo
 - b. Instructional Aide III (1) No. Ranchito
Eff: 5/16/13
Perez, Dolores
- Early Retirement**
- c. Instructional Aide/L.H. – (1) Birney
Eff: 7/06/13
Giron, Rosemarie

13. CONSENT AGENDA VOTE**Item 14.1 A**

Motion: Renteria Second: Rivera Vote: 5-0 PASSED *with amendments and exceptions*

Amendments and exceptions:

<i>Item 12.2 B</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.2 C</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.4 A</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.4 C</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.5 C.3.a</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.5 D.3.a</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.5 D.5.r</i>	<i>Withdrawn for discussion and action</i>
<i>Item 12.5 D.5.s</i>	<i>Withdrawn for discussion and action</i>

14. NEW BUSINESS – ACTION ITEMS

*This is the time of the meeting when members of the public may address the Board on matters that **are on the ACTION ITEMS agenda only**. In the interest of time, individual comments will be limited to three (3) minutes. The Board shall limit the total time for each agenda item to a maximum of fifteen (15) minutes.*

14.1 SUPERINTENDENT'S OFFICE

- A. Approved the return of Eugene Obregon's Congressional Medal of Honor and portrait to his sole surviving sister, Virginia LaCarra.

Motion: Ramirez Second: Alvidrez Vote: 5-0 PASSED

- B. Approved agreement for services with Screenvision Direct for local cinema advertising for a 52-week period beginning September 9, 2013 at the Pico Rivera Krikorian Theatre. Total cost of \$8,580.00 is payable from District General Funds in accordance with the terms and conditions of the agreement.

Motion: Canchola Second: Alvidrez Vote: 5-0 PASSED

- C. Authorized the Superintendent and/or designee to engage in the Request for Proposal (RFP) process for architectural services to modernize and upgrade the El Rancho High School Culinary Arts facilities funded through Measure "A" General Obligation Bond Funds.

Motion: Alvidrez Second: Canchola Vote: 5-0 PASSED

- D. Authorized the Superintendent to enter into an agreement with Brown University's Urban Education Program.

Motion: Renteria Second: Rivera Vote: 5-0 PASSED

14.1 SUPERINTENDENT'S OFFICE

Item 14.1 A

- E. ~~FAILED~~ Authorize the Superintendent to enter into a Retainer Agreement for Legal Services with the law firm of Garcia, Hernandez, Sawhney & Bermudez, LLP effective August 8, 2013 in accordance with the terms and conditions of the agreement.

Motion: Canchola Second: None Vote: None FAILED

14.2 DIVISION OF STUDENT SERVICES

A. Item 12.2 B

Approved/ratified an Individual Service Tuition Agreement between El Rancho Unified School District and *Autism Spectrum Therapies*. An El Rancho Unified School District student received services from this agency from September 1, 2012 to May 24, 2013 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$38,925.00 is payable through the Federal and State Special Education Funds. This agreement will not modify the existing Master Contract with Autism Spectrum Therapies nor increase the agreed upon total cost of \$38,925.00 which was Board approved on November 8, 2012.

Motion: Canchola Second: Alvidrez Vote: 5-0 PASSED

B. Item 12.2 C

Approved/ratified an Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Elementary*. An El Rancho Unified School District student attended this school from April 11, 2013 to June 30, 2013 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$39,172.00 is payable through the Federal and State Special Education Funds. This agreement will not modify the existing Master Contract with Rossier Park Elementary nor increase the agreed upon total cost of \$39,172.00 which was Board approved on November 8, 2012.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

14.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approved field trips sponsored by the Cisneros Foundation/Generation 1st Degree for El Rancho Unified School District students, effective August 9, 2013 through August 31, 2014. All costs associated with field trips will be paid by the Cisneros Foundation/Generation 1st Degree and/or district funds, if needed.

Motion: Rivera Second: Canchola Vote: 5-0 PASSED

14.4 DIVISION OF BUSINESS SERVICES

Item 14.1 A

F. Approved annual supplemental contract agreement No. 11-1244-2 (amendment to agreement No. 11-1244 approved August 25, 2011) between El Rancho Unified School District and the City of Pico Rivera for reimbursement of Special Event Law Enforcement/Truancy Services cost. Supplemental contract agreement is effective September 1, 2013 through June 30, 2014; total cost to the District shall not exceed \$66,662.00, payable from General Funds.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

G. Item 12.4 A

Approved/Ratified Business Services reports for the month of July 2013.

Motion: Alvidrez Second: Ramirez Vote: 5-0 PASSED

H. Item 12.4 C

~~PULLED Amend Board Item No. 15.4 E, approved April 18, 2013 implementation of deferred maintenance summer projects. Estimated project cost is \$900,000.00, payable from Deferred Maintenance and Capital Funds Measure "A" General Obligation Bond Funds.~~

14.5 DIVISION OF HUMAN RESOURCES

A. Approved appointment of **Larry Brunson** to the position of Director of Student Services for the 2013-2014 school year.

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

B. Approved appointment of **Jessica Kwek** to the position of High School Principal for the 2013-2014 school year.

Motion: Renteria Second: Ramirez Vote: 5-0 PASSED

C. Approved appointments to the position of Elementary Principal for the 2013-2014 school year:

Melissa Garcia, South Ranchito Elementary

Motion: Canchola Second: Ramirez Vote: 4-1 PASSED
(Rivera – no)

Sam Genis, Durfee Elementary

Motion: Canchola Second: Alvidrez Vote: 5-0 PASSED

David Sermenio, Rivera Elementary

Motion: Canchola Second: Alvidrez Vote: 5-0 PASSED

14.5 DIVISION OF HUMAN RESOURCES

Item 14.1 A

- D. Approved appointment of **Gabriel Gonzalez** to the position of Assistant Principal for the 2013-2014 school year.

Motion: Rivera Second: Canchola Vote: 5-0 PASSED

- E. Approved/Ratified Tentative Agreements/Memorandums of Understanding between the California School Employees Association and the El Rancho Unified School District.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

- F. Approved/Ratified Tentative Agreements/Memorandums of Understanding between the El Rancho Federation of Teachers and the El Rancho Unified School District.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

- G. Approved Amendment to the Employment Contract between El Rancho Unified School District and Martin Galindo to clarify Superintendent's work year and rate of pay.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

H. Item 12.5 C.3.a

Authorization & Ratification of Extra-Duty, Extra-Pay Assignments for the 2013-2014 School Year:

HUMAN RESOURCES:

a. Extra-Duty, Extra-Pay Assignment

Certificated Staff (4) – Various Sites

Funding Source: El Rancho Education Center Funds

Total Expenditure: \$8,663.76

Eff: 8/26/13 – 6/15/14

Alonso, Cecilio (El Rancho High) Alternate

Diaz, Danny (El Rancho High) Alternate

LaPlante, Martine (North Park) Instructor

Larrache, Freddy (El Rancho High) Alternate

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

14.5 DIVISION OF HUMAN RESOURCES

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I. Item 12.5 D.3.a

AMENDED Authorization of Recall of Employment from the 39-Month Re-employment list for the 2013-2014 School Year:

a. Special Ed. Inst. Aide (2) - Student Services

Funding Source: Federal & State Special Education Funds

Eff: 8/21/13

Garcia, Gabriel \$1,977.80/mo.

Soltero, Olivia \$3,975.55/mo. **\$2,733.18/mo**

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

J. Item 12.5 D.5.r

District Security (1) – El Rancho Education Center

Funding Source: E.R.E.C Funds

Payable: \$43.95 for every 4 hours worked

Eff: 8/21/13 – 6/5/14

Moreno, James

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

K. Item 12.5 D.5.s

District Security (1) – Districtwide

Funding Source: District General Funds

Justification: Human Resources received the requisition for this assignment after the July Board deadline, therefore, ratification is necessary.

Payable at: \$43.95 for every 4 hours worked

Eff: 7/29/13 – 6/5/14

Perez, Joe J.

Motion: Canchola Second: Ramirez Vote: 5-0 PASSED

15. ADJOURNMENT – 10:42 p.m.

Motion: Alvidrez Second: Renteria Vote: 5-0 PASSED

NOTE: Exhibits listed herein are a part of these minutes and are filed in the Official Board Minutes Record Book of the Board of Education, which is open for public inspection.

Minutes approved September 12, 2013 as written , as corrected

Delia Alvidrez, President

Martin Galindo, Superintendent

Item 14.2 A**ISSUE:**

Approve Consultant Agreement

ANALYSIS:

The El Rancho Unified School District, through the Safe Schools/Healthy Students Office, agrees to work with *Alma Family Services*, a school based counseling agency, to provide mental health services to Medi-Cal insured, non-insured and under-insured children and adolescents in the El Rancho Unified School District.

AGENCY INFORMATION

Alma Family Services was established in 1975 in East Los Angeles by parents to, along with other purposes, provide a comprehensive range of multilingual community based services for those with special needs including children with developmental delays, and children, adolescents, and their families with emotional and/or physical needs. Mental health services for children and adolescents are focused toward youth who are experiencing significant emotional difficulties. Services may include individual, family, and group psychotherapy; medication support and/or case management. The children's mental health project emphasizes agency linkage and close collaboration with the child's and family's support system.

Effective: September 13, 2013 through June 30, 2014

Expenditures: Not to exceed \$5,000.00

Funding: Safe Schools/Healthy Students Grant

RECOMMENDATION:

Approve the Consultant Agreement between the El Rancho Unified School District and *Alma Family Services*, a school based counseling agency, for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. The contract shall not exceed \$5,000.00, to allow for funding for non-insured and under-insured children; services for Medi-Cal insured students will be at no cost to the District. The funding is payable from the Safe Schools/Healthy Students Grant.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

**EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California**

**AGREEMENT FOR CONSULTANT SERVICES BETWEEN THE
EL RANCHO UNIFIED SCHOOL DISTRICT AND
ALMA FAMILY SERVICES**

This Agreement is made this 12th day of September, 2013, between Alma Family Services, and the El Rancho Unified School District, hereinafter referred to as "District." This Agreement for services is effective September 13, 2013.

WHEREAS, it is the desire of the El Rancho Unified School District to contract with Alma Family Services, a service provider within the Los Angeles County Department of Mental Health, to provide services to students and families eligible for Medi-Cal and who meet specified criterion of medical necessity and/or school functioning impairment due to behavioral problems, learning disabilities and non-attendance;

WHEREAS, Alma Family Services and District desire to collaborate with each other to offer students mental health and counseling services at District school facilities;

WHEREAS, both parties desire to memorialize the terms and conditions associated with the provision of mental health services and counseling services under the aforementioned program.

THEREFORE, in consideration of the covenants and agreements hereinafter set forth, Alma Family Services and District agree as follows:

SERVICES TO BE RENDERED BY THE CONSULTANT:

SECTION 1. Mental Health and Counseling Services

- A. Alma Family Services shall provide outpatient mental health services to District pupils, consisting of individual, group and family therapy, medication assessment, diagnostic testing where indicated, case management, substance abuse counseling, collateral consultation, parent education and support groups (mental health services). Students will be provided with one (1) or more hours of service per week, as indicated by individual needs. To the extent necessary and as appropriate, Alma Family Services shall ensure family participation in mental health services to students of District. Alma Family Services shall provide individual and group counseling for students who do not have Medi-Cal and do not meet medical necessity criteria. Students will be provided 1-2 hours of individual/family/group counseling services per week as indicated by individual needs.
- B. Mental health and counseling services will be provided according to a schedule mutually agreed upon by Alma Family Services and District.
- C. District, during one (1) year term, shall remit no more than \$5,000.00 for services provided. Alma Family Services shall submit to District, a detailed monthly billing statement for services provided to indigent, school referred clients and shall include a separate monthly billing statement for services provided to school referred, Medi-Cal/Healthy Families student beneficiaries (at no cost to District).

Item 14.2 A

- D. Mental health and counseling services shall be provided at District facilities, at Alma Family Services offices or clients' homes. District shall make available to Alma Family Services staff appropriate, confidential, office/examination space, telephone, and mailbox at each site. All other equipment necessary for the provision of counseling services shall be the responsibility of Alma Family Services.
- E. As of September 13, 2013, Alma Family Services will provide the District with the following:
1. A monthly log by school site with the number of students, dates of services and service hours provided as part of the invoice process triggering reimbursements for indigent (uninsured and underinsured) school referred clients at: District, where Alma Family Services provides mental health services.
 2. Using a similar monthly log, Alma Family Services will provide the District the following information: number of students, dates of service and service hours for school referred clients with Medi-Cal, Healthy Families, and other coverage programs at: District, where Alma Family Services provides Mental Health Services.

SECTION 2. Staffing

Alma Family Services shall provide all personnel to staff the mental health and counseling programs provided within this Agreement. Alma Family Services staff consists of licensed or registered intern/trainee psychotherapists, LCSW or any authorized personnel for direct counseling services. Case manager staff will be utilized for client case management and language interpreting services as needed. Alma Family Services staff will refer to licensed psychologists for administration of the diagnostic testing instruments as indicated. Psychiatrists will provide psychiatric support services for evaluations, consultations, monitoring and medication prescription as needed.

All personnel shall be employees of Alma Family Services and Alma Family Services shall be responsible for verifying that all personnel are properly licensed, certified or otherwise qualified to participate in providing the mental health services and counseling services. Supervision of Alma Family Services staff shall be provided by Alma Family Services. Alma Family Services shall provide Workers' Compensation insurance coverage for all Alma Family Services employees involved in the operation of the mental health and counseling Services programs. Alma Family Services shall provide the District with a certificate of insurance in a form satisfactory to the District.

SECTION 3. Fingerprinting and Testing of Alma Family Services Employees

Alma Family Services shall comply with the California Education Code section 45125.1 which stipulates that none of its employees who come in contact with District pupils have been convicted of a violent felony listed in California Penal Code section 667.5© or a serious felony listed in California Penal Code section 1192.7©. Fingerprinting and clearance of any named candidate to perform project inspection services is a program wide prerequisite and must occur prior to any candidate arriving to work on any school campus.

In addition, Alma Family Services shall require each employee to be tested for tuberculosis and shall provide copies of testing results to District prior to provision of mental health and counseling services.

SECTION 4.

Term and Termination

Item 14.2 A

The term of this Agreement shall commence on the Effective Date and shall remain in effect for the initial term of September 13, 2013 through June 30, 2014. The initial Term and Additional Terms of this Agreement shall be referred to collectively as the "Term."

A. **CONTRACT TERMINATION PROVISIONS.** Either party may terminate this Agreement at any time by giving thirty (30) days written notice to the other party. The District has the right to terminate the agreement for any of the following reasons:

- Termination for Convenience: The District shall have the right to terminate the Agreement in whole or in part at any time for its convenience if the District determines termination to be in its best interest. The Agency shall be paid for work satisfactorily completed prior to the effective date of termination, but in no event shall the Agency be entitled to recover loss of profits.
- Termination for Cause: The District shall have the right to terminate the Agreement in whole or in part for default upon written notice to the Agency. The District shall also have the right, upon written notice to the Agency, to terminate the agreement for other cause as specified in this agreement or by law. If it is later determined that the District erred in terminating the Agreement, then, at the District's discretion, the Agreement shall be deemed to have been terminated for convenience under Subparagraph A.
- Non-Appropriated Funds: Alma Family Services hereby agrees and acknowledges that funding utilized by the District to purchase the services on the Agreement is public money. The District fully reserves the right to cancel this contract at any time and/or to limit the services due to non-availability or non-appropriation of sufficient funds.
- Gratuities: The District may, by written notice, terminate this contract in whole or in part for cause if the District determines that employment or gratuity was offered or made by the Agency or a representative of the Agency to any officer or employee of the District for the purpose of influencing the outcome of the contract, an amendment to the contract, or favorable treatment concerning the contract, including the making of any determination or decision about the contract performance. The District, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the mental health provider.
- Suspension or Disbarment: The District may, by written notice to the Agency, immediately terminate this contract if the District determines that the Agency has been disbarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body.
- Cancellation for Conflict of Interest: The District may cancel this contract after execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the District is, or becomes

at any time while the contract or an extension of the contract is in effect by the Contractor or a consultant to any party to this contract with respect to the subject matter of the contract. The cancellation shall be effective when the Agency receives written notice of the cancellation unless the notice specifies a later time.

B. CONTINUATION OF PERFORMANCE THROUGH TERMINATION. The Agency shall continue to perform, in accordance with the requirements of the contract, up to the date of termination, as directed in the termination notice.

SECTION 5. Insurance

Alma Family Services shall not commence work under this contract until it has obtained the insurance required under this Article and satisfactory proof of such insurance has been submitted to the District and said insurance has been approved by the District. Except for Workers' Compensation insurance, the policy shall not be amended or modified and the coverage amounts shall not be reduced without the District's prior written consent, and, the District shall be named as an additional insured and be furnished thirty (30) days written notice prior to cancellation. The District shall not allow any employee or agent to commence work on this contract or any subcontract until the insurance required of the Agency, or agent has been obtained.

B. INSURANCE PROVIDED BY CONTRACTOR. The Contractor shall provide and maintain the following insurance coverage amounts as set forth below:

- Workers Compensation Insurance
(In accordance with limits established by law)
- Employers Liability Insurance \$1,000,000
- Commercial General Liability Insurance
Per Occurrence \$2,000,000
- Aggregate \$5,000,000
- Automobile Liability
Bodily Injury/Property Damage Per Occurrence \$1,000,000

SECTION 6. Indemnification

A. General Indemnity: To the fullest extent permitted by applicable law, agency agrees to defend at its own expense, indemnify and hold harmless, the District, the District's Board of Education, and each of the District's members, officers, employees, agents and volunteers ("Indemnities(s)"), and each of them, through legal counsel reasonably acceptable to the District, from any and all losses, liabilities, claims, demands and damages that arise out of or relate to any act or omission constituting ordinary and not professional negligence (including, without limitation, negligent breach of contract), recklessness or willful misconduct on the part of the mental health provider, or its respective employees, agents, representatives or independent contractors. The Indemnities shall be entitled to the defense and indemnification provided for hereunder regardless of whether the loss is in part caused or contributed to by the acts or omissions of such indemnities or any other person or entity; provided, however, that nothing contained herein shall be construed as obligating the Agency to indemnify and hold harmless any Indemnities to the extent not required under the provisions of Section 6 below.

B. Indemnity for Professional Negligence: To the fullest extent permitted by applicable law, Agency agrees to indemnify and hold harmless the Indemnities, and each of them against any and all losses, liabilities, claims, demands and damages, and reimburse any Indemnities for any attorney's fees or court costs incurred in defense of any action brought against such Indemnities, to the extent arising out of or relating to any act or omission constituting professional negligence on the part of the agency, or its respective employees, agents, representatives or independent contractors. The Indemnities shall be entitled to the indemnification and reimbursement provided for hereunder regardless of whether the loss is in part caused or contributed to by the acts or omissions of Indemnities or any other person or entity; provided, however, that nothing contained herein shall be construed as obligating the Agency to indemnify and hold harmless any Indemnities to the extent not required under the provisions of Section 6 below.

C. Limitations on Indemnity Obligations: Without affecting the rights of the District under any other provision of this Agreement, the Agency shall not be required to indemnify or hold harmless an Indemnities for any losses, liabilities, claims, demands and damages that arise out of or relate to any of the following due to that Indemnities negligence, recklessness or willful misconduct; provided, however, that such negligence, recklessness or willful misconduct has been determined by agreement of Agency and Indemnities or has been adjudged by the findings of a court of competent jurisdiction. In instances where Indemnities active negligence accounts for only a percentage of the loss involved, the obligation of the Agency will be for that portion of the loss not due to the active negligence of that Indemnities.

D. Subcontractor Indemnity Agreements: Agency agrees to obtain or cause to be obtained executed defense and indemnity agreements with provisions identical to those set forth in this Section 6 from each and every Subcontractor, of every tier. In the event agency fails to do so, Agency agrees to be fully responsible to provide such defense and indemnification according to the terms of Section 6.

E. No Limitation by Insurance or Employee Benefits: In claims against any Indemnities under Section 6. A. or 6.B., above, by an employee of the Agency, of any tier, anyone directly or indirectly employed by it or anyone for whose acts it may be liable, the indemnification obligations under said clauses shall not be limited by the amount or type of damages, compensation or benefits payable by or for the mental health provider under any policy of insurance, Workers' Compensation acts, disability benefit acts or other employee benefits act.

SECTION 7. Independent Capacity

Each party shall act in an independent capacity and not as an officer, employee or agent of the other.

SECTION 8. Confidentiality

Alma Family Services agrees to maintain as confidential all information regarding this Agreement, including its contents, as well as all District information, machinery, equipment, processes, products, activities, and information relating to students or employees and not to disclose such information to any company personnel other than those who require it in connection with the performance of services under this Agreement. Alma Family Services further agrees to inform all of its employees assigned to the District to whom disclosures of District information must be made, of Alma Family Services' and employees' obligation to maintain confidentiality.

Alma Family Services shall maintain the confidentiality of student and family mental health and counseling records and information as required by applicable law, including protection of names and other identifying information from unauthorized disclosure, except for statistical information which shall not identify information from unauthorized disclosure, except for statistical information which shall not identify any student or minor sibling and which shall be used only for carrying out the obligations of Alma Family Services under this Agreement.

SECTION 9. Laws and Regulations

Alma Family Services shall comply with federal, state and local laws and regulations, including District policies, in its provision of mental health and counseling services.

SECTION 10. Non-Discrimination

It is the policy of the District that in connection with all work performed under contracts, there be no discrimination against any employee engaged in the work related to this agreement because of race, color, sex, ancestry, national origin or religious creed, and therefore the Agency agrees to comply with the applicable federal; and California laws, including, but not limited to the California Fair Employment Practice Act, beginning with Labor Code Section 1410 and Labor Code, Section 1735.

SECTION 11. Entire Agreement

This Agreement contains the entire understanding of the parties with respect to the subjects hereof and supersedes all prior agreements, whether oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of the Agreement.

SECTION 12. Severability

If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

SECTION 13. Notice

Any notice required or permitted to be given under this Agreements shall be deemed to have been given, served and received if given in writing and personally delivered or either deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service or facsimile transmission, addressed as follows:

AGENCY

Alma Family Services Centers
1055 Corporate Center Drive, Ste. 430
Monterey Park, CA 91754

DISTRICT

El Rancho Unified School District
9333 Loch Lomond Dr.
Pico Rivera, Ca 90660

FAX (323) 526-4096

FAX (562) 942-9458 **Item 14.2 A**

Section 14.

Both the District and Alma Family Services represent and warrant that their respective signatory to the Agreement is fully authorized to obligate them hereunder and that all corporate acts necessary to the execution of the Agreement have been accomplished.

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the next business day following delivery of the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

In witness whereof, the parties hereto have executed this Agreement on the date indicated below.

Additional Terms:

Assignment: Neither this Agreement nor any duties or obligations herein may be assigned by Alma Family Services without the prior, written consent of the District.

Governing Law: This Agreement shall be construed in accordance with and all disputes hereunder shall be governed by the laws of the State of California.

ALMA FAMILY SERVICES CENTERS

**GOVERNING BOARD
EL RANCHO UNIFIED
SCHOOL DISTRICT**

Alma Family Services Centers
1055 Corporate Center Drive, Ste. 430
Monterey Park, CA 91754
TAX I.D. _____

Larry Brunson
Director of Student Services

Date: _____

Item 14.2 B**ISSUE:**

Approve Memorandum of Understanding

ANALYSIS:

The *Exchange Club Family Support Center* will accept referrals for its in-home Parent Aide Program through the El Rancho Unified School District's Access Program. The Parent Aide Program will consist of weekly home visits to provide the following services: parenting education; modeling positive parent-child interaction; assisting with areas such as household management, budgeting, nutrition/meal planning; and teaching child development, especially focusing on age-appropriate expectations.

AGENCY INFORMATION:

The Exchange Club Family Support Center features the various Nurturing Parenting and Family Life Education Programs of Dr. Stephen J. Bavolek. The Nurturing Programs are designed expressly for parenting and treating abuse and neglect. These programs are implemented on a one-to-one basis through home visits. The Nurturing Parent and Family Life Education Programs have won numerous awards and have been selected as evidence-based model programs by such groups as the Center for Substance Abuse Prevention (CSAP), and the Office of Juvenile Justice and Delinquency Prevention (OJJDP).

Date: September 13, 2013 through June 30, 2014

Expenditures: \$30.00 per hour/Not to exceed a total of \$5,000.00

Funding: Safe Schools/Healthy Students Grant

RECOMMENDATION:

Approve Memorandum of Understanding between the *Exchange Club Family Support Center*, a Nurturing Parenting and Family Life Program, and the District for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided are not to exceed \$5,000.00, payable from the Safe Schools/Healthy Students Grant.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

Item 14.2 B

**Memorandum of Understanding
Between El Rancho Unified School District and
Exchange Club Family Support Center**

This Agreement is made the 12th day of September, 2013, between the Exchange Club Family Support Center and the El Rancho Unified School District.

El Rancho Unified School District (ERUSD) agrees to collaborate with the Exchange Club Family Support Center for the purpose of providing services to families served by the El Rancho Unified School District as part of the Safe Schools Healthy Students grant.

Under the terms of this agreement, the Exchange Club Family Support Center will provide the following services:

- The Exchange Club Family Support Center will accept referrals through the ERUSD Access Program for in-home Parent Aide Program. The Parent Aide Program will consist of weekly home visits to provide the following services: parenting education; modeling positive parent-child interaction; assisting with areas such as household management, budgeting and nutrition/meal planning; and teaching child development, especially focusing on age-appropriate expectations.
- The Exchange Club Family Support Center will complete Monthly Status Reports with information such as the number of families served and the number of hours serving families in the school district. Monthly Status Reports will be provided to the ERUSD Safe Schools Healthy Students office at the end of each month.
- Maintain communication with ERUSD Safe Schools Healthy Students staff for purposes of addressing client/family needs and/or concerns.

Exchange Club Family Support Center will provide Parent Aide Program services at a Fee for Service Rate of \$30.00 per hour with the annual billable amount not to exceed \$5,000/yr. An invoice for the month's billable services will be presented to ERUSD by the 10th of the following month. ERUSD will compensate the Exchange Club Family Support Center within thirty (30) days of receipt and approval of the invoice.

El Rancho Unified School District staff will provide the following services:

- ERUSD staff will coordinate the referral process between ERUSD Safe Schools Healthy Students clients and the Exchange Club Family Support Center for the in-home Parent Aide Program.
- ERUSD will administer payments for services to the Exchange Club Family Support Center within thirty (30) days of receipt and approval of invoices from the Exchange Club Family Support Center.

The parties do hereby agree as follows:

Item 14.2 B

- El Rancho Unified School District shall defend, indemnify, and hold harmless Exchange Club Family Support Center, its officers, agents and employees, from liability, loss, damage, or expense for death, bodily injury to persons, injury to property, or any other expense arising from either, to the extent that such liability, loss, damage, or expense is directly and proximately caused by the negligence or wrongful acts of El Rancho Unified School District in the performance of this Agreement, and agree to pay on behalf of Exchange Club Family Support Center any and all claims, damages, judgments, defense costs, adjuster fees, and attorney fees directly resulting there from.
- Exchange Club Family Support Center shall defend, indemnify, and hold harmless El Rancho Unified School District, its officers, agents and employees, from liability, loss, damage, or expense for death, bodily injury to persons, injury to property, or any other expense arising from either, to the extent that such liability, loss, damage, or expense is directly and proximately caused by the negligence or wrongful acts of Exchange Club Family Support Center in the performance of this Agreement, and agree to pay on behalf of El Rancho Unified School District any and all claims, damages, judgments, defense costs, adjuster fees, and attorney fees directly resulting there from.

This Agreement for Services is effective September 13, 2013 through June 30, 2014.

This agreement shall remain in effect until such time as it is terminated by either or both of the following parties.

 Georganne Bruce Date
 Executive Director
 Exchange Club Family Support Center

 Larry Brunson Date
 Director of Student Services
 El Rancho Unified School District

Item 14.2 C

ISSUE:

Approve Consultant Agreement

ANALYSIS:

In order to implement the District's Safe Schools/Healthy Students Grant, the District must contract with mental health agencies. *Intercommunity Counseling Center* is recommended as one of the agencies best qualified to provide mental health and counseling services for implementation of the Safe Schools/Healthy Students Grant. The Agency will provide services to the students and families of the El Rancho Unified School District at no cost to the families or the District.

AGENCY INFORMATION

Since 1976, Intercommunity Counseling Center has provided affordable, professional counseling to those in need. Intercommunity Counseling Center serves the greater Whittier community's mental health and well-being by providing individual as well as marriage and family counseling, classes in anger management and cooperative parenting, workshops and support groups.

Date: September 13, 2013 through June 30, 2014

Expenditures: At no cost to the District

RECOMMENDATION:

Approve consultant agreement with *Intercommunity Counseling Center*, to provide mental health and counseling services to the students and families of the District for the 2013/2014 school year, effective September 13, 2013 to June 30, 2014. The agency will provide services at no cost to the District.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

**EL RANCHO UNIFIED SCHOOL DISTRICT Item 14.2 C
Pico Rivera, California**

**AGREEMENT OF CONSULTANT SERVICES BETWEEN THE
EL RANCHO UNIFIED SCHOOL DISTRICT AND
INTERCOMMUNITY COUNSELING CENTER**

This Agreement is made the 12th day of September, 2013, between Intercommunity Counseling Center, hereinafter referred to as "agency," and the El Rancho Unified School District hereinafter referred to as "District." This Agreement for Services is effective September 13, 2013.

WHEREAS, it is the desire of the El Rancho Unified School District to contract Intercommunity Counseling Center, to provide individual, family and/or group counseling for El Rancho Unified School District students;

WHEREAS, Intercommunity Counseling Center and the District desire to collaborate with each other to offer students mental health and counseling services at District school facilities;

WHEREAS, both parties desire to memorialize the terms and conditions associated with the provision of mental health services and counseling services under the aforementioned program;

THEREFORE, in consideration of the covenants and agreements hereinafter set forth, Intercommunity Counseling Center and District agree as follows:

SERVICES TO BE RENDERED BY THE CONSULTANT:

SECTION 1. Mental Health and Counseling Services

- A. Intercommunity Counseling Center shall provide outpatient mental health services to District pupils, consisting of group counseling at four elementary school sites in the District. Group counseling sessions will occur once per week for approximately 50 minutes. Intercommunity Counseling Center will ensure that each District pupil will have documented Informed Consent from the appropriate caregiver to participate in the group counseling sessions.
- B. Mental health and counseling services will be provided according to a schedule mutually agreed to by Intercommunity Counseling Center and District.
- C. Mental health and counseling services shall be provided at District facilities or at Intercommunity Counseling Center offices. District shall make available to Intercommunity Counseling Center staff appropriate, confidential, office/examination space with a telephone and mailbox at each site as needed during school hours. All other equipment necessary for the provision of counseling services shall be the responsibility of Intercommunity Counseling Center.
- D. Intercommunity Counseling Center staff will provide consultation with key school personnel to share necessary information (with parent/guardian consent) about the student's progress in treatment as is appropriate ensuring the highest level of privacy needed. The overall goal is to work collaboratively toward a successful educational outcome.
- E. Intercommunity Counseling Center staff will complete monthly ERUSD Safe Schools Healthy Students (SSHS) Service Logs and turn the logs in to the SSHS office at the end of each month.

Item 14.2 C

- F. Intercommunity Counseling Center will provide services at no cost to the District. Intercommunity Counseling Center will pursue funding on its own accord to fund the counseling services.

SECTION 2. Staffing

Intercommunity Counseling Center shall provide personnel for the Mental Health and Counseling programs. Intercommunity Counseling Center staff consists of Pre-doctoral Clinical Psychology students and Marriage and Family Therapist Trainees (MFT Trainees) who are supervised by a Licensed Clinical Psychologist, Licensed Marriage Family Therapist or Licensed Clinical Social Worker to provide mental health services for direct counseling services. Intercommunity Counseling Center shall be responsible for verifying that all personnel or contractors are properly licensed, certified, pre-doctoral students at an accredited university or otherwise qualified to participate in providing the mental health services and counseling services. Supervision of Intercommunity Counseling Center staff or contractors shall be provided by Intercommunity Counseling Center.

El Rancho Unified School District is not responsible for any Workers' Compensation Insurance Coverage in regards to Intercommunity Counseling Center personnel. Any Workers' Compensation issues with regard to Intercommunity Counseling Center personnel involved in the operation of the Mental Health and Counseling Services programs will be addressed by Intercommunity Counseling Center.

Intercommunity Counseling Center shall provide the District with a certificate of insurance in a form satisfactory to the District.

SECTION 3. Fingerprinting and Testing of Intercommunity Counseling Center Employees

Intercommunity Counseling Center shall comply with the California Education Code section 45125.1 which stipulates that none of its personnel that come in contact with District pupils have been convicted of a violent felony listed in California Penal Code section 667.5© or a serious felony listed in California Penal Code section 1192.7©. Fingerprinting and clearance of any named candidate to perform project inspection services is a program wide prerequisite and must occur prior to any candidate setting foot on any school campus. Fingerprinting and Tuberculosis testing must be completed at the expense of the Intercommunity Counseling Center.

Intercommunity Counseling Center shall provide copies of tuberculosis testing results to the District prior to provision of Mental Health and Counseling Services programs.

SECTION 4. Term and Termination

The term of this Agreement shall commence on the effective date and shall remain in effect for the initial term of September 13, 2013 through June 30, 2014 or until the pre-doctoral students and/or MFT Trainees have completed 10 weeks of group counseling. The initial Term and Additional Terms of this Agreement shall be referred to collectively as the "Term."

Item 14.2 C

A. **CONTRACT TERMINATION PROVISIONS.** Either party may terminate this agreement at any time by giving thirty (30) days written notice to the other party. The District has the right to terminate the agreement for any of the following reasons:

- Termination for Convenience: The District shall have the right to terminate the agreement in whole or in part at any time for its convenience if the District determines termination to be in its best interest.
- Termination for Cause: The District shall have the right to terminate the agreement in whole or in part for default upon written notice to the agency. The District shall also have the right, upon written notice to the agency, to terminate the agreement for other cause as specified in this agreement or by law. If it is later determined that the District erred in terminating the agreement for cause, then, at the District's discretion, the agreement shall be deemed to have been terminated for convenience under Subparagraph A.
- Gratuities: The District may, by written notice, terminate this contract in whole or in part for cause if the District determines that employment or gratuity was offered or made by the agency or a representative of the agency to any officer or employee of the District for the purpose of influencing the outcome of the contract, an amendment to the contract, or favorable treatment concerning the contract, including the making of any determination or decision about the contract performance. The District, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the mental health provider.
- Suspension or Disbarment: The District may by written notice to the agency, immediately terminate this contract if the District determines that the agency has been disbarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor by any public procurement unit or other governmental body.
- Cancellation for Conflict of Interest: The District may cancel this contract after execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the District is, or becomes at any time while the contract or an extension of the contract is in effect, an employee of or a consultant to any party to this contract with respect to the subject matter of the contract. The cancellation shall be effective when the agency receives written notice of the cancellation unless the notice specifies a later time.

B. **CONTINUATION OF PERFORMANCE THROUGH TERMINATION.** The agency shall continue to perform, in accordance with the requirements of the contract, up to the date of termination, as directed in the termination notice.

SECTION 5. Insurance

Intercommunity Counseling Center shall not commence work under this contract until it has obtained the insurance required under this Article and satisfactory proof of such insurance has been submitted to the District and said insurance has been approved by the District. Except for Workers' Compensation insurance, the policy shall not be amended or modified and the coverage amounts shall not be reduced without the District's prior written consent, and, the District shall be named as an additional insured and be furnished thirty (30) days written notice prior to cancellation. The district shall not allow any employee or agent to commence work on this contract or any subcontract until the insurance required of the agency or agent has been obtained.

A. **INSURANCE PROVIDED BY CONTRACTOR.** The Contractor shall provide and maintain the following insurance coverage amounts as set forth below:

- Workers' Compensation Insurance
(In accordance with limits established by law)
- Employers Liability Insurance \$1,000,000
- Commercial General Liability Insurance
Per Occurrence \$1,000,000
- Aggregate \$2,000,000
- Automobile Liability
Bodily Injury/Property Damage Per Occurrence \$1,000,000

SECTION 6. Indemnification

A. **General Indemnity:** To the fullest extent permitted by applicable law, agency agrees to defend, at its own expense, indemnify and hold harmless, the District, the District's Board of Education, and each of the District's members, officers, employees, agents and volunteers ("Indemnities(s)"), and each of them, through legal counsel selected from the insurance company's panel of attorneys, from any and all losses, liabilities, claims, demands and damages that arise out of or relate to any act or omission constituting ordinary and not professional negligence (including, without limitation, negligent breach of contract), recklessness or willful misconduct on the part of the mental health provider, or its respective employees, agents, representatives or independent contractors. The Indemnities shall be entitled to the defense and indemnification provided for hereunder regardless of whether the loss is in part caused or contributed to by the acts or omissions of an indemnities or any other person or entity; provided, however, that nothing contained herein shall be construed as obligating the agency to indemnify and hold harmless any Indemnities to the extent not required under the provisions of Section 6 below.

B. **Indemnity for Professional Negligence:** To the fullest extent permitted by applicable law, agency agrees to indemnify and hold harmless the Indemnities, and each of them against any and all losses, liabilities, claims, demands and damages, and reimburse any Indemnities for any attorney's fees or court costs incurred in defense of any action brought against such Indemnities, to the extent arising out of or relating to any act or omission constituting professional negligence on the part of the agency, or its respective employees, agents, representatives or independent contractors. The Indemnities shall be entitled to the indemnification and reimbursement provided for hereunder regardless of whether the loss is in part

Item 14.2 C

caused or contributed to by the acts or omissions of an Indemnities or any other person or entity; provided, however, that nothing contained herein shall be construed as obligating the agency to indemnify and hold harmless any Indemnities to the extent not required under the provisions of Section 6 below.

C. **Limitations on Indemnity Obligations:** Without affecting the rights of the District under any other provision of this agreement, the agency shall not be required to indemnify or hold harmless any Indemnities for any losses, liabilities, claims, demands and damages that arise out of or relate to any of the following due to those Indemnities negligence, recklessness or willful misconduct; provided, however, that such negligence, recklessness or willful misconduct has been determined by agreement of agency and Indemnities or has been adjudged by the findings of a court of competent jurisdiction. In instances where Indemnities' active negligence accounts for only a percentage of the loss involved, the obligation of the agency will be for that portion of the loss not due to the active negligence of that Indemnities.

D. **Subcontractor Indemnity Agreements:** agency agrees to obtain or cause to be obtained executed defense and indemnity agreements with provisions identical to those set forth in this Section 6 from each and every Subcontractor, of every tier. In the event agency fails to do so, agency agrees to be fully responsible to provide such defense and indemnification according to the terms of Section 6.

E. **No Limitation by Insurance or Employee Benefits:** In claims against any Indemnities under Section 6.A. or 6.B., above, by an employee of the agency, of any tier, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligations under said Clauses shall not be limited by the amount or type of damages, compensation or benefits payable by or for the mental health provider under any policy of insurance, Workers' Compensation acts and disability benefit acts.

SECTION 7. Independent Capacity

Each party shall act in an independent capacity and not as an officer, employee or agent of the other.

SECTION 8. Confidentiality

Intercommunity Counseling Center agrees to maintain as confidential all information regarding this agreement, including its contents, as well as all District information, machinery, equipment, processes, products, activities, and information relating to students or employees and not to disclose such information to any company personnel other than those who require it in connection with the performance of services under this agreement, or to any third persons. Intercommunity Counseling Center further agrees to inform all of its personnel assigned to the District to whom disclosures of District information must be made, of their obligation to maintain the confidentiality.

Intercommunity Counseling Center shall maintain the confidentiality of student and family mental health and counseling records and information as required by applicable law, including protection of names and other identifying information from unauthorized disclosure, except for statistical information which shall not identify information from unauthorized disclosure, except for statistical information which shall not identify any student or minor sibling and which shall be used only for carrying out the obligations of Intercommunity Counseling Center under this Agreement.

SECTION 9. Laws and Regulations

Intercommunity Counseling Center shall comply with federal, state and local laws and regulations, including District policies, in its provision of mental health and counseling services.

SECTION 10. Non-Discrimination

It is the policy of the District that in connection with all work performed under contracts, there be no discrimination against any employee engaged in the work related to this agreement because of race, color, sex, ancestry, national origin or religious creed, and therefore the Agency agrees to comply with the applicable Federal; and California Laws, including, but not limited to the California Fair Employment Practice Act, beginning with Labor Code Section 1410 and Labor Code, Section 1735.

SECTION 11. Entire Agreement

This agreement contains the entire understanding of the parties with respect to the subjects hereof and supersedes all prior agreements, whether oral or written, and all other communications between the parties relating to such subject matter. This agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of the agreement.

SECTION 12. Severability

If any provision of this agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

SECTION 13. Notice

Any notice required or permitted to be given under this agreements shall be deemed to have been given, served and received if given in writing and personally delivered or either deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service or facsimile transmission, addressed as follows:

AGENCY

Intercommunity Counseling Center
7702 Washington Ave., First Floor
Whittier, CA 90602
FAX (562) 698-1274

DISTRICT

El Rancho Unified School District
9333 Loch Lomond Dr.
Pico Rivera, CA 90660
FAX (562) 942-9458

Item 14.2 C

SECTION 14.

Both the District and Intercommunity Counseling Center represent and warrant that their respective signatory to the agreement is fully authorized to obligate them hereunder and that all corporate acts necessary to the execution of the agreement have been accomplished.

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

In witness whereof, the parties hereto have executed this agreement on the date indicated below.

Additional Terms:

Assignment: Neither this agreement nor any duties or obligations herein may be assigned by Intercommunity Counseling Center without the prior written consent of the District.

Governing Law: This agreement shall be construed in accordance with and all disputes hereunder shall be governed by the laws of the State of California.

INTERCOMMUNITY COUNSELING CENTER

**GOVERNING BOARD
EL RANCHO UNIFIED
SCHOOL DISTRICT**

Intercommunity Counseling Center
7702 Washington Ave., First Floor
Whittier, CA 90602

Larry Brunson
Director of Student Services
El Rancho Unified School District
Date: _____

TAX I.D. 95-3109547

Item 14.2 D

ISSUE:

Approve Service Agreement

ANALYSIS:

The El Rancho Unified School District will contract with the *Southern California Alcohol and Drug Program* to provide substance abuse counseling to the at-risk student population at El Rancho and Salazar High Schools.

AGENCY INFORMATION:

The Southern California Alcohol and Drug Program is a drug and alcohol rehabilitation center with a primary focus on providing substance abuse treatment in the City of Pico Rivera, and has provided services to El Rancho Unified School District students since 2005.

Date: September 13, 2013 through June 30, 2014

Expenditures: Total not to exceed - \$15,000.00

Funding: Safe Schools/Healthy Students Grant Funds

RECOMMENDATION:

Approve Service Agreement with the *Southern California Alcohol and Drug Program* for the 2013/2014 school year to provide substance abuse counseling services, effective September 13, 2013 through June 30, 2014. Total expenditure of \$15,000.00 is payable from the Safe Schools/Healthy Students Grant Funds.

Submitted by: Dora Soto-Delgado, Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

**EL RANCHO UNIFIED SCHOOL DISTRICT Item 14.2 D
Pico Rivera, California**

**AGREEMENT FOR DRUG PREVENTION SERVICES BETWEEN THE
EL RANCHO UNIFIED SCHOOL DISTRICT
AND
SOUTHERN CALIFORNIA ALCOHOL AND DRUG PROGRAM (SCADP)**

This Agreement is made this 12th day of September 2013, between Southern California Alcohol and Drug Program (SCADP) and the El Rancho Unified School District. This Agreement for services is effective September 13, 2013.

WHEREAS, such service will support the District's at-risk youth at El Rancho High School and Salazar High School;

THEREFORE, this agreement is made and entered into on the 12th of September 2013, by and between the El Rancho Unified School District and Southern California Alcohol and Drug Program (hereinafter referred to as the "Agency").

SERVICES TO BE RENDERED BY THE CONSULTANT: The Agency will provide an intensive outpatient program for the treatment of substance abuse. Adolescent Community Reinforcement Approach (ACRA) is an evidenced based practice clinically proven effective for reducing or ending substance use and abuse. The program will specifically implement the *Chestnut Health System, Bloomington's Outpatient and Intensive Treatment Model*, a 12-week, bilingual, family centered treatment program. The program will deliver four weekly youth sessions and individual sessions as needed, as well as two youth/family sessions.

PAYMENT TO BE MADE BY THE DISTRICT: In consideration of the services rendered, the Agency will receive \$15,000.00 (fifteen thousand dollars), all of which will go towards 46% of the full-time salary for one SCADP program counselor. Expenditure of \$15,000.00 is payable from the Safe Schools Healthy Students Grant.

NO WAIVER: The failure of the parties in any one or more instances to insist upon strict performance of any of the terms of this Agreement or to exercise any option herein conferred shall not be construed as a waiver or relinquishment to any extent of the right to assert or rely upon such terms or option on any future occasion.

HOLD HARMLESS: To the extent permitted by law, and except for the acts or omissions of employees, agents and officers of District, the Agency hereby agrees to hold harmless, indemnify and defend the District and its governing board and its officers, agents and employees from all claims, demands, liabilities, losses, damages, or expenses of any nature whatsoever arising directly or indirectly from or connected with the performance of services other than for operations of Agency during the term of this Agreement.

COMPLETE AGREEMENT: This Agreement is the complete Agreement between the parties. Any amendments hereto shall be in writing and shall be dated and executed by both parties.

**Southern California Alcohol and Drug Program
(SCADP)**

**Item 14.2 D
EL RANCHO UNIFIED SCHOOL DISTRICT**

Larry Brunson
Director of Student Services
El Rancho Unified School District

Date: _____

Date: _____

TAX I.D. _____

Item 14.2 E**ISSUE:**

Approve Consultant Agreement

ANALYSIS:

The El Rancho Unified School District will contract with *Hector Palencia, M.A., MSW, PPSC*, to provide mental health services to at-risk youth in the El Rancho Unified School District.

SCOPE OF WORK:

Consultant is to coordinate the juvenile diversion program at El Rancho High School, Salazar Continuation High School and the three (3) middle schools in the District by working collaboratively with the Los Angeles County Department of Probation, The PRIDE (Pico Rivera Individual Development and Ethics) Program, SPIRITT Family Services, Alma Family Services, Southern California Alcohol and Drug Program (SCADP) and the School Resource Officer. Consultant will provide various counseling services to at-risk youth in the District.

Date: September 13, 2013 through June 13, 2014

Expenditures: Total not to exceed - \$75,000.00

Funding: Safe Schools/Healthy Students Grant

RECOMMENDATION:

Approve Consultant Agreement with *Hector Palencia, M.A., MSW, PPSC*, for the 2013/2014 school year to provide consultation and counseling services, effective September 13, 2013 through June 30, 2014. Total expenditure not to exceed \$75,000.00 is payable through the Safe School/Healthy Students Grant.

Submitted by: Dora Soto-Delgado, Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

EL RANCHO UNIFIED SCHOOL DISTRICT Item 14.2 E
Pico Rivera, California

AGREEMENT OF CONSULTANT SERVICES BETWEEN THE
EL RANCHO UNIFIED SCHOOL DISTRICT AND
HECTOR PALENCIA

THIS AGREEMENT is made and entered into this 12th day of September 2013, by and between Hector Palencia, LCSW, PPSC, hereinafter referred to as "Consultant," and the El Rancho Unified School District, hereafter referred to as "District."

WHEREAS, the District is in need of special services not currently being provided by trained District staff

WHEREAS, such services and advice are not available at no cost from public agencies; and

WHEREAS, Consultant is specially trained, experienced and competent to provide the special services and advice required; and

WHEREAS, such services are needed on a limited basis;

NOW, THEREFORE, the parties hereto agree as follows:

1. **SERVICES TO BE PROVIDED BY CONSULTANT:**

- (a) Consultant will coordinate juvenile diversion program at the senior high school, continuation high school and 3 middle schools by working collaboratively with the School Resource Officer, LA County Department of Probation, PRIDE Program, SPIRITT Family Services, Alma Family Services, Southern California Alcohol and Drug Program.
- (b) Consultant will prevention and intervention services through individual, group and family counseling services with at-risk students (i.e. expelled students, students with at least 3 suspensions, and/or student with more than 5 referrals to the office for behavioral/disciplinary issues) and other students deemed at-risk by ERUSD staff.
- (c) Consultant will facilitate group counseling utilizing evidence-based practices (i.e. The Why Try Program) with at-risk students
- (d) Consultant will attend Student Attendance Review Board (SARB) meetings
- (e) Consultant will coordinate services with District Administrators, Counselors and other ERUSD staff
- (f) Consultant will complete and maintain timely documentation of services
- (g) Consultant will maintain and submit data and evaluation information required by the Safe Schools/Healthy Students grant initiative
- (h) Consultant will provide consultation as needed for various Safe Schools/Healthy Students grant initiative activities to be determined by the Coordinator.

- (i) Consultant will provide at least one training on evidence-based ~~Item 14.2.E~~ (The Why Try Program) with ERUSD school staff
2. The Consultant will commence providing services under this AGREEMENT on September 13, 2013, and will diligently perform as required and complete performance by June 30, 2014. The Consultant will perform said service as an independent and not as an employee of the District. Consultant shall be under the control of the District as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.
 3. District will prepare and furnish to the Consultant, upon request, such information as is reasonably necessary to the performance of the Consultant to the AGREEMENT.
 4. The District shall pay the Consultant a total amount not to exceed \$75,000.00 for the school year for services rendered pursuant to this AGREEMENT. Payment shall be made upon receipt of invoice. Consultant shall submit invoices for payment on a monthly basis. The District is not required to accept invoices that are submitted more than 90 days after the expiration of this Agreement.
 5. For contracts that specify services for an individual student, as evidence by an attached IEP, consultant will include with invoices a written log, signed by the parent, for services provided to each student.
 6. The District may at any time for any reason terminate this AGREEMENT and compensate Consultant only for services rendered to the date of termination. Written notice by the District's Superintendent shall be sufficient to stop further performance of services by Consultant. The notice shall be deemed given when received or no later than three days after the day of mailing, whichever is sooner.
 7. At no time will Consultant, nor an employee of Consultant, directly or indirectly, by itself or through any affiliated entity or entity, or any other contract companies, solicit clients from the student rosters of the District.
 8. Consultant agrees to and shall hold harmless and indemnify the District, its officers, agents, and employees from every claim or demand and every liability or loss, damage, or expense of any whatsoever, which may be incurred by reason of:
 - (a) Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage or expense sustained by the Consultant or any person, firm, or corporation employed by the Consultant upon or in connection with the services called for in this agreement except for liability for damages referred to above which result from the sole negligence or willful misconduct of the District, its officers, employees, or agents.
 - (b) Any injury to or death of persons or damage to property, sustained by any persons, firms, or corporation, including the District, arising out of, or in any way connected with the services covered by the AGREEMENT, whether said injury or damage occurs either on or off school district property, except for liability for

damages which result from sole negligence or willful misconduct of the District, its officers, employees, or agent. The Consultant, at Consultant's expense, cost and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents, or employees on any such claim, demand, or liability and shall pay or satisfy and judgment that may be rendered against the District, its officers, agents, or employees in any action, suit, or other proceedings as a result thereof.

Item 14.2 F

- 9. This AGREEMENT is not assignable without written consent of the parties hereto.
- 10. Consultant shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including worker's compensations.
- 11. Consultants, if an employee of another public agency, certifies that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to the AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Hector Palencia, M.A., MSW, PPSC:

Director of Student Services:

9441 Greening
Whittier, CA 90605

Larry Brunson
9333 Loch Lomond Dr.
Pico Rivera, CA 90660

Board Approved Date:
September 12, 2013

Item 14.2 F

ISSUE:

Approve Memorandum of Understanding

ANALYSIS:

The El Rancho Unified School District, through the Safe Schools/Healthy Students Office, agrees to work with *The Whole Child (TWC)* as a school based counseling agency to provide mental health services to children and families in the El Rancho Unified School District.

AGENCY INFORMATION:

TWC is a non-profit community behavioral healthcare agency. The agency was established in 1957 in the City of Whittier. Services range from prevention and early intervention to recovery and wellness maintenance, with a major emphasis on programs for children and families. TWC has provided the Pico Rivera Community with a complete range of counseling and intensive therapeutic treatment to children experiencing developmental, psychological, behavioral, social and family problems for several years.

Date: September 13, 2013 through June 30, 2014

Expenditures: \$20,000.00

Funding: Safe Schools/Healthy Students Grant

RECOMMENDATION:

Approve Memorandum of Understanding with *The Whole Child*, a school based counseling services provider, for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided shall not exceed \$20,000.00 payable from the Safe Schools/Healthy Students Grant.

Submitted by: Dora Soto-Delgado, Coordinator SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013



**MEMORANDUM OF UNDERSTANDING
BETWEEN
EL RANCHO UNIFIED SCHOOL DISTRICT
AND THE WHOLE CHILD**

This Memorandum of Understanding (MOU) is entered into by The Whole Child (TWC) and El Rancho Unified School District (ERUSD). The term of this MOU shall begin September 13, 2013 and will end June 30, 2014.

This agreement sets forth the responsibilities of both agencies in providing mental health services to children in a school-based setting. The school-based program is designed to provide children and families in the community with affordable, culturally sensitive, and professional mental health services in a school setting.

This MOU further signifies a commitment to working collaboratively in the mutual best interest of students, their families and the community.

THE WHOLE CHILD'S RESPONSIBILITIES:

1. TWC's school-based staff will provide mental health services to students within ERUSD, who have emotional and/or behavioral needs that interfere with their ability to function adequately in the school setting and/or at home.
2. TWC will provide school-based counseling, using a collaborative model, on school sites and at The Whole Child's main office to students referred through the ERUSD Access Program.
3. TWC will provide at least one staff member for a minimum of 2 days per week (16 hrs/week) to provide individual and group counseling services.
 - TWC will provide individual and group counseling services 2 days per week to students and families who are under-insured (e.g. unable to pay the co-pay or share-of-cost) or have no insurance.
 - TWC will provide mental health services, up to its maximum capability given available staff, during additional days to students within and referred by ERUSD who have Medi-Cal coverage. TWC will utilize Medi-Cal billing during these additional days of service in the district.

4. TWC and ERUSD will work collaboratively to prioritize the mental health needs of the students. Item 14.2 F
5. TWC staff will provide the following mental health services at either the school site or the agency site:
 - Individual, Group and Family Therapy
 - Individual, Group and Family Rehabilitation Services
 - Crisis Intervention
 - Student Groups (i.e. Social Skills Groups, etc.)
 - Case Management Services
 - Medication Evaluation and Support (at agency site only)
 - Psychological Testing (at agency site only)
 - Parent Education and/or Support Groups (at agency site only)
 - Referral for psychiatric services at The Whole Child main office, as needed and agreed upon by parents/guardians
6. TWC staff will provide teacher/school personnel consultation as an integral part of the school-based counseling program.
7. TWC will provide the following staff:
 - Licensed and/or License-Eligible Masters-level therapists (i.e. Licensed Marriage and Family Therapist, Licensed Clinical Social Worker, Associate Clinical Social Worker, Marriage and Family Therapist Intern or Licensed Psychologist)
 - Masters-level graduate students supervised by a licensed supervisor
 - Mental Health Rehabilitation Specialists
8. TWC staff will provide services as requested in a crisis and/or emergency situation in accordance with District policy and procedures. If the student in crisis is not a client of TWC, staff of TWC will provide consultation to school personnel.
9. TWC will implement a student self-referral process, including procedures for self-referral by families. Information regarding self-referred students and families will not be shared with ERUSD without a signed Release of Information by the parents or guardians.
10. TWC will provide mental health services during school hours as permitted by ERUSD, or after school hours if approved by the school site administrator.
11. TWC staff will provide consultation with key school personnel to share necessary information (with parent/guardian consent) about the student's progress in treatment as is appropriate ensuring the highest level of privacy needed. The overall goal is to work collaboratively toward a successful outcome.

- Item 14.2 F**
12. TWC staff will complete ERUSD Status Reports and submit the reports to the ERUSD Safe Schools Healthy Students (SSHS) office on a monthly basis.
 13. TWC will enter data (i.e. dates of services, types of treatments, etc.) into the SSHS Mental Health database developed by the SSHS evaluation team on a monthly basis.
 14. TWC staff will fax a monthly spreadsheet of those students referred and being served by TWC. The spreadsheet will include the following information: referral date; status indicating wait List or receiving services; type of funding for service (i.e. SSHS funds or Medi-Cal); staff assigned; types of services (individual counseling, group counseling, etc.); discharged/terminated status, and services not received due to family declining services.
 15. TWC staff will complete any criminal background checks required by the District as required by Education Code section 45125.1. TWC agrees to cover the costs involved in the criminal background checks.
 16. TWC certifies that all staff have taken and passed a pre-hire Tuberculosis (TB) test. TWC will submit documentation of negative TB test completed within the previous two (2) months.
 17. TWC staff will follow existing school district policies and procedures that are not in conflict with legal and ethical standards in the mental health field.
 18. TWC staff will work collaboratively with ERUSD staff and obtain a documented Release of Information from parents to enhance the coordination of services through the exchange of information. The exchange of information will be governed by all applicable county, state, and federal laws, policies, and procedures. This includes all Protected Health Information (PHI) under the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) and California mental health confidentiality laws under the Welfare and Institutions Code [WIC] Section 5328.
 19. TWC will send a monthly invoice to the SSHS office for reimbursement of \$2,000/month (not to exceed \$20,000 per year).

EL RANCHO UNIFIED SCHOOL DISTRICT RESPONSIBILITIES:

1. ERUSD school personnel will complete referral forms for all students referred to school-based counseling services and counseling services at The Whole Child main office.
2. ERUSD personnel at each school site will assist in obtaining parent or guardian permission to refer a student for school-based counseling services prior to making a referral.

Item 14.2 F

3. ERUSD will provide a private room on the school site conducive to providing confidential therapeutic services.
4. ERUSD will make a strong commitment to support mental health counseling for the benefit of the students and their families.
5. ERUSD will work collaboratively with TWC in establishing and implementing procedures and protocols regarding child abuse reporting and confidentiality issues.
6. ERUSD will train TWC staff on use of the SSHS Mental Health Database.
7. ERUSD will pay \$2,000/month for 10 months (not to exceed \$20,000 per year) to have at least one TWC staff placed at ERUSD 16 hours/week beginning September 13, 2013 through June 30, 2014.

INDEMNIFICATION AND INSURANCE:

TWC agrees to indemnify, defend and hold harmless ERUSD and its appointed officers, employees, and agents from and against any and all liability or expense, including defense costs and legal fees, arising from or connected with claims for damages or Workers' Compensation benefits relating to ERUSD operations or its services which result from bodily injury, death, personal injury, or property in the care, custody, or control of TWC.

ERUSD agrees to indemnify, defend and hold harmless TWC and its appointed officers, employees, and agents from and against any and all liability or expense, including defense costs and legal fees, arising from or connected with claims for damages or Workers' Compensation benefits relating to TWC's operations or its services which result from bodily injury, death, personal injury, or property in the care, custody, or control of ERUSD.

During the term of this Memorandum of Understanding, TWC shall purchase and maintain, at its sole cost and expense, (1) Workers' Compensation Insurance with statutory limits (2) Employers Liability Insurance with limits of not less than \$ 3,000,000.00 for each accident, (3) General and Auto Liability Insurance, including bodily injury and property damage coverage, with limits of not less than \$ 1,000,000.00 per occurrence and \$ 3,000,000.00 in the aggregate, and (4) Professional Liability Insurance covering errors and omissions with limits of not less than \$ 3,000,000.00 per occurrence. Concurrent with the execution of this Memorandum of Understanding, TWC shall provide to ERUSD certificates of insurance for the above insurance coverage requirements. The General Liability Insurance policy shall name ERUSD as an additional insured.

MUTUAL AGREEMENTS:

This MOU may be modified, revised, amended, or renewed by the mutual written consent of TWC and ERUSD. During this agreement, TWC or ERUSD may, with sole discretion, have the right to cancel the MOU and terminate the service and agreement within thirty days notice.

FOR THE WHOLE CHILD:

Charlene Dimas-Peinado, L.C.S.W.
Chief Executive Officer
The Whole Child

Date _____

Evelyn Castro-Guillen, L.C.S.W.
Chief Operating Officer
The Whole Child

Date _____

FOR EL RANCHO UNIFIED SCHOOL DISTRICT:

Signature

Date _____

Larry Brunson
Director of Student Services

Item 14.2 G**ISSUE:**

Approve Memorandum of Understanding

ANALYSIS:

The El Rancho Unified School District will contract with *SPIRITT Family Services* (also known as Skills for Prevention, Intervention, Recovery, Individual Treatment and Training Family Services), to provide educational and mental health services to a selective number of high-risk/low-income students in the El Rancho Unified School District. SPIRITT will also provide additional days of services utilizing SPIRITT funds through the Child Abuse Risk Intervention and Neighborhood Outreach (CARIÑO) program at no cost to the district. The purpose of these programs is to offer early intervention, family and recovery support services to at-risk youth. Services may include case management, treatment planning, parent education to families, individual and group counseling, individual family therapy and education sessions.

AGENCY INFORMATION:

SPIRITT Family Services is a forty-year old company committed to providing vital social services to families. Programs emphasize prevention of child abuse and early intervention services. Services are delivered by culturally competent and qualified professionals.

Date: September 13, 2013 through June 30, 2014

Expenditures: Total not to exceed - \$25,000.00

Funding: Safe Schools/Healthy Students Grant

RECOMMENDATION:

Approve Memorandum of Understanding with *SPIRITT Family Services* (also known as Skills for Prevention, Intervention, Recovery, Individual Treatment and Training Family Services) for the 2013/2014 school year to provide mental health services to students, effective September 13, 2013 through June 30, 2014. Total expenditure of \$25,000.00 is payable from the Safe Schools/Healthy Students Grant Funds. SPIRITT Family Services will also provide additional days of services utilizing agency funds through the Child Abuse Risk Intervention and Neighborhood Outreach (CARIÑO) program at no cost to the District.

Submitted by: Dora Soto-Delgado, Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

**EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California**

Item 14.2 G

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
EL RANCHO UNIFIED SCHOOL DISTRICT
AND
SKILLS FOR PREVENTION, INTERVENTION, RECOVERY, INDIVIDUAL
TREATMENT AND TRAINING
(SPIRITT) FAMILY SERVICES**

This Memorandum of Understanding is entered into by and between El Rancho Unified School District/ Safe Schools Healthy Students (hereinafter referred to as ERUSD), and SPIRITT Family Services, (hereinafter referred to as SPIRITT). It is the intent of this Memorandum of Understanding (MOU) to provide the general parameters and guidelines by which SPIRITT and El Rancho Unified School District will work together to make educational services and/or mental health services available to a number of students at the El Rancho Unified School District school sites through ERUSD Safe Schools Healthy Students Program and the Child Abuse Risk Intervention and Neighborhood Outreach (CARIÑO) program. The purpose of offering these programs is to provide early intervention and family and recovery support services to at-risk youth. Services may include individual and group counseling, case management, treatment planning, parent education to families, individual family therapy and education sessions.

While performing the obligations under this Agreement, SPIRITT is an independent contractor and not an officer, employee or agent of El Rancho Unified School District. SPIRITT shall not at any time or in any manner, represent an officer, employee or agent of El Rancho Unified School District.

El Rancho Unified School District:

- Identify and recommend students appropriate for the program and services.
- Assign and provide a safe, comfortable and private room to be used each week for group and/or individual sessions.
- Provide a schedule, at the beginning of this partnership, of events and holidays that may affect the regular schedule of services by SPIRITT staff.
- Notify SPIRITT staff 24 hours in advance of any changes in room or meeting place.
- Assist SPIRITT in the gathering of Informed Consent forms and other required documentation/paperwork from program participants.
- Remit to SPIRITT a total not to exceed \$2500.00/month for 10 months beginning September 13, 2013 through June 30, 2014 for two days per week of mental health services in ERUSD (SPIRITT will provide one additional day per week, utilizing

SPIRITT funds, for a total of three days per week of services in ERUSD).

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SPIRITT:

- Assign a minimum of one trained staff/counselor to conduct a minimum of one weekly educational and/or process group using an evidence based curriculum or clinical interventions and provide individual counseling services to a minimum of five students. Additional staff and/or groups may be assigned as need and funding permit.
- Conduct screening and assessment with students referred by ERUSD staff to determine eligibility and need. Qualified and interested students/families will be assigned to either group counseling or individual counseling or the CARIÑO Mental Health program (SPIRITT funded program).
- As necessary, SPIRITT will refer parents/families to other diverse and appropriate community services (e.g. parenting classes, substance abuse treatment programs, anger management classes, etc.).
- Provide information and reports of student attendance and progress as requested by El Rancho Unified School District administration and with written consent from participants and/or families.
- SPIRITT staff will complete monthly ERUSD Safe Schools Healthy Students Service Logs and turn the logs in to the Safe Schools Healthy Students office at the end of each month.
- Notify schools in a timely manner if any changes of schedule are necessary.
- SPIRITT will send a monthly invoice not to exceed \$2,500/month to the Safe Schools Healthy Students office for a total of 10 months (not to exceed a total of \$25,000 for the year) beginning September 13, 2013 through June 30, 2014 for two days per week of mental health services.
- SPIRITT will provide one additional day of services per week to the El Rancho Unified School District providing counseling through SPIRITT paid by CARIÑO funding, as funds permit, at no cost to El Rancho Unified School District beginning September 13, 2013 through June 30, 2014 (for a total of 3 days/week of service).

It is understood that all inquiries regarding services, as well as any problems or conflicts that may arise in the course of providing services, are to be directed to the following contacts with SPIRITT:

- 1) Stephanie Joseph, ACSW, individual and group facilitator
(562) 903-7000
stephaniej@spiritt.org
- 2) Norma Yoguez, MFTi, Program Manager,
(562) 236-5043
normay@spiritt.org

3) Elvia Torres, Executive Director
(562) 903-7022
elviat@spiritt.org

Item 14.2 G

It is understood that the ERUSD Safe Schools/Healthy Students Project Coordinator, Dora Delgado is to act as the authorized representative for El Rancho Unified School District to finalize plans on behalf of El Rancho Unified School District for such services or projects. Further, should any problems or conflicts arise in the course of providing these services, it is understood that the authorized representative of El Rancho Unified School District is empowered, on behalf of El Rancho Unified School District, to work with SPIRITT to accomplish an effective resolution.

It is the goal of both parties to have open and on-going communication between SPIRITT and El Rancho Unified School District to assure optimum quality of services.

The parties do hereby agree as follows:

1. El Rancho Unified School District shall defend, indemnify, and hold harmless SPIRITT, its officers, agents and employees, from liability, loss, damage, or expense for death, bodily injury to persons, injury to property, or any other expense arising from either, to the extent that such liability, loss, damage, or expense is directly and proximately caused by the negligence or wrongful acts of El Rancho Unified School District in the performance of this Agreement, and agree to pay on behalf of SPIRITT any and all claims, damages, judgments, defense costs, adjuster fees, and attorney fees directly resulting there from.
2. SPIRITT shall defend, indemnify, and hold harmless El Rancho Unified School District, its officers, agents and employees, from liability, loss, damage, or expense for death, bodily injury to persons, injury to property, or any other expense arising from either, to the extent that such liability, loss, damage, or expense is directly and proximately caused by the negligence or wrongful acts of SPIRITT in the performance of this Agreement, and agree to pay on behalf of El Rancho Unified School District any and all claims, damages, judgments, defense costs, adjuster fees, and attorney fees directly resulting there from.
3. SPIRITT staff performing services under this Agreement is in compliance with the provisions of Education Code §45125.1 regarding the submission of fingerprints to the California Department of Justice and the completion of a criminal background investigation. SPIRITT staff have not been convicted of a felony as defined in Education Code §45125.1.
4. SPIRITT staff performing services under this Agreement has been tested for tuberculosis pursuant to Education Code §49406 and can provide copies of testing results to El Rancho Unified School District if requested.
5. Either party may terminate this Memorandum at any time by giving at least two weeks notice to the other party of the intent to terminate.

This MOU is in effect from September 13, 2013 through June 30, 2014.

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El Rancho Unified School District:

SPIRITT Family Services:

Larry Brunson
Director of Student Services
El Rancho Unified School District
Date: _____

Elvia Torres
Executive Director
SPIRITT Family Services
Date: _____

Item 14.2 H

ISSUE:

Approve Memorandum of Understanding

ANALYSIS:

Approve the Memorandum of Understanding between the El Rancho Unified School District and ENKI Health and Research Systems (EHRS), a mental health agency, to provide mental health services to children and adolescents in the El Rancho Unified School District.

AGENCY INFORMATION:

ENKI is a community behavioral health care agency, established in 1978. The agency provides multicultural and multilingual behavioral health services to children. Evidence-based practices are offered for prevention and early intervention to children and youth; working with parents, caregivers and other agencies to provide effective mental health services.

Date: September 13, 2013 through June 30, 2014

Expenditures: At no cost to the families or the District

RECOMMENDATION:

Approve Memorandum of Understanding with *ENKI Health and Research Systems (EHRS)*, a community behavioral health care agency, to provide mental health services to the students of the District for the 2013/2014 school year, effective September 13, 2013 through June 30, 2014. Services provided will be at no cost to the District.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

MEMORANDUM OF UNDERSTANDING BETWEEN EL RANCHO UNIFIED SCHOOL DISTRICT AND ENKI HEALTH AND RESEARCH SYSTEMS (EHRS)

Purpose: This agreement is to establish a cooperative method of providing mental health services to the students of El Rancho Unified School District and their families. This agreement will formalize the procedures between El Rancho Unified School District (ERUSD) and EHRS for School Based Services.

Background: Medi-Cal and Mental Health Services Act (MHSA) or Proposition 63 funding is available through EHRS to provide mental health services at minimal-to-no charge to the children and families of schools within the El Rancho Unified School District. For any charges associated with services, the student's parents/guardians will be responsible for payment.

Responsibilities:

El Rancho Unified as a collaborative partner agrees to:

- Use El Rancho Unified School District referral forms and EHRS Counseling Referral and Integrated School Release (release of information) forms to initiate referrals for students and families in the El Rancho Unified School District to the EHRS call center (866-227-1302).
- Provide basic information to EHRS about referred students and families as indicated in the referral form.
- Exchange information with EHRS referred families with signed release forms.
- Collaborate with the therapist in developing treatment and family plans as appropriate.
- Coordinate referrals, assist with parent contacts, and distribute and collect necessary checklists and scales that will further the therapeutic process.
- Provide EHRS therapists with a quiet and confidential space at the school in which to provide treatment at the school site.
- Provide EHRS therapists with Internet access so that therapists can access necessary systems and sites.

ENKI Health and Research Systems, Inc. as a collaborative partner agree to:

- Assess students referred to EHRS by the El Rancho Unified School District as to determine eligibility for services. Initial assessment will be provided (to the best of the agency's capability) within 30 days of referral.
- Provide licensed/waivered/registered mental health professional(s) on campus to serve the students and families in the El Rancho Unified School District.
- ENKI will provide mental health services that meet all professional and ethical standards within the scope of practice of the rendering provider.
- Ensure that mental health professionals have completed a LiveScan and Tuberculosis (TB) test prior to providing school based services.
- Provide consultation to El Rancho Unified School District staff on open cases and provide trainings, if necessary, to key ERUSD staff on particular mental health issues that may be

impacting particular students, if requested by the school staff and authorized by 14.2 H
parents/legal guardians

- Provide referrals to other community resources for families not eligible for EHRS services.
- Provide on-site (school based) services to students.
- Provide parent education with referred students and families as requested by ERUSD staff.
- Attend a monthly collaborative meeting to consult on cases or issues impacting clinicians working at El Rancho Unified School District sites.
- Upon receiving signed consents for release of information, complete monthly logs noting students who were admitted for services. Information will include student/client name, admission date, funding source, and assigned clinician.
- ENKI will provide the El Rancho Unified School District with the following:
 - a. A monthly log by school site with the names of students
 - b. Whether the students are on a wait list
 - c. Dates of initiation of services
 - d. Type of service provided (i.e. individual counseling, group counseling, and/or type of evidenced-based practice)
 - e. The name of the assigned therapist
 - f. Billing type (e.g. Medi-Cal); identification of location of services (i.e. school based or clinic based)
 - g. Discharge dates with reason for discharge such as whether goals were met and/or any lack of response from families which hindered a case from being open.

Both parties agree that this MOU is effective September 13, 2013 upon signing by both El Rancho Unified School District and EHRS. The agreement shall be in effect until June 30, 2014. The agreement shall terminate within 30 days of such notification unless both parties sign a new agreement. Either party may terminate this agreement by providing 30 days written notice to the other party. Both parties agree to indemnify and hold harmless the other party from any and all loss, damage, liability, claims, suits, costs and expenses, including attorney fees and other expenses which may be sustained or incurred connected to the services or work conducted pursuant to this memorandum of understanding.

Heather Johnson, Psy.D., MFT
Vice President Clinical Services
ENKI Health & Research Systems, Inc.

Date

Larry Brunson
Director of Student Services
El Rancho Unified School District

Date

Item 14.2 I

ISSUE:

Approve Memorandum of Understanding

ANALYSIS:

The El Rancho Unified School District, through the Safe Schools/Healthy Students Office, agrees to work with *Penny Lane Centers*, a school based counseling agency, to provide mental health services to Medi-Cal insured children and adolescents in the El Rancho Unified School District. Students who are not Medi-Cal insured will be offered services through the District with a different program.

AGENCY INFORMATION

Penny Lane Centers is a 501 (c)(3) nonprofit organization that was founded in 1969. The center cares for over 3500 abused and neglected children, youth and families each month. It provides therapeutic residential services, foster family home placements, adoption services, transitional and affordable housing, family preservation, wraparound and mental health services for children youth and families throughout Los Angeles County.

Effective: September 13, 2013 through June 30, 2014

Expenditures: No cost to the District

RECOMMENDATION:

Approve the Memorandum of Understanding between the El Rancho Unified School District and *Penny Lane Centers*, a school based counseling agency, for the 2013/2014 school year. Services are to be provided effective September 13, 2013 through June 30, 2014, and will be at no cost to the District.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

MEMORANDUM OF UNDERSTANDING Item 14.2 I
BETWEEN
EL RANCHO UNIFIED SCHOOL DISTRICT
AND PENNY LANE CENTERS

This Memorandum of Understanding is entered into by Penny Lane Centers, hereinafter referred to as Penny Lane, and El Rancho Unified School District for the 2013-2014 school year. This agreement sets forth the responsibilities of both agencies in providing mental health services to children and adolescents in a school-based setting.

PENNY LANE RESPONSIBILITIES:

1. Penny Lane's school-based team will provide mental health services to students at El Rancho Unified School District who are insured through state funded Medi-Cal insurance and have emotional and/or behavioral problems that interfere with their ability to function adequately in the public school setting.
2. Penny Lane will provide counseling services at the Penny Lane offices and school-based counseling on El Rancho Unified School District campuses using a collaborative model.
3. Penny Lane will provide the following mental health services:
 - On-site and school-based mental health services for youth and their families
 - One-on-one counseling sessions with students
 - Family counseling for program participants
 - Peer counseling groups
 - Referral for psychiatric consultation services at the Penny Lane Center's main office, as necessary, and agreed upon by parent/guardian.
4. Penny Lane will provide training/consultation for school personnel for screening and referring, as well as techniques for identifying students who are at risk and require mental health services.
5. Penny Lane will participate in the pre-screening process and identify the mental health needs of students.
6. Penny Lane will contact school and/or referring school personnel within 5-7 working days of referral to inform them of first appointment date (intake date) and/or services provided.
7. Penny Lane will make every attempt to provide services immediately in a crisis and/or emergency situation.
8. Penny Lane will develop a student referral process, including procedures for self-referral and school staff referral.

Item 14.2 I

9. Penny Lane will, in conjunction with the school staff, provide triage/risk screening of students.
10. Penny Lane will provide mental health services during school hours, after school, during school vacations and during summer vacation.
11. Penny Lane will provide consultations and share necessary information (with the appropriate releases of information forms signed by legal guardians) about the treatment status of students with school personnel in order to work collaboratively toward treatment and progress.
12. Penny Lane's school-based clinical team will have prerequisite TB testing and finger printing clearance.
13. Penny Lane will work collaboratively with the school principal or his/her designee to prioritize and design the program elements to meet the needs of the school and the students.
14. Penny Lane will provide to the El Rancho Unified School District the following:
 - a. A monthly status report with the following information: number of students served at each school site; location of service; dates of services; services hours; type of service provided and billing type.
 - b. A monthly status report identifying the following: status of all students referred by El Rancho Unified School District; identification of location of services (school-based/clinic based); whether a student was discharged; whether a student was assigned to a therapist; whether goals were met and/or any lack of response from families which hindered a case from being opened.
15. Penny Lane will participate in collaborative meetings and/or trainings addressing the partnership between El Rancho Unified School District and mental health agency providers.
16. Penny Lane will utilize the universal mental health referral form, and process established by El Rancho Unified School District, in conjunction with the Safe Schools Healthy Students Initiative which includes: assisting caregivers and families with referrals; ensuring that a release of information form is signed by all referred parents/guardians; and a storage of files at a centralized and secure location, at ERUSD, of all original and completed forms sent out to mental health partners.

EL RANCHO UNIFIED SCHOOL DISTRICT RESPONSIBILITIES:

1. El Rancho Unified School District personnel will complete referral forms on all students referred to receive school-based counseling.

Item 14.2 I

2. El Rancho Unified School District will inform Penny Lane of student meetings such as Individualized Education Programs (IEPs) when a mental health referral is being considered.
3. El Rancho Unified School District will provide a room on a school site conducive to providing therapeutic services.
4. El Rancho Unified School District will support students in following through with counseling services, which includes providing counseling at the school site, as opposed to home visits or in the main office, as much as possible.
5. El Rancho Unified School District will support and encourage clinical interventions and therapeutic support to be integrated into the school site in order to accomplish and maximize mental health treatment goals.
6. El Rancho Unified School District will assist the school-based clinical team by facilitating intake appointments when necessary.
7. El Rancho Unified School District will make a strong commitment to support school-based counseling for the benefit of the student and the program.
8. El Rancho Unified School District will work collaboratively with Penny Lane in establishing and implementing procedures and protocols regarding child abuse reporting, confidentiality issues, suicide management and school site training.
9. El Rancho Unified School District will work collaboratively with Penny Lane in determining an effective method to disseminate information to all students and their families regarding school-based counseling services.

Either party may terminate this agreement at any time, with or without cause, upon thirty (30) day prior written notice to the other party.

This Memorandum of Understanding signifies a commitment to work collaboratively in the mutual best interest of students, their families and the community.

PENNY LANE CENTERS

EL RANCHO UNIFIED SCHOOL
DISTRICT

Date: _____
Rosana La Fianza
Director of Clinic Operations

Date: _____
Larry Brunson
Director of Student Services

Item 14.2 J

ISSUE:

Approve Memorandum of Understanding

ANALYSIS:

The El Rancho Unified School District, through the Safe Schools/Healthy Students Office, agrees to work with *Pacific Clinics*, a school based counseling agency, to provide mental health services to Medi-Cal insured children and adolescents in the El Rancho Unified School District; at no cost to the District. Students who are not Medi-Cal insured will be offered services through the District with a different program.

AGENCY INFORMATION:

Pacific Clinics, a private, non-profit community behavioral healthcare agency, was established in 1926 as the Pasadena Child Guidance Clinic. Across the decades to follow, the organization has expanded its focus to address the mental and behavioral health concerns of families and individuals of all ages. Services range from prevention and early intervention to recovery and wellness maintenance; still with a major emphasis on programs for children and families. Integrated treatment programs for persons with co-occurring substance abuse and mental health disorders engage individuals from preteen through older adult, as well as their family members.

Effective: September 13, 2013 through June 30, 2014

Expenditures: No cost to the District

RECOMMENDATION:

Approve the Memorandum of Understanding between the El Rancho Unified School District and *Pacific Clinics*, a school based counseling agency, for the 2013-2014 school year, effective September 13, 2013 through June 30, 2014. Services provided will be at no cost to the District.

Submitted by: Dora Soto-Delgado, Coordinator, SS/HS Grant - Student Services
Larry Brunson, Director of Student Services

September 12, 2013

MEMORANDUM OF UNDERSTANDING Item 14.2 J
BETWEEN
EL RANCHO UNIFIED SCHOOL DISTRICT
AND PACIFIC CLINICS

This Memorandum of Understanding (MOU) is made this 12th day of September, 2013 between Pacific Clinics and El Rancho Unified School District (ERUSD) for the 2013/2014 school year. This agreement sets forth the responsibilities of both agencies in providing mental health services to children and adolescents in a school-based setting.

PACIFIC CLINIC'S RESPONSIBILITIES

1. Pacific Clinic's school-based team will provide mental health services to students at El Rancho Unified School District who are insured through state funded Medi-Cal insurance or are uninsured and who have emotional and/or behavioral problems that interfere with their ability to function adequately in the public school setting.
2. Pacific Clinics will provide school-based counseling on El Rancho Unified School District campuses using a collaborative model.
3. Pacific Clinics' school-based clinical team will provide the following mental health services:
 - School-based mental health services for youth and their families
 - Individual counseling sessions with students
 - Family counseling for program participants
 - Peer groups
 - Referrals to psychiatric services at the Pacific Clinics main offices as necessary and with parent/guardian permission
4. Pacific Clinics' school-based clinical team will provide teacher/school personnel consultation and training as an integral part of the school-based counseling program.
5. Pacific Clinics school-based clinical team will participate in the pre-screening process and identify the mental health needs of students.
6. Pacific Clinics school-based clinical team will contact school and/or referring school personnel within 5-7 working days of referral to inform them of first appointment date (intake date) and/or services provided.
7. Pacific Clinics school-based clinical team will provide consultation and/or services immediately in a crisis and/or emergency situation.
8. Pacific Clinics will work with ERUSD personnel to develop a student referral process, including procedures for self-referral and school staff referral.

9. Pacific Clinics' school-based clinical team will provide triage/risk screening for students in conjunction with the school staff.
10. Pacific Clinics' school-based clinical team will provide training for screening and referring techniques on identifying students who are at risk and require mental health services.
11. Pacific Clinics will provide mental health services during school hours, after school (with school site administrator permission), during school vacations and during summer vacation.
12. Pacific Clinics will provide consultation and share necessary information (with the appropriate release of information forms signed by parents/legal guardians) about the student's treatment status with school personnel in order to work collaboratively toward treatment and progress.
13. Pacific Clinics' school-based clinical team will provide prerequisite Tuberculosis (TB) testing and finger printing clearance at no cost to the school district.
14. Pacific Clinics and ERUSD personnel will work collaboratively to prioritize and design the program elements to meet the needs of the school and the students.
15. Pacific Clinics will provide to the El Rancho Unified School District the following:
 - a. Pacific Clinics will complete ERUSD Status Reports and submit the reports to the ERUSD Safe Schools Healthy Students (SSHS) office on a monthly basis.
 - b. Pacific Clinics' monthly Status Reports will include a list of those students referred and served by Pacific Clinics. The Status Report will include the following information: referral date; status indicating wait list or receiving services; type of funding for service (i.e. SSHS funds or Medi-Cal); staff assigned; types of services (individual counseling, group counseling, etc.); discharged/terminated status, and/or services not received due to family declining services.
16. Pacific Clinics will participate in collaborative meetings and/or trainings addressing the partnership between El Rancho Unified School District and mental health agency providers.
17. Pacific Clinics will utilize the universal mental health referral form, and process established by El Rancho Unified School District, in conjunction with the Safe Schools Healthy Students Initiative which includes: assisting families with referrals; ensuring a release of information form is signed by all referred parents and stored at a centralized location, at ERUSD.

EL RANCHO UNIFIED SCHOOL DISTRICT RESPONSIBILITIES

1. El Rancho Unified School District personnel will complete referral forms for all students referred to receive school-based counseling.

- Item 14.2 J**
2. El Rancho Unified School District will incorporate Pacific Clinics' scale performance and behavior into its referral form.
 3. El Rancho Unified School District will inform the Pacific Clinics' school-based clinical team of Individualized Education Program (IEP) meetings or any other student meetings when a mental health referral is being considered.
 4. El Rancho Unified School District will provide a room on the school site conducive to providing therapeutic services with private and appropriate locked storage space for case files.
 5. El Rancho Unified School District will support students in following through with school-based counseling services, which includes allowing the student to attend counseling during classroom hours, as needed.
 6. El Rancho Unified School District will support and encourage clinical interventions and therapeutic support to be integrated into the school site in order to accomplish and maximize mental health treatment goals.
 7. El Rancho Unified School District will assist the school-based clinical team by facilitating intake appointments when necessary.
 8. El Rancho Unified School District will make a strong commitment to support school-based counseling for the benefit of the student and the program.
 9. El Rancho Unified School District will work collaboratively with Pacific Clinics in establishing and implementing procedures and protocols regarding child abuse reporting, confidentiality issues, suicide management and school site training.
 10. El Rancho Unified School District will work collaboratively with Pacific Clinics in determining an effective method to disseminate information to all students and their families regarding school-based counseling services.

Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days prior written notice to the other party.

This Memorandum of Understanding signifies a commitment to work collaboratively in the mutual best interest of students, their families and the community.

PACIFIC CLINICS

EL RANCHO UNIFIED SCHOOL DISTRICT

Date: _____
Maria R. Martin, Ph.D., LMFT
Associate Divisional Director

Date: _____
Larry Brunson
Director of Student Services

Item 14.2 K

ISSUE:

Approve Field Education Affiliation Agreement between Hope International University and El Rancho Unified School District

ANALYSIS:

The Field Affiliation Agreement between *Hope International University* and El Rancho Unified School District authorizes the District to employ Interns from Hope International University to work as Licensed Clinical Social Workers, providing mental health services, through the Safe Schools/Healthy Students Grant. As part of the agreement, Interns working with the District under this program will not be paid. The individuals selected will be required to go through the District's Human Resources Department for fingerprint background checks and TB clearances.

Date: September 13, 2013 through June 30, 2014

Expenditures: At no cost to the District

RECOMMENDATION:

Approve Field Education Affiliation Agreement between *Hope International University* and El Rancho Unified School District, effective September 13, 2013 through June 30, 2014. The Affiliation Agreement is at no cost to the District.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

**CLINICAL TRAINING
AFFILIATION AGREEMENT**

Item 14.2 K

(Without school instructor on clinical premises)

This Clinical Training Affiliation Agreement (“Agreement”) is entered into and effective on September 13, 2013 (“Effective Date”) by and between Hope International University (“School”) and El Rancho Unified School District (“Clinic”).

RECITALS

A. El Rancho Unified School District provides mental health services to students within its District (the “Clinic”).

B. School is an institution of higher learning authorized pursuant to California law to offer a graduate program in marriage and family therapy and to maintain classes and such program at clinical sites for the purpose of providing clinical training for students in such classes (the “Program”).

C. The purpose of this Agreement is to set forth the terms and conditions pursuant to the two parties as previously indicated.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. RESPONSIBILITIES OF SCHOOL

1.1 Academic Responsibility. School shall develop the Program curriculum and shall be responsible for offering a marriage and family therapy Program eligible for accreditation and approval by the Board of Behavioral Sciences.

1.2 Number of Students. School shall designate and notify Clinic of the students who are enrolled and in good standing in the Program to be assigned for clinical training at Clinic in such number as are mutually agreed upon between Clinic and School. School and Clinic will also mutually agree to the dates and the length of the Program.

1.3 Orientation. School shall provide orientation to all students and ensure that all students have necessary basic skills prior to the clinical experience at the Clinic. **Item 14.2 K**

1.4 Discipline. School shall be responsible for counseling, disciplining and all activities of students at Clinic.

1.5 Documentation. School shall maintain all attendance and academic records of students participating in the Program. School shall implement and maintain an evaluation process of students' progress throughout the Program.

1.6 Clinic Policies and Procedures. School shall ensure that each student is aware of and understands all applicable Clinic policies and procedures and shall require each student to conform to all such Clinic policies, procedures, regulations, standards of health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of Clinic and School. School shall instruct students that they are not permitted to interfere with the activity or judgment of the mental health professionals at Clinic in administering care to patients in the context of training.

1.7 Confidentiality. School shall instruct students regarding confidentiality of patient information. No student shall have access to or have the right to review any medical record or quality assurance or peer review information except where necessary in the regular course of the Program.

1.8 Insurance. School shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on Schools policy) at a minimum of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School agrees to maintain professional and comprehensive general liability insurance at a minimum of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School shall ensure that such policies provide for notification to Clinic at least thirty (30) days in advance of any material modification or cancellation of such coverage.

1.9 Indemnification. Except as otherwise may be provided in this Agreement, each party shall indemnify, hold harmless and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever including but not limited to attorneys' fees and court costs arising out of, incident to or in any manner occasioned by the performance or nonperformance by such indemnifying party, its agents, employees, servants, students, or subcontractors, of any covenant or condition of this Agreement or by the negligence, improper conduct or intentional acts or omissions of such indemnifying parties, its agents, employees, servants, students, or subcontractors.

1.10 Accreditation. School shall at all times during the course of this Agreement be licensed or qualified to offer the Program to students. **Item 14.2 K**

2. RESPONSIBILITIES OF CLINIC

2.1 Access. Clinic shall permit nonexclusive access to the Program(s) to those students designated by School as eligible for participation in the Program(s) at Clinic provided such access does not unreasonably interfere with the regular activities at Clinic. Clinic agrees to provide qualified students with access to clinical areas and patient care opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of Clinic patients.

2.2 Implementation of Program(s). Clinic agrees to cooperate with and assist in the planning and implementation of the Program at Clinic for the benefit of students from School.

2.3 Supervision of Students. Clinic shall supervise students in their clinical training at Clinic with the supervision of a fully licensed professional, if applicable, relevant to the students' specific course of clinical training.

2.4 Accreditation. Clinic shall maintain Clinic so that it conforms to the requirements of the California Board of Behavioral Sciences.

2.5 Removal of Students. Clinic shall have the absolute right to determine who will administer care to its patients. In the event that any student, in the sole discretion of Clinic, fails to perform satisfactorily, fails to follow Clinic policies, procedures and regulations, or fails to meet Clinic standards for health, safety, security, and/or cooperation of ethical behavior, Clinic shall have the right to request that School withdraw the student from the Program(s). School shall comply with Clinic's request within five (5) days of receipt of notice from Clinic. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to patient safety or personnel, Clinic may immediately exclude any student from Clinic until final resolution of the matter with the school.

2.6 Documentation. Clinic agrees to make available to qualified students of School a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules. Such copy is available at Clinic's facility for review.

2.7 Authority. Clinic shall maintain at all times full authority over and responsibility for care of its patients and may intervene and/or redirect students when appropriate or necessary.

3. RELATIONSHIP OF THE PARTIES

Item 14.2 K

3.1 Term. This Agreement shall commence as of the Effective Date of this Agreement and shall remain in full force and effect until June 30, 2014 unless otherwise terminated as provided herein.

3.2 Termination. Either party may terminate this Agreement with or without cause upon thirty (30) days prior written notice to the other party. To the extent reasonably possible, Clinic will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of mailing of said notice by Clinic, was satisfactorily participating in the Program(s).

3.3 Relationship of Parties. In the performance of the obligations under this Agreement, it is mutually understood and agreed that School is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between Clinic and School an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Students shall maintain the status of learners and neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between Clinic and any student. Therefore, the parties understand and agree that Clinic is not responsible in any way, directly or indirectly, for any employment-related benefits for students. Such benefits not covered include but are not limited to, salaries, vacation time, sick leave, health benefits and Worker's Compensation. The sole interest of Clinic is to assure that services to its patients are performed in a competent and satisfactory manner. No relationship of employer and employee is created by this Agreement, and neither School nor any student enrolled in School Program(s), whether as a shareholder, partner, employee, independent contractor, subcontractor or otherwise, shall have any claim under this Agreement or otherwise against Clinic for vacation pay, sick leave, retirement benefits, Social Security, Workers' Compensation, disability or unemployment benefits.

3.4 Role of Students. It is not the intention of School or Clinic that any student occupy the position of third-party beneficiary of any obligations assumed by Clinic or School pursuant to this Agreement.

3.5 Publicity. Neither School nor Clinic shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program(s) without the prior written consent of the other party.

3.6 Records. It is understood and agreed that all records, other than student evaluation records and information, shall remain the property of Clinic.

4. GENERAL PROVISIONS

Item 14.2 K

4.1 Entire Agreement; Amendment. This Agreement including the attachment contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject hereof by and between the parties. The Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement. The parties agree to amend this Agreement to the extent reasonably necessary for Clinic or its affiliates to maintain tax-exempt status, and to qualify for tax-exempt financing.

4.2 Assignment. School shall not subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of Clinic. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.

4.3 Compliance. School acknowledges that Clinic's policies, procedures and handbooks apply to the Program and obligations described herein and that all policies and procedures relating to this Agreement are available and should be reviewed by School and students of School who are training at Clinic.

4.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.

4.5 Non-Discrimination. Neither party shall discriminate against any student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference. In addition, the parties will fully comply with any and all applicable local, state and federal anti-discrimination regulations, statutes and judicial decisions.

4.6 Notices. Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified and return receipt requested; or (c) one business day after being sent by nationally recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

If to Clinic: Jeff Middleton, LCSW
9426 Marjorie St.
Pico Rivera, CA 90660

If to School: Lisa Wilson, LMFT
2500 E. Nutwood Ave.
Fullerton, CA 92831

Item 14.2 K

4.7 Waiver. No assent or waiver, expressed or implied, of any breach of any one or more of the terms of this Agreement shall be deemed to be taken to be a waiver of any other term or condition or assent to continuation of such breach.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

CLINIC:

By:

_____ Date: September 13, 2013

Larry Brunson
Director of Student Services
El Rancho Unified School District
9333 Loch Lomond Drive
Pico Rivera, CA 90660

SCHOOL:

By:

Laura L. Steel, PsyD
Dean of College of Psychology and Counseling Hope International University
2500 Nutwood Ave.
Fullerton, CA 92831
714 879-3901 x1235
llsteele@hiu.edu

Date: 9/13/13

Item 14.2 L

ISSUE:

Approve Field Education Affiliation Agreement between the University of Southern California (USC) School of Social Work and El Rancho Unified School District.

ANALYSIS:

The Field Affiliation agreement between the University of Southern California School of Social Work and El Rancho Unified School District authorizes the District to employ Interns from USC School of Social Work to work as Licensed Clinical Social Workers through the Safe Schools/Healthy Students Grant. As part of the agreement, Interns working with the District under this program will not be paid. The individuals selected will be required to go through the District's Human Resources Department for fingerprint background checks and tuberculosis clearances.

Date: September 13, 2013 through June 30, 2014

Expenditures: At no cost to the District

RECOMMENDATION:

Approve Field Education Affiliation Agreement between the University of Southern California (USC) School of Social Work and El Rancho Unified School District effective September 13, 2013 through June 30, 2014. The Affiliation Agreement is at no cost to the District.

Submitted by: Dora Soto-Delgado, Project Coordinator, SS/HS Grant – Student Services
Larry Brunson, Director of Student Services

September 12, 2013

USC School of Social Work

Item 14.2 L

MEMORANDUM OF AGREEMENT

(the "Agreement")

Between

UNIVERSITY OF SOUTHERN CALIFORNIA SCHOOL OF SOCIAL WORK
and

El Rancho Unified School District

Located in Pico Rivera
City

CA/USA
State/Country

The School of Social Work, University of Southern California (the "School"), designates El Rancho Unified School District (the "Agency") as a School-approved setting for instruction in the School's program of education for social work.

The School and the Agency commit themselves to cooperative efforts, as described below, in provision of supervised educational field experiences for students. This agreement becomes effective on September 13, 2013 and remains in force until June 30, 2014. This agreement may be renewed annually upon mutual agreement of the parties.

THE SCHOOL AGREES TO:

- Work cooperatively with the Agency in designing appropriate field learning experiences to meet the objectives of the School's field education program.
- Select and/or recommend for placement at the Agency students who appear to be most appropriate. It is understood that the Agency will have the opportunity to meet the students before placement begins.
- Provide on-line access to the School's field manual plus other pertinent instructional material, such as: academic calendar, course outlines, field bulletins, evaluation guidelines, and periodic updates.
- Keep Agency and Field Instructors informed about School activities and plans affecting field education.
- Provide opportunities for Agency/Field Instructor participation in relevant School committees and activities.
- Notify students that they are subject, during their educational field experience at Agency, to applicable Agency regulations and that they must conform to the same standards as are set for Agency's employees in matters relating to the welfare of clients or patients and general Agency operation.
- The School requires that student interns obtain professional malpractice insurance through a blanket policy secured by the School, before beginning their field placement

experience. The coverage liability limits are \$1,000,000 each claim, and \$3,000,000 aggregate.

Item 14.2 L

THE AGENCY AGREES TO:

- Adhere to the goals of the School as presented in its field education manual except in any circumstances wherein a said goal conflicts with the Agency's stated policy, rule, or procedure.
- Accept and treat the student's primary role as a learner and the field placement assignment as an educational experience. This includes the following:
 - a) permitting the student to receive needed support, assistance and instruction;
 - b) making available to the student appropriate cases and learning activities; and
 - c) permitting the student to participate in staff development and other training opportunities.
- Provide the student with the resources necessary to carry out assigned educational and service tasks, including the following:
 - a) space that is sufficiently private for carrying on independent work and activity;
 - b) clerical service and supplies for records and reports produced for the Agency; and
 - c) access to client and Agency records as appropriate to assigned tasks.
- Provide qualified staff as Field Instructors for the student, subject to approval by the School.
- Assure that the Field Education Liaison is advised of policy and service changes and developments which may affect student learning or the School's curriculum.
- Provide for reimbursement of all student travel expenses on Agency business that has approval of Field Instructor (i.e. mileage reimbursement from site to site).
- Provide the student with information available to its employees regarding personal safety when carrying out agency related assignments.

The Agency signatory is authorized by the Agency to sign for the Agency and acknowledges having read and understood all of the terms and provisions of the Agreement, including the reverse side hereof, and agrees to be bound by all the terms and provisions contained herein upon the execution of this Agreement

UNIVERSITY OF SOUTHERN CALIFORNIA

El Rancho Unified School District

By: _____

By: _____

Print Name: _____

Print Name: Larry Brunson

Title: _____

Title: Director of Student Services

Date: _____

Date: _____

SCHOOL OF SOCIAL WORK

Item 14.2 L

By: _____

Print

Name: Marleen Wong, Ph.D., LCSW

Title: Associate Dean of Field Education

Date: _____

TERMS AND CONDITIONS

1) Coordination of Program. The parties shall use best efforts to establish the educational objectives for the program, devise methods for its implementation, and continually evaluate to determine the effectiveness of the clinical experience.

2) Students Not School Employees. The parties hereto agree that the School's students are fulfilling specific requirements for clinical experiences as part of a degree requirement and, therefore, the School's students are not to be considered employees or agents of either the School or the Agency for any purpose, including Worker's Compensation or employee benefit programs.

3) Insurance. Each party to this Agreement shall provide and maintain, at its own expense, a program of insurance covering its activities and operations hereunder. Such program of insurance shall include, but not be limited to, comprehensive general liability and professional liability with reasonable minimum coverage common in the relevant industry. Upon written request, either party shall provide the other with a certificate evidencing such coverage.

4) Termination. This Agreement may be terminated by either party with or without cause upon ninety (90) days written notice, provided that all students currently enrolled in the program at the time of notice of termination shall be given the opportunity to complete the program.

5) Arbitration. All controversies, claims and disputes arising in connection with this Agreement shall be settled by mutual consultation between the parties in good faith as promptly as possible, but failing an amicable settlement shall be settled finally by arbitration in accordance with the provisions of this Section. Such arbitration shall be conducted in Los Angeles, California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association ("AAA"). The parties hereto hereby agree that the arbitration procedure provided for herein shall be the sole and exclusive method of resolving any and all of the aforesaid controversies, claims or disputes. The costs and expenses of the arbitration, including without limitation attorneys' fees, shall be borne by the parties in the manner determined by the arbitrator.

6) No Agency. Both parties acknowledge that they are independent contractors, and nothing contained herein shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties.

7) Assignment. Neither party hereto shall have the right, directly or indirectly, to assign, transfer, convey or encumber any of its rights under this Agreement without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties.

8) Governing Law. This Agreement shall be construed in accordance with and all disputes hereunder shall be governed by the laws of the State of California.

9) Counterparts. This agreement may be executed in one or more counterpart copies. Each counterpart copy shall constitute an agreement and all of the counterpart copies shall constitute one fully executed agreement. This Agreement may be executed on facsimile counterparts.

10) Entire Agreement. This Agreement fully supersedes any and all prior agreements or understandings between the parties hereto or any of their respective affiliates with respect to the subject matter hereof, and no change in, modification of or addition, amendment or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

11) Patient Privacy. The parties hereto affirm their commitment to comply with federal and state law regarding the use and disclosure of protected health information. Each party agrees to comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder including without limitation the federal privacy regulations as contained in 45 CFR Part 164 (the "Federal Security Regulations"). Each party will promptly report to the other any use of disclosure in violation of HIPAA, the Federal Privacy Regulations, or the Federal Security Regulations

of a patient's Protected Health Information which was previously disclosed to that party under this Agreement.

12) LIMITATION ON LIABILITY. To the maximum extent permitted by law, in no event will either party be responsible for any incidental damages, consequential damages, exemplary damages of any kind, lost goodwill, lost profits, lost business and/or any indirect economic damages whatsoever regardless of whether such damages arise from claims based upon contract, negligence, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, and regardless of whether a party was advised or had reason to know of the possibility of incurring such damages in advance.

Item 14.2 M

ISSUE:

Individual Service Agreement for nonpublic, nonsectarian public school

ANALYSIS:

Approve/ratify Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Jr/Sr High*, a nonpublic school for students receiving special education services. An identified El Rancho student will attend this school with payment to be made by the District as specified in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740.

Approve Individual Service Agreement between ERUSD and *Rossier Park Jr/Sr High* for the following Student:

Student # 3163450667

JUSTIFICATION:

The student moved into the District residency boundaries after the July and August board item issue submission deadlines.

RECOMMENDATION:

Approve/ratify Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Jr/Sr High*. An El Rancho Unified School District student is to attend this school from July 9, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$37,022.00 is payable through the Federal & State Special Education Funds.

Submitted by: Larry Brunson, Director of Student Services

September 12, 2013

Item 14.2 N

ISSUE:

Approve Settlement Agreement(s)

ANALYSIS:

As determined by Settlement Agreement(s) for Student # 6166309094, the District will establish an education fund to be used for educational costs, placement, and services. The California Education Code authorizes school districts to enter into contractual agreements with parents for the purpose of reimbursement.

Authorize payment in an amount not to exceed \$30,000.00 in accordance with the terms of the Settlement Agreement(s).

Public Law 108-446 IDEA; Education Code Sections 56035, 56365, 56366, and 56740; and the Individuals with Disabilities Act

RECOMMENDATION:

Approve payment in accordance with the terms of the Settlement Agreement(s). Authorize payment in an amount not to exceed \$30,000.00 in accordance with the terms of the Settlement Agreement(s) and Education Code Sections 56035, 56365, 56366, and 56740, payable through Special Education funds.

Submitted: Larry Brunson, Director of Student Services

September 12, 2013

Item 14.3 A

ISSUE:

Participation in the 12th Annual Oxnard Boys' Varsity Water Polo Tournament at the Oxnard Aquatic Center in Oxnard, CA

ANALYSIS:

The El Rancho High School Varsity Boys' Water Polo Team will participate in the 12th Annual Oxnard Boys' Varsity Water Polo Tournament at the Oxnard Aquatic Center in Oxnard, CA on Friday, October 11 and Saturday, October 12, 2013. Athletes will need to be in Oxnard by 11:00 a.m. Friday morning and will compete for two full days. Friday night the tournament will end between 8:00 and 9:00 p.m. and the athletes will return to the tournament by 8:00 a.m. Saturday. Accommodations on Friday night will be at La Quinta Inn of Ventura, four standard double bedrooms.

Research: Current research indicates that athletic participation is a key to student success. Powerful athletic engagement is vital to a school to strengthen the student/athlete.

School Data: Athletics is one of the areas of focus at the secondary level.

Goal: The purpose and goal of this trip is to provide student athletes with the experience of traveling, competing against other schools, participating in team-building events, and improving communication with coaching staff.

Participants: 12 Varsity Athletes
Samuel Wright, Head Coach/Certificated Teacher
Adrian Ramirez, Volunteer Asst. Walk on Coach

Dates: October 11 – 12, 2013 (Friday-Saturday)

Expenditure:	Accommodations for one night	\$277.60
	Meals for athletes and coaches	<u>200.00</u>
	Total:	\$477.60
	Ground transportation provided by staff and parents (no cost)	

Funding: ASB Boys' Water Polo Funds, Account #230-41-00

RECOMMENDATION:

Approve participation for twelve (12) El Rancho High School Boys' Water Polo Team student athletes, one (1) certificated staff member and one (1) walk-on coach in the 12th Annual Oxnard Boys' Varsity Water Polo Tournament at the Oxnard Aquatic Center in Oxnard, CA October 11 – 12, 2013. Accommodations will be at La Quinta Inn and transportation will be provided by

Item 14.3 A

staff and parents. Total expenditure of \$477.60 for accommodations and meals is payable from El Rancho High School ASB Boys' Water Polo Funds.

Submitted by: Jessica Kwek, Principal, El Rancho High School
Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

Item 14.3 B

ISSUE:

Approve/Ratify payment of services rendered by a Supplemental Educational Service (SES) provider

ANALYSIS:

Board approval is requested for payment to a Supplemental Educational Service (SES) provider for tutoring services rendered to eligible students attending schools in Program Improvement Years 2-5 from October 12, 2012 through April 30, 2013. The SES provider did not submit the required paperwork to receive payment during the 2012-2013 fiscal year; however the SES provider has now submitted all required paperwork.

Participants: Eligible students from schools in Program Improvement Years 2-5

SES Provider: !A+CAT (Computer Assisted Tutoring)

Effective: October 12, 2012 through April 30, 2013

Expenditure: \$200.00

Funding: Centralized Title I Set Aside Funds
Account #01.3-30100.00-11100-10000-5810-0000022

Justification: The SES provider submitted the final invoice for the 2012-2013 fiscal year late.

RECOMMENDATION:

Approve/Ratify payment to !A+CAT (Computer Assisted Tutoring), a Supplemental Educational Service (SES) provider, for tutoring services rendered to eligible students in Program Improvement Years 2-5 schools from October 12, 2012 through April 30, 2013. Total expenditure of \$200.00 is payable from Centralized Title I Set Aside Funds.

Submitted by: Rachel Garcia, Coordinator, Categorical Programs
Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

Item 14.3 C

ISSUE:

Approve/Ratify annual contract with the Los Angeles County Office of Education for participation in the Marine Education Programs, Science and Conservation Education

ANALYSIS:

The El Rancho Unified School District traditionally enters into a contract that allows our schools to participate in the Los Angeles County Office of Education (LACOE) Program of Marine Education Programs, Science and Conservation Education.

LACOE Contract No. C-14057:13:14

Justification: The contract was received on August 29, 2013.

RECOMMENDATION:

Approve/Ratify annual contract with the Los Angeles County Office of Education (LACOE) for participation in the Marine Education Programs, Science and Conservation Education, Contract No. C-14057:13:14, effective September 1, 2013 through June 30, 2014.

Submitted by: Roxane Fuentes, Assistant Superintendent, Educational Services

September 12, 2013

LOS ANGELES COUNTY OFFICE OF EDUCATION

CONTRACT
FOR
PARTICIPATION IN MARINE EDUCATION PROGRAMS
SCIENCE AND CONSERVATION EDUCATION 2013-2014
CURRICULUM AND INSTRUCTIONAL SERVICES

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, hereinafter referred to as "LACOE", and

EL RANCHO UNIFIED SCHOOL DISTRICT, hereinafter referred to as "District," mutually agree as follows:

1. BASIS OF CONTRACT

LACOE, as coordinator of Marine Education Programs, has determined that it is desirable to conduct various programs for school districts within the County of Los Angeles. District agrees to participate in these programs in accordance with the terms and conditions of this Contract. The Marine Education Programs shall consist of:

1.1 Marine Science Floating Laboratory (MSFL)

A summary of all marine programs and costs are listed on Exhibit A, attached hereto and made a part hereof.

2. TERM OF CONTRACT

This Contract is effective September 1, 2013 and shall remain in effect through June 30, 2014.

3. PAYMENT

Marine Science Floating Laboratory (MSFL)

3.1 District shall pay LACOE Eight Hundred Ninety-Five Dollars (\$895.00) for each three (3) to four (4) hour cruise aboard the MSFL.

3.2 The cost of double class sessions, accommodating two (2) classes participating in the MSFL in rotation with additional MSFL instructional staff, will be One Thousand Five Hundred Twenty-Five Dollars (\$1,525.00) for each three (3) to four (4) hour cruise.

3.3 The cost of a three (3) to four (4) whale watch cruise aboard the MSFL, for up to 40 individuals is Nine Hundred Seventy Five Dollars (\$975.00).

3.4 The cost of a three (3) to four (4) hour whale watch cruise or marine mammal cruise aboard a larger vessel during January through March, for up to 100 individuals is One Thousand Eight Hundred Twenty Five Dollars (\$1,825.00).

Additional individuals, over 100 and up to 150 can be accommodated at a cost of Ten Dollars (\$10.00) per student.

3.5 No charges shall be made for any scheduled trip cancelled at least 48 hours prior to the confirmed cruise. If proper notification is not received by LACOE, the District is responsible for charges as specified in Subsection 8, and shall pay such charges upon receipt of invoice. If notice is not made of a cancellation within 48 hours of the scheduled trip, an amount of Two Hundred Fifty Dollars (\$250.00) will be charged.

3.6 Charges for cruises scheduled by the District pursuant to this Contract will be invoiced upon completion of the cruise. District shall pay all charges upon receipt of the invoice. Payments not received within 45 days from the date of invoice are subject to journal voucher transfer.

4. INDEMNIFICATION

District agrees to defend, indemnify, save, and hold harmless LACOE from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of LACOE. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

LACOE agrees to defend, indemnify, save, and hold harmless the District from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or

error or omission of the District. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

5. INSURANCE

District shall maintain such general liability, property damage, workers' compensation, and auto insurance as is required to protect District and LACOE as their interests may appear.

6. NOTICES

Any notices to be given pursuant to this Contract shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

To LACOE:

Administrative Services Manager
Contracts Section
LOS ANGELES COUNTY OFFICE OF EDUCATION
9300 Imperial Highway, ECW-101
Downey, CA 90242-2890

To District:

Mailing Address is District Office

7. RESPONSIBILITIES OF LACOE - MARINE SCIENCE FLOATING LABORATORY

LACOE, as coordinator of the marine science programs conducted aboard a floating laboratory, provides student with an opportunity to study various aspects of marine biology and oceanography. In order to conduct the programs LACOE shall perform the following:

7.1 Contract with operators of the floating laboratory, for use of vessels and provision of qualified instructors. The Contract shall require that vessels shall be maintained in a safe, seaworthy, and efficient running condition at all times, and that vessels and all equipment meet U.S. Coast Guard requirements. The Contract also requires all vessels used by Contractor to maintain liability insurance in the amount of Three Million Dollars (\$3,000,000.00).

7.2 Plan a series of lessons to be taught by the instructor aboard the floating laboratory

7.3 Schedule the times and dates when the District will participate in the program, based upon a request from the District. In the event of inclement weather on the date scheduled, LACOE shall make its best efforts to reschedule the cruise to another date and time that is agreeable.

8. RESPONSIBILITIES OF THE DISTRICT

District, as a participant in the Marine Science program coordinated by LACOE, shall perform the following:

8.1 Schedule participation in the program by submitting forms provided by LACOE. Each cruise shall be limited to 36 students and a maximum of four (4) accompanying adults. The total of 40 participants is determined by the United States Coast Guard. One of the adult participants shall be a person who hold a valid California teaching credential and is authorized by the District to supervise the students aboard the vessel. A typed or printed list of all adults and students attending a cruise shall be presented to the instructor upon boarding of the boat. Double class trips and whale watch trips may accommodate larger groups. The District shall provide one (1) adult for every ten (10) students.

8.2 Provide written notification to LACOE of cruise cancellation. Such written notification shall be provided forty eight (48) hours in advance. If such notification is not provided, the District shall be responsible for a charge of up to One Hundred Fifty Dollars (\$150.00) to cover irrecoverable expenses.

9. FIELD TRIP AUTHORIZATION

The District shall have on file a signed field trip authorization from the parent or guardian of each student participating in the Marine Science Programs. LACOE reserves the right to require copies of the field trip forms.

10. SECTION RESERVED (Intentionally left blank.)

11. COVENANT AGAINST CONTINGENT FEES

District warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon a Contract or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies retained by District for the purpose of securing business. For breach or violation of this warranty, LACOE shall have the right to immediate termination of this Contract and, at its sole discretion, deduct from the contract price or

consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or commission fee.

12. EMPLOYEE FINGERPRINTING

During the entire term of the Contract, District, including all subcontractors, shall fully comply with the provisions of the Education Code Section 45125.1 when LACOE determines that District's employees and/or employees of subcontractors will have more than limited contact with LACOE pupils in the performance of the work of the Contract.

13. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, District is an Independent Contractor and not an officer, employee or agent of LACOE. District shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of LACOE. District warrants its compliance with the criteria established by the U.S. Internal Revenue Service (I.R.S.) and the California Employment Development Department (EDD) for qualification as an Independent Contractor including, but not limited to, being hired on a temporary basis, having some discretion in scheduling time to complete contract work, working for more than one employer at a time, and acquiring and maintaining its own office space and equipment.

14. ASSIGNMENT

District shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of LACOE. If prior written consent is not given by LACOE to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, District shall not subcontract the work to be performed pursuant to this Contract without prior written approval of LACOE. The names and qualifications of subcontractors or others whom District intends to employ, other than those identified, shall be submitted to LACOE for prior written approval.

15. INTEGRATION

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written. This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

16. MODIFICATION

The Contract shall not be modified or amended without mutual written consent of the parties. If any actual or physical deletions or changes appear on the face of the Contract, such deletions or changes shall only be effective if the initials of both contracting parties appear beside such deletion or change.

17. ORDER OF PRECEDENCE

Except as specifically provided elsewhere in this Contract, conflicting, vague and/or ambiguous provisions of this Contract shall prevail in the following order of precedence: (1) the provisions in the body of this Contract, (2) the exhibits of the Contract, if any; (3) all other documents cited in this Contract or incorporated by reference.

18. SEVERABILITY / WAIVER

18.1 If any provision of this Contract is determined to be illegal, unenforceable, or invalid, such act shall in no way affect the validity of any other provision in this Contract.

18.2 No waiver of any provision of this Contract shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

19. AMENDMENTS

The Contract may be amended by mutual written consent of the parties.

20. TERMINATION

The Contract may be terminated by LACOE upon written notification.

21. FAILURE TO COMPLY

In the event District fails to perform in accordance with the indemnification or insurance requirement clauses of this Contract, makes inaccurate certifications as a part of this contract or contracting process, or otherwise breaches any other clause of this Contract, LACOE, the Los Angeles County Board of Education and the individuals thereof, and all officers, agents, employees, representatives, and volunteers shall be entitled to recover all legal fees, costs, and other expenses incident to securing performance or incurred as a consequence of nonperformance.

22. ATTORNEY'S FEES

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, except as set forth in the "Failure to Comply" in this contract, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

23. COMPLIANCE WITH LAW

District shall comply with all applicable federal, state, and local laws, statutes, ordinances, rules, regulations, policies, and procedures in performing under this Contract. District warrants that it has all licenses, permits, certificates and credentials required by law to perform the work specified under this Contract and shall, upon request by LACOE, provide evidence of same.

24. FORCE MAJEURE

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault or negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension. Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy, insurrection, acts of the federal government or any unit of state or local government in sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes or delays in transportation, to the extent that such circumstances are not caused by the party's willful or negligent acts or omissions, and to the extent that they are beyond the party's reasonable control.

25. GOVERNING LAW/FORUM SELECTION

This Contract is made, entered into and executed in Los Angeles County, California, and the parties agree that any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. The parties further agree this Contract shall be construed, and all disputes hereunder shall be settled, in accordance with the laws of the State of California.

26. INCORPORATION BY REFERENCE

Any exhibits referenced herein shall be incorporated and made a part of this Contract.

27. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were so inserted and included.

28. RECORD RETENTION AND INSPECTION

District agrees that LACOE shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent records pertaining to this Contract. All records shall be kept and maintained by District and made available to LACOE during the entire term of this Contract and for a period not less than five (5) years after final payment hereunder by LACOE.

29. NO THIRD PARTY OBLIGATIONS

The execution and delivery of this Contract shall not be deemed to confer any rights upon, nor obligate any parties thereto, to any person or entity other than the parties hereto.

30. LACOE BUDGET/GRANT FUNDS CONTINGENCY

If any portion(s) of LACOE's financial budget affecting the contractual time period of this agreement does not appropriate sufficient funds for these contracted services and/or related programs, or if grant funds related to these contracted services and/or related programs are not available for any reason whatsoever, this agreement shall be of no further force and effect. In this event, LACOE shall have no liability to pay any funds to District under this agreement, and the District shall not be obligated to perform any provisions of this agreement.

In such instances, particularly when partial funding remains available, LACOE shall have the option to either terminate this agreement with no liability occurring to LACOE, or LACOE may offer an amendment to this agreement to reflect the reduced availability of funds.

31. NON-DISCRIMINATION AND NON-SEGREGATION

During the performance of this Contract, both parties hereby agrees to comply with all Federal, state and local laws respecting non-discrimination in employment and non-segregation of facilities including, but not limited to requirements set out in 41 CFR 60-1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporated by reference.

32. TOBACCO-FREE WORKPLACE

When at LACOE-owned or LACOE-leased buildings, both parties hereby agree to comply with the Los Angeles County Board of Education's Policy

3515.1 which states: "It is the intention of the office (LACOE) to provide a smoke-free workplace within all buildings owned or leased by the office (LACOE) commencing June 30, 1995."

33. ALCOHOL AND DRUG-FREE WORKPLACE

Both parties hereby certify under penalty or perjury under the laws of the State of California that District will comply with the requirements of the Drug-Free Workplace Act of 1988 (Government Code Section 8350 et. seq.), and the Los Angeles County Board of Education's Alcohol and Drug-Free Workplace Policy 4034.

34. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this contractual instrument, District certifies to the best of its knowledge and belief that it and its principals:

34.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;

34.2 Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

34.3 Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 34.2 above, of this certification; and,

34.4 Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

35. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/signature; and/or other commonly accepted, widely used, commercially acceptable signature methods. This instrument

may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

LOS ANGELES COUNTY
OFFICE OF EDUCATION

EL RANCHO UNIFIED
SCHOOL DISTRICT

By _____
Deborah C. Harris
Assistant Director
Administrative Services
Controller's Office

By _____
Martin Galindo

Typed or Printed Name

Title Superintendent

Date _____
ab/8-9
Board 7/15/13

Date _____

EXHIBIT A
Marine Program Charges
2013-2014

<u>Marine Science Floating Laboratory (MSFL)</u>	<u>Charges</u>
MSFL Regular Cruise (3-4 hrs)	\$ 895.00
MSFL Double Class (3-4 hrs)	\$1,525.00
Whale Watch Cruise, up to 40 individuals (3 hrs)	\$ 975.00
Whale Watch Cruise, up to 100 individuals (3 hrs)	\$1,825.00
Additional individuals up to 150, per person	\$ 10.00
Cancellation less than 48 hours	\$ 250.00

Item 14.4 A

ISSUE:

Approve/Ratify Business Services reports for the month of August 2013.

ANALYSIS:

Monthly business reports include the following:

- Miscellaneous cash collections, receipts numbers 81076 through 81111 totaling \$761,262.54.
- Purchase orders P185475 through P185754 including prior numbered confirming orders totaling \$1,484,891.12.
- Food Services purchase orders FS20534 through FS20555 totaling \$16,744.64.
- Purchase orders payable through *Measure "A"* bond funds totaling \$5,974.10.
- Purchase orders payable through *Measure "EE"* bond funds totaling \$121,105.12.
- A-Warrant (payrolls) schedule numbers C1A through 239 totaling \$997,129.50.
- B-Warrants (accounts payable) totaling \$2,619,843.85.
- Clearing account numbers 3425 through 3431 totaling \$48,221.95.

RECOMMENDATION:

Approve/Ratify Business Services reports for the month of August 2013.

Submitted by: Laura Castillo, Director of Fiscal Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013

Item 14.4 A

EL RANCHO UNIFIED SCHOOL DISTRICT
BUSINESS DIVISION

Submitted By
Sr. Bookkeeper
9/4/2013

MISCELLANEOUS CASH COLLECTIONS
August 2013

RCPT#	RECEIPT DATE	FROM	FOR	CHECK AMT.	TOTAL
81076	08/01/13	Sprint Nextel	Mini Tech Grant	709.50	
81077	08/01/13	Chodos, Mark	Insurance Premium	85.00	
81078	08/01/13	WASIA	Workers Comp	4,806.29	
81079	08/05/13	Parson Joette	Insurance Premium	556.81	
81080	08/05/13	Plaza De La Raza	Use of Facility	3,000.00	
81081	08/05/13	Whittier Union HSD	SELPA	537,093.53	
81082	08/06/13	The Gas Company	Use of Facility	5,000.00	
81083	08/06/13	American Cancer Society	Use of Facility	1,286.92	
81084	08/06/13	Reed, Laura	Insurance Premium	520.65	
81085	08/07/13	State of California	Child & Adult Care Food Program	5,137.91	
81086	08/07/13	State of California	MediCal	1,529.96	
81087	08/07/13	Mid Cities Hope	Use of Facility	988.00	
81088	VOID	VOID	VOID	0.00	
81089	08/12/13	Magee PTO	Transportation	234.90	
81090	08/12/13	Durfee PTO	Transportation	92.39	
81091	08/12/13	VOID	VOID	0.00	
81092	08/13/13	State of California	MediCal	170.67	
81093	08/13/13	Luna, Maya	Insurance Premium	92.42	
81095	08/13/13	Rivera Elementary	Donation/Fundraiser	80.00	
81096	08/14/13	Leos, Raul	Insurance Premium	556.81	
81097	08/15/13	Rio Hondo Consortium	Transportation	500.00	
81097	08/15/13	Tri Cities ROP	Use of Facility	4,000.00	
81098	08/15/13	Pepsi Bottling	Donation/Fundraiser	96.27	
81099	08/15/13	State of California	Refund	55.44	
81100	08/15/13	WAPADA	Refund	150.00	
81101	08/15/13	El Rancho High School	Donation/Fundraiser	150.00	
81102	08/20/13	Coca Cola	Donation/Fundraiser	25.75	
81103	08/20/13	Coca Cola	Donation/Fundraiser	28.90	
81104	08/20/13	Wells Fargo	Donation/Fundraiser	69.24	
81105	08/21/13	Target	Donation/Fundraiser	2,000.00	
81106	08/21/13	Rivera Elementary	Donation/Fundraiser	10.00	
81107	08/21/13	Rivera Elementary PTO	Reimbursement	2,474.28	
81108	08/22/13	Rush, Joyce	Insurance Premium	638.20	
81109	08/22/13	DeVry	Donation/Fundraiser	5.00	
81110	08/23/13	El Rancho ASB	Payroll	452.84	
81111	08/23/13	Whittier Union HSD	SELPA	188,664.86	761,262.54

Board List Purchase Order Report

EL RANCHO U.S.D.

PREVIOUSLY NUMBERED Purchase Orders

PO Date	PO #	Stat	Vendor Name	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	PO Amt
7/24/2013	P185475	A	EBS HEALTHCARE	01.3	65000.0	57500	11800	5810	0000060	13-14	\$ 390,000.00
7/26/2013	P185517	A	EVERBIND BOOK COMPANY	01.3	70900.0	11100	10000	4210	3100000	13-14	\$ 1,620.40
7/26/2013	P185519	A	PERFECTION LEARNING CORP.	01.3	70900.0	11100	10000	4210	3100000	13-14	\$ 226.44
7/26/2013	P185520	A	HOUGHTON MIFFLIN HARCOURT	01.1	07156.0	11100	10000	4210	0000006	13-14	\$ 6,915.15
7/26/2001	P185521	A	EVERBIND BOOK COMPANY	01.3	70900.0	11100	10000	4210	3100000	13-14	\$ 1,531.08
\$ 400,293.07											

Purchase Orders/Buyouts To The Board for Ratification From : 08/01/2013 To 06/30/2014

PO Date	PO #	Stat	Vendor Name	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	PO Amt
08/21/13	P184329A	A	DRG INTELLIGENT COMPUTER CONCEPTS	21.0	00000.1	00000	85000	5810	0000000	13-14	\$ 28,109.99
08/22/13	P184760A	A	SCHOOL SERVICES OF CALIFORNIA, INC.	01.1	00000.0	00000	72000	5810	0000002	13-14	\$ 1,110.00
08/02/13	P185495	A	KALMS TEST	01.3	65000.0	57740	11900	4310	0000060	13-14	\$ 59.95
08/02/13	P185552	A	BORLAND'S ATHLETIC & SPORTS EQUIPMENT	01.1	00000.0	11100	42000	4310	3100000	13-14	\$ 737.10
08/06/13	P185553	A	SCHOOL SPECIALTY, INC.	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 162.40
08/06/13	P185554	A	TRIARCO	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 249.90
08/06/13	P185555	A	DICK BLICK	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 2,374.54
08/06/13	P185556	A	DELPHIN COMPUTER	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 679.80
08/06/13	P185557	A	OFFICE DEPOT	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 544.01
08/06/13	P185558	A	WORTHINGTON DIRECT	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 175.05
08/06/13	P185559	A	DEMCO	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 592.20
08/06/13	P185560	A	BRODART CO.	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 431.92
08/06/13	P185561	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 208.54
08/06/13	P185562	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 183.00
08/06/13	P185563	A	DELPHIN COMPUTER	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 289.96
08/06/13	P185564	A	DICK BLICK	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 1,890.99
08/06/13	P185565	A	DICK BLICK	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 671.86
08/06/13	P185566	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.3	70900.0	11100	10000	4310	3100000	13-14	\$ 3,300.00
08/06/13	P185567	A	HOUGHTON MIFFLIN HARCOURT	01.1	07156.0	11100	10000	4210	0000006	13-14	\$ 4,193.95
08/06/13	P185568	A	PRENTICE HALL	01.1	07156.0	11100	10000	4210	0000006	13-14	\$ 3,238.68
08/06/13	P185569	A	GLENCOE/MC GRAW-HILL	01.1	07156.0	11100	10000	4210	0000006	13-14	\$ 5,760.00
08/06/13	P185570	A	ALL AMERICAN TROPHY & ENGRAVING CO.	01.1	00000.0	00000	27000	4350	3100000	13-14	\$ 32.00
08/06/13	P185571	A	KARMA SOFT, LLC	01.1	00000.0	11100	10000	4340	3100000	13-14	\$ 878.90
08/06/13	P185572	A	ABOUT SOFTWARE, INC.	01.1	00000.0	11100	10000	4340	3100000	13-14	\$ 383.90
08/07/13	P185573	A	APPLE COMPUTER, INC.	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 934.65
08/07/13	P185574	A	KELLY PAPER	01.1	00000.0	00000	27000	4350	3100000	13-14	\$ 250.00
08/07/13	P185575	A	TAKACH PRESS	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 1,409.50
08/07/13	P185576	A	SMART & FINAL	01.1	00000.0	00000	27000	4310	3100000	13-14	\$ 700.00
08/07/13	P185577	A	YALE CHASE EQUIPMENT AND SERVICES, INC.	01.1	00000.0	00000	82000	4370	3100000	13-14	\$ 2,200.00
08/07/13	P185578	A	HOME DEPOT CREDIT SERVICES	01.1	00000.0	00000	82000	4370	3100000	13-14	\$ 2,500.00
08/07/13	P185579	A	SALGADO TIRE SERVICE	01.1	00000.0	00000	82000	4370	3100000	13-14	\$ 500.00
08/07/13	P185580	A	DALLAS MIDWEST	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 1,217.40
08/07/13	P185581	A	CALLOWAY HOUSE, INC.	01.1	00000.0	11100	10000	4310	3100000	13-14	\$ 53.93

Item #	Date	Category	Description	Code	Quantity	Unit Price	Total Price	Account	Balance
P185582	08/07/13	A	NATIONAL GALLERY OF ART SHOP	01.1	00000.0	11100	10000	4310	3100000
P185583	08/07/13	A	TEST EQUIPMENT DEPOT	01.1	00000.0	11100	10000	4310	3100000
P185584	08/07/13	A	FISHER SCIENCE EDUCATION	01.1	00000.0	11100	10000	4310	3100000
P185585	08/07/13	A	CYNMAR CORP.	01.1	00000.0	11100	10000	4310	3100000
P185586	08/07/13	A	BIO CORPORATION	01.1	00000.0	11100	10000	4310	3100000
P185587	08/07/13	A	WARD'S NATURAL SCIENCE	01.1	00000.0	11100	10000	4310	3100000
P185588	08/07/13	A	YAMADA ENTERPRISES	01.1	00000.0	00000	27000	4310	3100000
P185589	08/07/13	A	APPLE COMPUTER, INC.	01.1	00000.0	11100	10000	4400	3100000
P185590	08/07/13	A	NASCO WEST	01.1	00000.0	11100	10000	4310	3100000
P185591	08/07/13	A	STAPLES ADVANTAGE	01.1	00000.0	00000	27000	4350	3100000
P185592	08/07/13	A	HEINEMANN LIBRARY	01.3	30100.0	11100	10000	4310	3100000
P185593	08/07/13	A	SCHOLASTIC, INC.	01.3	70900.0	11100	10000	4310	3100000
P185594	08/07/13	A	FLINN SCIENTIFIC INC.	01.3	70900.0	11100	10000	4310	3100000
P185595	08/07/13	A	WARD'S NATURAL SCIENCE	01.3	70900.0	11100	10000	4310	3100000
P185596	08/07/13	A	SCHOOL SAVERS	01.3	70900.0	11100	10000	4400	3100000
P185597	08/07/13	A	LIBRARY VIDEO COMPANY	01.3	70900.0	11100	10000	4310	3100000
P185598	08/07/13	A	WARD'S NATURAL SCIENCE	01.3	70900.0	11100	10000	4310	3100000
P185599	08/07/13	A	FLINN SCIENTIFIC INC.	01.3	70900.0	11100	10000	4310	3100000
P186000	08/07/13	A	NASCO WEST	01.3	70900.0	11100	10000	4310	3100000
P186001	08/07/13	A	REALLY GOOD STUFF	01.3	70900.0	11100	10000	4310	3100000
P186002	08/07/13	A	SCHOOL OUTFITTERS	01.3	70900.0	11100	10000	4310	3100000
P186003	08/07/13	A	TEACHERS STORE HOUSE	01.3	70900.0	11100	10000	4310	3100000
P186004	08/07/13	X	GLOBAL INDUSTRIAL (** USE ACORN MEDIA)	01.3	70900.0	11100	10000	4310	3100000
P186005	08/07/13	A	ACORN MEDIA	01.3	70900.0	11100	10000	4310	3100000
P186006	08/07/13	A	SCANTRON CORP.	01.3	70900.0	11100	10000	4310	3100000
P186007	08/07/13	A	DIGITAL EDGE LEARNING	01.3	70900.0	11100	10000	4310	3100000
P186008	08/07/13	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.3	70900.0	11100	10000	4310	3100000
P185608			Previously submitted with July Board Report						
P185609			Previously submitted with July Board Report						
P185610			Previously submitted with July Board Report						
P185611	08/08/13	A	SHRED-IT	01.3	30100.0	00000	21000	4390	0000020
P185612	08/08/13	A	MC GRAW HILL	1.3	42030.0	00000	21000	4390	0000006
P185613	08/08/13	A	SCHOLASTIC, INC.	01.1	07156.0	11100	10000	4110	0000006
P185614	08/08/13	A	FISHER SCIENCE EDUCATION	01.1	00000.0	32000	10000	4310	3120000
P185615	08/08/13	A	HEWLETT PACKARD CORPORATION	01.3	70900.0	11100	10000	4310	3120000
P185616	08/08/13	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	07010.1	00000	27000	4350	0000060
P185617	08/08/13	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	32000	10000	4350	3120000
P185618	08/08/13	A	TIGER DIRECT, INC.	01.1	00000.0	11100	27000	4350	1280000
P185619	08/08/13	A	GOPHER SPORT	01.1	00000.0	11100	10000	4310	2170000
P185620	08/08/13	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	11100	10000	4310	2170000
P185621	08/08/13	A	PICO RIVERA PARKS & RECREATION	01.3	65000.0	57590	11100	5810	0000060
P185622	08/08/13	A	DEWEY PEST CONTROL	12.0	61050.0	00000	81100	5570	0000036
P185623	08/08/13	A	OFFICE DEPOT	12.0	61050.0	00000	27000	4350	0000036
P185624	08/08/13	A	U-LINE	11.0	06390.0	00000	81100	5890	3140000
P185625	08/08/13	A	LAKESHORE LEARNING MATERIALS	01.1	00000.0	11100	10000	4310	0000006
P185626	08/08/13	A	HOME DEPOT CREDIT SERVICES	01.1	00000.0	11100	10000	4310	0000006
P185627	08/08/13	X	SEYMOUR OF SYCAMORE	01.1	00000.0	00000	27000	4350	1310000
P185628	08/08/13	A	LOS ANGELES COUNTY OFFICE OF EDUCATION	01.3	70900.0	11100	10000	4240	1250000
P185629	08/08/13	A	SCHOOL MATE	01.3	70910.0	11100	10000	4310	1310000

Item 14.4 A

30.49
291.06
184.26
1,333.59
2,632.44
2,424.88
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4,400.00
1,000.00
1,100.00
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267.74
848.90
186.34
563.20
1,342.36

08/08/13	P185630	A	LAKESHORE LEARNING MATERIALS	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	271.52
08/08/13	P185631	A	DATA MANAGEMENT, INC.	01.1	00000.0	00000	27000	4350	1310000	13-14	\$	288.00
08/08/13	P185632	A	SCHOOL SPECIALTY, INC.	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	120.89
08/08/13	P185633	A	LAKESHORE LEARNING MATERIALS	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	96.83
08/08/13	P185634	A	CM SCHOOL SUPPLY	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	205.30
08/08/13	P185635	A	P.O. has not been entered at this time.									
08/08/13	P185636	A	DATA MANAGEMENT, INC.	01.1	00000.0	00000	27000	4350	1310000	13-14	\$	521.40
08/08/13	P185637	A	LAKESHORE LEARNING MATERIALS	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	239.98
08/13/13	P185638	A	OFFICE DEPOT	01.3	70900.0	11100	10000	4310	1310000	13-14	\$	474.95
08/08/13	P185639	A	TIGER DIRECT, INC.	01.3	70910.0	11100	1000	4310	1310000	13-14	\$	474.95
08/08/13	P185640	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.3	30100.0	11100	10000	4310	1310000	13-14	\$	729.87
08/13/13	P185641	A	OFFICE DEPOT	01.3	70910.0	11100	10000	4310	1310000	13-14	\$	2,919.61
08/08/13	P185642	A	DEMCO	01.1	70910.0	11100	10000	4310	1310000	13-14	\$	647.43
08/08/13	P185643	A	GENERAL BINDING CORPORATION	01.3	70910.0	11100	10000	4310	1310000	13-14	\$	647.43
08/08/13	P185644	A	SCHOOL KIDS HEALTHCARE	01.1	00500.0	11100	10000	5610	1320000	13-14	\$	905.87
08/08/13	P185645	A	LABYRINTH PUBLICATIONS	01.1	00500.0	11100	10000	5610	1320000	13-14	\$	297.44
08/08/13	P185646	A	PAUL MONTELONGO	01.1	00000.0	11100	10000	5610	1320000	13-14	\$	277.20
08/08/13	P185647	A	JOSTENS	01.3	30100.0	11100	10000	5610	1320000	13-14	\$	226.80
08/08/13	P185648	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.3	65000.0	57590	11100	4310	0000060	13-14	\$	163.62
08/08/13	P185649	A	AMSTERDAM PRINTING	11.0	06390.0	41100	10000	4340	3140000	13-14	\$	1,967.24
08/02/13	P185656	A	STRATEGIC PARTNERSHIP SCHOOLS GROUP, INC	11.0	06390.0	41100	10000	4210	3140000	13-14	\$	248.72
08/05/13	P185657	A	INTELLIGENT COMPUTER CONCEPTS	01.3	58102.0	00045	39000	5810	0000046	13-14	\$	45,519.20
08/02/13	P185658	A	CDW GOVERNMENT, INC.	01.3	58102.0	00123	39000	5810	0000046	13-14	\$	68,278.80
08/02/13	P185659	A	NEXUS	21.0	00000.1	00000	85000	4400	0000000	13-14	\$	19,800.00
08/02/13	P185660	A	INTELLIGENT COMPUTER CONCEPTS	01.1	00000.0	00000	72000	4400	0000002	13-14	\$	577.15
08/02/13	P185661	A	CDW GOVERNMENT, INC.	21.0	00000.1	00000	85000	4400	0000000	13-14	\$	8,601.07
08/02/13	P185662	A	MC MASTER-CARR SUPPLY COMPANY	01.1	00000.0	00000	77000	4310	0000040	13-14	\$	3,597.00
08/02/13	P185663	A	SARGENT'S SPORTING GOODS	01.1	00000.0	00000	77000	4310	0000040	13-14	\$	2,136.20
08/02/13	P185664	A	LEAF CAPITAL FUNDING	01.1	00000.0	00000	85000	4390	0000003	13-14	\$	42.93
08/02/13	P185665	A	SOFTWARE ONE	01.1	00000.0	90500	27000	5610	0000036	13-14	\$	16,258.42
08/13/13	P185666	A	APPLE COMPUTER, INC.	12.0	61050.0	00000	27000	5610	0000040	13-14	\$	38,287.10
08/21/13	P185667	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	0021.0	00000	27000	4400	0000001	13-14	\$	11,361.60
08/21/13	P185668	A	B & H PHOTO VIDEO	01.1	00000.0	00000	74000	4350	0000009	13-14	\$	107.76
08/21/13	P185669	A	SOS SURVIVAL PRODUCTS	01.1	00000.0	00000	77000	4310	0000040	13-14	\$	430.98
08/21/13	P185670	A	PITNEY BOWES, INC.	01.1	00000.0	00000	83000	4310	0000004	13-14	\$	215.84
08/21/13	P185671	A	PITNEY BOWES	01.1	00000.0	00000	72000	5610	0000002	13-14	\$	875.60
08/22/13	P185672	A	TIME WARNER CABLE	01.1	00000.0	00000	72000	4350	0000002	13-14	\$	605.00
08/22/13	P185673	A	EAGLE SOFTWARE	01.1	00000.0	00000	72000	5890	0000002	13-14	\$	861.83
08/06/13	P185674	A	WEST-LITE SUPPLY CO., INC.	01.1	00000.0	00000	77000	4340	0000040	13-14	\$	16,170.00
08/13/13	P185675	A	MC GRAW HILL	01.1	00000.0	00000	75400	9320	0000004	13-14	\$	1,877.21
08/13/13	P185676	A	TECH ED SERVICES, INC.	01.1	07156.0	11100	10000	4310	0000006	13-14	\$	6,207.95
08/26/13	P185677	A	LEAF CAPITAL FUNDING	01.1	00000.0	00000	82000	5910	0000041	13-14	\$	27,500.01
08/26/13	P185678	A	DRG INTELLIGENT COMPUTER CONCEPTS	01.1	00000.0	00000	27000	5610	1280000	13-14	\$	969.06
08/21/13	P185679	A	DRG INTELLIGENT COMPUTER CONCEPTS	01.3	30100.0	11100	10000	5610	1280000	13-14	\$	696.06
08/21/13	P185679	A	DRG INTELLIGENT COMPUTER CONCEPTS	01.1	00021.0	00000	72000	4340	0000040	13-14	\$	13,036.98
08/21/13	P185679	A	DRG INTELLIGENT COMPUTER CONCEPTS	01.1	00021.0	00000	72000	4340	0000040	13-14	\$	10,162.90

P.O. has not been entered at this time.

Invoice Date	Invoice Number	Vendor Name	Quantity	Unit Price	Total Price	Invoice Date	Invoice Number	Quantity	Unit Price	Total Price
08/20/13	P185681	CITY OF MONTEBELLO	10000	30100.0	1100	13-14	0000023	10000	4310	1,000.00
08/20/13	P185682	RIVERA MIDDLE SCHOOL ASB	10000	30100.0	1100	13-14	0000023	10000	4310	250.00
08/20/13	P185683	NORTH PARK ASB	10000	30100.0	1100	13-14	0000023	10000	4310	250.00
08/20/13	P185684	EL RANCHO ASSOCIATED STUDENT BODY	10000	30100.0	1100	13-14	0000023	10000	4310	800.00
08/20/13	P185685	BURKE MIDDLE SCHOOL ASB	10000	30100.0	1100	13-14	0000023	10000	4310	250.00
08/26/13	P185686	ROMERO, MARCY	21000	00000.0	00000	13-14	0000006	21000	5810	3,000.00
08/26/13	P185687	WEST ED	39000	58102.0	00123	13-14	0000046	39000	4310	1,600.00
08/26/13	P185688	NESTLE PURE LIFE DIRECT	39000	00000.0	00000	13-14	0000046	39000	4390	600.00
08/26/13	P185689	SOUTHWEST SCHOOL AND OFFICE SUPPLY	10000	00000.0	1100	13-14	2150000	10000	4310	1,100.00
08/26/13	P185690	SPINATAR	10000	00000.0	32000	13-14	3120000	10000	5610	550.00
08/26/13	P185691	LIFESIGNS, INC.	11800	65000.0	57570	13-14	0000060	11800	5810	770.00
08/26/13	P185692	KELDON PAPER COMPANY	75500	00000.0	00000	13-14	0000004	75500	4350	1,997.49
08/26/13	P185693	FEDEX	72000	00000.0	00000	13-14	0000002	72000	5911	2,500.00
08/26/13	P185694	NESTLE PURE LIFE DIRECT	72000	00000.0	00000	13-14	0000002	72000	4390	3,000.00
08/26/13	P185695	GE CAPITAL	72000	00000.0	00000	13-14	0000002	72000	5610	6,766.58
08/26/13	P185696	NESTLE PURE LIFE DIRECT	77000	00000.0	00000	13-14	0000040	77000	4390	600.00
08/26/13	P185697	BELLFLOWER MUSIC CENTER	10000	00000.0	17000	13-14	0000006	10000	5630	1,500.00
08/26/13	P185698	J. W. PEPPER OF LOS ANGELES	10000	00000.0	17000	13-14	0000006	10000	5630	500.00
08/26/13	P185699	EBS HEALTHCARE	11800	65000.0	57570	13-14	0000060	11800	5810	7,500.00
08/26/13	P185700	ROSSIER PARK ELEMENTARY SCHOOL	11800	65000.0	57570	13-14	0000060	11800	5810	80,864.00
08/26/13	P185701	THE ALMANSOR CENTER	11800	65000.0	57570	13-14	0000060	11800	5810	119,520.00
08/26/13	P185702	LOS ANGELES COUNTY PROBATION DEPT.	39000	58102.0	00123	13-14	0000046	39000	5810	136,000.00
08/26/13	P185703	SOUTHWEST SCHOOL AND OFFICE SUPPLY	10000	30100.0	1100	13-14	1320000	10000	4310	2,056.90
08/19/13	P185704	TARGET STORE	10000	30100.0	1100	13-14	0000023	10000	4310	1,499.30
08/26/13	P185705	WEST-LITE SUPPLY CO., INC.	81100	00000.0	00000	13-14	0000003	81100	4380	224.40
08/26/13	P185706	XEROX CORPORATION	75400	00000.0	00000	13-14	0000004	75400	9320	1,055.25
08/26/13	P185707	OLYMPIC TOP SHOP	72000	00000.0	00000	13-14	0000003	72000	5630	175.00
08/26/13	P185708	L. A. COUNTY TREASURER/TAX COLLECTOR	82000	00000.0	00000	13-14	0000003	82000	5880	584.00
08/26/13	P185709	WALTER'S WHOLESAL ELECTRIC	81100	00000.0	00000	13-14	0000003	81100	4380	420.46
08/26/13	P185710	RUSSELL SIGLER, INC.	81100	81500.0	00000	13-14	0000003	81100	5630	3,146.00
08/26/13	P185711	CLARK SECURITY PRODUCTS INC.	81100	81500.0	00000	13-14	0000003	81100	4380	1,657.66
08/26/13	P185712	CLARK SECURITY PRODUCTS INC.	81100	81500.0	00000	13-14	0000003	81100	4380	325.51
08/26/13	P185713	VULCAN MATERIALS COMPANY	81100	81500.0	00000	13-14	0000003	81100	5630	110.00
08/21/13	P185714	SIR SPEEDY FULL SERVICE PRINTING	39000	00000.0	00000	13-14	0000046	39000	5890	18,683.50
08/26/13	P185715	SOUTHWEST SCHOOL AND OFFICE SUPPLY	10000	00000.0	1100	13-14	2180000	10000	4310	499.32
08/26/13	P185716	AMERICAN EXPRESS	10000	00000.0	1100	13-14	3100000	10000	4310	101.07
08/26/13	P185717	F. M. THOMAS AIR CONDITIONING, INC.	81100	81500.0	00000	13-14	0000003	81100	5630	2,087.80
08/26/13	P185718	F. M. THOMAS AIR CONDITIONING, INC.	81100	81500.0	00000	13-14	0000003	81100	5630	1,960.20
08/26/13	P185719	ROYAL PAPER CORPORATION	82000	00000.0	00000	13-14	0000003	82000	4370	568.52
08/26/13	P185720	GENERAL BINDING CORPORATION	27000	00000.0	00000	13-14	0000003	27000	5610	401.19
08/26/13	P185721	COMPLETE BUSINESS SYSTEMS	10000	70900.0	1100	13-14	1210000	10000	5610	401.18
08/26/13	P185722	COMPLETE BUSINESS SYSTEMS	10000	30100.0	1100	13-14	1210000	10000	5610	950.00
08/26/13	P185723	SOFTWARE ONE	27000	00000.0	00000	13-14	1310000	27000	5610	475.00
08/26/13	P185724	CAMACHO & KUNKEL	10000	30100.0	1100	13-14	1310000	10000	4310	475.00
08/26/13	P185725	SARGENT'S SPORTING GOODS	72000	00021.0	00000	13-14	0000040	72000	4340	31,737.20
08/26/13	P185726	ROGERS ATHLETIC COMPANY	71100	00000.0	00000	13-14	0000001	71100	5820	60,000.00
08/26/13	P185727	CALMET SERVICES, INC.	42000	00000.0	1100	13-14	3100000	42000	4400	5,143.56
08/26/13	P185727	CALMET SERVICES, INC.	42000	00000.0	1100	13-14	3100000	42000	4400	1,376.50
08/26/13	P185727	CALMET SERVICES, INC.	82000	00000.0	00000	13-14	0000003	82000	5560	81,681.60

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08/29/13	P185728	A	FOLLETT SOFTWARE COMPANY	01.1	00021.0	11100	10000	4340	0000006	13-14	\$	15,074.54
08/29/13	P185729	A	TECH ED SERVICES, INC.	01.1	00000.0	00000	82000	5910	0000041	13-14	\$	19,500.00
08/29/13	P185730	A	LAKESHORE LEARNING MATERIALS	01.3	63000.0	11100	10000	4310	0000006	13-14	\$	2,269.91
08/30/13	P185731	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	00000	74000	4350	0000009	13-14	\$	50.80
08/29/13	P185732	A	PRIORITY MAILING SYSTEMS, INC.	01.1	00000.0	00000	75500	4350	0000004	13-14	\$	429.00
08/30/13	P185733	A	LOS ANGELES COUNTY OF EDUCATION	01.3	30100.0	00000	21000	4350	0000020	13-14	\$	87.50
08/30/13	P185734	A	STAPLES ADVANTAGE	01.3	70900.0	11100	10000	4310	3100000	13-14	\$	139.80
08/30/13	P185735	A	SUN WIND SOLAR INDUSTRIES	01.1	00000.0	11100	10000	4310	3100000	13-14	\$	393.60
08/30/13	P185736	A	EDMUND SCIENTIFICS	01.1	00000.0	11100	10000	4310	3100000	13-14	\$	227.90
08/30/13	P185737	A	CLASSROOM HEALTH RESOURCES	01.1	00000.0	11100	10000	4310	3100000	13-14	\$	154.74
	P185738		P.O. has not been entered at this time.									
	P185739		P.O. has not been entered at this time.									
	P185740		P.O. has not been entered at this time.									
	P185741		P.O. has not been entered at this time.									
08/27/13	P185742	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	00000.0	00000	72000	4350	0000002	13-14	\$	59.66
	P185743		P.O. has not been entered at this time.									
	P185744		P.O. has not been entered at this time.									
08/27/13	P185745	A	AMERICAN EXPRESS	01.3	63000.0	00000	21000	4210	0000006	13-14	\$	285.71
08/27/13	P185746	A	PROFESSIONAL LIGHTING & ELECTRIC, INC	01.1	00000.0	00000	82000	5890	0000003	13-14	\$	600.00
08/27/13	P185747	A	DIGITRON ELECTRONICS, INC.	01.1	00000.0	00000	82000	4400	0000003	13-14	\$	4,391.20
08/27/13	P185748	A	ALLIANCE PUBLISHING & MARKETING, INC.	01.3	70900.0	11100	10000	4310	1250000	13-14	\$	1,182.03
08/27/13	P185749	A	FOLLETT EDUCATIONAL SERVICES	01.3	63000.0	00000	21000	4210	0000006	13-14	\$	1,177.92
08/27/13	P185750	A	FOLLETT EDUCATIONAL SERVICES	01.3	63000.0	00000	21000	4210	0000006	13-14	\$	1,440.95
08/28/13	P185751	A	LEAF CAPITAL FUNDING	01.1	00000.0	11100	10000	5610	1290000	13-14	\$	1,126.88
08/28/13	P185752	A	SOUTHWEST SCHOOL AND OFFICE SUPPLY	01.1	07090.0	11100	10000	5610	1290000	13-14	\$	2,187.49
	P185753		P.O. has not been entered at this time.									
08/29/13	P185754	A	DIGITAL NETWORKS GROUP, INC.	01.1	00000.0	00000	75400	4350	0000004	13-14	\$	110.00
				01.3	70900.0	11100	10000	4400	3120000	13-14	\$	1,914.74
											\$	1,084,598.05
											\$	1,484,891.12

Stat: P=Pending, A=Active, C=Completed, X=Canceled

FOOD SERVICES DEPARTMENT MONTHLY PURCHASE ORDER REPORT
AUGUST, 2013

Item 14.4 A

DATE	PURCHASE ORDER	VENDOR NAME	AMOUNT	FUND	RESOURCE	GOAL	FUNCTION	OBJECT	LOCATION
7/31/2013	FS20534	CALJEN	\$ 1,432.26	13.0	53100.0	00000	00000	9320	0000900
8/1/2013	FS20535	CCP INDUSTRIES	\$ 9,412.16	13.0	53100.0	00000	00000	9320	0000000
8/2/2013	FS20536	SCMH	\$ 1,733.57	13.0	53100.0	00000	37000	5630	0000900
8/5/2013	FS20537	DRIFTWOOD DAIRY	\$ 385.04	13.0	53100.0	00000	37000	4711	0000900
8/5/2013	FS20538	STAPLES ADVANTAGE	\$ 503.06	13.0	53100.0	00000	37000	4350	0000900
8/5/2013	FS20539	GOODMAN FOODS	\$ 202.50	13.0	53100.0	00000	37000	4712	0000900
8/5/2013	FS20540	D J CO-OPS	\$ 287.50	13.0	53100.0	00000	37000	4712	0000900
8/5/2013	FS20541	GOLD STAR FOODS	\$ 97.50	13.0	53100.0	00000	37000	4711	0000900
8/14/2013	FS20542	PACKAGING HORIZONS CORP.	\$ 727.27	13.0	53100.0	00000	37000	4350	0000900
8/14/2013	FS20543	JOHNSTONES	\$ 428.35	13.0	53100.0	00000	37000	5630	0000900
8/19/2013	FS20544	JOHNSTONES	\$ 213.75	13.0	53100.0	00000	37000	5630	0000900
8/20/2013	FS20545	BAKEMARK	\$ 178.80	13.0	53100.0	00000	00000	9320	0000000
8/22/2013	FS20546	JOHNSTONES	\$ 22.54	13.0	53100.0	00000	37000	5630	0000900
8/22/2013	FS20547	CASE PARTS	\$ 53.83	13.0	53100.0	00000	37000	5630	0000900
8/22/2013	FS20548	JOHNSTONES	\$ 145.48	13.0	53100.0	00000	37000	5630	0000900
8/23/2013	FS20549*	CASE PARTS	\$ 250.00	13.0	53100.0	00000	37000	5630	0000900
8/27/2013	FS20550*	JOHNSTONES	\$ 60.00	13.0	53100.0	00000	37000	5630	0000900
8/27/2013	FS20551	JOHNSTONES	\$ 37.80	13.0	53100.0	00000	37000	5630	0000900
8/27/2013	FS20552*	RSD	\$ 75.00	13.0	53100.0	00000	37000	5630	0000900
8/27/2013	FS20553*	CASE PARTS	\$ 49.00	13.0	53100.0	00000	37000	5630	0000900
8/28/2013	FS20554	GOLD STAR FOODS	\$ 167.00	13.0	53100.0	00000	37000	4712	0000900
8/28/2013	FS20555	GOLD STAR FOODS	\$ 282.23	13.0	53100.0	00000	37000	4712	0000900
August Purchase Orders			\$ 16,744.64						
*Estimated amounts									

Bond A Bond EE

Bond A

<u>Vendor</u>	<u>PO/Voucher</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Warrant #</u>
US Bank	1405LA	Gob Election of 2010 Series 2011A	3454496	\$ 250.00	20717914
Nixon Peabody LLP	P185462	Legal Services for Measure A Bond Proceeds	41918	\$ 5,000.00	20743285
DGS Division of the State Architect	P185510	DSA Fees for 8 Relocatables Classrooms	03-6607	\$ 724.10	20706680
Total				\$ 5,974.10	

Bond EE

<u>Vendor</u>	<u>PO/Voucher</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>	<u>Warrant #</u>
AAA Solar Electric	P185608	Cat-6 Cabling Project	5464	\$ 8,117.08	20708287
AAA Solar Electric	P185608	Cat-6 Cabling Project	5476	\$ 103,284.71	20720086
DRG ICC	P184329A	Consulting Services	31423	\$ 9,703.33	20746813
Total				\$ 121,105.12	

"A" WARRANTS
AUGUST, 2013

Schedule	Issue Date	Amount
C1A	08/01/13	223,188.66
211	08/01/13	0.00
V1E	08/05/13	60,035.63
217	08/07/13	3,611.32
E4B	08/09/13	282,891.97
H1B	08/09/13	27,066.64
220	08/12/13	2,748.88
V1F	08/20/13	2,957.20
E4C	08/23/13	374,552.00
H1C	08/23/13	12,466.65
233	08/23/13	6,806.41
239	08/29/13	804.14
August 2013 Totals		\$997,129.50

Report Id: LAAP129C

For the Month of August 2013

Page No:

Run Date: 09/03/2013
Run Time: 01:10:00 AM

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Table with columns: District, Warrant #, Status, Date, Payment, Cancelled, Youcher, PO ID, Vendor Name, Warrant Total, Fund, PriY, Goal, Function, Obj, Sch/Loc, Period, Amount, Use Tax, Accrual.

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Run Date:
Run Time:

District:
Payment #

Warrant #	Payment	Status	Date	Cancelled	Voucher	PO ID	Vendor Name	Res				Budget		Line			
								Warrant Total	Fund	Pty	Goal	Function	Obj		Sch/LOC	Amount	Accrual
20706691	Paid	8/2/2013			P185432	P185432	SOUTHERN CALIFORNIA A.P., INC.	1,500.00	01.3	70900.0	11100	10000	5220	31000000	13-14	1,500.00	
20706692	Paid	8/2/2013			1301SCE		SOUTHERN CALIFORNIA EDISON	750.05	01.1	00000.0	00000	82000	5520	00000002	13-14	750.05	
20706693	Paid	8/2/2013			2407DF		STAPLES ADVANTAGE	54.52	01.1	00000.0	00000	72000	4350	00000002	13-14	54.52	
20706694	Paid	8/2/2013			F50509A	F50509B	SWIFT PRODUCE	21.75	13.0	53100.0	00000	37000	4711	00009000	13-14	21.75	
20706695	Paid	8/2/2013			P185295A	P185295	TRI-SIGNAL INTEGRATION	2,447.00	01.3	81500.0	00000	81100	5810	00000003	13-14	2,447.00	
20706696	Paid	8/2/2013			1301VZNS		VERIZON CALIFORNIA	700.94	01.1	00000.0	00000	77000	5910	00000040	13-14	491.83	
20706696	Paid	8/2/2013			1301VZNS		VERIZON CALIFORNIA	01.1	00000.0	00000	82000	5910	00000003	13-14	53.66		
20706696	Paid	8/2/2013			1301VZNS		VERIZON CALIFORNIA	12.0	61050.0	00000	27000	5910	00000036	13-14	155.45		
20708287	Paid	8/5/2013			185608A	P185608	AAA SOLAR ELECTRIC	8,117.08	21.0	00000.1	00000	85000	5810	00000000	13-14	8,117.08	
20713398	Paid	8/7/2013			2425DF		ACOSTA, ALEX	51.98	01.1	00000.0	00000	83000	5210	00000004	13-14	51.98	
20713399	Paid	8/7/2013			P185309A	P185309	AIRGAS - WEST	59.05	01.3	81500.0	00000	81100	4380	00000003	13-14	59.05	
20713400	Paid	8/7/2013			P185452A	P185452	ARROW WIRE-CABLE, INC.	177.84	01.3	81500.0	00000	81100	4380	00009003	13-14	177.84	
20713401	Paid	8/7/2013			2423DF		BRIGHT HEALTH PHYSICIANS	145.00	01.1	00000.0	00000	74000	5860	00000009	13-14	145.00	
20713402	Paid	8/7/2013			2413DF		BUCKEYE CLEANING CENTER	30.49	01.1	00000.0	00000	71500	4350	00000001	13-14	30.49	
20713403	Paid	8/7/2013			P185312A	P185312	BUCYTO, SUSAN	1,469.47	01.1	00000.0	00000	82000	4370	00000003	13-14	1,469.47	
20713404	Paid	8/7/2013			2428DF		CAL STATE L.A.	260.00	01.1	00000.0	11100	10000	5220	31000000	13-14	260.00	
20713405	Paid	8/7/2013			P185316A	P185316	CALIBER COMMERCIAL POOL SERVICE	4,839.34	01.1	00000.0	00000	81100	5810	00000003	13-14	4,839.34	
20713405	Paid	8/7/2013			P185317A	P185317	CALIBER COMMERCIAL POOL SERVICE	4,035.00	01.1	00000.0	00000	71500	5810	00000001	13-14	4,035.00	
20713406	Paid	8/7/2013			P185430A	P185430	CALIFORNIA CONSULTING, LLC.	50.10	01.1	00000.0	00000	72000	5210	00000002	13-14	50.10	
20713407	Paid	8/7/2013			2424DF		CASTILLO, LAURA	808.17	01.3	81500.0	03000	81100	4380	00000003	13-14	808.17	
20713409	Paid	8/7/2013			P185320A	P185320	CLARK SECURITY PRODUCTS INC.	2,125.00	01.1	00000.0	00000	21500	5310	00000660	13-14	2,125.00	
20713410	Paid	8/7/2013			2415DF		CPI	65.00	01.1	00000.0	11100	10000	5220	31000000	13-14	65.00	
20713411	Paid	8/7/2013			P185326A	P185326	CSUSB FOUNDATION	1,260.00	01.1	00000.0	00000	81100	5810	00000003	13-14	1,260.00	
20713412	Paid	8/7/2013			P185327A	P185327	DEWEY PEST CONTROL	01.1	00000.0	00000	81100	5810	00000003	13-14	01.1		
20713413	Paid	8/7/2013			P185414A	P185414	EDUNEERING, INC.	4,166.67	01.3	30100.0	11100	10000	5810	00000021	13-14	4,166.67	
20713413	Paid	8/7/2013			2411DF		EL RANCHO HIGH SCHOOL - A.S.B.	700.00	01.1	00000.0	11100	42000	4310	31000000	13-14	700.00	
20713414	Paid	8/7/2013			2408DF		GALINDO, MARTIN P.	134.74	01.1	00000.0	00000	71500	4350	00000001	13-14	84.74	
20713414	Paid	8/7/2013			2430DF		GALINDO, MARTIN P.	01.1	00000.0	00000	81100	5220	00000001	13-14	50.00		
20713415	Paid	8/7/2013			P185331A	P185331	GARVEY EQUIPMENT COMPANY	583.52	01.1	00000.0	00000	82000	4370	00000003	13-14	583.52	
20713416	Paid	8/7/2013			2420DF		IIZUKA, PEARL	5,250.00	01.1	00000.0	00000	72000	5810	00000002	13-14	5,250.00	
20713417	Paid	8/7/2013			P185338A	P185338	JOHNSTONE SUPPLY	478.04	01.3	81500.0	00000	81100	4380	00000003	13-14	478.04	
20713418	Paid	8/7/2013			2401DF		KEENAN & ASSOCIATES	67.2	00000.0	00000	60000	60000	5810	00008100	13-14	75,972.00	
20713418	Paid	8/7/2013			2402DF		KEENAN & ASSOCIATES	67.2	00000.0	00000	60000	60000	5810	00008100	13-14	75,972.00	
20713418	Paid	8/7/2013			2404DF		KEENAN & ASSOCIATES	10,025.00	67.2	00000.0	00000	60000	5810	00008200	13-14	10,025.00	
20713419	Paid	8/7/2013			2403DF		KEENAN & ASSOCIATES	255.20	01.1	00000.0	00000	81100	4380	00000003	13-14	255.20	
20713420	Paid	8/7/2013			P185339A	P185339	LIGHT BULB DEPOT	1,975.00	01.3	65000.0	50010	21500	5220	00000060	13-14	1,975.00	
20713421	Paid	8/7/2013			2412DF		PYRAMID EDUCATION	200.00	01.1	00000.0	11100	10000	5220	31000000	13-14	200.00	
20713422	Paid	8/7/2013			2427DF		THE REGENTS OF THE UNIVERSITY OF CALIFOR	2,447.00	01.3	81500.0	00000	81100	5810	00000003	13-14	2,447.00	
20713423	Paid	8/7/2013			P185295B	P185295	TRI-SIGNAL INTEGRATION	1,236.06	01.1	00000.0	00000	72000	5891	00000002	13-14	1,236.06	
20713424	Paid	8/7/2013			2414DF		WATKINS, SANDY	112.89	01.1	00000.0	00000	71500	4350	00000001	13-14	15.25	
20715387	Paid	8/8/2013			1400REV		REVOLVING CASH FUND	15.25	01.1	00000.0	00000	71500	4350	00000001	13-14	15.25	
2077892	Paid	8/9/2013			P185300	P185300	AMERICAN EXPRESS	2,467.67	01.1	00000.0	00000	75300	4350	00000004	13-14	2,467.67	
2077892	Paid	8/9/2013			P185300	P185300	AMERICAN EXPRESS	01.1	00000.0	00000	75300	75300	4350	00000004	13-14	-710.53	
2077892	Paid	8/9/2013			P185300	P185300	AMERICAN EXPRESS	01.1	00000.0	00000	75300	75300	4350	00000004	13-14	-1,728.75	
2077892	Paid	8/9/2013			P185500	P185500	AMERICAN EXPRESS	01.1	00000.0	00000	72000	72000	4400	00000002	13-14	104.50	
20717893	Paid	8/9/2013			P185464	P185464	APPLE COMPUTER, INC.	771.50	01.1	00000.0	00000	72000	4400	00000002	13-14	3.00	
20717893	Paid	8/9/2013			P185464	P185464	APPLE COMPUTER, INC.	01.1	00000.0	00000	72000	72000	4400	00000002	13-14	768.90	

Report Id: LAAP129C

MONTHLY COMMERCIAL WARRANTS

For the Month of August 2013

64527

Warrant #	Payment	Status	Date	Cancelled	Youcher	Id	PO ID	Vendor Name	Res		Goal	Function	Obj	Sch/Loc	Period	Line	Amount	Use Tax	Accrual
									Fund	Prty									
20717894	Paid		8/9/2013		P185478	P185478		ATKINSON, ANDELSON, LOYA, RUUD & ROMO	65000.0	5001.0	21500	5220	0000060	13-14		196.00			
20717895	Paid		8/9/2013		D081013D			CALIF SCHOOL EMPLOYEES ASSOC	00000.0	00000	00000	9517	0000000	13-14		1,404.23			
20717896	Paid		8/9/2013		P185609	P185609		CERTIFIED FIRE EXTINGUISHER SERVICES	00000.0	00000	81100	5630	0000003	13-14		5,610.00			
20717897	Paid		8/9/2013		D081013A			CREDIT UNION OF SOUTHERN CALIFORNIA	00000.0	00000	00000	9517	0000000	13-14		4,017.61			
20717898	Paid		8/9/2013		2431DF			DIAZ, ROSIE	20.84	01.1	00000.0	5210	0000006	13-14		20.84			
20717899	Paid		8/9/2013		D081013C			EL RANCHO ADM & SUPV ASSOC	1,050.00	76.0	00000.0	00000	00000	13-14		1,050.00			
20717900	Paid		8/9/2013		P185499A	P185499		JOSTENS	26.24	01.1	00000.0	4330	3120000	13-14		26.24			
20717901	Paid		8/9/2013		P185547	P185547		KAP7 INTERNATIONAL, INC.	107.04	01.1	00000.0	4310	3100000	13-14		107.04			
20717902	Paid		8/9/2013		P185512	P185512		L.A. STARKS, DEPARTMENT OF EDUCATION	2,220.00	01.3	709000.0	5220	3100000	13-14		2,220.00			
20717903	Paid		8/9/2013		P185539	P185539		MC MASTER-CARR SUPPLY COMPANY	121.97	01.1	00000.0	4310	3100000	13-14		121.97			
20717904	Paid		8/9/2013		P185525A	P185525		NESTLE PURE LIFE DIRECT	45.00	01.1	00000.0	4390	0000009	13-14		45.00			
20717905	Paid		8/9/2013		P185345A	P185345		OFFICE DEPOT	1,271.15	01.1	00000.0	4380	0000003	13-14		70.30			
20717905	Paid		8/9/2013		P185345B	P185345		OFFICE DEPOT	01.1	00000.0	00000	4380	0000003	13-14		175.99			
20717905	Paid		8/9/2013		P185378A	P185378		OFFICE DEPOT	01.1	00000.0	00000	4350	0000001	13-14		78.14			
20717905	Paid		8/9/2013		P185412A	P185412		OFFICE DEPOT	01.3	30100.0	00000	4350	0000020	13-14		16.13			
20717905	Paid		8/9/2013		P185412B	P185412		OFFICE DEPOT	01.3	30100.0	00000	4350	0000020	13-14		335.67			
20717905	Paid		8/9/2013		P185431A	P185431		OFFICE DEPOT	01.1	00000.0	00000	4350	0000002	13-14		567.43			
20717905	Paid		8/9/2013		P185431B	P185431		OFFICE DEPOT	01.1	00000.0	00000	4350	0000002	13-14		27.49			
20717906	Paid		8/9/2013		P185426	P185426		PATTERNS IN 3D	595.00	01.3	81500.0	5630	0000003	13-14		595.00			
20717907	Paid		8/9/2013		P185208A	P185208A		PEARSON EDUCATION	4,841.97	01.1	07156.0	4210	0000006	13-14		3,973.67			
20717907	Paid		8/9/2013		P185208A	P185208A		PEARSON EDUCATION	01.1	07156.0	11100	4210	0000006	13-14		868.30			
20717908	Paid		8/9/2013		P185395	P185395		PORTA PHONE	4,047.50	01.1	00000.0	4310	3100000	13-14		4,047.50			
20717909	Paid		8/9/2013		P185288A	P185288		PURCHASE POWER	468.00	01.1	00000.0	5911	0000002	13-14		468.00			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	13,176.02	01.1	00000.0	9320	0000004	13-14		2,502.50			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		2,667.50			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		2,414.50			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		422.40			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		126.50			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		522.72			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		999.90			
20717910	Paid		8/9/2013		P185389	P185389		ROYAL PAPER CORPORATION	01.1	00000.0	00000	9320	0000004	13-14		3,520.00			
20717911	Paid		8/9/2013		D081013B			SCHOOLS FIRST FEDERAL CU	4,880.00	76.0	00000.0	9517	0000000	13-14		4,880.00			
20717912	Paid		8/9/2013		P185276	P185276		SOUTHWEST SCHOOL AND OFFICE SUPPLY	31.89	01.1	00000.0	4350	0000004	13-14		31.89			
20717913	Paid		8/9/2013		P185656A	P185656		STRATEGIC PARTNERSHIP SCHOOLS GROUP, INC	11,442.00	01.3	58102.0	5810	0000046	13-14		11,442.00			
20717913	Paid		8/9/2013		P185656A	P185656		STRATEGIC PARTNERSHIP SCHOOLS GROUP, INC	01.3	58102.0	00045	5810	0000046	13-14		0.00			
20717914	Paid		8/9/2013		I4051A			U.S.BANK	250.00	21.0	00000.0	5890	0000000	13-14		250.00			
20720086	Paid		8/12/2013		185608B	P185608		AAA SOLAR ELECTRIC	103,284.71	21.0	00000.1	5810	0000000	13-14		103,284.71			
20720087	Paid		8/12/2013		185434A	P185434		BEST CONTRACTING SERVICES INC.	321,879.00	14.0	06205.0	5810	0000000	13-14		321,879.00			
20721468	Paid		8/13/2013		FS20521	FS20521		CASE PARTS CO.	86.20	13.0	53100.0	5630	0000900	13-14		86.99			
20721469	Paid		8/13/2013		FS20540	FS20540		D J CO-OPS	13.0	53100.0	00000	9552	0000000	13-14		-0.79			
20721470	Paid		8/13/2013		FS20537A	FS20537		DRIFTWOOD DAIRY	287.50	13.0	53100.0	4712	0000900	13-14		287.50			
20721470	Paid		8/13/2013		FS20537B	FS20537		DRIFTWOOD DAIRY	385.04	13.0	53100.0	4711	0000900	13-14		43.33			
20721470	Paid		8/13/2013		FS20537C	FS20537		DRIFTWOOD DAIRY	13.0	53100.0	00000	4711	0000900	13-14		146.87			
20721470	Paid		8/13/2013		FS20537D	FS20537		DRIFTWOOD DAIRY	13.0	53100.0	00000	4711	0000900	13-14		66.83			
20721471	Paid		8/13/2013		FS20541	FS20541		GOLD STAR FOODS	97.50	13.0	53100.0	4711	0000900	13-14		128.01			
20721472	Paid		8/13/2013		FS20539	FS20539		GOODMAN FOODS	202.50	13.0	53100.0	4712	0000900	13-14		97.50			
20721473	Paid		8/13/2013		FS20516	FS20516		JOHNSTONE SUPPLY	237.62	13.0	53100.0	5630	0000900	13-14		202.50			

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MONTHLY COMMERCIAL WARRANTS

For the Month of August 2013

Report Id: LAAP129C

District: 64527

Warrant #	Date	Status	Payment	Cancelled	Date	Voucher	Id	PO ID	Vendor Name	Warrant Total	Fund	Priy	Goal	Function	Obj	Sch/Loc	Period	Line	Use/Tax	Accrual
20721473	8/13/2013	Paid				F520516			JOHNSTONE SUPPLY	13.0	53100.0	00000	00000	9552	00000000	13-14	-0.93			
20721473	8/13/2013	Paid				F520517			JOHNSTONE SUPPLY	13.0	53100.0	00000	37000	5630	00009000	13-14	136.80			
20721473	8/13/2013	Paid				F520517			JOHNSTONE SUPPLY	13.0	53100.0	00000	00000	9552	00000000	13-14	-1.25			
20721474	8/13/2013	Paid				F520538A			STAPLES ADVANTAGE	502.06	13.0	53100.0	00000	37000	4350	00009000	13-14	345.75		
20721474	8/13/2013	Paid				F520538B			STAPLES ADVANTAGE	502.06	13.0	53100.0	00000	37000	4350	00009000	13-14	156.31		
20725814	8/15/2013	Paid				I4004FSA			AMERICAN EXPRESS	297.75	13.0	53100.0	00000	37000	4711	00009200	13-14	110.00		
20725814	8/15/2013	Paid				I4004FSB			AMERICAN EXPRESS	297.75	13.0	53100.0	00000	37000	4711	00009200	13-14	187.75		
20727911	8/16/2013	Paid				2432DF			EAST WHITTIER CITY SCHOOL DISTRICT	14,850.00	01.3	63000.0	00000	00000	9520	00000000	13-14	14,850.00		
20727912	8/16/2013	Paid				P185501			EBERHARD EQUIPMENT	2,354.40	01.1	00000.0	00000	82000	5610	00000003	13-14	2,354.40		
20727913	8/16/2013	Paid				P185480A			GE CAPITAL	1,175.46	01.1	00000.0	00000	21000	5610	00000046	13-14	352.25		
20727913	8/16/2013	Paid				P185374A			GE CAPITAL	1,175.46	01.1	00000.0	00000	21000	5610	00000046	13-14	283.33		
20727913	8/16/2013	Paid				P185381A			GE CAPITAL	1,175.46	01.1	00000.0	00000	75500	5610	00000004	13-14	362.67		
20727913	8/16/2013	Paid				P185283A			GE CAPITAL	1,175.46	01.1	00000.0	00000	75500	5610	00000004	13-14	177.21		
20727914	8/16/2013	Paid				242DF			RAMOS, KRISTINE	705.44	01.3	63000.0	00000	00000	9520	00000000	13-14	705.44		
20727915	8/16/2013	Paid				P185279			RENAISSANCE LEARNING, INC.	78,497.25	01.3	63000.0	11100	10000	5810	00000006	13-14	14,697.00		
20727915	8/16/2013	Paid				P185279			RENAISSANCE LEARNING, INC.	78,497.25	01.3	63000.0	11100	10000	5810	00000006	13-14	40,480.00		
20727915	8/16/2013	Paid				P185279			RENAISSANCE LEARNING, INC.	78,497.25	01.3	63000.0	11100	10000	5810	00000006	13-14	13,832.25		
20727915	8/16/2013	Paid				P185279			RENAISSANCE LEARNING, INC.	78,497.25	01.3	63000.0	11100	10000	5810	00000006	13-14	3,500.00		
20727915	8/16/2013	Paid				P185279			RENAISSANCE LEARNING, INC.	78,497.25	01.3	63000.0	11100	10000	5810	00000006	13-14	5,988.00		
20727916	8/16/2013	Paid				242 IDF			SOUTHERN CALIFORNIA RELIEF	394,256.62	67.1	00000.0	00000	60000	5450	00000000	13-14	676.62		
20727916	8/16/2013	Paid				242DF			SOUTHERN CALIFORNIA RELIEF	394,256.62	67.1	00000.0	00000	60000	5450	00000000	13-14	393,580.00		
20729604	8/19/2013	Paid				P185309B			AIRGAS - WEST	57.60	01.3	81500.0	00000	81100	4380	00000003	13-14	57.60		
20729605	8/19/2013	Paid				P185506A			BISHOP COMPANY	398.37	01.1	00000.0	00000	82000	4370	00000003	13-14	398.37		
20729606	8/19/2013	Paid				P185312B			BUCKEYE CLEANING CENTER	5,184.55	01.1	00000.0	00000	82000	4370	00000003	13-14	5,184.55		
20729607	8/19/2013	Paid				2435DF			CALIFORNIA SCHOOLS DENTAL COALITION	75,972.00	67.2	00000.0	00000	60000	5810	00000003	13-14	75,972.00		
20729608	8/19/2013	Paid				2438DF			CALIFORNIA SCHOOLS VISION COALITION	10,025.00	67.2	00000.0	00000	60000	5810	00008200	13-14	10,025.00		
20729609	8/19/2013	Paid				P185329A			EBERHARD EQUIPMENT	124.17	01.1	00000.0	00000	82000	4370	00000003	13-14	124.17		
20729610	8/19/2013	Paid				P185328A			EWING	79.86	01.3	81500.0	00000	81100	4380	00000003	13-14	79.86		
20729611	8/19/2013	Paid				P185331B			GARVEY EQUIPMENT COMPANY	167.50	01.1	00000.0	00000	82000	4370	00000003	13-14	167.50		
20729612	8/19/2013	Paid				P185333A			GRAINGER	148.23	01.3	81500.0	00000	81100	4380	00000003	13-14	148.23		
20729613	8/19/2013	Paid				P185284B			HENRY RADIO	144.00	01.1	00000.0	00000	83000	5910	00000004	13-14	144.00		
20729614	8/19/2013	Paid				P185336A			HOME DEPOT CREDIT SERVICES	542.70	01.3	81500.0	00000	81100	4380	00000003	13-14	542.70		
20729615	8/19/2013	Paid				P185499B			JOSTENS	26.24	01.1	00000.0	32000	10000	4350	31200000	13-14	26.24		
20729616	8/19/2013	Paid				P185664			LEAF CAPITAL FUNDING	2,053.71	12.0	61050.0	00000	27000	5610	00000036	13-14	2,053.71		
20729617	8/19/2013	Paid				2439DF			LOS ANGELES COUNTY OFFICE OF EDUCATION	11,220.00	01.1	00000.0	00000	72000	5890	00000009	13-14	11,220.00		
20729618	8/19/2013	Paid				P185340A			LOWES	315.00	01.3	81500.0	00000	81100	4380	00000003	13-14	31.50		
20729619	8/19/2013	Paid				P185343A			NITE-N-DAY TOWING SERVICE, INC	80.00	01.1	00000.0	00000	72000	5630	00000003	13-14	80.00		
20729620	8/19/2013	Paid				P185285A			OFFICE DEPOT	309.78	01.1	00000.0	00000	75400	4350	00000004	13-14	64.88		
20729620	8/19/2013	Paid				P185378B			OFFICE DEPOT	309.78	01.1	00000.0	00000	75400	4350	00000004	13-14	58.19		
20729620	8/19/2013	Paid				P185431C			OFFICE DEPOT	309.78	01.1	00000.0	00000	75400	4350	00000004	13-14	69.66		
20729620	8/19/2013	Paid				P185470A			OFFICE DEPOT	309.78	01.1	00000.0	00000	75400	4350	00000004	13-14	117.05		
20729621	8/19/2013	Paid				P185347A			OROMILL LUMBER, INC.	401.61	01.3	81500.0	00000	81100	4380	00000003	13-14	401.61		
20729622	8/19/2013	Paid				P185351A			PEP BOYS	259.13	01.1	00000.0	00000	81100	4380	00000003	13-14	259.13		
20729623	8/19/2013	Paid				P185349A			PICO RIVERA GASOLINE & CAR WASH	3,159.69	01.1	00000.0	00000	81100	4380	00000003	13-14	3,159.69		
20729624	8/19/2013	Paid				2437DF			PRATO, JESSICA	849.08	01.3	56400.0	00000	31400	5220	00000046	13-14	849.08		
20729625	8/19/2013	Paid				P185354A			RUSSELL SIGLER, INC.	338.11	01.3	81500.0	00000	81100	4380	00000003	13-14	338.11		
20729626	8/19/2013	Paid				P185357A			SALGADO TIRE SERVICE	129.90	01.1	00000.0	00000	72000	5630	00000003	13-14	129.90		
20729627	8/19/2013	Paid				P185361A			SMARDAN SUPPLY CO.	772.61	01.3	81500.0	00000	81100	4380	00000003	13-14	772.61		

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For the Month of August 2013

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District: 64527

Table with columns: Warrant #, Date, Status, Payment, Cancelled, Voucher, Vendor Name, PO ID, Res, PriY, Goal, Function, Obj, Sch/Loe, Period, Amount, UseTax, Accrual. It contains multiple rows of financial data with varying amounts and dates.

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MONTHLY COMMERCIAL WARRANTS

For the Month of August 2013

Report Id: LAAP129C

District: 64527

Warrant #	Status	Date	Payment	Cancelled	Date	Voucher	Id	PO ID	Vendor Name	Res		Budget		Line	Amount	Accrual	UseTax	
										Warrant Total	Fund	Prty	Goal					Function
20731411	Void	8/20/2013	8/22/2013	FS20522	8/22/2013	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	51100.0	00000	37000	5630	0000900	13-14	39.85	
20731411	Void	8/20/2013	8/22/2013	FS20522	8/22/2013	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	51100.0	00000	37000	5630	0000900	13-14	32.98	
20731412	Paid	8/20/2013		P185278		P185278	P185278	SCHOOL INNOVATIONS & ACHIEVEMENT		01.1	63000.0	00000	21000	5810	0000006	13-14	11,050.00	
20731412	Paid	8/20/2013		P185419		P185419	P185419	SCHOOL INNOVATIONS & ACHIEVEMENT		01.1	00000.0	00000	21000	5810	0000006	13-14	11,050.00	
20733410	Paid	8/21/2013		12909V				SCREENVISION DIRECT		01.1	00000.0	00000	71500	5890	0000001	13-14	700.00	
20743279	Paid	8/23/2013		P185466		P185466	P185466	APPLE COMPUTER, INC.		01.1	07010.1	00000	21000	4330	0000060	13-14	500.00	
20743280	Paid	8/23/2013		9931BS				CASH RECEIVING		01.1	07010.1	00000	21000	4330	0000060	13-14	1,685.60	
20743281	Paid	8/23/2013		P185416		P185416	P185416	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	2,170.27	
20743281	Paid	8/23/2013		P185418		P185418	P185418	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	-2.16	
20743281	Paid	8/23/2013		P185418		P185418	P185418	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	3,800.80	
20743281	Paid	8/23/2013		P185418		P185418	P185418	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	-3.81	
20743281	Paid	8/23/2013		P185192A		P185192A	P185192A	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	2,844.48	
20743281	Paid	8/23/2013		P185192A		P185192A	P185192A	CENGAGE LEARNING		01.1	07156.0	11100	10000	4210	0000006	13-14	-2.85	
20743282	Paid	8/23/2013		972CW				CITY OF PICO RIVERA WATER DEPT		01.1	07156.0	11100	10000	5530	0000003	13-14	16,293.16	
20743283	Paid	8/23/2013		P185441		P185441	P185441	HOUGHTON MIFFLIN COMPANY		01.1	00000.0	00000	82000	5530	0000003	13-14	8,279.83	
20743284	Paid	8/23/2013		P185428		P185428	P185428	LIGHT BULB DEPOT		01.1	63000.0	11100	10000	4210	0000006	13-14	578.16	
20743285	Paid	8/23/2013		P185462		P185462	P185462	NIXON PEABODY LLP		01.1	81500.0	00000	81100	4380	0000003	13-14	5,000.00	
20743286	Paid	8/23/2013		P185201A		P185201A	P185201A	PEARSON EDUCATION		01.1	07156.0	11100	10000	5890	0000002	13-14	4,257.75	
20743286	Paid	8/23/2013		P185201A		P185201A	P185201A	PEARSON EDUCATION		01.1	07156.0	11100	10000	5890	0000002	13-14	5,322.18	
20743287	Paid	8/23/2013		9623PW				PICO WATER DISTRICT		01.1	00000.0	00000	82000	5530	0000003	13-14	20,159.30	
20743287	Paid	8/23/2013		9623PW				PICO WATER DISTRICT		11.0	06390.0	00000	82000	5530	3140000	13-14	186.80	
20745081	Paid	8/26/2013		P185304		P185304	P185304	F. M. THOMAS AIR CONDITIONING, INC.		01.1	81500.0	00000	81100	5810	0000003	13-14	4,215.00	
20745082	Paid	8/26/2013		P185480B		P185480	P185480	GE CAPITAL		01.1	00000.0	00000	21000	5610	0000046	13-14	352.25	
20745082	Paid	8/26/2013		P185524B		P185524	P185524	GE CAPITAL		01.1	00000.0	00000	74000	5610	0000009	13-14	203.19	
20745082	Paid	8/26/2013		P185381B		P185381	P185381	GE CAPITAL		01.1	00000.0	00000	75500	5610	0000004	13-14	362.67	
20745082	Paid	8/26/2013		P185283B		P185283	P185283	GE CAPITAL		01.1	00000.0	00000	75300	5610	0000004	13-14	177.21	
20745082	Paid	8/26/2013		P185292A		P185292	P185292	GE CAPITAL		01.3	30100.0	00000	21000	5610	0000020	13-14	566.66	
20745082	Paid	8/26/2013		P185292A		P185292	P185292	GE CAPITAL		01.3	40350.0	00000	21000	5610	0000006	13-14	0.00	
20745082	Paid	8/26/2013		P185292A		P185292	P185292	GE CAPITAL		01.3	42030.0	00000	21000	5610	0000006	13-14	0.00	
20745083	Paid	8/26/2013		P185198A		P185198A	P185198A	PEARSON EDUCATION		01.1	07156.0	11100	10000	4210	0000006	13-14	2,347.86	
20745084	Paid	8/26/2013		2433DF				PUPIL TRANSPORTATION COOPERATIVE		01.3	72300.0	00000	36000	5817	0000000	13-14	71,315.00	
20745084	Paid	8/26/2013		2434DF				PUPIL TRANSPORTATION COOPERATIVE		01.3	72400.0	00010	36000	5818	0000000	13-14	584,891.00	
20745085	Paid	8/26/2013		P185391B		P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	522.50	
20745085	Paid	8/26/2013		P185391C		P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	6,320.16	
20745085	Paid	8/26/2013		P185442A		P185442	P185442	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	858.00	
20745085	Paid	8/26/2013		P185442A		P185442	P185442	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	132.00	
20745085	Paid	8/26/2013		P185442A		P185442	P185442	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	181.72	
20745085	Paid	8/26/2013		P185442B		P185442	P185442	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	217.01	
20745086	Paid	8/26/2013		P185206A		P185206A	P185206A	SOPRIS WEST EDUCATIONAL SERVICES		01.1	00000.0	00000	75400	9320	0000004	13-14	77.88	
20745087	Paid	8/26/2013		I081SCE				SOUTHERN CALIFORNIA EDISON		01.1	07156.0	11100	10000	4210	0000006	13-14	6,480.00	
20745088	Paid	8/26/2013		9956GAS				SOUTHERN CALIFORNIA EDISON		12.0	61050.0	00000	82000	5520	0000003	13-14	146,568.96	
20745089	Paid	8/26/2013		P185529		P185529	P185529	SOUTHWEST SCHOOL AND OFFICE SUPPLY		01.1	00000.0	00000	82000	5510	0000003	13-14	315.77	
20745090	Paid	8/26/2013		P185393A		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	1,689.03	
20745090	Paid	8/26/2013		P185393A		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	940.52	
20745090	Paid	8/26/2013		P185393B		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	488.51	
20745090	Paid	8/26/2013		P185393A		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	393.80	
20745090	Paid	8/26/2013		P185393A		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	781.62	
20745090	Paid	8/26/2013		P185393A		P185393	P185393	UNISOURCE		01.1	00000.0	00000	75400	9320	0000004	13-14	630.08	

Report Id: LAAP129C

For the Month of August 2013

Run Date: 09/03/2013
Run Time: 01:10:00 AM

District: 64527

Warrant #	Payment	Status	Date	Cancelled	Voucher	PO ID	Vendor Name	Warrant Total	Res			Budget		Line	Amount	Use/Tax	Accrual
									Fund	PriY	Goal	Function	Obj				
20745090	Paid	8/26/2013			P185393A	P185393	UNISOURCE	0.11	00000.0	00000	75400	9320	0000004	13-14	1,882.58		
20745090	Paid	8/26/2013			P185393A	P185393	UNISOURCE	0.11	00000.0	00000	75400	9320	0000004	13-14	856.46		
20745090	Paid	8/26/2013			P185393A	P185393	UNISOURCE	0.11	00000.0	00000	75400	9320	0000004	13-14	532.93		
20745091	Paid	8/26/2013			9942VB		VERIZON BUSINESS	224.58	0.11	00000.0	00000	5910	0000003	13-14	224.58		
20745092	Paid	8/26/2013			1105VZNS		VERIZON CALIFORNIA	2,033.28	0.11	00000.0	00000	5910	0000040	13-14	888.37		
20745092	Paid	8/26/2013			1105VZNS		VERIZON CALIFORNIA		0.11	00000.0	00000	5910	0000003	13-14	171.12		
20745092	Paid	8/26/2013			1105VZNS		VERIZON CALIFORNIA		1.10	06390.0	00000	5910	3140000	13-14	217.04		
20745092	Paid	8/26/2013			1105VZNS		VERIZON CALIFORNIA		12.0	61050.0	00000	5910	0000036	13-14	756.75		
20745093	Paid	8/26/2013			P185306	P185306	WALTERS WHOLESale ELECTRIC	4,731.63	0.13	81500.0	00000	4380	0000003	13-14	4,651.14		
20745093	Paid	8/26/2013			P185306B	P185306	WALTERS WHOLESale ELECTRIC		0.13	81500.0	00000	4380	0000003	13-14	73.52		
20745093	Paid	8/26/2013			P185306B	P185306	WALTERS WHOLESale ELECTRIC		0.13	81500.0	00000	4380	0000003	13-14	6.97		
20745094	Paid	8/26/2013			P185305	P185305	WEST-LITE SUPPLY CO., INC.	6,888.75	0.13	81500.0	00000	4380	0000003	13-14	6,888.75		
20746804	Paid	8/27/2013			14-01EW2		AYALA-ZITOUNI, LORRAINE	134.80	0.11	00000.0	00000	5890	0000002	13-14	134.80		
20746805	Paid	8/27/2013			P185430B	P185430	CALIFORNIA CONSULTING, LLC.	4,035.00	0.11	00000.0	00000	5810	0000001	13-14	4,035.00		
20746806	Paid	8/27/2013			12900V		CALIFORNIA SCHOOL BOARDS ASSOCIATION	16,130.00	0.11	00000.0	00000	5310	0000001	13-14	13,380.00		
20746806	Paid	8/27/2013			2418DF		CALIFORNIA SCHOOL BOARDS ASSOCIATION		0.11	00000.0	00000	4350	0000001	13-14	2,750.00		
20746807	Paid	8/27/2013			P185429B	P185429	CEB	12.10	0.13	81500.0	00000	4380	0000003	13-14	379.52		
20746807	Paid	8/27/2013			P185429B	P185429	CEB		0.13	81500.0	00000	9552	0000000	13-14	-3.80		
20746807	Paid	8/27/2013			P185429C	P185429	CEB		0.13	81500.0	00000	4380	0000003	13-14	2,021.48		
20746807	Paid	8/27/2013			P185429C	P185429	CEB		0.13	81500.0	00000	4380	0000003	13-14	-2,388.79		
20746807	Paid	8/27/2013			P185429C	P185429	CEB		0.13	81500.0	00000	9552	0000000	13-14	3.69		
20746808	Paid	8/27/2013			P185413B	P185413	CF EDUCATIONAL RESOURCES, INC.	4,166.67	0.13	30100.0	11100	5810	0000021	13-14	4,166.67		
20746809	Paid	8/27/2013			P185534	P185534	CGP EDUCATION, INC.	1,275.20	0.11	07156.0	11100	4210	0000006	13-14	637.60		-63.76
20746809	Paid	8/27/2013			P185534	P185534	CGP EDUCATION, INC.		0.11	07156.0	11100	4210	0000006	13-14	637.60		
20746810	Paid	8/27/2013			P185494	P185494	CHANNING L. BETE CO., INC.	396.87	0.13	56400.0	00000	4310	0000046	13-14	330.92		
20746810	Paid	8/27/2013			P185494	P185494	CHANNING L. BETE CO., INC.		0.13	56400.0	00000	4310	0000046	13-14	65.95		
20746811	Paid	8/27/2013			P185511	P185511	COOLE SCHOOL	766.00	0.13	30100.0	11100	4310	1320000	13-14	424.72		-37.66
20746811	Paid	8/27/2013			P185511	P185511	COOLE SCHOOL		0.13	30100.0	11100	4310	1320000	13-14	6.32		-0.56
20746811	Paid	8/27/2013			P185511	P185511	COOLE SCHOOL		0.13	30100.0	11100	4310	1320000	13-14	334.96		-29.70
20746812	Paid	8/27/2013			FS0504B	FS0504B	DEWEY PEST CONTROL	585.00	13.0	53100.0	00000	5810	0000900	13-14	585.00		
20746813	Paid	8/27/2013			184329AA	P184329A	DRG INTELLIGENT COMPUTER CONCEPTS	9,703.33	21.0	00000.1	00000	5810	0000000	13-14	9,703.33		
20746813	Paid	8/27/2013			P185673	P185673	EAGLE SOFTWARE	14,700.00	0.11	00000.0	00000	4340	0000040	13-14	14,700.00		
20746814	Paid	8/27/2013			P185414B	P185414	EDUNEERING, INC.	4,166.67	0.13	30100.0	11100	5810	0000021	13-14	4,166.67		
20746815	Paid	8/27/2013			P185533	P185533	GLENCOE/MC GRAW-HILL	2,165.35	0.11	07156.0	11100	4210	0000006	13-14	757.22		
20746816	Paid	8/27/2013			P185533	P185533	GLENCOE/MC GRAW-HILL		0.11	07156.0	11100	4210	0000006	13-14	757.22		
20746816	Paid	8/27/2013			P185533	P185533	GLENCOE/MC GRAW-HILL		0.11	07156.0	11100	4210	0000006	13-14	650.91		
20746816	Paid	8/27/2013			P185401	P185401	HOUGHTON MIFFLIN COMPANY	9,436.07	0.11	07156.0	11100	4210	0000006	13-14	432.23		
20746817	Paid	8/27/2013			P185402	P185402	HOUGHTON MIFFLIN COMPANY		0.11	07156.0	11100	4210	0000006	13-14	432.23		
20746817	Paid	8/27/2013			P185403	P185403	HOUGHTON MIFFLIN COMPANY		0.11	07156.0	11100	4210	0000006	13-14	432.23		
20746817	Paid	8/27/2013			P185404	P185404	HOUGHTON MIFFLIN COMPANY		0.11	07156.0	11100	4210	0000006	13-14	432.23		
20746817	Paid	8/27/2013			P185424	P185424	HOUGHTON MIFFLIN COMPANY		0.11	07156.0	11100	4210	0000006	13-14	7,707.15		
20746818	Paid	8/27/2013			P185653	P185653	HOUGHTON MIFFLIN HARCOURT	1,190.02	0.13	63000.0	11100	4210	0000006	13-14	1,190.02		
20746819	Paid	8/27/2013			P185495	P185495	KALMS TEST	59.95	0.13	65000.0	57740	4310	0000060	13-14	59.95		
20746820	Paid	8/27/2013			P185196	P185196A	MACMILLAN/MCRAW HILL	62.60	0.11	07156.0	11100	4210	0000006	13-14	62.60		
20746821	Paid	8/27/2013			P185662	P185662	MC MASTER-CARR SUPPLY COMPANY	42.66	0.11	00000.0	00000	4310	0000040	13-14	43.10		-0.44
20746821	Paid	8/27/2013			P185662	P185662	MC MASTER-CARR SUPPLY COMPANY		0.11	00000.0	00000	9552	0000000	13-14	544.01		
20746822	Paid	8/27/2013			P185557	P185557	OFFICE DEPOT	1,493.90	0.11	00000.0	11100	4310	3100000	13-14	544.01		
20746822	Paid	8/27/2013			P185638	P185638	OFFICE DEPOT		0.13	70900.0	11100	4310	1310000	13-14	474.94		

MONTHLY COMMERCIAL WARRANTS
For the Month of August 2013

Report id: LAAP129C

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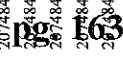
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64527

District: Payment

Warrant #	Status	Payment Date	Cancelled Date	Voucher Id	PO ID	Vendor Name	Warrant Total	Fund	Prty	Goal	Function	Obj	Sch/ Loc	Period	Line Amount	Use Tax	Accrual
20746822	Paid	8/27/2013		P185638	P185638	OFFICE DEPOT	43.89	01.3	70910.0	11100	10000	4310	1310000	13-14	474.95		
20746823	Paid	8/27/2013		P185503	P185503	PEARSON CURRICULUM	1,086.80	01.3	70900.0	11100	10000	4210	0000006	13-14	43.89		
20746824	Paid	8/27/2013		P185514	P185514	PRESTWICK HOUSE INC.	1,704.92	01.3	70900.0	11100	10000	4210	3100000	13-14	547.80		-49.80
20746825	Paid	8/27/2013		P185472	P185472	SCHOOL NURSE SUPPLY, INC.	8,224.35	01.3	70900.0	11100	10000	4310	0000006	13-14	1,704.92		-49.00
20746826	Paid	8/27/2013		P185397	P185397	SCHOOL SPECIALTY, INC.	120.00	01.3	70900.0	11100	10000	4310	3100000	13-14	432.55		
20746826	Paid	8/27/2013		P185397	P185397	SCHOOL SPECIALTY, INC.	4,523.50	01.3	81500.0	00000	81100	4380	0000003	13-14	607.10		
20748482	Paid	8/28/2013		P185685A	P185685A	BURKE MIDDLE SCHOOL ASB	394.96	01.1	07156.0	11100	10000	4210	0000006	13-14	7,184.70		
20748483	Paid	8/28/2013		P185429A	P185429A	CEG	100.00	01.3	81500.0	00000	81100	4380	0000003	13-14	120.00		
20748483	Paid	8/28/2013		P185429A	P185429A	CEG	394.96	01.1	07156.0	11100	10000	4210	0000006	13-14	2,388.75		
20748484	Paid	8/28/2013		P185200B	P185200B	CENGAGE LEARNING	100.00	01.3	30100.0	11100	10000	4310	0000023	13-14	307.50		
20748484	Paid	8/28/2013		P185200A	P185200A	CENGAGE LEARNING	42.00	01.3	30100.0	11100	10000	4210	0000006	13-14	87.86		-0.31
20748484	Paid	8/28/2013		P185200A	P185200A	CENGAGE LEARNING	7,071.70	01.1	07156.0	11100	10000	4210	0000006	13-14	87.86		-0.09
20748486	Paid	8/28/2013		P185684A	P185684A	CITY OF MONTEBELLO	100.00	01.3	30100.0	11100	10000	4310	0000023	13-14	100.00		
20748486	Paid	8/28/2013		P185400A	P185400A	EL RANCHO ASSOCIATED STUDENT BODY	42.00	01.3	30100.0	11100	10000	4310	0000023	13-14	42.00		
20748487	Paid	8/28/2013		P185400B	P185400B	HOUGHTON MIFFLIN COMPANY	799.00	01.1	00000.0	11100	10000	4340	3100000	13-14	42.00		
20748488	Paid	8/28/2013		P185571	P185571	KARMAISOFT, LLC	15,621.50	01.3	58102.0	00123	39000	4395	0000046	13-14	3,535.85		
20748489	Paid	8/28/2013		P185650	P185650	PAXIS	7,246.25	01.3	65000.0	57750	11900	4310	0000060	13-14	3,535.85		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	92.34	01.3	65000.0	57750	11900	4310	0000060	13-14	799.00		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	348.84	01.3	65000.0	57750	11900	4310	0000060	13-14	15,621.50		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	348.84	01.3	65000.0	57750	11900	4310	0000060	13-14	780.90		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	348.84	01.3	65000.0	57750	11900	4310	0000060	13-14	92.34		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	273.60	01.3	65000.0	57750	11900	4310	0000060	13-14	348.84		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	547.20	01.3	65000.0	57750	11900	4310	0000060	13-14	348.84		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	547.20	01.3	65000.0	57750	11900	4310	0000060	13-14	348.84		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	547.20	01.3	65000.0	57750	11900	4310	0000060	13-14	547.20		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	51.02	01.3	65000.0	57750	11900	4310	0000060	13-14	547.20		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	173.62	01.3	65000.0	57750	11900	4310	0000060	13-14	51.02		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	185.25	01.3	65000.0	57750	11900	4310	0000060	13-14	173.62		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	295.03	01.3	65000.0	57750	11900	4310	0000060	13-14	185.25		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	184.40	01.3	65000.0	57750	11900	4310	0000060	13-14	295.03		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	147.52	01.3	65000.0	57750	11900	4310	0000060	13-14	184.40		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	295.03	01.3	65000.0	57750	11900	4310	0000060	13-14	147.52		
20748490	Paid	8/28/2013		P185490	P185490	PEARSON ASSESSMENTS	295.03	01.3	65000.0	57750	11900	4310	0000060	13-14	295.03		
20748491	Paid	8/28/2013		P185671A	P185671A	PITNEY BOWES	88.52	01.1	00000.0	00000	72000	4350	0000002	13-14	73.76		
20748491	Paid	8/28/2013		P185671B	P185671B	PITNEY BOWES	8,878.79	01.1	00000.0	00000	72000	4350	0000002	13-14	295.03		
20748492	Paid	8/28/2013		P185288B	P185288B	PURCHASE POWER		01.1	00000.0	00000	72000	5911	0000002	13-14	184.40		

Item 14.4 A



Report Id: LAAP129C

For the Month of August 2013

09/03/2013 01:10:00 AM

District: 64527

Payment # Warrant # Status Date Payment Canceled Date Voucher Id PO ID Vendor Name

Warrant #	Status	Date	Payment	Canceled	Date	Voucher	Id	PO ID	Vendor Name	Warrant Total	Fund	PriY	Res	Goal	Function	Obj	Sch/LOC	Period	Amount	Line	UseTax	Accrual
20748493	Paid	8/28/2013				FS20522B	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR	839.85	13.0	53100.0	00000	37000	5630	0000900	13-14	736.98				
20748493	Paid	8/28/2013				FS20522B	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	53100.0	00000	37000	5630	0000900	13-14	19.54				
20748493	Paid	8/28/2013				FS20522B	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	53100.0	00000	37000	5630	0000900	13-14	18.21				
20748493	Paid	8/28/2013				FS20522B	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	53100.0	00000	37000	5630	0000900	13-14	39.85				
20748493	Paid	8/28/2013				FS20522B	FS20522	FS20522	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR		13.0	53100.0	00000	37000	5630	0000900	13-14	32.98				
20748494	Paid	8/28/2013				P185676A	P185676	P185676	TECH ED SERVICES, INC.	9,167.00	01.1	00000.0	00000	82000	5910	0000041	13-14	9,167.00				
20748495	Paid	8/28/2013				P185672B	P185672	P185672	TIME WARNER CABLE	130.58	01.1	00000.0	00000	72000	5890	0000002	13-14	130.58				
20751008	Paid	8/29/2013				P185391A	P185391	P185391	ROYAL PAPER CORPORATION	21,454.84	01.1	00000.0	00000	75400	9320	0000004	13-14	8,910.00				
20751008	Paid	8/29/2013				P185391A	P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	5,445.00				
20751008	Paid	8/29/2013				P185391A	P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	1,995.84				
20751008	Paid	8/29/2013				P185391A	P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	2,079.00				
20751008	Paid	8/29/2013				P185391A	P185391	P185391	ROYAL PAPER CORPORATION		01.1	00000.0	00000	75400	9320	0000004	13-14	1,045.00				
20758086	Paid	8/30/2013				12923V			ACSA	25.00	01.3	30100.0	11100	10000	5220	3100000	13-14	25.00				
20758087	Paid	8/30/2013				12930V			ACSA	1,265.00	01.3	70910.0	11100	10000	5220	2150000	13-14	1,265.00				
20758088	Paid	8/30/2013				12932V			AMERICAN COUNCIL ON EDUCATION	345.00	11.0	06390.0	41330	10000	4310	3140000	13-14	345.00				
20758089	Paid	8/30/2013				12931V			CALSPRA	190.00	01.1	00000.0	00000	71500	4350	0000001	13-14	190.00				
20758090	Paid	8/30/2013				12925V			COVARRUBIAS, LETICIA	44.55	01.1	00000.0	00000	72000	4350	0000002	13-14	44.55				
20758091	Paid	8/30/2013				12927V			CSTA	2,400.00	01.3	79900.0	11100	10000	5220	3100000	13-14	1,200.00				
20758091	Paid	8/30/2013				12927V			CSTA		01.3	30100.0	11100	10000	5220	3100000	13-14	1,200.00				
20758092	Paid	8/30/2013				12928V			LACSTA	100.00	01.1	00000.0	00000	71100	5310	0000001	13-14	100.00				
20758093	Paid	8/30/2013				12926V			PICO RIVERA CHAMBER OF COMMERCE	135.00	01.1	00000.0	00000	71500	5310	0000001	13-14	135.00				
20758094	Paid	8/30/2013				12929V			SIMPLEX GRUNNEL	486.00	01.1	00000.0	00000	27000	5630	3100000	13-14	486.00				
20758095	Paid	8/30/2013				P185291	P185291	P185291	UNITED STATES POSTMASTER	6.44	01.1	00000.0	00000	72000	5911	0000002	13-14	6.44				
20758096	Paid	8/30/2013				P185577A	P185577	P185577	YALE CHASE EQUIPMENT AND SERVICES, INC.	1,239.47	01.1	00000.0	00000	82000	4370	3100000	13-14	1,239.47				

2,620,074.33 -230.48

\$2,619,843.85

Clearing Account Activity
August, 2013

Check #	Date	Journal Type	Journal ID	Fund	Resource	Journal Author	Amount	Description
3425	08/02/13		*** VOID ***					
3426	08/02/13	DEP	14-008	71.0	00000.0	LA	19,515.71	District Cash Deposit 81065-81078
3427	08/08/13	DEP	14-011	71.0	00000.0	LA	20,710.25	District Cash Deposit 81079-81087
3428	08/14/13	PAYCC	14-01	01.1	00000.0	LA	1,426.40	Lorraine Ayala-Zitouni
3429	08/14/13	PAYCC	14-02	01.1	00000.0	LA	390.69	Olga Montamo-Briseno
3430	08/16/13		*** VOID ***					
3431	08/19/13	DEP	14-012	01.1	00000.0	LA	6,178.90	District Cash Deposit 81088-81101
							\$ 48,221.95	

Item 14.4 A

ISSUE:

El Rancho Unified School District's 2012-2013 Unaudited Actuals.

ANALYSIS:

Pursuant to Education Code Section 42100, all districts must have their Unaudited Actuals approved by their Board of Education and a copy submitted to the Business Advisory Services of the Los Angeles County Office of Education. The Unaudited Actuals Report must reflect only those transactions supported by the County accounting system, PeopleSoft Financial System Services.

RECOMMENDATION:

Approve the El Rancho Unified School District's 2012-2013 Unaudited Actuals Report pursuant to Education Code Section 42100.

Submitted by: Laura Castillo, Director of Fiscal Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013

ISSUE:

Approve Copier Lease Agreements for South Ranchito Elementary, Student Services, and Human Resources

ANALYSIS:

Copier Lease Agreements for South Ranchito Elementary, Student Services, and Human Resources are set to expire October 1, 2013.

Office Digital Solutions is the District's selected vendor for copiers (RFP No.103, approved May 9, 2013). As leases reach their expiration date, each department or school is evaluated in order to provide the best overall and economical copier solution.

The proposed replacements provide staff with enhanced features such as print-to, scanning, and scan-to email for increased productivity. The new units also reduce annual lease expenses by approximately \$6,998.40.

While Office Digital Solutions is the dealer that will furnish all units, the leasing company is Leaf Capital Funding. Additional lease agreements will be submitted to the Board of Education for approval as existing leases reach their expiration date.

RECOMMENDATION:

Approve Copier Lease Agreements with Leaf Capital Funding for South Ranchito Elementary, Student Services, and Human Resources.

Submitted by: Jeff Fitchett, Director of Purchasing and Warehousing
Leticia Covarrubias, Chief Business Officer

September 12, 2013



LEASE AGREEMENT

1720 A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 800-426-2626

LESSEE LEGAL NAME: El Rancho Unified School District dba South Ranchito Elementary School
Tax ID#: 952163543 Telephone No: 5629421500

Billing Address: 8920 E. Slauson Ave., Pico Rivera 90660
Equipment Location (if other than Billing Address): 5241 S. PASSONS BL., PICO RIVERA, CA 90660

EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments - attach separate schedule if necessary)

Kyocera TASKalfa 8001i copier system, DF-790 Finisher, Data Security Kit E

Table with columns: BASE TERM IN MONTHS (60), TOTAL NUMBER OF LEASE PAYMENTS (60 @ \$138.91), and END OF LEASE PURCHASE OPTION (Fair market value, 10% of Equipment cost, \$1.00, plus taxes). Includes sub-sections (a) Advance Payment, (b) Security Deposit, (c) Documentation Fee, and Total due a + b + c = \$95.00.

**If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment. Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.

TERMS AND CONDITIONS

In this agreement ("Lease"), "we," "our," and "us" refers to LEAF Capital Funding, LLC as Lessor and "you" and "your" refer to the Lessee. You agree to lease the Equipment upon the following terms and conditions:

- 1. LEASE PAYMENTS AND TERM: The Lease is enforceable on you upon your execution... 2. DELIVERY, ACCEPTANCE, USE AND REPAIR: You are responsible for Equipment delivery and installation... 3. INDEMNIFICATION: You agree to indemnify, defend and hold us harmless from and against any losses, damages, penalties, claims and suits... 4. LEASE EXPIRATION, RENEWAL: Unless you notify us at least 90 days prior to the expiration of the Lease... 5. LATE FEES AND CHARGES: If any amount is not paid within five (5) days of when due... 6. NO WARRANTY: We do not manufacture the Equipment and you have selected the Equipment and the supplier... 7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition...

- 8. OWNERSHIP AND TAXES: We own the Equipment (excluding licensed software). If you are deemed to own it, you grant us a security interest in the Equipment... 9. DEFAULT: If you or any guarantor do not pay us any amount within ten (10) days of its due date... 10. ASSIGNMENT: You have no right to sell or assign the Equipment or Lease... 11. ARTICLE 2A: You agree this Lease is a "finance lease" as defined in Article 2A of the Uniform Commercial Code... 12. CREDIT INFORMATION: You authorize us or any of our affiliates to obtain credit bureau reports... 13. CHOICE OF LAW: THIS LEASE WILL BE GOVERNED BY PENNSYLVANIA LAW... 14. MISCELLANEOUS: This Lease is the parties' entire agreement and can be amended only in writing signed by both parties...

ACCEPTED BY LESSEE: Print Name: Title:
X Lessee Authorized Signature E-Mail Address: Date:

PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment.

SIGNED X Print Name: E-Mail Address:
Accepted by: LEAF CAPITAL FUNDING, LLC By: Title: Lease Commencement Date: (LEASE01/2.2.12)

Item 14.4 C



LEASE AGREEMENT

1720 A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 800-426-2626

LESSEE LEGAL NAME: El Rancho Unified School District		Tax ID#: 952163543	Telephone No: 5629421500
Billing Address: Student Services, 8910 E. Slauson Ave., Pico Rivera 90660		Equipment Location (if other than Billing Address):	
EQUIPMENT DESCRIPTION: (Indicate quantity, new or used and include make, model, serial # and all attachments - attach separate schedule if necessary)			
Kyocera TASKalfa 4551ci color copier system, DP-771, DF-770, Data Security Kit E, Stand			
BASE TERM IN MONTHS	TOTAL NUMBER OF LEASE PAYMENTS	END OF LEASE PURCHASE OPTION	
60	60 @ \$ 109.92 (plus taxes) followed by @ \$ (plus taxes)	<input type="checkbox"/> Fair market value, plus taxes <input type="checkbox"/> 10% of Equipment cost, plus taxes <input type="checkbox"/> \$1.00, plus taxes (FMV unless another option is selected. You may not exercise a purchase option if you are in default. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS without warranty.)	(a) Advance Payment: \$ (b) Security Deposit: \$ (c) Documentation Fee: \$95.00 Total due a + b + c =: \$95.00
**If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment. Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.			

TERMS AND CONDITIONS

In this agreement ("Lease"), "we," "our," and "us" refers to LEAF Capital Funding, LLC as Lessor and "you" and "your" refer to the Lessee. You agree to lease the Equipment upon the following terms and conditions:

- LEASE PAYMENTS AND TERM:** The Lease is enforceable on you upon your execution. The term of the Lease shall commence on the date the Equipment is delivered to you ("Lease Commencement Date"). The first Lease Payment shall be due on the date we specify in the month following the Lease Commencement Date (each, a "Payment Date"), as set forth in our invoice, and the remaining Lease Payments will be due on the same day of each subsequent month until paid in full. The Base Term shall commence on the date one month prior to the first Payment Date. We may charge you a portion of one Lease Payment for the period from the Lease Commencement Date until the first day of the Base Term ("Interim Rent"). The Interim Rent shall be due as invoiced. We may adjust the Lease Payments up to 15% if the actual costs are different than the estimate used to calculate the Lease Payments.
- DELIVERY, ACCEPTANCE, USE AND REPAIR:** You are responsible for Equipment delivery and installation. Unless you notify us otherwise in writing within 10 days of delivery, you unconditionally accept the Equipment. You authorize us to fill in the Lease Commencement Date, serial numbers and other information. You will not move the Equipment from the above location without our written consent and are responsible for maintaining the Equipment in good repair. We are not responsible for Equipment or vendor failures.
- INDEMNIFICATION:** You agree to indemnify, defend and hold us harmless from and against any losses, damages, penalties, claims and suits, including attorneys' fees and expenses related to the ordering, manufacture, installation, ownership, condition, use, lease, possession, delivery or return of Equipment.
- LEASE EXPIRATION, RENEWAL:** Unless you notify us at least 90 days prior to the expiration of the Lease of your election to return or purchase the Equipment, this Lease will renew on a month-to-month basis at the same monthly Lease Payment until you either exercise the purchase option or provide us with at least 90 days notice and return the Equipment. If you return the Equipment, (i) it must be to the location we designate and you are responsible for all return costs and agree to pay us a Restocking Fee equal to one Lease Payment, and (ii) you must securely remove all data from any and all disk drives or magnetic media prior to returning the Equipment (and you are solely responsible for selecting an appropriate removal standard that meets your business needs and complies with applicable laws). You will pay us for any loss in value resulting from failure to maintain the Equipment in accordance with this Lease or for damages incurred in shipping and handling. If you exercise a purchase option we will convey all of our interest in such Equipment to you on an AS-IS WHERE IS basis without representation or warranty.
- LATE FEES AND CHARGES:** If any amount is not paid within five (5) days of when due, you agree to pay us a late charge equal to the lesser of 10% of the amount past due or the maximum legal amount. Amounts which are not paid within 30 days of when due shall accrue interest at 1.5% per month (or if less, the maximum legal rate) until paid. You agree to pay \$25 for each pay by phone and \$35 for each returned payment.
- NO WARRANTY:** We do not manufacture the Equipment and you have selected the Equipment and the supplier. WE MAKE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY OR FITNESS FOR A PURPOSE AND ARE NOT RESPONSIBLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES.
- INSURANCE, RISK OF LOSS:** You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period"). During the Risk Period you will maintain property and liability insurance on the Equipment acceptable to us, naming us loss payee and additional insured. If you do not

provide us with proof of such insurance, we may secure insurance on the Equipment to cover our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of such insurance and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

8. OWNERSHIP AND TAXES: We own the Equipment (excluding licensed software). If you are deemed to own it, you grant us a security interest in the Equipment. You authorize us to file UCC financing statements to confirm our interest. You will pay, when due, all taxes, fines and penalties relating to the purchase, use, leasing and/or ownership of the Equipment. For administrative purposes, unless we otherwise direct in writing, you will list Lessee as the owner of the Equipment for property tax purposes and file and pay when due any property taxes relating to the Equipment directly to the taxing authority and provide us with evidence of compliance. If we pay any taxes, fees or penalties on your behalf, you will pay us the amount we paid plus an administrative fee. You agree to pay us the documentation fee specified above or if not so specified, the greater of either \$125 or 0.5% of the Equipment cost. If we require an Equipment site inspection, or you request administrative services, you agree to reimburse our costs.

9. DEFAULT: If you or any guarantor do not pay us any amount within ten (10) days of its due date, or breach any terms of this Lease, any guaranty or any license relating to the Equipment, you will be in default. If you default, we may require you to do any combination of the following: (a) immediately pay all amounts then due, plus the present value of the remaining Lease Payments, Interim Rent and residual value of the Equipment, as determined by us, discounted at an annual rate of 3%; (b) return all of the Equipment; (c) allow us to repossess the Equipment; or (d) use any and all remedies available to us under applicable law. If you default, you agree to pay the cost of repossession and our attorney's fees and costs. In addition to all other charges and as reimbursement for expenses incurred and not as a penalty, we may require you to reimburse us for the phone calls, letters, and any additional expense incurred in the collection or servicing of this Lease for you. If we take possession of the Equipment, we may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after we have deducted all costs related to the sale or disposition of the Equipment) to the amounts that you owe us. You agree that if notice of sale is required by law, 10 days' notice shall constitute reasonable notice. You remain responsible for any amounts that are due after we have applied such net proceeds. We may apply any security deposits to your obligations and if you do not default, the balance will be refunded without interest.

10. ASSIGNMENT: You have no right to sell or assign the Equipment or Lease. We may sell or assign our rights in the Lease and/or Equipment and the new owner will have all our rights but will not be subject to any claim or defense you have against us.

11. ARTICLE 2A: You agree this Lease is a "finance lease" as defined in Article 2A of the Uniform Commercial Code. You waive all rights and remedies conferred upon a lessee by Article 2A (508-522) of the UCC. You have received a copy of the Supply Contract or been informed of the identity of the Supplier and you may have rights under the Supply Contract and may contact the Supplier for a description of those rights.

12. CREDIT INFORMATION: You authorize us or any of our affiliates to obtain credit bureau reports, and make other credit inquiries that we deem necessary.

13. CHOICE OF LAW: THIS LEASE WILL BE GOVERNED BY PENNSYLVANIA LAW. YOU CONSENT TO JURISDICTION IN THE STATE OR FEDERAL COURTS IN PENNSYLVANIA AND WAIVE ANY RIGHT TO A TRIAL BY JURY.

14. MISCELLANEOUS: This Lease is the parties' entire agreement and can be amended only in writing signed by both parties. A fax of the Lease with fax signatures may be treated as an original and will be admissible as evidence. You will use the Equipment only for business purposes and not for personal, family or household use.

ACCEPTED BY LESSEE:		Print Name: _____	Title: _____
X	Lessee Authorized Signature	E-Mail Address: _____	Date: _____
PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee. If more than one person signs this guaranty, each agrees that his/her liability is joint and several. Undersigned authorizes us and our affiliates to obtain credit bureau reports and make inquiries regarding undersigned's personal credit. You consent to jurisdiction in the State or Federal courts in Pennsylvania and expressly waive any right to a trial by jury.			
SIGNED X		Print Name: _____	E-Mail Address: _____
Accepted by: LEAF CAPITAL FUNDING, LLC By: _____		Title: _____	Lease Commencement Date: _____ (LEASE01/2.2.12)



LEASE AGREEMENT

1720 A Crete Street, Moberly, MO 65270
Phone: 800-862-3759, Fax: 800-426-2626

LESSEE LEGAL NAME: El Rancho Unified School District
Tax ID#: 952163543 Telephone No: 5629421500
Billing Address: Human Resources, 8910 E. Slauson Ave., Pico Rivera 90660
EQUIPMENT DESCRIPTION: Kyocera TASKalfa 5501i copier system, DP-771, DF-770, AK-730, Data Security Kit E, Stand
BASE TERM IN MONTHS: 60
TOTAL NUMBER OF LEASE PAYMENTS: 60 @ \$ 81.85 (plus taxes)
END OF LEASE PURCHASE OPTION: (a) Advance Payment: \$, (b) Security Deposit: \$, (c) Documentation Fee: \$95.00, Total due a + b + c =: \$95.00

TERMS AND CONDITIONS
In this agreement ("Lease"), "we," "our," and "us" refers to LEAF Capital Funding, LLC as Lessor and "you" and "your" refer to the Lessee. You agree to lease the Equipment upon the following terms and conditions:

- 1. LEASE PAYMENTS AND TERM: The Lease is enforceable on you upon your execution. The term of the Lease shall commence on the date the Equipment is delivered to you ("Lease Commencement Date").
2. DELIVERY, ACCEPTANCE, USE AND REPAIR: You are responsible for Equipment delivery and installation.
3. INDEMNIFICATION: You agree to indemnify, defend and hold us harmless from and against any losses, damages, penalties, claims and suits, including attorneys' fees and expenses related to the ordering, manufacture, installation, ownership, condition, use, lease, possession, delivery or return of Equipment.
4. LEASE EXPIRATION, RENEWAL: Unless you notify us at least 90 days prior to the expiration of the Lease of your election to return or purchase the Equipment, this Lease will renew on a month-to-month basis at the same monthly Lease Payment until you either exercise the purchase option or provide us with at least 90 days notice and return the Equipment.
5. LATE FEES AND CHARGES: If any amount is not paid within five (5) days of when due, you agree to pay us a late charge equal to the lesser of 10% of the amount past due or the maximum legal amount.
6. NO WARRANTY: We do not manufacture the Equipment and you have selected the Equipment and the supplier. WE MAKE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY OR FITNESS FOR A PURPOSE AND ARE NOT RESPONSIBLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES.
7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period").
8. OWNERSHIP AND TAXES: We own the Equipment (excluding licensed software). If you are deemed to own it, you grant us a security interest in the Equipment.
9. DEFAULT: If you or any guarantor do not pay us any amount within ten (10) days of its due date, or breach any terms of this Lease, any guaranty or any license relating to the Equipment, you will be in default.
10. ASSIGNMENT: You have no right to sell or assign the Equipment or Lease.
11. ARTICLE 2A: You agree this Lease is a "finance lease" as defined in Article 2A of the Uniform Commercial Code.
12. CREDIT INFORMATION: You authorize us or any of our affiliates to obtain credit bureau reports, and make other credit inquiries that we deem necessary.
13. CHOICE OF LAW: THIS LEASE WILL BE GOVERNED BY PENNSYLVANIA LAW. YOU CONSENT TO JURISDICTION IN THE STATE OR FEDERAL COURTS IN PENNSYLVANIA AND WAIVE ANY RIGHT TO A TRIAL BY JURY.
14. MISCELLANEOUS: This Lease is the parties' entire agreement and can be amended only in writing signed by both parties.

ACCEPTED BY LESSEE:
Print Name: _____ Title: _____
X Lessee Authorized Signature E-Mail Address: _____ Date: _____
PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee.
SIGNED X
Print Name: _____ E-Mail Address: _____
Accepted by: LEAF CAPITAL FUNDING, LLC By: _____ Title: _____ Lease Commencement Date: _____ (LEASE01/2.2.12)

ISSUE:

Accept letter of agreement.

ANALYSIS:

As part of the Rio Vista Park renovation project, the El Rancho Unified School District requested that the City of Pico Rivera install new and separate meters for both the park and the school irrigation only. Previously, both sites (irrigation only) were supplied by a common meter. The new water line upgrades in the street on Coffman-Pico Rd. that are necessary to accommodate the changes are currently not complete. The City of Pico Rivera has requested continued use of the original meter under the stipulations as provided in the correspondence until such time as the new meter services are complete.

RECOMMENDATION:

Accept letter of agreement between the El Rancho Unified School District and the City of Pico Rivera for the continued use of the original water meter in connection with the Rio Vista Park Renovation Project.

Submitted by: Carlos Jimenez, Director of Maintenance and Operations
Leticia Covarrubias, Chief Business Officer

September 12, 2013

Item 14.4 D



City of Pico Rivera
PUBLIC WORKS DEPARTMENT

6615 Passons Boulevard · Pico Rivera, California 90660
 (562) 801-4421

Web: www.pico-rivera.org · e-mail: lgaray@pico-rivera.org

City Council

Gustavo V. Camacho
 Mayor

Brent A. Tercero
 Mayor Pro Tem

Bob J. Archuleta
 Councilmember

David W. Armenta
 Councilmember

Gregory Saicido
 Councilmember

Arturo Cervantes, P.E.
 Director of Public Works/City Engineer

July 18, 2013

Mr. Carlos Jimenez
 Director of Maintenance
 El Rancho Unified School District
 8910 E. Slauson Avenue
 Pico Rivera, CA 90660

SUBJECT: LETTER OF AGREEMENT FOR CONTINUED USE OF EXISTING WATER METER -
 RIO VISTA PARK RENOVATION PROJECT

Dear Mr. Jimenez:

This letter is to formalize previous communications regarding the continued use of the existing three-inch (3") water meter and backflow at Rio Vista Park for construction purposes without a secondary construction meter. The existing 3" meter will continue to serve the park and the school's irrigation system, just as it was prior to construction commencing at the Park.

As discussed, the use of the existing 3" meter is agreed to with the following as stipulated by the El Rancho Unified School District (District):

- The main irrigation line isolation valve that existed at the fence line between the park and the school must still be in place as it existed prior to the modifications that were performed by the City's contractor during construction.

It has been confirmed that the existing isolation valve was untouched and will remain in place.

- The City must make the original irrigation pump as it existed at the northwest fence line at the park, operational in order to ensure that there is sufficient water volume and pressure at both the school and park.

It has been confirmed that the original irrigation pump is operational at this time.

- The City will pay all outstanding invoices for water use incurred during this project that the District has previously submitted as well as all future invoices until the park project is complete and the District has a new irrigation water meter in place separate from Rio Vista Park.

The City agrees as stated.

We appreciate the District's continued cooperation and understanding as we complete the construction of the Rio Vista Park Renovation Project.

Should you have any questions, please do not hesitate to contact me at (562) 801-4417.

Sincerely,

Rene Guerrero
 Assistant City Engineer

RG:lg

cc: Director of Public Works/City Engineer

Item 14.4 E

ISSUE:

Approve to declare computer equipment as obsolete.

ANALYSIS:

The District has accumulated (327) items of computer and miscellaneous electronic equipment to be declared obsolete because such equipment can no longer be restored for school/office use.

Sites or Departments were invited to visit the District Warehouse August 29th & 30th, to requisition the items prior to their disposal.

Obsolete computer equipment will be disposed of according to laws and regulations for the disposal of electronic waste.

After comparing rates with other E-Waste handlers, it was determined the Global E-Recyclers presently offers the most competitive E-Waste recycling rate. Upon approval, the district will schedule pick up of electronic waste with Global E-Recyclers, Inc. a licensed electronic waste recycler.

Global E-Recyclers, Inc. has agreed to remove and dispose of the equipment at the following rates payable to the district:

PC's- \$0.25lb
CRT's - \$0.20lb
MISC - \$0.01lb

RECOMMENDATION:

Approve to declare (327) items of computer equipment as obsolete and authorize disposal of equipment, which is no longer usable by the District.

Submitted by: Jeff Fitchett, Director of Purchasing and Warehousing
Leticia Covarrubias, Chief Business Officer

September 12, 2013

Ln.	Manufacture	Description	Serial #	Inventory#	Location
1	DELL	PRINTER	CN0GH2014873468M2LBO	N/A	STUDENT SERVICES
2	DELL	MONITOR	MX05E5324780127MC02X	N/A	STUDENT SERVICES
3	APOLLO	OVERHEAD PROJECTOR	98010806	N/A	STUDENT SERVICES
4	RICOH	COPY MACHINE	8020062	00696	STUDENT SERVICES
5	DELL	LAPTOP	008206D128009BC1078	01056	STUDENT SERVICES
6	DELL	LAPTOP	0082060129BC1074	011131	STUDENT SERVICES
7	VCRPLUS	VCR	N/A	05183	STUDENT SERVICES
8	FELLOWES	SHREDDER	38340	N/A	STUDENT SERVICES
9	ALPHASMART	LEARNING DEVICE	N/A	N/A	STUDENT SERVICES
10	APPLE	COMPUTER	N/A	014899	SALAZAR
11	APPLE	COMPUTER	TY65033822	N/A	NORTH PARK MS
12	DELL	COMPUTER	J4YVG11	014031	NORTH PARK MS
13	COMPAQ	COMPUTER	6752BPM5T070	N/A	NORTH PARK MS
14	COMPAQ	COMPUTER	CNT75MDB6N5	N/A	NORTH PARK MS
15	HP	PRINTER	CNBGH33532	N/A	NORTH PARK MS
16	COMPAQ	COMPUTER	6610HXF3P563	N/A	NORTH PARK MS
17	HP	PRINTER	SG85C1N1X2	N/A	NORTH PARK MS
18	BROTHER	PRINTER	V6066B2J6	N/A	NORTH PARK MS
19	HP	PRINTER	SG858E1N2WR	04791	NORTH PARK MS
20	APPLE	COMPUTER	XB8243A2CTA	04623	NORTH PARK MS
21	RCA	VCR	749691674	04787	NORTH PARK MS
22	HP	PRINTER	CN1CL6BQQ8	N/A	NORTH PARK MS
23	BROTHER	PRINTER	V6G0066G1J211172	04701	NORTH PARK MS
24	SCANTRON	SCANNER	LC02122	N/A	NORTH PARK MS
25	3M	OVERHEAD PROJECTOR	476503	N/A	NORTH PARK MS
26	PACKARD BELL	COMPUTER	84544115	N/A	NORTH PARK MS
27	HP	PRINTER	C45628B	N/A	NORTH PARK MS
28	3M	OVERHEAD PROJECTOR	476504	N/A	NORTH PARK MS
29	3M	OVERHEAD PROJECTOR	170007549	N/A	NORTH PARK MS
30	MAGTRONIC	MONITOR	902EFG02D00372	N/A	NORTH PARK MS
31	APPLE	COMPUTER	YM1432KWLRP	06487	NORTH PARK MS
32	APPLE	COMPUTER	PT9203GN5L	04925	NORTH PARK MS
33	APPLE	COMPUTER	TRO65641DD	014016	NORTH PARK MS
34	APPLE	COMPUTER	YM1432LKRF	010314	NORTH PARK MS
35	APPLE	COMPUTER	DFASD54651	014026	NORTH PARK MS
36	APPLE	COMPUTER	PT9335JXGTO	010341	NORTH PARK MS
37	APPLE	COMPUTER	YM1432ZTLRF	06476	NORTH PARK MS
38	APPLE	COMPUTER	DT9335S2GTO	014006	NORTH PARK MS
39	APPLE	COMPUTER	YM143ZLJRF1	06495	NORTH PARK MS
40	APPLE	COMPUTER	PT9335TDGTO	06525	NORTH PARK MS
41	APPLE	COMPUTER	YM143ZL7LRF	06497	NORTH PARK MS
42	APPLE	COMPUTER	PT9206AXG3K	04640	NORTH PARK MS
43	APPLE	COMPUTER	PT9335Z2GTO	014012	NORTH PARK MS
44	APPLE	COMPUTER	YM143ZKTLRF	06484	NORTH PARK MS
45	APPLE	COMPUTER	PT9375RBGSN	04761	NORTH PARK MS
46	APPLE	COMPUTER	PT9335Z6GTO	04549	NORTH PARK MS
47	APPLE	COMPUTER	PT9335JQGTO	04827	NORTH PARK MS
48	APPLE	COMPUTER	YM035DDD JW	06517	NORTH PARK MS
49	APPLE	COMPUTER	PT9335SDGTO	N/A	NORTH PARK MS
50	APPLE	COMPUTER	PT9375XVGSN	06519	NORTH PARK MS
51	APPLE	COMPUTER	XB250JECTA	04647	NORTH PARK MS
52	APPLE	COMPUTER	TY8260GLCTA	04622	NORTH PARK MS

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Ln.	Manufacture	Description	Serial #	Inventory#	Location
53	APPLE	COMPUTER	XB2508J6CTA	145792	NORTH PARK MS
54	APPLE	COMPUTER	TY8260FZCTA	04968	NORTH PARK MS
55	APPLE	COMPUTER	TY8271QPCTA	04543	NORTH PARK MS
56	APPLE	COMPUTER	XB8243APCTA	45115	NORTH PARK MS
57	APPLE	COMPUTER	PT9899AAG5M	04666	NORTH PARK MS
58	APPLE	COMPUTER	PT9335ZHGT0	04564	NORTH PARK MS
59	APPLE	COMPUTER	XA92220WGTO	04871	NORTH PARK MS
60	APPLE	COMPUTER	YM1432KXLR	06480	NORTH PARK MS
61	APPLE	COMPUTER	YM0401M5JAU	010316	NORTH PARK MS
62	APPLE	COMPUTER	PT9335SNGTG	014024	NORTH PARK MS
63	APPLE	COMPUTER	PT9189D9G5M	N/A	NORTH PARK MS
64	APPLE	COMPUTER	YM413ZL8LRF	06492	NORTH PARK MS
65	VCC	SWITCH	N/A	034541	NORTH PARK MS
66	APPLE	COMPUTER	QT91119AE60	06540	NORTH PARK MS
67	APPLE	COMPUTER	QF7091KF8JY	N/A	NORTH PARK MS
68	APPLE	COMPUTER	UV0405PHQ4	010328	NORTH PARK MS
69	ADVTAGE	SCANNER	NC11031195	N/A	NORTH PARK MS
70	HP	COMPUTER	GCYD83317822	N/A	NORTH PARK MS
71	APPLE	COMPUTER	YM143ZLPLRF	06506	NORTH PARK MS
72	APPLE	COMPUTER	XA92220QGTO	010343	NORTH PARK MS
73	APPLE	COMPUTER	PT9335T8GTO	04820	NORTH PARK MS
74	APPLE	COMPUTER	YM143ZLDLRF	010311	NORTH PARK MS
75	APPLE	COMPUTER	YM035BJJWQ	06535	NORTH PARK MS
76	APPLE	COMPUTER	PT9335T1GTO	04721	NORTH PARK MS
77	APPLE	COMPUTER	YM143ZKLR	06478	NORTH PARK MS
78	APPLE	COMPUTER	PT9335RQGTO	04535	NORTH PARK MS
79	APPLE	COMPUTER	YM143ZLOLRF	06483	NORTH PARK MS
80	APPLE	COMPUTER	YM0401N9JAU	06520	NORTH PARK MS
81	APPLE	COMPUTER	DT9189HAG5M	04662	NORTH PARK MS
82	APPLE	COMPUTER	YM143ZLALRF	06491	NORTH PARK MS
83	APPLE	COMPUTER	PT9189JVG5M	04636	NORTH PARK MS
84	APPLE	COMPUTER	YM143ZLFLRF	06490	NORTH PARK MS
85	APPLE	COMPUTER	YM143ZL3LKRF	06479	NORTH PARK MS
86	APPLE	COMPUTER	PT9206BLG3K	04639	NORTH PARK MS
87	APPLE	COMPUTER	PT9189AHG5M	04638	NORTH PARK MS
88	APPLE	COMPUTER	YM143ZLBLRF	06507	NORTH PARK MS
89	APPLE	COMPUTER	YM143ZKVLRF	06473	NORTH PARK MS
90	HP	MONITOR	MY72693839	N/A	NORTH PARK MS
91	MAGTRONIC	MONITOR	902EFG02D0394	N/A	NORTH PARK MS
92	DELL	MONITOR	CN09M55664810	N/A	NORTH PARK MS
93	DELL	MONITOR	CN05E53247803	N/A	NORTH PARK MS
94	DELL	MONITOR	MX0M913347605	N/A	NORTH PARK MS
95	NEC	MONITOR	5X19215LB	N/A	NORTH PARK MS
96	HP	PRINTER	SG85EIN2XC	N/A	NORTH PARK MS
97	EPSON	PRINTER	C48E143236	N/A	NORTH PARK MS
98	HP	PRINTER	MY07B19054	N/A	NORTH PARK MS
99	PACKARD BELL	MONITOR	LEMN74709081	N/A	NORTH PARK MS
100	MAGTRONIC	MONITOR	902EFG0200400	N/A	NORTH PARK MS
101	ELMO	OVERHEAD PROJECTOR	326792	N/A	NORTH PARK MS
102	3M	OVERHEAD PROJECTOR	637972	N/A	NORTH PARK MS
103	ELMO	OVERHEAD PROJECTOR	326836	N/A	NORTH PARK MS
104	APPLE	KEYBOARD	VW818EOA33G	N/A	NORTH PARK MS

Ln.	Manufacture	Description	Serial #	Inventory#	Location
105	APPLE	KEYBOARD	PK52170F33G	N/A	NORTH PARK MS
106	APPLE	KEYBOARD	PK26918833G	N/A	NORTH PARK MS
107	APPLE	KEYBOARD	N818ERC33G	N/A	NORTH PARK MS
108	APPLE	KEYBOARD	NN628JNL33G	N/A	NORTH PARK MS
109	APPLE	KEYBOARD	PK7122T333G	N/A	NORTH PARK MS
110	APPLE	KEYBOARD	NK8182JH33G	N/A	NORTH PARK MS
111	APPLE	KEYBOARD	NK8182K233G	N/A	NORTH PARK MS
112	APPLE	KEYBOARD	NN423L8W33G	N/A	NORTH PARK MS
113	APPLE	KEYBOARD	NN816GFA33G	N/A	NORTH PARK MS
114	APPLE	KEYBOARD	NN642TEL33G	N/A	NORTH PARK MS
115	APPLE	KEYBOARD	PK7102AS33G	N/A	NORTH PARK MS
116	APPLE	KEYBOARD	NN522J533G	N/A	NORTH PARK MS
117	APPLE	KEYBOARD	97000500066	N/A	NORTH PARK MS
118	APPLE	KEYBOARD	M12505JYO3N	N/A	NORTH PARK MS
119	APPLE	KEYBOARD	S14191TR03N	N/A	NORTH PARK MS
120	APPLE	KEYBOARD	NK91202MF9L	N/A	NORTH PARK MS
121	APPLE	KEYBOARD	AP93301X2GYL	N/A	NORTH PARK MS
122	APPLE	KEYBOARD	AP93300P8GXL	N/A	NORTH PARK MS
123	APPLE	KEYBOARD	AP933021VGYL	N/A	NORTH PARK MS
124	APPLE	KEYBOARD	AP33013EGYL	N/A	NORTH PARK MS
125	APPLE	KEYBOARD	NK90205GZF9J	N/A	NORTH PARK MS
126	APPLE	KEYBOARD	NK91202EFF9L	N/A	NORTH PARK MS
127	APPLE	KEYBOARD	KY13106BYK4VC	N/A	NORTH PARK MS
128	APPLE	KEYBOARD	KY13109MQK4VC	N/A	NORTH PARK MS
129	APPLE	KEYBOARD	KY13106BXX4VC	N/A	NORTH PARK MS
130	APPLE	KEYBOARD	KY13106BPK4VC	N/A	NORTH PARK MS
131	APPLE	KEYBOARD	KY1300XS1K4VC	N/A	NORTH PARK MS
132	APPLE	KEYBOARD	KY0391ANTK4V	N/A	NORTH PARK MS
133	DELL	KEYBOARD	CN07N242	N/A	NORTH PARK MS
134	DELL	KEYBOARD	TH025PGG	N/A	NORTH PARK MS
135	DELL	KEYBOARD	CN0W7658	N/A	NORTH PARK MS
136	MCALLY	KEYBOARD	643100415	N/A	NORTH PARK MS
137	PACKARD BELL	KEYBOARD	ESXX8M105M	N/A	NORTH PARK MS
138	DELL	MONITOR	MX05E53247801	N/A	NORTH PARK MS
139	IMATION	DRIVE	N/A	N/A	NORTH PARK MS
140	HP	PRINTER	EUSEKO10594	N/A	NORTH PARK MS
141	HP	PRINTER	JPLGF15509	163475	NORTH PARK MS
142	HP	PRINTER	USBNL29757	014050	NORTH PARK MS
143	APPLE	COMPUTER	TX8260FPCTA	04527	NORTH PARK MS
144	APPLE	COMPUTER	XB8250HJCTA	04645	NORTH PARK MS
145	APPLE	COMPUTER	TY82702MCTA	04660	NORTH PARK MS
146	APPLE	COMPUTER	XB8243A9CTA	04916	NORTH PARK MS
147	APPLE	COMPUTER	TY8260FRCTA	04616	NORTH PARK MS
148	APPLE	COMPUTER	TY8260D8CTA	04796	NORTH PARK MS
149	APPLE	COMPUTER	XB8243ADCTA	04771	NORTH PARK MS
150	APPLE	COMPUTER	TYB27158CTA	04829	NORTH PARK MS
151	APPLE	COMPUTER	TYB260J3CTA	04653	NORTH PARK MS
152	APPLE	COMPUTER	TY82767MCTA	45792	NORTH PARK MS
153	APPLE	COMPUTER	TY82709SCTA	04792	NORTH PARK MS
154	APPLE	COMPUTER	TY8271QGCTA	04649	NORTH PARK MS
155	APPLE	COMPUTER	TY8271QNCTA	04643	NORTH PARK MS
156	APPLE	COMPUTER	XB8250GXCTA	45798	NORTH PARK MS

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Ln.	Manufacture	Description	Serial #	Inventory#	Location
157	APPLE	COMPUTER	TYB260GFCTA	04765	NORTH PARK MS
158	APPLE	COMPUTER	XB8258DOCTA	45192	NORTH PARK MS
159	APPLE	COMPUTER	TY8260H8CTA	04816	NORTH PARK MS
160	APPLE	COMPUTER	TYB8260GJCTA	04821	NORTH PARK MS
161	APPLE	COMPUTER	XB825098CTA	45792	NORTH PARK MS
162	APPLE	COMPUTER	XB8250L4CTA	45155	NORTH PARK MS
163	ELMO	OVERHEAD PROJECTOR	146043	45435	NORTH PARK MS
164	HP	PRINTER	4587A	N/A	NORTH PARK MS
165	RCA	VCR	B437NP0CK	N/A	NORTH PARK MS
166	BOSTON	PENCIL SHARPENER	N/A	N/A	NORTH PARK MS
167	ELMO	OVERHEAD PROJECTOR	368451	N/A	NORTH PARK MS
168	ELMO	OVERHEAD PROJECTOR	207482	040076	NORTH PARK MS
169	RCA	VCR	723216118	N/A	NORTH PARK MS
170	APOLLO	OVERHEAD PROJECTOR	12575	N/A	NORTH PARK MS
171	ELMO	OVERHEAD PROJECTOR	366983	N/A	NORTH PARK MS
172	ELMO	OVERHEAD PROJECTOR	366935	N/A	NORTH PARK MS
173	HP	PRINTER	C4587AA	04596	NORTH PARK MS
174	3M	OVERHEAD PROJECTOR	170007545	N/A	NORTH PARK MS
175	3M	OVERHEAD PROJECTOR	637970	04442	NORTH PARK MS
176	3M	OVERHEAD PROJECTOR	635358	N/A	NORTH PARK MS
177	3M	OVERHEAD PROJECTOR	170007544	N/A	NORTH PARK MS
178	ELMO	OVERHEAD PROJECTOR	530771	042392	NORTH PARK MS
179	DUKANE	OVERHEAD PROJECTOR	167651	N/A	NORTH PARK MS
180	3M	OVERHEAD PROJECTOR	170007542	N/A	NORTH PARK MS
181	HP	COMPUTER	U574200240	04715	NORTH PARK MS
182	3M	OVERHEAD PROJECTOR	17000BJV	N/A	NORTH PARK MS
183	DELL	MONITOR	1780RA6DMX89	N/A	PURCHASING
184	HP	PRINTER	USEB038468007H7	00747	PURCHASING
185	TOSHIBA	COPY MACHINE	CEL820015	01178	PURCHASING
186	HP	PRINTER	USB026989	01012	PURCHASING
187	DELL	COMPUTER	CRYGPTXJ9HXHUB	012626	PURCHASING
188	DELL	COMPUTER	BL79891	012049	PURCHASING
189	DELL	COMPUTER	1JZTL	03576	STUDENT SERVICES
190	DELL	MONITOR	22794F7UJ069	N/A	STUDENT SERVICES
191	APPLE	COMPUTER	RN93316WGUX	05151	SO.RANCHITO
192	APPLE	COMPUTER	G821200VMB6	010615	SO.RANCHITO
193	APPLE	COMPUTER	RN92307AGUX	00660	SO.RANCHITO
194	APPLE	COMPUTER	RN9499QQHTH	N/A	SO.RANCHITO
195	CANON	PRINTER	N/A	N/A	SO.RANCHITO
196	HP	PRINTER	MY75A9R3KC	N/A	SO.RANCHITO
197	HP	PRINTER	MY2791Q1H4	N/A	SO.RANCHITO
198	IMATION	DRIVE	AA9904390400M	N/A	SO.RANCHITO
199	IMATION	DRIVE	I0006099524915	N/A	SO.RANCHITO
200	APPLE	COMPUTER	W8721065VUX	013646	SO.RANCHITO
201	APPLE	MONITOR	XA00904ZJ8B	04499	SO.RANCHITO
202	BROTHER	TYPEWRITTER	E51270915	N/A	SO.RANCHITO
203	APPLE	COMPUTER	3A252	3666967	SO.RANCHITO
204	APPLE	MONITOR	SG93768XGSN	05767	SO.RANCHITO
205	APPLE	MONITOR	A2M2056	036656	SO.RANCHITO
206	APPLE	MONITOR	AN01085JJ8E	N/A	SO.RANCHITO
207	APPLE	MONITOR	G82071G5MB6	013581	SO.RANCHITO
208	APPLE	MONITOR	G8212015MB6	013634	SO.RANCHITO

Ln.	Manufacture	Description	Serial #	Inventory#	Location
209	APPLE	MONITOR	AN933160GUX	05087	SO.RANCHITO
210	HP	PRINTER	M49CQ15009	05142	SO.RANCHITO
211	DELL	KEYBOARD	TH025PGG37171190	N/A	SO.RANCHITO
212	HP	PRINTER	M49CV1510S	N/A	SO.RANCHITO
213	DELL	KEYBOARD	TH025PGG37171225	N/A	SO.RANCHITO
214	APPLE	KEYBOARD	NK9250BV7GYL	N/A	SO.RANCHITO
215	APPLE	MONITOR	AN0082T4I8B	06397	SO.RANCHITO
216	APPLE	MONITOR	SG9376TLGSN	05941	SO.RANCHITO
217	APPLE	MONITOR	RN9360H6GUX	05176	SO.RANCHITO
218	APPLE	MONITOR	RN00839J8B	06395	SO.RANCHITO
219	APPLE	MONITOR	XA00921TJ8B	04497	SO.RANCHITO
220	APPLE	MONITOR	XA9320RJGSN	03653	SO.RANCHITO
221	APPLE	MONITOR	G821201EMB6	13586	SO.RANCHITO
222	APPLE	MONITOR	RN9354HDGUX	05775	SO.RANCHITO
223	APPLE	MONITOR	XA009LURJ8B	010247	SO.RANCHITO
224	APPLE	MONITOR	RN9360HRGUX	05798	SO.RANCHITO
225	APPLE	MONITOR	G821200MMB6	013582	SO.RANCHITO
226	APPLE	MONITOR	G821201CMB6	010613	SO.RANCHITO
227	APPLE	MONITOR	G821200GMB6	N/A	SO.RANCHITO
228	APPLE	MONITOR	XA0091W0J8B	010249	SO.RANCHITO
229	APPLE	MONITOR	G821201DMB6	010614	SO.RANCHITO
230	APPLE	MONITOR	RN93006EGV3	04316	SO.RANCHITO
231	APPLE	MONITOR	XA00928XJ8B	04501	SO.RANCHITO
232	APPLE	MONITOR	JKHG55463K	013641	SO.RANCHITO
233	DELL	MONITOR	B2000507LKG	N/A	SO.RANCHITO
234	DELL	DRIVE	N/A	N/A	SO.RANCHITO
235	DELL	MONITOR	05EE532	N/A	SO.RANCHITO
236	APPLE	MONITOR	A1002EMC	011105	SO.RANCHITO
237	COMPAQ	MONITOR	120CE47VC560	N/A	SO.RANCHITO
238	DELL	MONITOR	MX05E53247801	N/A	SO.RANCHITO
239	HP	MONITOR	SG92A1V2Q7	05824	SO.RANCHITO
240	HP	PRINTER	US7B01303R	N/A	SO.RANCHITO
241	APPLE	KEYBOARD	KY2010ELGK4VC	N/A	SO.RANCHITO
242	APPLE	KEYBOARD	KY2010EL8K4VC	N/A	SO.RANCHITO
243	APPLE	KEYBOARD	AP00103BBHB0	N/A	SO.RANCHITO
244	APPLE	KEYBOARD	KY2010ELFK4VC	N/A	SO.RANCHITO
245	APPLE	KEYBOARD	KY150029FK4VC	N/A	SO.RANCHITO
246	IMATION	DRIVE	1.0074E+13	N/A	SO.RANCHITO
247	HP	PRINTER	USING6470	013637	SO.RANCHITO
248	HP	PRINTER	USBGM00379	010588	SO.RANCHITO
249	DELL	DRIVE	HF2V871	013595	SO.RANCHITO
250	DELL	DRIVE	6G2V871	011620	SO.RANCHITO
251	HP	PRINTER	USJNG16259	013649	SO.RANCHITO
252	HP	PRINTER	USJNG16265	013587	SO.RANCHITO
253	HP	PRINTER	USJNG16273	013600	SO.RANCHITO
254	ACER	COMPUTER	114081820	016171	SO.RANCHITO
255	APPLE	KEYBOARD	S14173NT03N	043255	SO.RANCHITO
256	APPLE	KEYBOARD	S1153486	041739	SO.RANCHITO
257	APPLE	UNIDISK	KAT5733	036663	SO.RANCHITO
258	GE	VCR	621374726	058800	SO.RANCHITO
259	RCA	VCR	719512681	05052	SO.RANCHITO
260	RCA	VCR	719512712	05143	SO.RANCHITO

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Ln.	Manufacture	Description	Serial #	Inventory#	Location
261	RCA	VCR	719512715	05810	SO.RANCHITO
262	GE	VCR	621374813	05784	SO.RANCHITO
263	HOWELL	OVERHEAD PROJECTOR	033L1136	042243	SO.RANCHITO
264	3M	OVERHEAD PROJECTOR	1007535	047397	SO.RANCHITO
265	ELMO	OVERHEAD PROJECTOR	307540	140854	SO.RANCHITO
266	ELMO	OVERHEAD PROJECTOR	308659	047632	SO.RANCHITO
267	APOLLO	OVERHEAD PROJECTOR	Q50400L7897	N/A	SO.RANCHITO
268	APPLE	KEYBOARD	PK6069MA33G	046483	SO.RANCHITO
269	HP	PRINTER	MY9CV1510G	05794	SO.RANCHITO
270	HP	PRINTER	MY9CV1590B	05782	SO.RANCHITO
271	HP	PRINTER	MY9CV150Z5	05061	SO.RANCHITO
272	HP	PRINTER	MY9CV15125	05048	SO.RANCHITO
273	APPLE	COMPUTER	XA0091UQJ8B	010250	SO.RANCHITO
274	APPLE	COMPUTER	RN9336XUX11	05137	SO.RANCHITO
275	NEXCOM	COMPUTER	4780124GC1GN	03263	SO.RANCHITO
276	GBC	LAMINATOR	1005925	05918	SO.RANCHITO
277	GE	TELEVISION	460666Z3317442	046413	SO.RANCHITO
278	GE	TELEVISION	460187202X4474	05175	SO.RANCHITO
279	GE	VCR	621374833	046418	SO.RANCHITO
280	ZENITH	VCR	5100851Z	043691	SO.RANCHITO
281	3M	OVERHEAD PROJECTOR	769844	041769	SO.RANCHITO
282	RCA	VCR	719512646	05139	ADULT SCHOOL
283	HP	PRINTER	N/A	05095	ADULT SCHOOL
284	APPLE	COMPUTER	G821200VMB6	010615	ADULT SCHOOL
285	APPLE	COMPUTER	RN93316WGUX	05151	ADULT SCHOOL
286	APPLE	COMPUTER	RN9499QQHHTH	00035	ADULT SCHOOL
287	RCA	TV	809336972	03889	ADULT SCHOOL
288	JVC	POWER ADAPTER	16355752	N/A	ADULT SCHOOL
289	JVC	POWER ADAPTER	15255466	N/A	ADULT SCHOOL
290	ECHOSTAR	VIDEO CHIPPER	EINEO2377P	N/A	ADULT SCHOOL
291	DIGITAL PROCESSING	TIME BASE CORRECTOR	9006500472R	N/A	ADULT SCHOOL
292	PANASONIC	REMOTE CONTROL VISIT	87R0036	N/A	ADULT SCHOOL
293	PANASONIC	REMOTE CONTROL VISIT	88R00146	N/A	ADULT SCHOOL
294	PANASONIC	REMOTE CONTROL VISIT	36R0018	N/A	ADULT SCHOOL
295	IOMEGA	DRIVE	P9HL28820X	N/A	ADULT SCHOOL
296	IOMEGA	DRIVE	RAB628406C	N/A	ADULT SCHOOL
297	AFGA	SCANNER	21P8406	N/A	ADULT SCHOOL
298	PANASONIC	MONITOR	MB21010132	N/A	ADULT SCHOOL
299	PANASONIC	MONITOR	8C163078	N/A	ADULT SCHOOL
300	PANASONIC	RECORDER	K3TC00314	N/A	ADULT SCHOOL
301	PANASONIC	VCR	H3TC00187	N/A	ADULT SCHOOL
302	PANASONIC	VCR	L3HB00476	N/A	ADULT SCHOOL
303	PANASONIC	MONITOR	L2HB15111	N/A	ADULT SCHOOL
304	PANASONIC	MONITOR	92I00881	N/A	ADULT SCHOOL
305	PANASONIC	MONITOR	92I00880	N/A	ADULT SCHOOL
306	PANASONIC	MONITOR	92I00879	N/A	ADULT SCHOOL
307	PANASONIC	MONITOR	71I03073	N/A	ADULT SCHOOL
308	PANASONIC	MONITOR	71I03074	N/A	ADULT SCHOOL
309	PANASONIC	MONITOR	71I03075	N/A	ADULT SCHOOL
310	PANASONIC	MONITOR	53A12821	N/A	ADULT SCHOOL
311	SONY	VCR	76791	N/A	ADULT SCHOOL
312	SONY	MONITOR	2015175	N/A	ADULT SCHOOL

Ln.	Manufacture	Description	Serial #	Inventory#	Location
313	LEADER	MONITOR	727914	N/A	ADULT SCHOOL
314	VTECK	ROUTER	290024	N/A	ADULT SCHOOL
315	TAPCO	EQUALIZER	560056	N/A	ADULT SCHOOL
316	JVC	MONITOR	16805515	N/A	ADULT SCHOOL
317	PIONEER	DVD PLAYER	6017120US	N/A	ADULT SCHOOL
318	IOMEGA	DRIVE	9HL20818V	N/A	ADULT SCHOOL
319	APPLE	MONITOR	C48240WFAZP	ER100199	ADULT SCHOOL
320	PANASONIC	VCR	B6AA30324	046131	ADULT SCHOOL
321	RCA	TELEVISION	21611097	043187	ADULT SCHOOL
322	APPLE	MONITOR	21P92210050	N/A	ADULT SCHOOL
323	PHILIPS	TELEVISION	YA1A437017860	N/A	ADULT SCHOOL
324	JVC	TELEVISION	15142344	N/A	ADULT SCHOOL
325	APC	SURGE PROTECTOR	BB0418042755	N/A	ADULT SCHOOL
326	SONY	VCR	2A461003	N/A	ADULT SCHOOL
327	PANASONIC	TELEVISION	COAC10585	N/A	ADULT SCHOOL

ISSUE:

Resolution No. 5-2013/2014 Gann Appropriations Limit.

ANALYSIS:

The Gann Initiative, which became effective in 1980-81, required that school districts, pursuant to Article XIIB of the State Constitution and Division 9 of Chapter I of the Government Code, must annually compute an appropriations limit adjusted to inflation and population.

The purpose of this requirement is to assure the State Department of Finance that districts are not receiving proceeds of tax revenue in excess of the district "appropriation limit" for the following fiscal year.

El Rancho's calculated appropriation limit is \$50,403,875 for the 2013-2014 fiscal year.

RECOMMENDATION:

Adopt Resolution No. 5-2013/2014 establishing the Gann Appropriations Limits as \$50,403,875 for the 2013-2014 fiscal year.

Submitted by: Laura Castillo, Director of Fiscal Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT

8910 E. Slauson Avenue, Pico Rivera, California 90660

Tel: (562) 942-1500 • Fax: (562) 949-4647

BOARD OF EDUCATION
 Delia Alvidrez
 Rachel Canchola
 Rita Jo Ramirez
 Alfred Renteria, Jr.
 Joseph Rivera, Ed.D.

SUPERINTENDENT
 Martin Galindo

RESOLUTION NO. 5-2013/2014

DISTRICT APPROPRIATIONS LIMITS FOR 2013-2014

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII B to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and

WHEREAS, the District must establish a revised Gann limit for the 2012-2013 fiscal year and a projected Gann Limit for the 2013-2014 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2012-2013 and 2013-2014 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2012-2013 and 2013-2014 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

ADOPTED this 12th day of September 2013.

EL RANCHO UNIFIED SCHOOL DISTRICT
 BOARD OF TRUSTEES

 Clerk of the Board

ADMINISTRATION

Roxane Fuentes
*Assistant Superintendent
 Educational Services*

Mark Matthews
*Director
 Human Resources*

Leticia Covarrubias
*Chief Business Officer
 Business Services*

Larry Brunson
*Director
 Student Services*

Item 16.4 B

ISSUE:

Adopt Resolution No. 6-2013/2014 Annual Delegation of Administrative Authority to Process Routine Budget Revision, Adjustments and Transfers.

ANALYSIS:

In order to maintain control of expenditures, the budgetary accounts must be adjusted periodically to reflect the evolving actual district obligations.

The governing board of a district may adopt a formal resolution allowing their administrative staff to process certain budget adjustments and transfers and submit them to the County Office prior to their individual approval by the board. The implementation of this procedure has proven to be an effective means for generating and reflecting quick revisions of budget data when developing the estimated and unaudited actuals reports.

RECOMMENDATION:

Adopt Resolution No. 6-2013/2014 Annual Delegation of Administrative Authority to Process Routine Budget Revision, Adjustments and Transfers for the 2013/2014 fiscal year.

Submitted by: Laura Castillo, Director of Fiscal Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT

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Tel: (562) 942-1500 • Fax: (562) 949-4647

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OFFICE OF EDUCATION
Delia Alvidrez
Rachel Canchola
Rita Jo Ramirez
Alfred Renteria, Jr.
Joseph Rivera, Ed.D.

SUPERINTENDENT
Martin Galindo

RESOLUTION NO. 6-2013/2014

ANNUAL DELEGATION OF ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE BUDGET REVISIONS, ADJUSTMENTS AND TRANSFERS

EL RANCHO UNIFIED SCHOOL DISTRICT

Board Meeting of September 12, 2013

The Governing Board of the El Rancho Unified School District authorizes, the superintendent to make such routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations and to effect technical adjustments of the board-adopted budget during the 2013/2014 fiscal year, in accordance with the provisions of this resolution.

This resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2013, to June 30, 2014, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of the El Rancho Unified School District.

This resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account objects of revenues and expenditures and within or between resources and funds, including the following: site budget revisions, SACS technical revisions, unaudited actuals adjustments.

This resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers which increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers which reduce or increase the fund balance of any related fund; or transfers between funds. Such non-routine budget revisions, adjustments, and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education for further review, approval and processing.

A summary report of budget revisions, adjustments, and transfers approved and processed by the Superintendent in accordance with this resolution, listed by major objects and funds, transaction numbers, dates, and amounts shall be submitted to the Governing Board for adoption/ratification, not less than three times annually (by October 31, January 31 and June 30) with the District's First Interim, Second Interim, and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports.

ADMINISTRATION

Roxane Fuentes
*Assistant Superintendent
Educational Services*

Mark Matthews
*Director
Human Resources*

Leticia Covarrubias
*Chief Business Officer
Business Services*

Larry Brunson
*Director
Student Services*

Item 16.4 B

All budget adjustments and transfers must be made in accordance with the provisions of the Education code Sections 42600, 42601, 42602, 42603, and 42610, and processed using the appropriate forms and documentation as provided by the County Office, and in compliance with applicable district guidelines.

This resolution by the Governing Board and written authorization by the persons herein designated may be used by the Los Angeles County Office of Education to permit budget revisions, adjustments, and transfers in accordance with the foregoing guidelines.

ADOPTED by the El Rancho Unified School District Governing Board on this 12th day of September 2013.

Certification of the Board of Education:

Delia Alvidrez, President

Rita Jo Ramirez, Vice President

Rachel Canchola, Clerk

Alfred Renteria Jr., Member

Joseph Rivera, Ed.D, Member

Martin Galindo, Superintendent
Secretary to the Board

ISSUE:

Resolution No. 7-2013/2014, Interfund Transfer.

ANALYSIS:

In order to meet the District's financial obligations, the District's unrestricted General Fund must make an Interfund Transfer of \$400,000 into the Food Services Fund.

Interfund transfers must be board approved before any transactions can be processed.

RECOMMENDATION:

Adopt Resolution No. 7-2013/2014 Interfund Transfer, authorizing the transfer of \$400,000 from the District's General Fund into the Food Services Fund.

Submitted by: Laura Castillo, Director of Fiscal Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT

8910 E. Slauson Avenue, Pico Rivera, California 90660

Tel: (562) 942-1500 • Fax: (562) 949-4647

Item 16.4 C

BOARD OF EDUCATION
Delia Alvidrez
Rachel Canchoña
Rita Jo Ramirez
Alfred Renteria, Jr.
Joseph Rivera, Ed.D.

SUPERINTENDENT
Martin Galindo

RESOLUTION NO. 7-2013/2014

INTERFUND TRANSFERS

WHEREAS, it is required that the Governing Board approves interfund transfers prior to the actual transfer of money between Funds: and

WHEREAS, it is the intent of the Governing Board to fulfill the financial commitments as set forth in the approved budget for 2013-2014.

THEREFORE, BE IT RESOLVED that an amount not to exceed \$400,000 be transferred to the Food Services Fund from the General Fund to finance the requirements for the district.

ADOPTED this 12th day of September 2013.

EL RANCHO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

By _____
Martin Galindo, Superintendent
Secretary to the Board

ADMINISTRATION

Roxane Fuentes
*Assistant Superintendent
Educational Services*

Mark Matthews
*Director
Human Resources*

Leticia Covarrubias
*Chief Business Officer
Business Services*

Larry Brunson
*Director
Student Services*

ISSUE:

Approve support and maintenance agreement with DRG Intelligent Computer Concepts (ICC).

ANALYSIS:

The El Rancho Unified School District is currently undergoing major changes to the entire network and data infrastructure because current technology network infrastructure is unreliable and does not provide the proper performance for centralized applications. DRG Intelligent Computer Concepts (ICC) proposes to continue providing on-site technology direction, project planning, management and support services to complete the network infrastructure at all school locations including the District Offices. Support and Maintenance agreement shall be effective for one year beginning October 1, 2013 for a total cost not to exceed \$314,040.00. Additional on-site technical hours beyond agreement terms shall be billed at a discount rate of \$47.50 per hour. Total cost is payable from Measure "A" General Obligation Bond Funds.

RECOMMENDATION:

Approve support and maintenance agreement between El Rancho Unified School District and DRG Intelligent Computer Concepts (ICC) to provide on-site infrastructure planning, support and implementation of the entire network infrastructure at all school locations and District Offices. Support and maintenance agreement shall be effective October 1, 2013 through September 30, 2014 at a cost not to exceed \$314,040.00, payable from Measure "A" General Obligation Bond Funds.

Submitted by: Leticia Covarrubias, Chief Business Officer

September 12, 2013

SUPPORT AND MAINTENANCE AGREEMENT

CUSTOMER:

El Rancho Unified School District
9333 Loch Lomond Drive
Pico Rivera, CA 90660
(562) 942-1500

SELLER:

DRG Intelligent Computer Concepts, Inc.
2816 Columbia St.
Torrance, CA 90503
(310) 217-4700

WITNESSETH:

WHEREAS; SELLER is in the business of providing support of nature relating to business computer systems.

WHEREAS; CUSTOMER desires to purchase such services from SELLER and to engage SELLER to provide such services under the following conditions:

NOW THEREFORE, in consideration of mutual covenants and agreements herein contained, the parties agree as follows:

THE ATTACHED TERMS AND CONDITIONS ARE PART OF THIS AGREEMENT. THIS AGREEMENT IS THE SOLE AND EXCLUSIVE AGREEMENT BETWEEN THE PARTIES RELATING TO THE SERVICE FOR THE BELOW ITEMS. THE "CUSTOMER" HAD READ THIS AGREEMENT, UNDERSTANDS IT AND AGREES TO BE BOUND BY IT.

Annual maintenance/support maintenance per annum..... \$314,040.00*

* Not to exceed \$332,500.00

Annual maintenance/support maintenance paid monthly \$26,170.00

FOR CUSTOMER:

FOR SELLER:

Authorized Customer Signature

Authorized Seller Signature

Customer's Printed Signature

Seller's Printed Signature

Date

Date

TERMS AND CONDITIONS

1. NETWORK

- (a) Network refers to the items and equipment previously supported in prior agreements and future equipment purchased agreed to be supported by the SELLER.
- (b) This agreement shall be effective on the date of signed acceptance ("Effective Date") by seller.

2. TERM

- (a) The Initial Term of this agreement is twelve (12) months, commencing on 10/1/2013. This agreement will be subject to prior inspection and acceptance of the Network for support and to the Customer's payment of any changes for the inspection and/or the pre-agreement support of the Network.
- (b) Either party, upon thirty days prior written notice, may cancel this agreement at the end of the Initial Term and thereafter. Seller may cancel this Agreement if the Customer does not remit payment according to the terms of the Seller's invoice.
- (c) The term of this Agreement consists of the Initial Term and any conditions.

3. MAINTENANCE AND SUPPORT

- (a) Seller will provide on-site, infrastructure planning, support and implementation, for the entire network infrastructure at all school locations including the District Office, maintenance, and operations, for a maximum of six thousand, two hundred and forty (6240) hours per year which equates to one hundred and twenty (120) hours of on-site work per week. Any on-site support hours beyond six thousand, two hundred and forty (6240) hours will be billed at a reduced contract rate of forty seven dollars and fifty cents (\$47.50/hr) per hour. Additional support hours can be ordered by the Customer, at this reduced rate, by contacting the Account Manager that has been assigned to them. Due to the project based nature of this contract the hours provided by the Seller will be flexible in that the Seller's project manager deems it necessary at times to have multiple technical staff on site for one day opposed to one technical staff on for the multiple days. In addition to the on-site support staff the Seller will provide a total of two hundred and forty (240) IT Directorial Hours which will be used as needed during the year term to complete the proposed changes to the Customer's Infrastructure. Any hours above two hundred and forty IT Directorial Hours during the contract term will be billed at the reduced contract rate of seventy three dollars and fifty cents (\$73.50). Total contract cannot exceed three hundred, thirty two thousand and five hundred dollars (\$332,500.00) for the duration of the contract's full term.
- (b) The Seller will determine when the network support hours are best used in coordination and communication with the Customer's Business Office
- (c) The Customer shall provide a suitable environment for the network, as specified by Seller.

Item 16.4 D

- (d) The Customer is responsible to implement appropriate safeguards to protect and/or recreate the Customer's data, should it be destroyed through hardware malfunction or otherwise (see exclusions 4B).
- (e) Seller will respond to all support calls within 60 minutes of initially receiving the call, during normal business hours, Monday through Friday 8 a.m. to 5 p.m. Determination will be made at that point whether the problem can be resolved over the telephone or requires an on-site response.
- (f) Seller will be on-site to support the network within a 4 to 8 hour period from the time the problem is determined that on-site response is required. (Period excludes weekends and Seller's company holidays).
- (g) In the event Seller determines the problem requires immediate response, an on-site call will be made within 2 hours of that determination.
- (h) Seller agrees to provide one annual preventive maintenance checkup for the Network maintained.
- (i) On-Site Support Selection:
 - (1) At the time this Agreement is agreed to by the Customer, the Customer will have notified Seller of the location(s) of the Network. Seller shall not be required to furnish on-site support at any other location. The Customer shall notify the Seller of any change in location and Seller may elect not to provide on-site support at the changed location.
 - (2) If Seller discontinues support as authorized under subparagraph #1 above, Customer agrees that there shall be no refund or credit of the charge paid.
 - (3) After completing the procedures referred to in paragraph (b) above, the Customer will contact the informed Seller and provide to Seller the requested information.
 - (4) The Customer shall provide full, free, timely and safe access to the network for Seller to provide the support.
- (j) This agreement covers all labor costs incurred during the support of the non-functioning network. All materials and third party labor costs used to repair the equipment will be billed to the Customer.
- (k) The Contract's purpose is to provide improvements to the Customer's underlying Network Infrastructure as outlined in the Seller's "El Rancho Unified School District Technology Proposal Status" dated 9/7/2011 and covers all consulting, project management, and implementation for IT infrastructure upgrades (Hardware, Software and Network Connectivity costs are not included). In addition to infrastructure projects this agreement covers the full support and maintenance of any operating system or network failures, including but not limited to Windows 2008 Server, Windows 2003 Server, Microsoft Exchange Server, Microsoft Active Directory and Cisco Network operating systems, as well as, Windows 7 Professional, Windows XP, Windows Vista, and all Macintosh operating systems .

Item 16.4 D

- (l) Seller will be available during normal business hours, Monday through Friday from 8 a.m. to 5 p.m. to respond via telephone or during an on-site visit to basic software and hardware operational questions.

4. EXCLUSIONS

- (a) This Maintenance and Support Agreement does not include the repair of damage or the increase in support time caused by accident, misuse, disaster, abuse, alterations, attachments, parts, options, or repairs not provided by Seller, failure to provide a suitable operating environment, relocation of the equipment by non-qualified personnel or use of the Network for purposes other than intended.
- (b) This Maintenance and Support Agreement does not include the repair, rebuild, or analysis of any data files or information stored on the Network. Correction of any software or data problems will be undertaken at the discretion of Seller and billed at the current DRG Intelligent Computer Concepts, Inc. hourly rate.
- (c) This Maintenance and Support Agreement does not include repair or replacement of normally dispensable items such as printer ribbons, diskettes, CD's, toner or ink printer cartridges, etc.

5. CHARGES

- (a) Charges will be invoiced in advance, are payable within (30) days after the invoice, and are not refundable. All charges are subject to change by Seller for the forthcoming period, on thirty days prior written notice, beginning at the end of the Initial Term in which the notice is given and each term thereafter.
- (b) If Seller notifies the Customer in any increase in charges in accordance with paragraph (a) above, the Customer may cancel the forthcoming support by advising Seller in writing within (30) days after notification of the change. If Seller is not so advised, it is conclusively presumed that the Customer has accepted such change.
- (c) The charges do not include applicable taxes. Any applicable taxes or amounts in lieu thereof and interest thereon paid or payable by Seller, shall be borne by the Customer.
- (d) Any additional equipment purchases, labor, or support not covered by this contract can only be authorized with a Customer purchase order.

6. NON-DISCLOSURE

While this agreement is in effect and thereafter, the Customer shall keep confidential and protect from disclosure to others any materials designated as containing information confidential or proprietary to Seller and/or its licensors. On the ending or cancellation of this Agreement any Proprietary information shall be destroyed or returned to Seller.

7. WARRANTY

- (a) Seller warrants that the Network shall remain in satisfactory operating condition provided it is:

Item 16.4 D

- (1) continuously subject to Seller's standard support provisions after Seller's inspection and acceptance of the Network for support; and
 - (2) subject to normal use and conditions.
- (b) EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE. SELLER DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.

8. LIMITATIONS OF LIABILITY

- (a) SOME STATES HAVE LAWS REQUIRING WARRANTY AND LIABILITY RIGHTS DIFFERENT FROM THOSE STATED IN THIS AGREEMENT. IN SUCH STATES THE MAXIMUM REQUIRED WARRANTY AND LIABILITY TERMS WOULD APPLY.
- (b) The Seller agrees to indemnify and hold harmless the District, its offices, agents, employees and volunteers from all loss, costs, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Seller or those of any of its officers, agents, or employees, whether such act is authorized by this Agreement or not; and the Seller will pay for any and all damage to property of the District, or loss or theft of such property, done or caused by such persons. The Customer assumes no responsibility whatsoever for any property placed on premises. The Seller further agrees to waive all rights of subrogation against Customer. The provisions of the Article do not apply to any damages or losses caused solely by the negligence of the Customer or any of its agents or employees.

9. GENERAL PROVISIONS

- (a) Seller is not responsible for failure to provide services due to acts of God.
- (b) The Customer is solely responsible for the acquisition, use and results of any products or services not provided by Seller notwithstanding any Seller recommendation of or referral to such products or services.
- (c) The Customer shall not assign or transfer its rights or obligations under this agreement except with Seller's written consent and any prohibited assignment or transfer shall be void.
- (d) This agreement shall be interpreted in accordance with the laws of the State of California.
- (e) No action, regardless of form, related to, or arising out of this agreement may be brought by either party more than two (2) years after the cause of the action has arisen.
- (f) The Customer will not solicit the employment, sub-contract or hire of any of the Seller's employees or contractors for a period of 2 years after the termination of this agreement.
- (g) The Customer represents that the Customer is either the owner of the Network, or if not, that the Customer has the authority from the owner to include the Network under this agreement. Also, the Customer warrants that no liens, security interests or encumbrances upon the hardware exists,

Item 16.4 D

or will exist when the hardware is submitted to Seller for services, or if any encumbrance does exist, that the holder thereof has consented to this agreement and the maintenance and support.

- (h) This agreement may not be changed, released or discharged except by written agreement entered into by duly authorized representatives of the parties.

Item 16.4 E

ISSUE:

Approve to award agreement to Grand G & G Inc. for vending services.

ANALYSIS:

Vending Service agreements can provide districts with additional revenue based on districts receiving a percentage of sales.

On May 3, 2013 the District received six proposals to our Request for Proposal #104 for Snack and Beverage Vending Services. After comparing all six offers, three vendors were selected for interviews and site visits.

After careful consideration Grand G & G Inc. was determined to have the best overall proposal and operation to best serve the District's needs. A summary of all proposals is attached for your review.

RECOMMENDATION:

Approve to award agreement to Grand G & G Inc. to provide vending services for Snack and Beverage items at Burke Middle School, North Park Middle School, Rivera Middle School and El Rancho High School for a period of twelve (12) months with an option to renew annually. There is no cost to the district under this agreement.

Submitted by: Billie Saavedra, Director of Food Services
Leticia Covarrubias, Chief Business Officer

September 12, 2013

Item 16.4 E

Summary

In our proposed Vending Program we guarantee the following:

- Sign on Bonus of \$5050, El Rancho High (\$2800), each middle school will receive \$750.
- 23% Commissions (off Gross sales before Tax and CRV).
- Grand G & G will supply beverage and snack machines for all agreed upon sites and pay commissions as indicated per ERUSD.
- **Priority or daily service** for machines on site
- Comply and abide with all CA State and ERUSD polices and documentation; proof of insurance, workers comp, contractor drug free policy, etc.
- Our equipment is always filled with FRESH products, working, and clean.
- Prompt response, less than 12 hour response time to service calls.
- Grand G & G agrees to sell snacks from 1.00 - \$2.00 and beverages from \$1.00 - \$3.00. Actual prices by product attached.
- State-of-the-Art Vending Machines.
- Grand G & G Inc. carries \$2,000,000 in liability insurance per occurrence.
- Customized menu of selections chosen by Customer.
- Refund Policy for each location.

Grand G & G Inc. contract

This agreement is made this _____ day of September _____ 2013 by and between Grand G & G Inc., hereinafter referred to as "Operator or Assignee" and the ERUSD hereinafter referred to as "Proprietor", in consideration of their mutual covenants and promises herein contained, the parties hereto agree as follows:

Proprietor and Operator agree to the following:

- Proprietor hereby grants to Operator the exclusive right and privilege to install, operate and maintain one or more vending machines(snacks/beverages) on the premises of Proprietor located at (see location list), in ERUSD or at such locations as Proprietor may move its present business operation.
- Proprietor agrees to furnish suitable space and electric power for each machine. Proprietor agrees that unless service is terminated the equipment will not be removed from location before the end of the contract.
- Proprietor agrees that all equipment shall remain the property of the Operator, and, or a secured party.
- Operator agrees to provide and maintain service to the equipment to the locations satisfactions.
- Operator agrees to comply and abide with all CA State and ERUSD polices and provide documentation; proof of insurance, workers comp, contractor drug free policy, etc.
- Proprietor agrees to notify Operator of any equipment malfunction or any situation that would prohibit normal operation of the equipment.
- Operator agrees to provide the following prices: **Snack \$1.00 –\$2.00 Beverages \$1.00 - \$3.00. Actual pricing by product attached**
- Operator agrees to hold harmless Proprietor for any damages incurred to their machines and Proprietor agrees to hold harmless Operator for any damages that may occur to their property as a result of the machines.
- Operator agrees to pay Proprietor or assigned party 23% of gross sales before CRV and taxes. Payable on the 10th of following month.
- Sign on Bonus of \$5050 for one year, El Rancho High (\$2800), Each middle school will receive \$750.
- Operator carries \$2,000,000 in liability insurance per occurrence.
- The terms of this agreement shall continue for a period of 12 months from the date hereof and thereafter automatically renew for a like term provided, however that either party, at any time during the life of this agreement, or any extension thereof, terminates this agreement by giving thirty (30) days written notice to the other party of its intention to do so.
- This agreement and obligations hereunder are binding upon all heirs, successors and assignees.
- This agreement contains the entire agreement of the parties and has been executed at Pico Rivera, California on the date and year below.

Item 16.4 E

List of locations;

- El Rancho High School
- Osburn Burke Middle School
- North Park Middle School
- Rivera Middle School

Location: El Rancho Unified School District 9333 Loch Lomond Drive Pico Rivera, CA 90660

Contact: Martin Galindo

Title: Superintendent

Signature _____ Date _____

Vendor: Grand G & G Inc. 7250 Bandini Blvd. #203 Commerce, CA 90040

Contact: George Gorian

Title: President.

Signature: _____ Date _____

35-10-35 Healthy List

Item 16.4 E

Product	CASE CT	COST CASE PRICE	RETAIL CASE PRICE	VENDING MACHINE PRICE	Commission Rate 23%	Less Sales Tax	Revenue after commission/tax	Cost per unit	Profit before SG&A
Frito-Lay Large Single-Serve 64 ct									
Cheetos Crunchy Baked 1.5 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Cheetos Flamin' Hot Baked 1.5 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Doritos Nacho Baked 1.375 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Doritos Nacho Reduced Fat	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Lays KC Masterpiece BBQ Baked 1.125 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Lays Original Baked 1.125 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Lays Cheddar Sour Cream Baked 1.125 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Lays Sour Cream & Onion Baked 1.125 oz	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Ruffles Cheddar Sour Cream Baked 1.125	64	24.50	64	1.00	0.230	0.077	0.693	0.38	0.310
Snacks									
Break Time Snacks Kettle Popcorn 1oz	48	15.46	48	1.00	0.230	0.077	0.693	0.32	0.371
Buzz Strong's Cookie Chocolate Chip 2oz	60	30.00	90	1.50	0.345	0.116	1.040	0.50	0.540
Buzz Strong's Cookie Oatmeal Raisin 2oz	60	30.00	90	1.50	0.345	0.116	1.040	0.50	0.540
Buzz Strong's Cookie Peanut Butter 2oz	60	30.00	90	1.50	0.345	0.116	1.040	0.50	0.540
California Classics Baked BBQ 1oz	24	9.99	24	1.00	0.230	0.077	0.693	0.42	0.277
California Classics Cheese Balls 1.5oz	72	20.77	72	1.00	0.230	0.077	0.693	0.29	0.405
California Classics Cheese Balls Spicy 1.5oz	72	20.77	72	1.00	0.230	0.077	0.693	0.29	0.405
Cheeze-its Reduced Fat 1.5oz	60	18.21	60	1.00	0.230	0.077	0.693	0.30	0.390
Chortles Mini Chocolate Balls 1oz	100	25.5	100	1.00	0.230	0.077	0.693	0.26	0.438
Clif-Z Bar Chocolate Brownie 1.27oz	8	2.86	8	1.00	0.230	0.077	0.693	0.36	0.336
Clif-Z Bar Chocolate Chip 1.27oz	8	2.86	8	1.00	0.230	0.077	0.693	0.36	0.336
Clif-Z Bar Peanut Butter 1.27oz	8	2.86	8	1.00	0.230	0.077	0.693	0.36	0.336
Dakota Gourmet Sunflower Kernels Blazin' Hot 1oz	150	24.88	150	1.00	0.230	0.077	0.693	0.17	0.527
Dakota Gourmet Sunflower Kernels Honey Roasted 1oz	150	21.62	150	1.00	0.230	0.077	0.693	0.14	0.549
Dakota Gourmet Sunflower Kernels Lite Salt 1oz	150	18.02	150	1.00	0.230	0.077	0.693	0.12	0.573
General Mills Cereal Bar Cheerios 1.3	96	29.42	96	1.00	0.230	0.077	0.693	0.31	0.387
General Mills Cereal Bar Cinnamon Toast Crunch 1.3oz	96	29.42	96	1.00	0.230	0.077	0.693	0.31	0.387
General Mills Cereal Bar Cocoa Puffs 1.3oz	96	29.42	96	1.00	0.230	0.077	0.693	0.31	0.387
General Mills Cereal Bar Fruity Cheerios 1.3oz	96	30.04	96	1.00	0.230	0.077	0.693	0.31	0.380
General Mills Chex Mix Honey Nut 1.75oz	60	22.65	60	1.00	0.230	0.077	0.693	0.38	0.316
General Mills Chex Mix Hot 'N Spicy 1.75oz	60	22.08	60	1.00	0.230	0.077	0.693	0.37	0.325
General Mills Chex Mix Simply Cheddar 1.25oz	60	22.08	60	1.00	0.230	0.077	0.693	0.37	0.325
General Mills Chex Mix Traditional 1.75oz	60	18.46	60	1.00	0.230	0.077	0.693	0.31	0.385
General Mills Cinnamon Toast Crunch Crisps 1oz	100	30.56	100	1.00	0.230	0.077	0.693	0.31	0.387
General Mills Gardetto's Reduced Fat 1.65oz	60	22.22	60	1.00	0.230	0.077	0.693	0.37	0.323
General Mills Nature Valley Oats 'n Honey Bar 1.5oz	28	8.51	28	1.00	0.230	0.077	0.693	0.30	0.389
General Mills Nature Valley PB Bar 1.5oz	28	8.51	28	1.00	0.230	0.077	0.693	0.30	0.389
Gourmet Treats Brownies 2oz	42	13.91	52.5	1.25	0.288	0.096	0.866	0.33	0.535
Gourmet Treats Cake Chocolate Cream 2.75oz	36	13.68	45	1.25	0.288	0.096	0.866	0.38	0.486
Gourmet Treats Cookies Chocolate Chip 1.2oz	90	15.39	112.5	1.25	0.288	0.096	0.866	0.17	0.695
Gourmet Treats Cookies Chocolate Chip 2oz	60	19.59	75	1.25	0.288	0.096	0.866	0.33	0.540
Gourmet Treats Cookies Double Chocolate Chip 2oz	60	19.59	75	1.25	0.288	0.096	0.866	0.33	0.540
Gourmet Treats Cookies Oatmeal Raisin 2oz	60	19.59	75	1.25	0.288	0.096	0.866	0.33	0.540
Gourmet Treats Krispies & Cream 1.6oz	50	21.71	50	1.00	0.230	0.077	0.693	0.43	0.259
Gourmet Treats Krispies & Cream Chocolate 1.6oz	50	21.71	50	1.00	0.230	0.077	0.693	0.43	0.259
Jack Links Beef Jerky Original .9 oz	48	37.99	48	2.00	0.460	0.154	1.386	0.79	0.595
Jack Links Beef Jerky Teriyaki .9 oz	48	37.99	48	2.00	0.460	0.154	1.386	0.79	0.595
Jack Links Beef Jerky Turkey .9 oz	48	37.99	48	2.00	0.460	0.154	1.386	0.79	0.595
Kar's Cashews 1oz	100	35.67	100	1.00	0.230	0.077	0.693	0.36	0.336
Kar's Peanuts Blazin' Hot 1.5oz	100	24.42	100	1.00	0.230	0.077	0.693	0.24	0.449
Kar's Sunflower Kernels 2oz	72	21.99	72	1.00	0.230	0.077	0.693	0.31	0.388
Keebler Elf Grahams Chocolate 1oz	150	32.95	150	1.00	0.230	0.077	0.693	0.22	0.473
Keebler Elf Grahams Cinnamon 1oz	150	32.95	150	1.00	0.230	0.077	0.693	0.22	0.473
Keebler Elf Grahams Vanilla 1oz	150	32.95	150	1.00	0.230	0.077	0.693	0.22	0.473
Keebler Gripz Cinnamon Grahams 1oz	150	32.74	150	1.00	0.230	0.077	0.693	0.22	0.475
Keebler Scooby Doo Cinnamon Graham Sticks 1oz	210	45.84	210	1.00	0.230	0.077	0.693	0.22	0.475
Kellogg's Nutri-Grain Bars Apple Cinnamon	8	2.68	8	1.00	0.230	0.077	0.693	0.34	0.358
Kellogg's Nutri-Grain Bars Blueberry	8	2.68	8	1.00	0.230	0.077	0.693	0.34	0.358
Kellogg's Nutri-Grain Bars Raspberry	8	2.68	8	1.00	0.230	0.077	0.693	0.34	0.358
Kellogg's Nutri-Grain Bars Strawberry	8	2.68	8	1.00	0.230	0.077	0.693	0.34	0.358
Kellogg's Pop-tarts Cinnamon Brown Sugar 1pk	12	2.93	18	1.50	0.345	0.116	1.040	0.24	0.795
Kellogg's Pop-tarts Frosted Blueberry 1pk	12	2.93	18	1.50	0.345	0.116	1.040	0.24	0.795
Kellogg's Pop-tarts Strawberry Frosted 1pk	12	2.93	18	1.50	0.345	0.116	1.040	0.24	0.795
Kellogg's Pop-tarts Strawberry Unfrosted 1pk	12	2.93	18	1.50	0.345	0.116	1.040	0.24	0.795
Kellogg's Pop-tarts Whole Grain Brown Sugar Cinnamon 1pk	120	39.47	180	1.50	0.345	0.116	1.040	0.33	0.711
Kellogg's Pop-tarts Whole Grain Strawberry 1pk	120	39.47	180	1.50	0.345	0.116	1.040	0.33	0.711
Kellogg's Rice Krispie Treats Original 1.3oz	20	7.45	25	1.25	0.288	0.096	0.866	0.37	0.494
Kellogg's Special K Fruit Crisps Strawberry 1.3oz	9	4.11	9	1.00	0.230	0.077	0.693	0.46	0.236
Kellogg's Special K Fruit Crisps Blueberry 1.3oz	9	4.11	9	1.00	0.230	0.077	0.693	0.46	0.236
Mr. Nature Almonds 1oz	100	30.59	100	1.00	0.230	0.077	0.693	0.31	0.387
Nabisco Cornnuts BBQ	36	12.06	36	1.00	0.230	0.077	0.693	0.31	0.387

35-10-35 Healthy List

Item 16.4 E
after Profit

Product	CASE CT	COST CASE PRICE	RETAIL CASE PRICE	VENDING MACHINE PRICE	Commission Rate 23%	Less Sales Tax	commission/t ax	Cost per unit	Profit before SG& A
Nabisco Cornnuts Original	36	12.06	36	1.00	0.230	0.077	0.693	0.34	0.358
Nabisco Cornnuts Chili Picante	36	12.06	36	1.00	0.230	0.077	0.693	0.34	0.358
Nabisco Cornnuts Ranch	36	12.06	36	1.00	0.230	0.077	0.693	0.34	0.358
Nabisco Fat Free Fig Newtons 2.1oz	24	8.99	24	1.00	0.230	0.077	0.693	0.37	0.318
Nabisco Teddy Grahams Chocolate .75oz	150	34.4	150	1.00	0.230	0.077	0.693	0.23	0.464
Nabisco Teddy Grahams Cinnamon .75oz	150	34.4	150	1.00	0.230	0.077	0.693	0.23	0.464
Pepperidge Farm Goldfish Cheddar 1.5oz	72	17.66	72	1.00	0.230	0.077	0.693	0.25	0.448
Pepperidge Farm Goldfish Cheese Crackers .75oz	300	46.23	300	1.00	0.230	0.077	0.693	0.15	0.539
Pepperidge Farm Goldfish Hot 'n Spicy Cheese Crackers .75oz	300	46.23	300	1.00	0.230	0.077	0.693	0.15	0.539
Pirate's Booty 1oz	24	9.29	24	1.00	0.230	0.077	0.693	0.39	0.306
Pop Corners Kettle 1.1oz	40	15.89	40	1.00	0.230	0.077	0.693	0.40	0.296
Pop Corners Cheesy Jalapeno 1.1oz	40	15.89	40	1.00	0.230	0.077	0.693	0.40	0.296
Rico's Popcorn Butter 5/8oz	96	23.95	96	1.00	0.230	0.077	0.693	0.25	0.444
Rico's Popcorn Cheddar Cheese 5/8oz	96	23.95	96	1.00	0.230	0.077	0.693	0.25	0.444
Rico's Popcorn Red Hot 5/8oz	96	23.95	96	1.00	0.230	0.077	0.693	0.25	0.444
Rico's Popcorn White Cheddar Cheese Jalapeno 5/8oz	96	23.95	96	1.00	0.230	0.077	0.693	0.25	0.444
Snak King Whole Earth Kettle Corn 1oz	60	21.88	60	1.00	0.230	0.077	0.693	0.36	0.328
Snikiddy Nacho Chesse Puffs 1oz	72	25.33	72	1.00	0.230	0.077	0.693	0.35	0.341
Snikiddy Baked Fries Original 1oz	90	31.67	90	1.00	0.230	0.077	0.693	0.35	0.341
Snikiddy Baked Cheddar Cheese 1oz	90	31.67	90	1.00	0.230	0.077	0.693	0.35	0.341
Snikiddy Baked SW Cheddar Cheese 1oz	90	31.67	90	1.00	0.230	0.077	0.693	0.35	0.341
Snikiddy Baked Fries Classic Ketchup 1oz	90	31.67	90	1.00	0.230	0.077	0.693	0.35	0.341
Candy/Fruit Snacks									
Sconza Gummy Bears 1oz	72	20.78	90	1.25	0.288	0.096	0.866	0.29	0.578
Sconza School Pack Gummy Bears 2.25oz	60	25.3	75	1.25	0.288	0.096	0.866	0.42	0.445
Sconza School Pack Sour Worms 2oz	60	25.31	75	1.25	0.288	0.096	0.866	0.42	0.444
Welch's Mixed Fruit Candy Reduced Fat 1.5oz	144	45.96	144	1.00	0.230	0.077	0.693	0.32	0.374
X-Treme Fruit Snacks Atomic Apple 1oz	50	10	50	1.00	0.230	0.077	0.693	0.20	0.493
X-Treme Fruit Snacks Strawberry Blast 1oz	50	10	50	1.00	0.230	0.077	0.693	0.20	0.493

EL RANCHO UNIFIED SCHOOL DISTRICT RFP 2012/2013-104 Item 16.4 E

BEVERAGE AND SNACK VENDING MACHINES AND PRODUCTS

Solicitation for a full service snack and beverage vending service for specific school campuses within the El Rancho Unified School District is being offered. The goal of this program is to achieve additional revenues to support school programs in a manner that will limit the commercial exposure associated with this program to locations as designated by the school district.

This Request for Proposal is for the installation, operation, servicing, and maintaining of on-site beverage dispensing equipment and beverage products for particular school sites within the El Rancho Unified School District.

Contractor must have acceptable experience in installing, operating, servicing, and maintaining beverage dispensing equipment and products. Acceptability will be at the sole discretion of the El Rancho Unified School District.

Exclusivity- The contractor shall have the exclusive right to install their beverage dispensing vending machines and beverage-vending products throughout the campus(s) in a number and location as determined by the District and/or school site representative(s).

Term- The initial term of this contract shall be for three (3) years with subsequent yearly renewal options, upon mutual agreement of contracting parties, for an additional two (2) years, for a total of five (5) years.

Installation and Title of Equipment- Installation of the vending machines shall be at Contractor's sole expense. Contractor shall have the right to place trademark advertisements on all the sides and panels of the vending machines only. Contractor shall retain title to all the vending machines.

Both contracting parties shall mutually agree upon all beverage-vending products with attention given to any restrictions noted herein.

Pricing- All pricing to individual consumers shall be at the current market price for the same or similar products sold in the same or similar fashion, and price shall be mutually agreed upon between contractor and the District. All pricing shall be guaranteed for the first year of the contract. The contractor shall have the right to increase prices every year following the first

term. This price increase shall be based upon the Consumer Price Index (CPI) from the 16.41 ending two (2) months preceding the contract renewal date, and shall not exceed five percent (5%). Notice in writing must be given 60 days prior.

Consideration/Sponsorship Fee- In consideration of the exclusive right granted the Contractor, the Contractor shall pay the school site(s) an annual sponsorship fee. This fee shall be paid annually commencing thirty (30) days from the commencement of the agreement and upon each authorized renewal date thereafter until the term of the contract has expired or until the contract has been terminated pursuant to termination clauses noted herein. All sponsorship checks shall be sent to the Food Services Department at the beginning of each contract term. Check shall be issued to E.R.U.S.D. Food Service.

Commission- Commissions shall be a percentage of the gross sales receipts for all products sold through vending machines located at each campus during the term of this agreement. All commissions shall be a flat percentage of gross sales calculated as follows:

(Cash collected x _____% = Commission due)

All commission checks shall be sent to the Food Services Department as indicated on a monthly basis upon the formula described above. Contractor shall provide the school site(s) with an itemized receipt for all products sold and contractor shall include this receipt with each check provided to each site. Contractor is subject to random audit and disclosure of sales meter data at time of vendor service on a monthly basis by the Food Services Department and must have available all records to include but not be limited to sales, consideration, and commission for a period of not less than three (3) years.

Volume Threshold- Should Contractor require a minimum sales volume in order for school site(s) to realize a commission they must indicate this on the Proposal Form enclosed herein. These minimum sales shall be referred to as a "Volume Threshold." Should the school site(s) fail to meet their volume threshold due to mechanical failure of the equipment or failure to provide adequate product and/or service, the school site(s) shall continue to get all commissions on all products sold for that period in which the failure existed. However if the volume threshold is not achieved through no fault of the Contractor, the school site(s) shall not receive commission for that period (month) in which the volume threshold was not met. The Contractor and school site shall make every reasonable attempt to accommodate the volume threshold requirement.

Additional Consideration- The Contractor is encouraged to provide product donations/benefits to the school sites; however, these donations/benefits will not be considered in the evaluation process for award of the contract.

Please indicate here what additional donations/benefits you would provide:

Negotiation/Award- The El Rancho Unified School District reserves the right to negotiate with each vendor that presents a proposal. All such negotiations shall be held in strictest confidence during the negotiation process. It is the intent of the District that the contract be awarded at a Board meeting to that responsive and responsible contractor that provides the best possible benefit to the school(s).

Equipment and Service- The Contractor shall place vending machines in locations based upon a survey of the campus, campus needs, replacement of any existing competitive vending machines and upon mutual agreement of both the contractor and the school site representative. No new machines are to be added without consent of the Food Services Department. During the term of this agreement (and at no cost to the school site) the Contractor will service and stock the equipment and any additional equipment that is installed pursuant to agreement of both parties to this contract. Contractor and its subsidiaries shall retain ownership of and title to all equipment.

Equipment may not be added, removed or relocated from or around the campus without the written consent of the Contractor and upon agreement of the site and Food Services Department representative. Upon final expiration or termination of the agreement, the Contractor shall remove all equipment from the campus at no expense to the school. Contractor shall complete the task of removing the equipment within fifteen (15) days of written notification of expiration or termination of the contract.

All service to equipment by the Contractor shall be provided during normal school hours and Contractor shall not be required to provide service during periods in which it is prevented from doing so due to strikes, civil disturbances, unavailability of parts or other causes beyond control of the contractor.

Contractor shall respond to all issues the school site(s) may have regarding vending machines within 24 hours of the initial communication and during normal business hours. Contractor shall be responsible for all repair/replacement costs and said repairs/replacements shall take place within five (5) business days of notification. In the event vandalism occurs, both parties shall mutually agree on the relocation or removal of the vending machine from the premises or the providing of a lock down device to prevent future vandalisms. These remedies shall be provided at the sole expense of the Contractor.

Vending Miser or equal- Contractor shall provide the "Vending Miser" or equal plug in device for all vending machines. The utilization of such a device will completely power down the vending machine when the area around the machine is unoccupied yet maintain the desired product temperature. This product will delay power down if the compressor is running until the cycle in process is completed. Once powered off the product will monitor the room's temperature and automatically re-power the vending machine in 1.5 to 3 hours. Product will run a complete cooling cycle and then power it down again. If customer approaches the machine while powered down, product will sense the person's presence and power up immediately.

If a site determines that the location of a vending machine will be in an area outside a building and not covered by the overhead protection then the Vending Miser or equal shall not be utilized, as it is not designed to be exposed to direct weather.

Product Stocking- Contractor shall provide product to the machines a minimum of twice weekly and upon specific request by the school representative. The vending machines are to be always stocked. "Always stocked" is defined, as at least one item of each selection available at all times. Contractor shall respond to all stocking issues and provide replacement product within twenty four (24) hours and during normal business hours.

The District/school site(s) will permit the Contractor and its employees and representatives to enter the school site(s) for purposes of servicing and stocking the equipment during normal school hours. Contractor realizes the hazards of driving on or around a school campus and will maintain the necessary precautions to insure the safety of students and personnel.

Refund Procedures- Contractor agrees to reimburse school site for any student refunds due to machine malfunction. A logging system will be maintained to reconcile monies advanced by school to students and replenished on a weekly basis.

Taxes- Contractor shall be responsible for payment of taxes on all sales of vending machine beverage products on the campus. Contractor is responsible for all taxes payable related to sales income. Contractor may be assessed common area maintenance fees, taxes and other charges based on its occupation of the space allocated to vending machines.

Representatives, Warranties, Covenants- Each party hereto represents to the other that:

- (1) It has full power and authority to enter into this agreement and to grant and convey the right set forth herein.
- (2) All necessary approvals for execution, delivery and performance of this agreement have been obtained and this agreement has been duly executed and delivered and constitutes a legal, valid and binding obligation enforceable in accordance with its terms, and nothing contained in this agreement violates, interferes with or infringes upon the rights of any third party.
- (3) The signatory on this agreement is duly authorized and empowered to bind the party to the terms and conditions in this agreement and its performance hereunder.
- (4) They have complied with all applicable laws, ordinances, codes, rules and regulations relating to entering this agreement and its performance hereunder.

Each of the parties hereto agrees that:

- (1) The representatives, warranties and covenants contained herein shall survive the execution and delivery of this agreement, and
- (2) Except as expressly set forth herein, neither party has made, and neither party is relying on, any representation or warranty, express or implied, with respect to the subject matter hereof.

Indemnification- Contractor will indemnify and hold the school district harmless from any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties including reasonable attorney fees arising out of:

- (1) Its breach of any material term or condition of this agreement.
- (2) Product liability suits resulting from the use or consumption of Contractor's product.
- (3) The negligence or willful misconduct of the Contractor or their employees.

The District shall indemnify and hold harmless the Contractor and its subsidiaries Item 16.4 E assigns from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties including any reasonable attorney fees arising out of

- (1) Its breach of any material term or condition of this agreement
- (2) The negligence or willful misconduct of the school district or their employees.

Breach of Contract- If any of the material terms of this agreement are terminated, violated, prohibited or limited during the term of this agreement for any reason by either party to this agreement, with the exception of final judicial opinion and imposition or modification of any local, state or federal laws and/or regulations, whether or not due to a cause beyond the reasonable control of either party, then violated party shall provide written notice of such an event and respondent shall have a thirty (30) day period within which to cure such breach. Should party fail to cure such breach within the thirty (30) day period the following action may be taken:

- 1. In the event the default is related to a failure to meet the "Volume Threshold," the Contract may be extended by mutual agreement of both parties until the volume threshold has been met resulting in an extended term and a new renewal date. This new renewal date will then serve as the new beginning term for each renewal period thereafter. However if failure to achieve the volume threshold is related to equipment failure or lack of product or service as specified herein district/school site(s) shall not extend the contract or be liable in any way. Refer to article entitled **Volume Threshold** enclosed herein.

And/or

- 2. Contractor, upon mutual agreement of school site representative(s), may substitute other of its products in an attempt to enhance the volume.

Termination of Contract- Either party may terminate this Agreement in its entirety if;

- 1. An order for relief has been entered with respect to any applicable bankruptcy, insolvency, or other similar law now or hereafter in effect.

Or

2. A party has filed for reorganization, become insolvent or had a receiver appointed for its affairs, by any other officer having similar powers over it appointed for its affairs, by any court of competent jurisdiction, whether or not with their consent.

Termination for Convenience- The District may terminate this contract for convenience in whole or in part if it determines such termination to be in its best interest. The termination shall be effective upon thirty (30) days written notice to the Contractor and the school site(s) shall be liable only for reimbursement of that percentage of the consideration/sponsorship fee for the remainder of the contract following termination date. The school site shall receive all the commissions for all beverages sold prior and up to the date of termination.

Notices- Any notices or other communication hereunder shall be in writing and shall be deemed given when received.

Relationship of Parties- The School District and/or site representative(s) and the Contractor are acting herein as independent contractors and employers and nothing herein shall create or be construed as creating a partnership, joint venture or agency relationship between any of the parties and no party shall have the authority to bind the others in any respect.

Confidentiality- Except as otherwise required by law or the rules and regulations of any national securities exchange or the rule or regulations of the School District, the school site and the contractor agree not to disclose any non-public, confidential, or proprietary information to any third party other than to their respective directors, officers, employees, agents, and advisors as needed.

Governing Law- This Agreement shall be governed by and construed in accordance with the laws of the State of California.

If any provision of this agreement shall be deemed or declared unenforceable, invalid, or void, the same shall not impair any of the other provisions contained herein which shall continue to be enforceable in accordance with their respective terms, except that this clause shall not deprive any party of any remedy afforded under this agreement.

Food Regulations- Contractor will abide to all local, state and federal guidelines with respect to food and beverage content allowed on school premises. Contractor agrees to maintain and make available to District any/all food/beverage specification labels available for audit to ensure nutritional compliance.

Public Liability and Property Damage Insurance- Contractor shall, at Contractor's sole cost and expense, provide for and maintain in force and effect, from the commencement of services until expiration of this Contract, a policy or policies of insurance covering Contractor's services and furnish to the DISTRICT a certificate of insurance evidencing all coverage's and endorsements required hereunder.

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Comprehensive General Liability Insurance for injuries including accidental death, to any one person in an amount not less than \$ 1,000,000.00

and

Subject to the same limit for each person on account of one accident, in an amount not less than \$ 1,000,000.00

Broad Form Property Damage Insurance in an amount not less than \$ 1,000,000.00

Contractual Liability Insurance in an amount not less than \$ 1,000,000.00

Comprehensive Automobile Liability Insurance covering the use of all owned, non-owned and hired vehicles with combined bodily injury and property damage in an amount not less than \$ 1,000,000.00

Product & Completed Operations Liability \$ 1,000,000.00

Item 16.4 E

Statutory Worker's Compensation
Insurance in accordance with
Sections 3700 and 3800 of the Labor
Code of the State of California

An endorsement to said policy(s)
naming the DISTRICT as an additional
insured while rendering services
under this Contract

A thirty (30) day written notice
to DISTRICT of cancellation or
reduction in coverage

Force Majeure- If the performance by either party hereto of its respective nonmonetary obligations under this agreement is delayed or prevented in whole or in part by acts of God, fire, storms, explosions, accident, epidemics, war, civil disorder, strikes or other labor difficulties, or any law, rule, regulation, order or other action adopted or taken by any federal, state, or local government authority, or any other cause not reasonably within such party's control, whether or not specifically mentioned herein, such party shall be excused, discharged and released from performance only to the extent such performance or obligation is so delayed or prevented by such occurrence (Force Majeure Period) without liability of any kind, and Contractor shall proportionately reduce the then current consideration/sponsorship fee and commissions for the duration of the Force Majeure period.

Entire Agreement- This document and bid form is a complete and exclusive statement of the terms thereof and supersedes all prior negotiations, representations, and agreements and no representation, understandings, or agreements have been made or relied upon in the making of this proposed agreement. No modification or waiver of any of the terms and conditions of this proposed agreement shall be effective unless such modification or waiver is expressed in writing and signed by each of the parties.

Assignment- Neither party may subcontract or assign its rights or obligations under this proposed agreement to any other entity or person without the express consent of the other.

Restrictions- Individuals may not enter into any advertising or sponsorship agreements that involve schools campuses without prior approval of the District. When seeking revenue

enhancements, there will be no interference with current school/district advertising and marketing programs including but not limited to yearbook advertising, and cafeteria contracts. **Item 16.4E**

The following restrictions will be in place when seeking revenue enhancement. Revenue enhancement will not:

1. Promote hostility, disorder, or violence
2. Attack ethnic, racial or religious groups
3. Discriminate, demean, harass or ridicule any person or group of persons on the basis of gender.
4. Be libelous
5. Inhibit the functioning of the school and/or district.
6. Override the school/district identity
7. Promote, favor, or oppose the candidacy of any candidate for election, adoption of any bond/budget issues or any public questions submitted at any general, county, municipal, or school election.
8. Contain obscene or pornographic demonstrations as defined by prevailing community standards throughout the district.
9. Promote the use of drugs, alcohol, tobacco, firearms, or certain products that create community concerns.
10. Promote any religious or political organization.
11. Use any district or school logo without prior approval.
12. Use any school bulletin boards without prior approval.

References- The bidder must furnish complete and accurate information requested below. Failure to comply with this requirement may render the proposal non-responsive which may cause it to be rejected. Additional sheets may be attached if necessary. The District reserves the right to request additional information in an effort to ascertain the responsibility of the contractor.

1. How many years experience do you or your firm have in the business of providing beverage vending machines and beverage vending product? _____
2. Has your firm or any of its principals defaulted so as to cause a loss? _____
If your answer is yes, please provide details below.

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3. Have you or any of your principals been assessed damages for any contract in the past three years? _____
If your answer is yes, please provide details below.

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-
4. Have you or any of your principals been in litigation or arbitration or dispute of any kind relating to vending machines or their product? _____ If your answer is yes, please provide details below.

-
-
5. List the names, addresses, and telephone numbers, and contact information for all school sites in the Los Angeles County area to which you have supplied beverage vending machines and beverage vending products. Attach additional sheets if necessary.

Name Contact	Address	Telephone

**PROPOSAL FORM
RFP #2012/2013-104**

Item 16.4 E

Beverage and Snack Vending Machines and Products

To: The El Rancho Unified School District, acting by and through its Governing Board, herein called the "District."

From: _____ (herein referred to as Contractor)

Name of Proposer

Address

Contact name, Telephone and Fax numbers

Pursuant to documents enclosed herein the undersigned proposer hereby agrees to be bound by all the terms and conditions as stipulated in the contract as set forth herein, and proposes to perform and complete in good workmanlike manner all of the work/service required, in connection with **RFP #2012/2013-104, Beverage and Snack Vending Machines and Products.**

The undersigned proposer agrees that they will contract with the El Rancho Unified School District to provide all necessary service, labor, supervision, apparatus, machinery, product, and furnish all materials as specified in the contract in the manner and time therein prescribed; and that they will provide all required documents, including but not limited to insurance submittals within 10 days of award of this contract.

The award of this contract will be based upon the best overall benefit to the school site(s) based upon the rate of commission and the yearly sponsorship fee only. Those donations that the contractor chooses to provide in excess of this agreement will not be considered in the award evaluation.

The School sites and their respective addresses and enrollment as of September 1, 2012 is noted below:

<u>Site</u>	<u>Enrollment</u>
El Rancho High School	3,050

6501 S. Passons Blvd.
Pico Rivera, CA 90660

Item 16.4 E

Beverage	6	(5 student, 1 staff)
Snack	6	(5 student, 1 staff)
Coffee	1	(staff)

Osburn Burke Middle School
8101 Orange Ave.
Pico Rivera, CA 90660

600

Beverage	3	(2 student, 1 staff)
Snack	3	(2 student, 1 staff)
Coffee	1	(staff)

North Park Middle School
4450 S. Durfee Ave.
Pico Rivera, CA 90660

880

Beverage	4	(3 student, 1 staff)
Snack	4	(3 student, 1 staff)
Coffee	1	(staff)

Rivera Middle School
7200 Citronell St.
Pico Rivera, CA 90660

820

Beverage	3	(2 student, 1 staff)
Snack	3	(2 student, 1 staff)
Coffee	1	(staff)

Please note below the Volume Threshold (if applicable), Consideration/Sponsorship Fee, and the Percentage of Commission for each site by term (year 1 through year 5).

<u>Site</u>	<u>Terms</u>	<u>Consideration</u>	<u>Commission %</u>	Item 16.4 E
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El Rancho High *Volume Threshold (if applicable) is _____ per month*

Year 1	\$ _____	_____ %
Year 2	\$ _____	_____ %
Year 3	\$ _____	_____ %
Year 4	\$ _____	_____ %
Year 5	\$ _____	_____ %

Burke Middle *Volume Threshold (if applicable) is _____ per month*

Year 1	\$ _____	_____ %
Year 2	\$ _____	_____ %
Year 3	\$ _____	_____ %
Year 4	\$ _____	_____ %
Year 5	\$ _____	_____ %

North Park Middle *Volume Threshold (if applicable) is _____ per month*

Year 1	\$ _____	_____ %
Year 2	\$ _____	_____ %
Year 3	\$ _____	_____ %
Year 4	\$ _____	_____ %
Year 5	\$ _____	_____ %

Rivera Middle

Volume Threshold (if applicable) Is _____ **Item 16.4 E**

Year 1 \$ _____ %

Year 2 \$ _____ %

Year 3 \$ _____ %

Year 4 \$ _____ %

Year 5 \$ _____ %

The undersigned hereby declares that all of the representations of this proposal **Item 16.4 E** under penalty of perjury under the laws of the State of California.

Individual Name: _____
Proposer

Signed by: _____

Print Name: _____

Date: _____

Business Address: _____

Telephone: _____

(Proposer must provide certification signed by authorized officers of each of the parties to the joint venture or partnership naming the person acting as their agent and authorized to sign)

Partnership Name: _____

Signed by: _____

(Partner)

Print Name: _____

Date: _____

Business Address: _____

Other Partners: _____

Telephone: _____

*******Item 16.4 E*******

(A Corporation awarded the contract shall furnish evidence of its corporate existence and evidence that that officer signing the Agreement and bond is duly authorized to do so)

Corporation Name: _____
(a _____ Corporation)

Signed by: _____

Print Name: _____

Date: _____

Signed by: _____
(President)

Print Name: _____

Date: _____

Signed by: _____
(Secretary)

Print Name: _____

Date: _____

Business Address: _____

Telephone: _____

(Seal and Attest)

*******Item 16.4 E*******

(Proposer must provide certification signed by authorized officers of each of the parties to the joint venture or partnership naming the person acting as their agent and authorized to sign)

Joint Venture Name: _____

Signed by: _____

(Joint Venturer)

Print Name: _____

Date: _____

Business Address: _____

Telephone: _____

Other Parties to Joint Venture:

If an Individual: _____

(Signed)

Print Name: _____

Doing Business As: _____

If a Partnership: _____

Signed by: _____

(Partner)

Print Name: _____

If a Corporation: _____

(a _____ Corporation)

By: _____ **Item 16.4 E**

Title: _____

Date: _____

(Seal and Attest)

VENDING MACHINE INVENTORY

Item 16.4 E

El Rancho High

Food Service Commissions: (1 check payable to E.R.U.S.D. Food Services)

100%

Burke Middle

Food Services commissions (1 check)

100%

North Park Middle

Food Services commissions (1 check)

100%

Rivera Middle

Food Services commissions (1 check)

100%

Item 16.4 E

Request for Proposal #2012-2013-104

Beverage and Snack Vending Machines and Products

Proposed Time Line for RFP Process*

Issue Request for Proposals	April 10, 2013
Deadline for written questions regarding RFP	April 22, 2013
Request for Proposals Response Due Date	April 26, 2013
Notification and recommendation to Board of Ed.	May 9, 2013
Award of Contract	May 10, 2013
Contract Begin "Notice to Proceed"	TBD w/ Vendor
Date of Completion of Installment	June 30, 2013

*Note: dates are approximate, and may be subject to change due to delays or other unforeseen circumstances. The District will make every effort to maintain the above schedule to the best of its ability.

Item 16.4 E

CAMPUS MAPS

Item 16.5 A

ISSUE:

Approve Contract of Employment for the Director of Student Services.

ANALYSIS:

It is recommended that the Governing Board of the El Rancho Unified School District approve the contract of employment for Larry Brunson, Director of Student Services, according to the terms and conditions set forth in the contract agreement, effective August 26, 2013. This agreement also sets other terms and agreements of Mr. Brunson's employment and benefits.

RECOMMENDATION:

Approve Contract of Employment for the Director of Student Services for the 2013-2014 school year.

Submitted by: Mark Matthews, Director of Human Resources

September 12, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT
9333 Loch Lomond Drive, Pico Rivera, California 90660
Tel: (562) 942-1500 * Fax: (562) 949-2821

BOARD OF EDUCATION
Delia Alvidrez
Rachel Canchola
Rita Jo Ramirez
Alfred Renteria, Jr.
Joseph Rivera, Ed.D.

SUPERINTENDENT
Martin Galindo

Contract for Director of Student Services

2013-2014

Effective: August 26, 2013

The Board of Education of the El Rancho Unified School District of Los Angeles County agrees to employ you as a certificated employee as the Director of Student Services for the 2013-2014 school year. This contract is also subject to certification, fingerprinting clearance, tuberculosis clearance, verification of experience, and receipt of completed transcripts under the following terms and conditions:

SALARY: You will be placed on step 3 of the Director of Student Services Salary Schedule. The compensation paid shall be in accordance with the salary schedule adopted by the School District Governing Board. Employees on this schedule will be paid all salary (including longevity pay) and benefit increases received by certificated management employees during the term of this Agreement.

For the 2013 – 2014 fiscal year, the Director of Student Services' Salary shall reflect 10 furlough days. The salary shall be \$116,729.00 or \$496.72 per diem.

LONGEVITY PAY: Existing longevity pay will be as follows:

- 2% of base salary after 15 years of service
- 4% of base salary after 20 years of service
- 8% of base salary after 25 years of service
- 10% of base salary after 30 years of service
- 12% of base salary after 35 years of service

Employees on this schedule may receive credit towards longevity pay for out-of-District administrative/supervisory experience up to a maximum of twelve (12) years.

WORK YEAR: The work year shall be for a period of 246 days/12 calendar months, inclusive of 10 furlough days. Employees on this schedule shall be entitled to thirty (30) working days vacation per year. Employees may accumulate and be reimbursed for earned vacation time up to a maximum of thirty (30) days as per Board Policy 4362.

HEALTH AND WELFARE BENEFITS: The District shall pay the full premium for health and welfare benefits for the Director of Student Services and family for the 2013-2014 school year and every year thereafter that this contract remains in force. The Director of Student Services shall contribute the following amount each month for a period of ten (10) months for the 2013-2014 school year beginning October 1, 2013 through July 1, 2014 towards his health and welfare benefits:

Item 16.5 A

- a. Single coverage - \$30.00
- b. Two-party coverage - \$55.00
- c. Family coverage - \$85.00

The above monthly amounts will be adjusted accordingly in the event his level of coverage changes at any time from October 1, 2013 through June 30, 2014.

LIFE INSURANCE: The District shall provide a \$50,000 group term life insurance policy for employees on this schedule.

MILEAGE: Employees on this schedule shall be paid mileage compensation based on the standard federal mileage rate.

EARLY RETIREMENT: Employees on this schedule shall be eligible for the Early Retirement Benefit Plan in accordance with Board Policy 4317.12.

All other existing and future entitlements to leaves of absence, health benefits, retirement benefits, and any other fringe benefits provided to other Cabinet officers by Board Policy, state statute, and/or collective bargaining agreements, shall be provided for in this contract.

NON-RENEWAL AND TERMINATION: The Board of Education may elect not to renew or extend this Agreement upon its expiration.

INDEMNITY: In accordance with the provisions of Government Code §825 and §925, unless there is a finding of criminal action, actual fraud, corruption, or actual malice, the El Rancho Unified School District shall hold harmless and indemnify the Director from any and all demands, claims, suits, actions, and legal proceedings brought against the Director in Director's individual or official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claims, suits, actions, or legal proceeding arose while the Director was acting within the scope of the Director's employment.

All other existing and future entitlements to leaves of absence, health benefits, retirement benefits, and any other fringe benefits provided to other Cabinet officers by Board Policy, state statute, and/or collective bargaining agreements, shall be provided for in this contract.

Delia Alvidrez, President
Board of Education

Martin Galindo
Superintendent

Larry Brunson
Director of Student Services

Board Approved/Ratified: September 12, 2013

Item 16.5 B

ISSUE:

Resolution No. 8-2013/2014

Submission of request for utilization of Education Code 44263 (teacher to serve in a class outside their credential)

ANALYSIS:

El Rancho High School is in need of Digital Photo, Web Design/Digital Imaging, Video Production teachers. The District is requesting authorization to utilize Ed Code 44263 in hiring teachers who are credentialed in Single Subjects. Ed Code 44263 states that, with the consent of the governing board, *“A teacher licensed pursuant to the provisions of this article may be assigned, with his or her consent, to teach any single subject class in which he or she has 18 semester hours of coursework or nine semester hours of upper division or graduate coursework....”*

The following applicants have more than 18 semester units in Digital Photo, Web Design/Digital Imaging, Video Production and qualify to teach these subjects under Education Code 44263.

Applicant:	Zeko, Paul	Digital Photo	Eff:	8/21/13 – 6/6/14
	Crone, John	Web Design/Digital Imaging		8/21/12 – 6/6/14
	Diaz, Justin	Video Production		8/21/13 – 6/6/14

RECOMMENDATION:

Approve/Ratify Adoption of Resolution No. 8-2013/2014 authorizing three Single Subject Credentialed teachers to teach in a class outside their credential on the basis of California Education Code 44263.

Submitted by: Mark Matthews, Director of Human Resources

September 12, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT

9333 Loch Lomond Drive, Pico Rivera, California 90660

Tel: (562) 942-1500 • Fax: (562) 949-2821

Item 16.5 B

BOARD OF EDUCATION

Delia Alvidrez
Rachel Canchola
Rita Jo Ramirez
Alfred Renteria, Jr.
Joseph Rivera, Ed.D.

SUPERINTENDENT
Martin Galindo

RESOLUTION NO. 8 - 2013/2014

AUTHORIZATION TO TEACH IN A DEPARTMENTALIZED CLASS

WHEREAS, in order to teach in a class outside of his or her credential, a teacher must have a credential in that subject,

WHEREAS, the district has employed credentialed teachers to teach single subject courses without a credential in those areas,

WHEREAS, Education Code 44263 allows the holder of a teaching credential to be assigned to teach any single subject class in which he or she has 18 semester hours of coursework or nine semester hours of upper division or graduate coursework in the subject to be taught,

WHEREAS, it has been established that **Paul Zeko** has completed 18 semester hours of coursework in Digital Photo, **John Crone** has completed 18 semester hours of coursework in Web Design/Digital Imaging and **Justin Diaz** has completed 18 semester units of coursework in Video Production,

WHEREAS, in the district's best interest, for auditing purposes and adherence to the California Teacher Credentialing requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the El Rancho Unified School District hereby authorizes the following teachers to teach in the following subject areas:

Zeko, Paul – Digital Photo
Crone, John – Web Design/Digital Imaging
Diaz, Justin – Video Production

ADOPTED this 12th day of September, 2013

Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

Signature: _____

Clerk of the Governing Board

ADMINISTRATION

Roxane Fuentes
Assistant Superintendent
Educational Services

Mark Matthews
Director
Human Resources

Leticia Covarrubias
Chief Business Officer
Business Services

Larry Brunson
Director
Student Services

Item 16.5 C

ISSUE:

Resolution No. 9-2013/2014
Authorization to Teach in an Intermediate Departmentalized Class

ANALYSIS:

The El Rancho Unified School District has two teachers with Multiple Subject Credentials teaching in a departmentalized class. Education code 44256(b) allows the holder of a Multiple Subject Teaching Credential to teach any subject in departmentalized classes below grade 9 if the teacher has twelve semester units or six upper division or graduate semester units of course work in the subject to be taught from an accredited institution. Action of the governing board by resolution and teacher consent is required.

Ed. Code 44256(b) The governing board of a school district by resolution may authorize the holder of a multiple subject teaching credential or a standard elementary credential to teach any subject in departmentalized classes to a given class or group of students below grade 9, provided that the teacher has completed at least 12 semester units, or six upper division or graduate units, of coursework at an accredited institution in each subject to be taught. The authorization shall be with the teacher's consent.

The following teachers have met these requirements:

Lisa Cordes - Science/Rivera Middle Effect: 8/21/13 – 6/6/14
Edward Fierro - Math & Physical Education/Burke Middle 8/21/13 – 6/6/14

RECOMMENDATION:

Approve/Ratify Adoption of Resolution No. 9-2013/2014 authorizing two Multiple Subject Credentialed teachers to teach in intermediate departmentalized classes per Ed. Code 44256(b).

Submitted by: Mark Matthews, Director of Human Resources

September 13, 2013



EL RANCHO UNIFIED SCHOOL DISTRICT

9333 Loch Lomond Drive, Pico Rivera, California 90660

Tel: (562) 942-1500 • Fax: (562) 949-2821

Item 16.5 C

BOARD OF EDUCATION

Delia Alvidrez
Rachel Canchola
Rita Jo Ramirez
Alfred Renteria, Jr.
Joseph Rivera, Ed.D.

SUPERINTENDENT
Martin Galindo

RESOLUTION NO. 9 - 2013/2014

AUTHORIZATION TO TEACH IN AN INTERMEDIATE DEPARTMENTALIZED CLASS

WHEREAS, in order to teach in a departmentalized class, a teacher must have a credential in that subject,

WHEREAS, the district has employed credentialed teachers to teach Physical Education, Science, and Mathematics classes without a credential in those areas,

WHEREAS, Education Code 44256(b) allows the holder of a teaching credential to be assigned to teach any single subject class in which he or she has 12 semester hours of coursework or nine semester hours of upper division or graduate coursework in the subject to be taught,

WHEREAS, it has been established that **Lisa Cordes and Edward Fierro** have completed more than the minimum requirement of 12 semester hours of coursework in Physical Education, Science and Mathematics;

WHEREAS, in the district's best interest, for auditing purposes and adherence to the California Teacher Credentialing requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the El Rancho Unified School District hereby authorizes the following teacher to teach in the following subject areas:

Lisa Cordes - Science/Rivera Middle
Edward Fierro - Math & Physical Education/Burke Middle

ADOPTED this 12th day of September, 2013

Certification of the Clerk of the Board

The agenda with this item for action was posted as required by law.

Signature:

Clerk of the Governing Board

ADMINISTRATION

Roxane Fuentes
*Assistant Superintendent
Educational Services*

Mark Matthews
*Director
Human Resources*

Leticia Covarrubias
*Chief Business Officer
Business Services*

Larry Brunson
*Director
Student Services*

Item 16.5 D

ISSUE:

Submission of request for utilization of Ed. Code 44258.2 (teacher to serve in a class outside their credential).

ANALYSIS:

The El Rancho Unified School District has two teachers with a Single Subject Credential teaching in a class outside of their credential. Education code 44258.2 allows the holder of a Single Subject Teaching Credential to be assigned to teach classes in grades 5 through 8 in a middle school. The teacher must have a minimum of twelve semester units or six upper division or graduate semester units of course work in the subject to be taught from an accredited institution. Action of the governing board and teacher consent is required.

Education Code 44258.2: *the holder of a single subject teaching credential may, with his or her consent, be assigned by action of the governing board to teach classes in grades 5 to 8, inclusive, in a middle school, if he or she has a minimum of 12 semester units, or six upper division or graduate units, of coursework at an accredited institution in the subject to which he or she is assigned.*

The following teachers have met these requirements:

Barajas, Alice	Science/Rivera Middle	Effect: 8/21/13 – 6/6/14
Valenzuela, Aracely	Language Arts/Rivera Middle	8/21/13 – 6/6/14

RECOMMENDATION:

Approve/Ratify to employ two (2) certificated teachers authorizing them to teach in a class outside their credential per California Education Code 44258.2.

Submitted by: Mark Matthews, Director of Human Resources

September 12, 2013

Item 16.5 E

ISSUE:

Submission of request for utilization of Ed. Code 44258.7(b) (teacher to serve in a class outside their credential).

ANALYSIS:

The El Rancho Unified School District has five full-time teachers who hold a credential in a subject other than physical education to coach a competitive sport for which the students receive physical education credit for one period a day, if the teacher has completed a minimum of 20 clock hours of first aid instruction appropriate to the specific sport.

Education Code 44258.7(b): *A person who holds a teaching credential in a subject or subjects other than physical education may be authorized by action of the local governing board to coach one period per day in a competitive sport for which students receive physical education credit, provided that he or she is a full-time employee of the school district and has completed a minimum of 20 hours of first aid instruction appropriate for the specific sport.*

The following teachers have met these requirements:

Elliott, Ray	Basketball Varsity	Eff: 8/21/13 – 6/6/14
Ineguez-Kemp, Kenia	Pepsters Varsity	8/21/13 – 6/6/14
Llanes, Frank	Baseball Varsity	8/21/13 – 6/6/14
Lippstreu, Cynthia	Tennis (Girls)	8/21/13 – 6/6/14
Pringle, John	Waterpolo	8/21/13 – 6/6/14

RECOMMENDATION:

Approve/Ratify to employ five (5) certificated teachers authorizing them to teach in a class outside their credential per California Education Code 44258.7(b).

Submitted by: Mark Matthews, Director of Human Resources

September 12, 2013

Item 16.5 F

ISSUE:

Memorandum of Understanding (MOU) between the El Rancho Unified School District (ERUSD) and the Los Angeles County Office of Education (LACOE) for the Project Impact-District Intern Program.

ANALYSIS:

Project Impact is a District Intern Program supported by a consortium of local schools/school district, and coordinated by the Los Angeles County Office of Education. The San Joaquin County Office of Education sponsors the Impact Program. Impact represents a collaborative effort between the county offices, schools/school districts, employee organizations representing teachers, and institutes of higher education. In a district intern program, the district employs the intern and delivers the teacher preparation program.

RECOMMENDATION:

Approve Memorandum of Understanding (MOU) between the El Rancho Unified School District (ERUSD) and the Los Angeles County Office of Education (LACOE) for the Project Impact-District Intern Program. This MOU shall be effective September 13, 2013 through June 30, 2015.

Submitted by: Mark Matthews, Director of Human Resource

September 12, 2013

Memorandum of Understanding
Between the LACOE Beginning Teacher Programs
and El Rancho Unified School District

Item 16.5 F

Partnership in the Learning to Teach Continuum
District Intern Agreement

The purpose of this Memorandum of Understanding (hereinafter "MOU"), is to describe how the Los Angeles County Office of Education (hereinafter, "LACOE") and El Rancho Unified School District (hereinafter, "District") will collaborate with respect to the ever increasing need for highly qualified educators in California by developing and delivering a quality teacher preparation program through PROJECT IMPACT: a district internship program for Multiple Subject, Single Subject and Education Specialist teacher candidates.

A. Background

Project Impact is a **District Intern Program** supported by a consortium of local schools/school districts, and coordinated by the Los Angeles County Office of Education. The San Joaquin County Office of Education sponsors the IMPACT Program. Los Angeles, Placer, and Tulare County Offices of Education support satellite programs. IMPACT represents a collaborative effort between the county offices, schools/school districts, employee organizations representing teachers, and institutes of higher education.

District intern programs are similar to traditional university internships in that the intern is both a full time teacher and full time student. In a district intern program, the district employs the intern and delivers the teacher preparation program. The IMPACT program applies this concept to a consortium model with the Los Angeles County Office of Education providing the coordinated development and delivery of a comprehensive teacher-training program. Upon completion of the program, IMPACT program interns will be eligible for a preliminary teaching credential. Funding to operate the program is from three sources: grant funds, intern fees and district in-kind support.

As a result of legislation (Senate Bill 2042), PROJECT IMPACT interns take and pass a Teaching Performance Assessment during the the program. Upon successful completion of all program requirements, interns are awarded a California Preliminary Teaching Credential. At this point, the intern moves into the induction phase of the program, culminating in a California Professional Clear Credential.

The LACOE Project IMPACT program is designed to:

- (1) Reduce the number of non – NCLB /ESEA compliant teachers employed in California.
- (2) Improve the educational performance of pupils through improved training, information, and assistance in the local context for developing teachers.

**Memorandum of Understanding
Between the LACOE Beginning Teacher Programs
and El Rancho Unified School District**

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Item 16.5 F

- (3) Enhance the developing teachers learning by interweaving theory with the contextual experience of teaching in culturally and linguistically diverse classrooms.
- (4) Ensure the professional success and retention of new teachers.
- (5) Ensure intensive individualized coaching from a Practicum Supervisor.
- (6) Improve the rigor and consistency of individual teacher performance and the usefulness of assessment results for teachers.
- (7) Utilize an effective, coherent system of performance assessments that are based on the California Standards for the Teaching Profession.
- (8) Provide an alternate path to a California Preliminary Clear Credential
- (9) Recruit non-traditional candidates into the teaching profession.

LACOE, through the Division of Human Resource Services, has initiated an Internship Program (hereinafter, "LACOE PROJECT IMPACT"). The program is part of a statewide Learning to Teach Continuum. The program serves eligible teachers for two years with an intern credential.

The intent of this MOU is to document that District intends to work with **LACOE PROJECT IMPACT** toward the mutual goal of developing and delivering a quality teacher education program. To this end, LACOE and the District agree to provide a supportive network for the developing teachers. District agrees to provide resources necessary to conduct relevant activities as outlined in Section B. District has agreed to participate in the LACOE PROJECT IMPACT, as detailed herein, and to comply with the California Commission on Teacher Credentials procedures and relevant regulations.

**B. Agency Responsibilities in the Learning to Teach Continuum
LACOE District Intern Program: PROJECT IMPACT**

1. During the period beginning the effective date of this MOU, the District will:

- a. *Assign a designated policy level administrator (usually an Asst. Supt. or Director of Personnel) to act as the primary contact person and attend consortium meetings for the purpose of decision making, coordinating, and communicating program requirements at the district level.*
- b. *Involve District Credential Analyst(s) in recruitment and selection of participating intern eligible candidates according to CCTC eligibility.*
- c. *Provide \$1500 matching in-kind support per intern teacher. In-kind support is support provided by the District, at no cost to the CCTC grant, and may include*

**Memorandum of Understanding
Between the LACOE Beginning Teacher Programs
and El Rancho Unified School District**

Item 16.5 F

instructional materials, facilities, and the services of the, credential analyst, clerical personnel, and on site peer coach.

- d. *Assign an on site peer coach / buddy to provide support to each IMPACT teacher within 30 days of a participating teacher's enrollment in the program.*
 - e. *Ensure that site administrators and policy boards are informed and understand the requirements and their responsibilities in the LACOE District Intern: PROJECT IMPACT program, or attend a site administrator training.*
 - f. *Release Project IMPACT intern teachers to participate in 2 half days of professional development observations.*
 - g. *Ensure peer site coaches orientation.*
 - h. *Ensure that the business office administrator is informed of the requirement for payroll deduction of fees for Interns participating in the LACOE District Intern PROJECT IMPACT Program.*
- 2. During the period beginning the effective date of this MOU, LACOE will:**
- a. *Provide administration, management and coordination of the LACOE PROJECT IMPACT PROGRAM as described in the grant approved by the CCTC.*
 - b. *Provide PROJECT IMPACT training and materials to each participating teacher.*
 - c. *Provide training to administrators to acquaint them with the PROJECT IMPACT goals, requirements for participants, and administrator responsibilities.*
 - d. *Coordinate and provide developing teacher Practicum Supervision (approx. 20 visits year one, and 10 visits year two).*
 - e. *Assume overall fiscal responsibility for administration of the grant funds, to include submission of year end expenditure reports, and any other documentation sought by the CCTC and San Joaquin Office of Education.*
 - f. *Coordinate Administrative Committee meetings to provide an ongoing system of program development and evaluation that leads to substantive program improvements in teacher development associated with the grant requirements.*
 - g. *Serve as Coordinator and contact between the San Joaquin County Office of Education and the CCTC.*
 - h. *Maintain records of the LACOE IMPACT PROJECT teachers; provide advisement and feedback to the Participant as to their progress.*

**Memorandum of Understanding
Between the LACOE Beginning Teacher Programs
and El Rancho Unified School District**

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Item 16.5 F**

C. Term

This Memorandum of Understanding becomes effective on the date of signature by the authorized representative of the Los Angeles County Office of Education and District and continue in full force and effect through June 30, 2015, unless early termination occurs in accordance with the terms of this MOU.

D. Modification

Any modification of this MOU shall be valid and binding only if in writing and agreed upon by the parties.

E. Termination

This MOU may be terminated by either party at the conclusion of the school year with (30) days written notice. This MOU is subject to immediate termination by LACOE in the event that the CCTC rescinds its funding commitment for the services to be provided pursuant to this MOU.

In the event of non-compliance constituting a material breach by District, this MOU is subject to immediate termination by LACOE. In the event of District non-compliance that does not, in LACOE's judgment, constitute a material breach, LACOE may suspend operations pursuant to this MOU, giving District notice of a reasonable deadline for remedying the noncompliance. Failure to remedy the non-compliance on or before the deadline shall constitute grounds for immediate termination of the MOU. Upon termination, the District shall, within twenty (20) working days, submit documentation of services provided pursuant to this MOU, to ensure accurate and complete reporting to CCTC. Such documentation shall be in a form satisfactory to LACOE.

F. Dispute Resolution and Legal Fees

In the event that any dispute arises between the parties relating to this MOU, the parties hereby agree to initially attempt to resolve such dispute by meeting and conferring. Should either party be required to file any legal action or claim to enforce any provision of this MOU, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

**Memorandum of Understanding
Between the LACOE Beginning Teacher Programs
and El Rancho Unified School District**

Item 16.5 F

G. Notices

Official communication pursuant to this MOU shall be addressed as follows:

To:
LACOE Beginning Teacher Programs
Christine Blum
Coordinator 11
Beginning Teacher Programs
Los Angeles County Office of Education
9300 Imperial Hwy ECE 300
Downey, CA 90242-4720

To:
El Rancho Unified School District
Mark Matthews
Director of Human Resources
9333 Loch Lomond Drive
Pico Rivera, CA 90660

Contact information for general communication is as follows:

Christine Blum,

Beginning Teacher Programs

562.940.1866 PH 562.803.8510 FAX

E-mail: blum_christine@lacoedu

Mark Matthews

Director of Human Resources

Phone: (562) 801-5217 FAX: _____

E-Mail: mmatthews@erUSD.org

IN WITNESS WHEREOF, the parties hereto have entered into this Memorandum of Understanding as evidenced by the signatures of their respective authorized representatives below.

El Rancho Unified School District

By: _____ Date: _____
Mark Matthews
Director of Human Resources

LOS ANGELES COUNTY OFFICE OF EDUCATION

By: _____ Date: _____
Deborah C. Harris
Assistant Director
Administrative Services
Controller's Office

Item 16.5 G

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