AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Annual Organizational Meeting

ITEM:

Election of Officers

SUBMITTED BY: Thelma Meléndez de Santa Ana, Ph.D., Superintendent

BACKGROUND INFORMATION:

To comply with Education Code Section 35143, an annual organizational meeting must be held within 15 days of the first Friday in December to elect officers of the Board of Education.

RATIONALE:

- 1. Although Education Code Section 35143 requires only that a president and secretary of the Board be elected; it has been the practice of the SAUSD to elect a President of the Board, Vice President of the Board, and Clerk of the Board for one year terms.
- 2. In accordance with Board Policy, the Superintendent serves as Secretary of the Board of Education.

3. Current officers are:

José Alfredo Hernández, President; Rob Richardson, Vice President; Audrey Yamagata-Noji, Clerk; John Palacio, Member; and Roman A. Reyna, Member.

4. Responsibilities of Officers:

President:

The President of the Board of Trustees shall preside at all regular and special meetings; call special meetings as provided for by law; sign documents on behalf of the Board of Trustees as may require his/her signature; and represent colleagues in relations with other Boards of Trustees.

Vice President:

Shall assume the President's duties in the absence of the President of the Board.

May sign documents which have been authorized by action on behalf of the Board of Education.

The Board may also elect a District representative for nominating members to the County Committee on School District Organization.

5. Officers assume responsibility immediately after election.

The Board must review Meeting Dates for 2012 as follows:

January 10, 2012 *	July 10, 2012 (cancel every year)
January 24, 2012	July 24, 2012
February 14, 2012	August 14, 2012 (cancel every year)
February 28, 2012	August 28, 2012
March 13, 2012	September 11, 2012
March 27, 2012	September 25, 2012
April 10, 2012	October 9, 2012
April 24, 2012	October 23, 2012
May 8, 2012	November 13, 2012
May 22, 2012	November 27, 2012
June 12, 2012	December 11, 2012
June 26, 2012	December 25, 2012 (cancel every year)

^{*}January 10, 2012 has been designated as a Special Meeting-Board Study Session to be held at 4:30 p.m.

Meetings are held the second and fourth Tuesdays of the month at 6:00 p.m. in the Board Room of the Administration Building, 1602 E. Chestnut, Santa Ana (unless the meeting is moved to another site for space accommodation).

FUNDING:

Not Applicable

RECOMMENDATION:

It is recommended that the Board of Trustees elects officers of the Board and approve the Regular meeting location and Regular meeting dates for the 2012 year.

/rr

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE: Santa Ana Unified School District Medalists in Orange County

Register's 2012 Public Elementary Schools Ranking

ITEM: Recognition

SUBMITTED BY: Cathie Olsky, Ed.D., Deputy Superintendent PREPARED BY: Angela Burrell, APR, Public Information Officer

BACKGROUND INFORMATION:

The purpose of this agenda item is to recognize ten Santa Ana Unified School District (SAUSD) schools, which received medals in the Orange County Register's 2012 Public Elementary Schools ranking, which appeared in the November 20, 2011, Sunday edition of the paper. SAUSD schools being recognized include:

<u>Gold Medalists:</u> Thorpe Fundamental Elementary, Muir Fundamental Elementary, and Harvey Elementary.

<u>Silver Medalists:</u> Monroe Elementary, Greenville Fundamental Elementary, Romero-Cruz Elementary, and Carver Elementary.

Bronze Medalists: Esqueda Elementary, Santiago Elementary, and Sepulveda Elementary.

RATIONALE:

The Orange County Register's annual 2012 Public Elementary Schools ranking rates 379 K-6 public elementary schools in Orange County. Thorpe Fundamental Elementary School captured the number two title and Muir Fundamental Elementary School earned the number three spot on the list countywide. Thorpe and Muir join with eight other SAUSD schools on the top list of 136 schools which earned a gold, silver, or bronze medal. The rankings are designed to show which local public schools provide the richest academic experience and strongest environment for learning by comparing the complete school experience. The ranking system was based on Academic Performance Index scores, and No Child Left Behind federal performance results, in addition to various other factors such as cultural diversity, discipline issues, and more.

FUNDING:

Not Applicable

RECOMMENDATION:

Recognize ten Santa Ana Unified School District schools, which received medals in the Orange County Register's 2012 Public Elementary Schools Ranking.

CO:eh

AGENDA ITEM BACKUP SHEET December 13, 2011

BOARD MEETING

TITLE:

Recognition: Classified Employee of Month for December 2011,

Maria De Jesus Gutierrez

ITEM:

Recognition

SUBMITTED BY: Juan M. López, Associate Superintendent, Human Resources

PREPARED BY: Art Jimenez, Director, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to recognize the Classified Employee of the Month for December.

RATIONALE:

A selection committee, consisting of classified employees elected by their peers, has reviewed nominees and selected the Classified Employee of the Month for the month of December. The members have selected Maria De Jesus Gutierrez, Food Service Worker at Franklin Elementary School.

FUNDING:

Not Applicable

RECOMMENDATION:

Recognize Maria De Jesus Gutierrez as Classified Employee of the Month for December 2011.

JML:nr

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Presentation:

Measure G 2010-11 Independent Financial and

Performance Audit Report

ITEM:

Presentation

SUBMITTED BY: Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY: Jessica Mears, Facilities Planner

BACKGROUND INFORMATION:

The purpose of this agenda item is to present to the Board of Education the Measure G 2010-11 Independent Financial and Performance Audit Report.

RATIONALE:

The firm of Vavrinek, Trine, Day & Co., LLP conducted the annual independent financial and performance audits. The Facilities Staff and Bond Oversight Committee will provide a brief overview of the audit findings.

FUNDING:

Not Applicable

RECOMMENDATION:

Presented for information.

JD:rb



December 13, 2011

2010-11 Measure G Independent Financial and Performance Audit

Thelma Meléndez de Santa Ana, Ph.D., Superintendent

Facilities & Governmental Relations

Joe Dixon, Assistant Superintendent Todd Butcher, Director, Construction Tova K. Corman, Senior Facilities Planner Jessica Mears, Facilities Planner

Board of Education
José Alfredo Hernández, J.D., President
Rob Richardson, Vice President
Audrey Yamagata-Noji, Ph.D., Clerk
John Palacio, Member
Roman A. Reyna, Member

Purpose of Tonight's Presentation

Present the 2010-11 Measure G Independent Financial and Performance Audit to the Board for acceptance.

Present the 2010-11 Measure G Bond Oversight Committee's Annual Report to the Board for acceptance.

to Measure G and is not intended to present the financial position and results The financial and performance audit presents only the Building fund specific of operations of SAUSD. 3



Measure G Compliance

- material respects, the financial position of the Building Fund (Measure G) of the Santa Ana Unified School District at June 30, 2011, and the results of its In our opinion, the financial statements referred to above present fairly, in all operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.
- However, we identified certain deficiencies in internal control over financial reporting, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies in internal We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. control over financial reporting.



Measure G Compliance

- The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing
- voters, in accordance with Proposition 39 and outlined in Article XIIIA, Section General Obligation Bond funds only for the specific projects approved by the The results of our tests indicated that the District expended Measure G 1 (b)(3)(C) of the California Constitution.
- The results of our tests indicated that, in all significant respects, the Santa Ana Unified School District has properly accounted for the expenditures held in the Building Fund (Measure G) and that such expenditures were made for authorized Bond projects.

2



Audit Finding

Finding

The Facilities Department utilizes both the District accounting system (Oracle) as well as the AccountAbility software (Colbi Technologies) to record the financial activity of the bond measure. The AccountAbility software allows for project specific accounting, providing a greater level of detail, whereas the Oracle accounting system represents the official recorded activity of the District. As the District is required to report financial However, a reconciliation between the two systems was not performed on a regular differences in the reporting information between the separate accounting systems. nformation to the State of California on a modified accrual basis, there exist

Recommendation

would ensure that all transactions initially recorded within the AccountAbility software are likewise reported within the Oracle accounting system. Timing differences due to The District should reconcile the two systems on a monthly basis. The reconciliation modified accrual accounting would be a component of this reconciliation, and would need to be identified through the reconciliation process.



2010-11 Bond Oversight Committee Annual Report

Presented by Michael Schmitt Orange County Taxpayers Association According to the Committee's bylaws, the Committee shall present to the Board an annual written report which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIIIA, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year.



2010-11 Bond Oversight Committee Annual Report

- The Santa Ana Unified School District Independent Citizens' Bond Oversight Committee submits Accountability in Local School Construction Bond Act of 2000, also known as Proposition 39. this Annual Report to the Board of Education in conformance with the standards of the Strict
- Independent performance and financial audits were conducted for the reporting period.
- Based on the information provided by the District for the reporting period of July 1, 2010 through June 30, 2011, the Committee finds that the Santa Ana Unified School District is in compliance with the requirements of Article XIIIA, Section 1(b) (3) of the California Constitution.
- During this fiscal year:
- No funds were used for any teacher or administrative salaries or other operating expenses prohibited by Article XIIIA, Section 1(b) (3) (a) of the California Constitution.
 - replacement of school facilities for projects listed in the School Board bond resolution and Funds were used only for the permitted purposes of construction, rehabilitation, and the SAUSD website.
- Bond revenue was spent only as specified in the voters' ballot and Board resolution of Measure G.

District Response

District Response:

Prior to the initiation of the Annual Financial and Performance Audit, the Facilities accounting systems, and has since reconciled the two systems. Accordingly, the Department acknowledged the importance of a reconciliation between the two Facilities Department has put in place a process to perform this essential reconciliation on a monthly basis.

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Annual Financial Audit Report for Fiscal Year 2010-11

ITEM:

Presentation

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Christeen Betz, Director, Accounting

BACKGROUND INFORMATION:

The purpose of this agenda item is to present to the Board the District's annual financial audit report for fiscal year 2010-11. The District's independent auditors Vavrinek, Trine, Day & Co., LLP will present and provide an assessment of the District's financial condition and internal controls regarding both 2009-10 and 2010-11 audit findings.

RATIONALE:

The State requires each district to submit an Audited Financial Statement by December 15, 2011, for the preceding fiscal year which ended June 30, 2011.

FUNDING:

Not Applicable

RECOMMENDATION:

Presented for information.

MB:mm



AUDIT PRESENTATION

JUNE 30, 2011



Vavrinek, Trine, Day, & Co., LLP Presented by Angie Zamora

What is being presented?

Statement of Auditing Standards (SAS) 114 Letter

Communication with those charged with Governance

Audited Financial Statements

- Financial Statements
- Internal controls and other compliance
- Federal Awards
- Compliance
- State Awards
- Compliance

2



SAS 114 Letter

- charged with governance the results of the audit: Intent is to communicate directly with those
- Appropriate accounting policies
- Significant estimates
- Corrected and uncorrected misstatements
- Management consultations with other auditors
- Audit findings



SAS 114 Letter (Cont'd)

- addressed within the audited financial statements: Two specific components to the letter are not
- Difficulties encountered during the course of the audit
- Disagreements with management



What is an Audit?

- assurance" about whether the financial statements A process designed to provide "reasonable are free of material misstatement
- Auditor's opinion unqualified is highest assurance provided
- How do we get there?
- Risk assessment
- Understand and review internal controls ı
- Perform tests of transactions using a sampling approach

- Page 91 within the audit report
- Financial statement
- Auditor's opinion was unqualified
- There were no significant deficiencies or material weaknesses in internal control reported
- Federal awards
- Auditor's opinion was unqualified
- 6 major Federal programs tested
- One significant deficiency noted
- There were no current year audit adjustments to the financial statements



Summary of Auditors' Results (Cont'd)

- State award
- Auditor's opinion was unqualified
- There were no current year audit adjustments to the financial statements
- Management letters comments beginning page 94



Schedule of Financial Trends

- Page 76 of the audit report
- the past three years and the subsequent 'budget' year Only place within the report where historical trends for are presented
- Important trends noted:
- The fund balance for the General Fund decreased (deficit) in the 2010-2011 year
- And is also projected to decrease in the 2011-2012 year



Schedule of Financial Trends (Cont'd)

- Available reserves reflect a slight decrease over the past two years (however, are above the State required percentage)
- Long-term debt has increased over the past two years
- Average daily attendance continues to reflect declines (and continued declines are projected for 2011-2012)
- Approximately 39 percent of current year appropriations are now been deferred to a subsequent period



ASB Recommendations

ASB Recommendations

- Cash management & internal controls
- Proper expenditure authorization
- Inventory logs

District's Response

- Staff development & training
- Presentations, learning material, & guidelines
- School Business Services Management Program

10



A Site Perspective **ASB Procedures**

Administrators, one of our assignments was to create a presentation to enable site administrators to deliver critical information to all site As a member of USC School of Business CBO Program for Site personnel involved in ASB.

Important Concepts covered:

- Purpose of ASB
- **ASB Responsibilities**
- **Budget Development**
- Internal Controls
- **Cash Receipt Procedures**
- Top 5 Cash Control Procedures
- **ASB Purchase Process and Guidelines**
- **Fundraisers**
- **Annual Audit**



Site Implementation

Every member of the site administrator cohort was asked to give this ASB presentation to specific secondary sites within the District. At MacArthur Fundamental School, we developed an action plan on how this information would be delivered and implemented.

Important Topics Covered:

- administrators on proper policies and procedures and fiscal Trained ASB bookkeeper, ASB Advisor, club advisors and compliance.
- Create an ASB quick reference guide with procedures and sample documents for ordering, planning events, etc.
- Develop effective monitoring strategies and a system of checks and balances to determine that systems, policies and procedures are being adhered to continuously.
- Bookkeeper as processes and procedures are being refined. Administration will provide support to club advisor and ASB



Questions?

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

2012-15 Education Technology Plan for Santa Ana Unified School

District

ITEM:

Presentation

SUBMITTED BY:

Cathie Olsky, Ed.D., Deputy Superintendent Alexandra Ito, Director, Education Technology

BACKGROUND INFORMATION:

The purpose of this agenda item is to present to the Board the Santa Ana Unified School District (SAUSD) 2012-15 Education Technology Plan. The term of the 2009-12 SAUSD Education Technology Plan concludes on June 30, 2012. To meet the District's needs and the E-Rate funding timeline, the submission deadline for the 2012-15 Education Technology Plan to the California Department of Education (CDE) is December 16, 2011. The 2012-15 Technology Plan has been developed by District technology staff through a process involving input from stakeholders, including teachers, administrators, parents, partners, and students.

RATIONALE:

The Technology Plan will serve as both a guide for technology-related decision making and as an instrument to monitor and evaluate progress toward identified goals and objectives. The SAUSD Education Technology Plan serves as the primary tool to guide the District's acquisition, sustainability, and integration of technology to support the District's curricular goals. This document is a "living document" subject to change through an annual addendum process. In order to receive education technology funds administered by the CDE, school districts must have an approved, current Education Technology Plan, per Education Code Section 51871.5.

FUNDING:

Not Applicable

RECOMMENDATION:

Presented for information.

CO:eh



SAUSD Education Technology Plan

2012-2015

December 13, 2011

Superintendent Thelma Meléndez de Santa Ana, Ph.D.

Cathie Olsky, Ed.D., Deputy Superintendent

Alexandra Ito, Director, Education Technology

Santa Ama Unified School Distr

Technology Plan Presentation Overview

Technology Plan Presentation Overview

Technology and Student Learning

Student Technology Skills

Technology Access

Data Management

Communication

Professional Development



The Role of the SAUSD Technology Plan

The Technology Plan:

- Serves as a guide for technology-related decision making
- Used as an instrument to monitor and evaluate progress
- A planning requirement for technology funding





-30

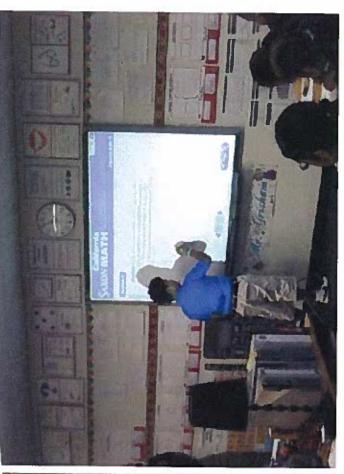


Technology and Learning

Technology and Learning

and Math as defined and measured by the STAR by 2014-15 meet proficiency levels or better in English-Language Arts - Technology will be used in support of students' ability to







Technology and Learning

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- Incorporate technology integration with curricular and instructional strategies
- Collaboration time > technology integration
 - Classroom walkthrough

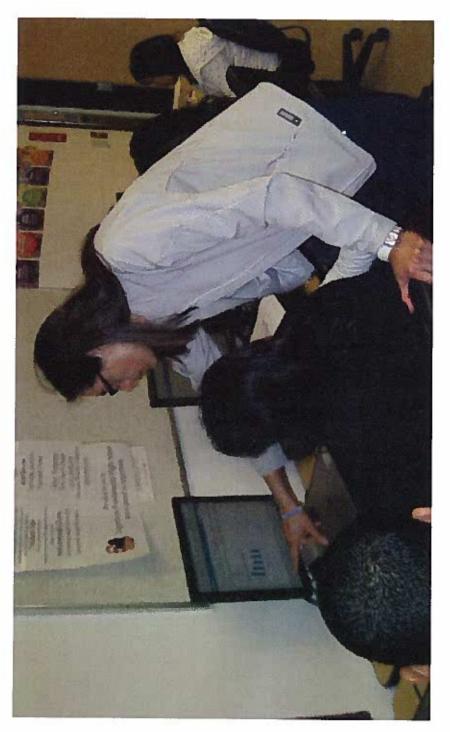




Student Technology Skills

Student Technology and Information Literacy Skills

- Students will learn and apply District Technology Goal and Benchmark Skills



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Student Technology Skills

Student Technology and Information Literacy Skills:

Strategies

- Integrate student technology skills into student work
- Provide students with opportunities to take specialized technology courses
- Demonstration of
 technology proficiency in
 sample student work
 included in the Senior Exit
 Portfolio



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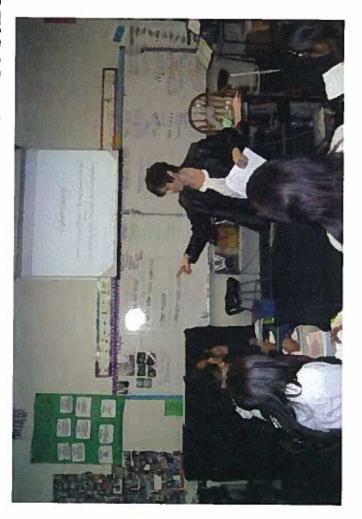
Student Technology Skills

Ethical Use of Information Technology

- All students will learn and apply concepts of copyright and fair use

Internet Safety and Privacy

- All students will learn and observe Internet safety practices



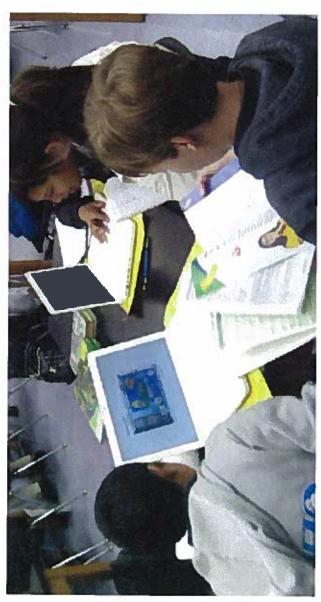
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Student Technology Skills

Finneal CSC OF Information Leannoidsy, internet Safety and Privacy Strategies

- Focus on information literacy standards in content areas
 - Website resources for students, parents, teachers
 - Cyber Savvy week
- Parent conference and classes



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- Continued implementation of the model technology standard
- Implementation of a mobile technology standard to expand technology access to students

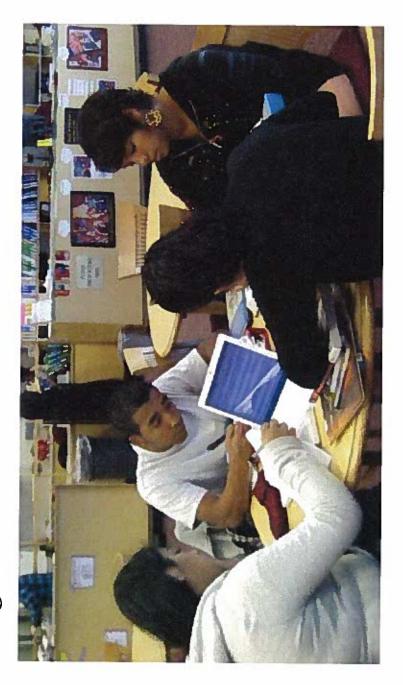




Technology Access

internet Access: Strategies

wireless access, additional voice, video and data - Continued implementation of classroom drops, wiring





Technology Access

Technical Support: Strategies

- Base program of technology support









Data-driven decision-making

Student Record Keeping and Assessment: Strategies

- Counselors, administrators and support staff will use "Early Warning" dashboard to support student graduation, college and career readiness
- Administrators and staff will use the student information system to analyze, report, and manage student data



3

Data-driven decision-making

rugent hecord heeping and Assessment offaregies

- Teachers will use an assessment program to analyze student data to inform instruction
- Teachers will use a gradebook program to analyze classroom data to inform instruction





Home/School Communication

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- Classroom and school webpages to support communication
- Access to parents to gradebook data online
- include student-produced and parent training programs - Expanded programming on District Channel 31 to





Electronic Learning Resources

Electronic Learning Resources: Strategies

- Cycle of review for electronic learning resources and system software
- Online curriculum provided in Alternative Education
 - Expansion of online learning programs





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Professional Development

Professional Development Focus

Technology Integration

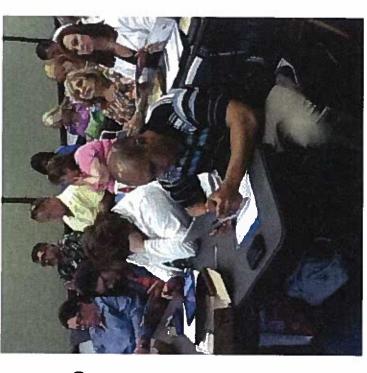
- Technology proficiency
- Integration of technology into teaching and learning

Use of Data

- Gradebook
- Assessment system
- Early warning system/data dashboard

Communication

- Classroom webpage
- Online gradebook





"Your aspirations are your possibilities."

Samuel Johnson



AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Approval of Extended Field Trip(s) in Accordance With Board Policy

(BP) 6153 - School-Sponsored Trips and Administrative Regulation

(AR) 6153.1 – Extended School-Sponsored Trips

ITEM:

Consent

SUBMITTED BY: Herman Mendez, Assistant Superintendent, Elementary Education

Dawn Miller, Assistant Superintendent, Secondary Education

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of extended field trip(s) for the school(s) listed.

RATIONALE:

The Board recognizes that school-sponsored trips are important components of student development. In addition to supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help students relate school experiences to the outside world. The Board believes that careful planning can greatly enhance the value and safety of such trips. All trips involving out-of-state or overnight travel shall require prior approval of the Board. Approval is contingent upon national and international safety and security at the time of the trip.

Board Policy (BP) 6153 and Administrative Regulation (AR) 6153.1 require a parent waiver for school-sponsored trips. Trained staff will be employed by the hosting organization and will provide 24-hour supervision to the students. Parents have given permission for students to attend the trip under this provision. No eligible student will be denied the opportunity to attend.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the extended field trip(s) in accordance with Board Policy (BP) 6153 - School-Sponsored <u>Trips</u> and Administrative Regulation (AR) 6153.1 – <u>Extended School-Sponsored Trips</u>.

DM:lr

SANTA ANA UNIFIED SCHOOL DISTRICT - EXTENDED FIELD TRIPS RECOMMENDED FOR APPROVAL - December 13, 2011

Date:	Schools/Location:	Funding and Cost:	Student(s):	Staff and Chaperone:
November 18-19, 2011 (Friday-Saturday)	Godinez Fundamental High School Choir Students Southern California Vocal Association Honor Choirs Santa Monica High School Santa Monica	\$181 per student(s) (cost paid by ASB fundraising and Music Department)	6	1
November 25-26, 2011 (Saturday-Sunday)	Godinez Fundamental High School Cross Country Team CIF Cross Country State Championship Woodward Park Fresno	\$ 300 per student(s) (cost paid by District General Fund)	1	2
December 16-17, 2011 (Friday-Saturday)	Segerstrom High School Wrestling Team Big Bear Wrestling Tournament Big Bear High School Big Bear	\$40 per student(s) (cost paid by wrestling team boosters)	23	5
December 28, 2011- January 1, 2012 (Wednesday-Sunday)	Santa Ana High School Girls Wrestling Team West Coast Women's Wrestling Championship Mt. View High School Vancouver, Washington	\$536 per student(s) (cost paid by ASB and donations)	8	4
February 21-24, 2012 (Tuesday-Friday)	John Muir Fundamental School 5 th Grade Pali Institute Outdoor Science School Running Springs	No cost to student(s) (cost paid by PTA and parents)	144	4
April 2-4, 2012 (Monday-Wednesday) Spring Recess	MacArthur Fundamental Intermediate School American Heritage Club Sacramento and The Gold Country Marshall Discover Park Sacramento	\$400 per student(s) (cost paid by ASB and balance by student)	40	4

Funding and costs for participation in educational activities related to field trips are in compliance with the ACLU settlement.

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Approval of Master Contracts and/or Individual Service Agreements With Nonpublic Schools and Agencies for Students With Disabilities

for 2011-12 School Year

ITEM:

Consent

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of Individualized Education Programs (IEP) services for students with disabilities. These students may require services that address academic, social-emotional, and other unique needs as identified in their IEPs. The IEP teams recommended placement at a nonpublic school and/or a nonpublic agency for services as necessary, pursuant to an IEP or settlement agreement.

RATIONALE:

The District is required to provide appropriate education, at no cost to parents, for all students with disabilities who reside within the District in accordance with their IEPs. If a program is not available, necessary contract services are required through a private provider.

FUNDING:

Special Education: Not to exceed \$28,755

RECOMMENDATION:

Approve the master contracts and/or individual service agreements with nonpublic schools and agencies for students with disabilities for the 2011-12 school year.

DL:cvl

Master Contracts and/or Individual Service Agreements With Nonpublic Schools and Agencies for Students With Disabilities for 2011-12 School Year

Board Meeting: December 13, 2011

Student ID#	Amount Master Contract and Individual Service	
		Agreement for Nonpublic School/Agency
321600	\$28,755	Olive Crest Academy TEC - Secondary

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Approval of Memorandum of Understanding Special Education Information System Collaborative 2011-12 Between Santa Ana Special Education Local Plan Area and Orange County Superintendent of

Schools

ITEM:

Consent

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the Memorandum of Understanding (MOU) regarding the Special Education Information System (SEIS) Collaborative 2011-12 between the Santa Ana Unified School District Special Education Local Plan Area (SELPA) and the Orange County Superintendent of Schools.

RATIONALE:

To ensure both the efficiency of the District's web based system for student Individualized Education Programs (IEPs) and the ongoing IEP coordination among Orange County school districts, the districts wish to enter into this MOU to employ a part time special education technology expert. The Orange County Department of Education agreed to administer the agreement and employ the individual who will interface with district representatives to assist with the web based IEP system.

FUNDING:

Special Education: \$750

RECOMMENDATION:

Approve the Memorandum of Understanding Special Education Information System (SEIS) Collaborative 2011-12 between Santa Ana Special Education Local Plan Area and Orange County Superintendent of Schools.

DL:cvl

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MEMORANDUM OF UNDERSTANDING

SPECIAL EDUCATION INFORMATION SYSTEM (SEIS) COLLABORATIVE 2011-2012
BETWEEN

SANTA ANA SPECIAL EDUCATION LOCAL PLAN AREA AND

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS

This MEMORANDUM OF UNDERSTANDING is hereby entered into this 1st dav of August, 2011, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to as SUPERINTENDENT, and Santa Ana Special Education Local Plan Area, 1601 East Chestnut Avenue, Santa Ana, California 92701, hereinafter referred to as SELPA. SUPERINTENDENT and SELPA shall be collectively referred to as the Parties.

WHEREAS, SUPERINTENDENT, in collaboration with O'Neal Educational Consultants, provides ongoing coordination and consultation services for SELPA'S Special Education Information System (hereinafter "SEIS") Collaborative workgroup; and

WHEREAS, O'Neal Educational Consultants provides coordination of biannual SEIS Collaborative Meetings and revision of SEIS forms; and

WHEREAS, for the 2011-2012 school year, Orange County Special Education Local Plan Areas have agreed to fund the SEIS Collaborative Consultant position based on the total average daily attendance (ADA) of each participating Orange County Special Education Local Plan Area.

NOW, THEREFORE, the Parties hereby agree as follows:

- 1.0 <u>SUPERINTENDENT'S DUTIES</u>. SUPERINTENDENT shall perform the duties of consultant and coordinate the efforts of the participating educational agencies.
- 2.0 TERM. The term of this Memorandum of Understanding will commence on August 1, 2011, and end on June 30, 2012, subject to termination as set forth in Section 5.0 of this Memorandum of Understanding.
- 3.0 <u>COMPENSATION</u>. SELPA agrees to pay SUPERINTENDENT the total sum of Seven hundred seventeen dollars and seventy cents (\$717.70) for SEIS Collaborative coordination based on the SELPA'S total average daily attendance P2,(10/11 P2 ADA), attached hereto as Exhibit "A" and incorporated by reference herein. Payment shall be mailed to: Orange County Superintendent of Schools, P. O. Box 9050, 200 Kalmus Drive, Costa Mesa, California 92628-9050, Attn: Dennis Roberson, Chief, Special Education Services, or at such other place as SUPERINTENDENT may designate in writing.

4.0 INDEMNIFICATION/HOLD HARMLESS.

A. SUPERINTENDENT hereby agrees to indemnify, defend, and hold harmless SELPA, its officers, agents, and employees from liability and claims of liability for bodily injury, personal injury, sickness, disease, or death of any person or persons, or damage to any property, real personal, tangible or intangible, arising out of the negligent acts or omissions of employees, agents or officers of SUPERINTENDENT or the Orange County Board of Education during the period of this Memorandum of Understanding.

B. SELPA hereby agrees to indemnify, defend, and hold harmless SUPERINTENDENT, the Orange County Board of Education, and its officers, agents, and employees from liability and claims of liability for bodily injury, personal injury, sickness, disease, or death of any person or persons, or damage to any property, real, personal, tangible or intangible, arising out of the negligent acts or omissions of employees, agents or officers of SELPA during the period of this Memorandum of Understanding.

5.0 TERMINATION. SELPA or SUPERINTENDENT may, at any time, with or without reason, terminate this Memorandum of Understanding with the giving of thirty (30) days prior written notification to the other party and SELPA shall compensate SUPERINTENDENT only for services satisfactorily rendered to the date of termination. Notice shall be deemed given when received by the SUPERINTENDENT or no later than three (3) days after the day of mailing, whichever is sooner.

Memorandum of Understanding by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this Memorandum of Understanding, the addresses of the parties are as follows:

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SELPA: Santa Ana Special Education Local Plan Area

1601 East Chestnut Avenue Santa Ana, California 92701

Attn:

SUPERINTENDENT: Orange County Superintendent of Schools

200 Kalmus Drive

Costa Mesa, California 92626 Attn: Patricia McCaughev

- 7.0 NON WAIVER. The failure of SUPERINTENDENT or SELPA to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Memorandum of Understanding shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
- SEVERABILITY. If any term, condition or provision of this Memorandum of Understanding is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 9.0 GOVERNING LAW. The terms and conditions of this Memorandum of Understanding shall be governed by the laws of the State of California with venue in Orange County, California.
- ENTIRE MEMORANDUM OF UNDERSTANDING/AMENDMENT. This Memorandum of Understanding and any exhibits attached hereto constitute the entire Memorandum of Understanding among the Parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both Parties to the Memorandum of Understanding.

1.	IN WITNESS WHEREOF, the	Parties hereto have caused this
2	Memorandum of Understanding to be exe	ecuted.
3	COVER AND COROTAL	
4	EDUCATION LOCAL PLAN AREA	of schools
5	BY:	BY: Yatten 11 Uny:
6	Authorized Signature	Authorized Signature
7	PRINT NAME: Michael P. Bishop Sr., CBO	PRINT NAME: Patricia McCaughey
8	TITLE: Deputy Superintendent Operations	TITLE: Coordinator
9	DATE:	DATE: October 10, 2011
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2011-12 SEIS MOU

SELPA		2010-11 P2 Total ADA a	% of Distribution b==/total P2 ADA	Total Cost
Anaheim Elementary	30-MC	18,449.48	3.31%	<u>c=b*\$7,280</u> 240.79
Garden Grove Unified	30-BO	46,755.53	8.38%	610.22
Greater Anaheim	30-MA	57,529.44	10.31%	750.83
Irvine Unified	30-BP	26,610.62	4.77%	347.30
North Orange	30-MM	50,949.73	9.13%	664.95
Northeast Orange	30-BI	30,609.11	5.49%	399.49
Orange Unified	30-BM	29,158.55	5.23%	380.55
Santa Ana Unified	30-BN	54,991.06	9.86%	717.70
South Orange	30-MB	33,383,84	5.98%	435.70
Tustin Unified	30-YY	22,363.58	4.01%	291.87
West Orange	30-BK	47,313.30	8.48%	617.49
ABC Unified	19-64212	20,180.22	3.62%	263.38
West End	36-SS	119,509.31	21.42%	1,559.73
	Total	557,803.77	100.00%	7.280.00

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Ratification of Renewal of Provider Participation Agreement With

California Department of Health for LEA Medi-Cal Billing Option

ITEM:

Consent

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board ratification of a renewal of the Provider Participation Agreement with the California Department of Healthcare Services for the LEA Medi-Cal Billing Option. The LEA Medi-Cal Billing Option provides revenue from District staff who bill for Special Education assessment and treatment services. Providers of services include nurses, psychologists, speech therapists, occupational therapists, and physical therapists. The funds received are to be reinvested to supplement services for school children and their families. In accordance with State requirements, a local collaborative was established to make decisions about the reinvestment of funds and provide planning, implementing, financing, and monitoring of the child and family support system.

RATIONALE:

Since 1996, the LEA Medi-Cal billing option has provided Santa Ana Unified School District an income stream of up to \$1 million dollars. Funds have been used to support increased nursing and psychological services to students, dissemination of information to parents about health care services in the community, staff development for district service providers, and for materials and equipment.

FUNDING:

Not Applicable

RECOMMENDATION:

Ratify the renewal of the Provider Participation Agreement with the California Department of Health for the LEA Medi-Cal Billing Option.

INSTRUCTIONS FOR COMPLETING THE

LEA Medi-Cal Billing Option Program Provider Participation Agreement and

LEA Medi-Cal Provider Enrollment Information Sheet

These instructions were developed to assist Local Educational Agencies (LEAs) in completing the LEA Medi-Cal Billing Option Program Provider Participation Agreement (PPA), the LEA Medi-Cal Provider Enrollment Information Sheet (MPEIS), the Certification of State Matching Funds for LEA Services, Amendment to the Certification of State Matching Funds for LEA Services for Retroactive Claiming, and the Statement of Commitment to Reinvest which are used to enroll LEAs in the LEA Medi-Cal Billing Option Program.

- ♦ DO NOT revise the forms as they are considered a legally binding contract.
- ♦ This is a fillable document, all information must be printed or typed, except where specifically notated.
- Print the instructions and use them to help you navigate through tabs at the bottom of the page to assist with the completion of the PPA/Annual Report. Print Each Tab Individually.
- ♦ Failure to submit the PPA by the due date will result in suspension from the LEA Medi-Cal Billing Option Program.

The LEA Medi-Cal Provider Enrollment Information Sheet Instructions:

- ♦ Date: Print or type the signature date of the document.
- Official LEA Provider Name: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes.
 - ♦ Note: The LEA Provider Name will auto populate throughout the document
 * If the LEA is a new provider, check the appropriate box
- Doing Business As (DBA): Print or type the business name of your LEA if it differs from the official LEA name used for tax purposes on file with the IRS.
 - ♦ The business name should be listed as a DBA name on the Medi-Cal Provider Master File; however, the LEA name that is on file with the IRS is the Official LEA Name.
- LEA Administrative Office Address: Print or type the address from which your LEA will be preparing Medi-Cal claims and will maintain the Medi-Cal documentation related to the claims.
 Check the appropriate box if this is the LEAs mailing address. DO NOT use a post office box address.
- Service Address: Print or type the address from which LEA services are rendered.
 Check the appropriate box if this is the LEAs mailing address. DO NOT use a post office box address.
- Payment Address: Print or type the address to which your LEA will receive payment for service. Check the appropriate box if this is the LEAs mailing address.
- ♦ Contact Name/Title: Print or type the name and title of the person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- ♦ <u>Telephone Number:</u> Print or type the telephone number of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- ♦ <u>Fax Number:</u> Print or type the fax number of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- Email Address: Print or type the email address of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.

INSTRUCTIONS FOR COMPLETING THE

LEA Medi-Cal Billing Option Program Provider Participation Agreement and

LEA Medi-Cal Provider Enrollment Information Sheet

- ♦ Federal Employer Identification Number (EIN): Print or type the nine (9) digit LEA Federal Employer Identification Number (EIN) on record with the IRS. It is imperative that the Official LEA Name and Federal EIN number are in accordance with the LEAs IRS records. The Business Service/Fiscal Officer can provide the required IRS documentation that must accompany your enrollment application.
- National Provider Identification (NPI) Number: Print or type the unique, 10-digit, intelligence-free, numeric identifier that all covered health care providers, health plans, and health care clearinghouses must use to process administrative and financial transactions.
 - The NPI Number is issued and obtained through the Centers for Medicare & Medicaid Services (CMS) National Plan and Provider Enumeration System (NPPES). If you have not already obtained an NPI Number you must obtain one prior to applying to participate in the LEA Medi-Cal Billing Option Program. The NPI Number is a Health Insurance Portability and Accountability Act (HIPAA) Administrative Simplification Standard that does not carry any information about healthcare providers; such as the state in which they live or their medical specialty. The NPI must be used in lieu of legacy provider identifiers in the HIPAA standards transactions. For information on how to obtain an NPI Number please use the following resources:
 - ♦ Information on the web: <u>www.cms.hhs.gov/NationalProvIdentStand/04_education.asp</u>
 - ♦ Information via the NPI Enumerator Phone Line: 1-800-465-3203 or TTY 1-800-692-2326.
 - Applying on the web: <u>https://nppes.cms.hhs.gov</u>
 - Signature of Authorized Representative: The person who has the authority to bind the LEA to the statements made on the LEA Medi-Cal Provider Enrollment Information Sheet and whose signature certifies that the information provided is true, accurate, and complete must sign this form. This should be the Superintendent or Assistant Superintendent.
 - Name and Title of Authorized Representative: Print or type the name and title of the person who signed the LEA Medi-Cal Provider Enrollment Information Sheet.

The LEA Medi-Cal Billing Option Program Provider Participation Agreement Instructions: Page 1

- ♦ Official LEA Provider Name: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- ♦ Effective Agreement Period: Print or type the fiscal year of the agreement.

Page 10: Article V - Execution

- Official LEA Provider Name: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- Name of the Authorized Representative(s): Print or type the name of the person(s) who signed the PPA.
- Title of the Authorized Representative(s): Print or type the title of the person(s) who signed the PPA.

INSTRUCTIONS FOR COMPLETING THE LEA Medi-Cal Billing Option Program Provider Participation Agreement and LEA Medi-Cal Provider Enrollment Information Sheet

- Signature of the First Authorized Representative: The person who has the primary authority to contractually bind the LEA to the statements in the LEA PPA and whose signature certifies that the information provided is true, accurate, and complete must sign this form. By signing the LEA PPA, the First Authorized Representative, on behalf of the LEA, agrees to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA. This should be the Superintendent, Assistant Superintendent or Business Services/Fiscal Officer.
- Signature of the Second Authorized Representative: The person who has secondary authority to contractually bind the LEA to the statements in the LEA PPA and whose signature certifies that the information provided is true, accurate, and complete must sign this form. By signing the LEA PPA, the Second Authorized Representative, on behalf of the LEA, agrees to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA. This should be the Superintendent, Assistant Superintendent or Business Services/Fiscal Officer.
- Date: Print or type the signature date of the document.
- Signature of the CDE Authorized Representative: (DO NOT complete this portion of the agreement. This portion is for California Department of Education use only). The staff person from the California Department of Education, who has the authority to review, approve, and certify the information provided by the LEA on the PPA is true, accurate, and complete, must sign this form. By signing the LEA PPA, the CDE Authorized Representative, on behalf of the California Department of Education, confirms the LEAs agreement to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA.
- Signature of the DHCS Authorized Representative: (DO NOT complete this portion of the agreement. This portion is for California Department of Health Care Services use only). The staff person from the California Department of Health Care Services, who has the authority to review, approve, and certify the information provided by the LEA on the PPA is true, accurate, and complete, must sign this form. By signing the LEA PPA, the DHCS Authorized Representative, on behalf of the California Department of Health Care Services, confirms the LEAs agreement to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA.

Attachment 1: Certification of State Matching Funds for LEA Services

- Line 1: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- Line 2: Print or type the amount your LEA has budgeted in the current fiscal year to fund the activities covered by the LEA Medi-Cal Billing Option Program. This line must include a dollar figure other than \$0.

INSTRUCTIONS FOR COMPLETING THE

LEA Medi-Cal Billing Option Program Provider Participation Agreement and LEA Medi-Cal Provider Enrollment Information Sheet

- Signature of Authorized Representative: The person who has the authority to bind the LEA to the statements made on the Certification of State Matching Funds for LEA Services (Attachment 1) and whose signature certifies that the information provided is true, accurate, and complete must sign this form. This should be the Superintendent, Assistant Superintendent or Business Services/Fiscal Officer.
- Name of the Authorized Representative: Print or type the name of the person who signed the Certification of State Matching Funds for LEA Services.
- ♦ <u>Title of the Authorized Representative:</u> Print or type the title of the person who signed the Certification of State Matching Funds for LEA Services.
- Date: Print or type the signature date of the document.

Attachment 1A: Amendment to Certification of State Matching Funds for LEA Services

- ♦ Line 1: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- ♦ <u>Line 2:</u> Print or type the amount your LEA has increased its budget in the amending fiscal year to fund the activities covered by the LEA Medi-Cal Billing Option Program. This line must include a dollar figure greater than the original certified funds.
- Line 3: Print or type the amended total your LEA has budgeted in the amending fiscal year to fund the activities covered by the LEA Medi-Cal Billing Option Program. This line must include the original certified funds plus additional funds.
- ♦ Line 4: Print or type the fiscal year for the amended funds.
 - Note: The amendment must be submitted prior to the due date of the CRCS of the amending fiscal year.
- Signature of Authorized Representative: The person who has the authority to bind the LEA to the statements made on the Certification of State Matching Funds for LEA Services (Attachment 1) and whose signature certifies that the information provided is true, accurate, and complete must sign this form in BLUE ink. This should be the Superintendent, Assistant Superintendent or Business Services/Fiscal Officer.
- Name of the Authorized Representative: Print or type the name of the person who signed the Certification of State Matching Funds for LEA Services.
- ♦ <u>Title of the Authorized Representative:</u> Print or type the title of the person who signed the Certification of State Matching Funds for LEA Services.
- ♦ Date: Print or type the signature date of the document.

Attachment 1B: Certification of State Matching Funds for LEA Services for Retroactive Claiming.

♦ <u>Line 1:</u> Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.

INSTRUCTIONS FOR COMPLETING THE LEA Medi-Cal Billing Option Program Provider Participation Agreement and LEA Medi-Cal Provider Enrollment Information Sheet

- Line 2: To qualify for retroactive claims submission, print or type the amount your LEA spent in the prior fiscal year to fund the activities covered by the LEA Medi-Cal Billing Option Program. *This line must include a dollar figure other than \$0 in order to submit claims for reimbursement retroactive one year from the date of enrollment.
 - Note: To estimate the dollar amount to include on the Certification of State Matching Funds for LEA Services for Retroactive Claiming, add up the costs of employees who provide health services (wages, benefits, administrative costs), and any health services contracted for. (Exclude any employees who are 100% federally funded from the calculation, but include all other nurses, counselors, psychologists, etc.) Multiply the total health services costs by the percentage of Medi-Cal students your LEA serves by using a percentage based on the median of your Free and Reduced Lunch and CalWorks program recipients. *This may result in an overestimate, which will be settled with the Cost and Reimbursement Comparison Schedule (CRCS).
- Signature of Authorized Representative: The person who has the authority to bind the LEA to the statements made on the Certification of State Matching Funds for LEA Services for Retroactive Claiming (Attachment 1); and whose signature certifies that the information provided is true, accurate, and complete must sign this form in BLUE ink. This should be the Superintendent, Assistant Superintendent, or Business Services/Fiscal Officer.
- Name of the Authorized Representative: Print or type the name of the person who signed the Certification of State Matching Funds for LEA Services for Retroactive Claiming.
- ♦ <u>Title of the Authorized Representative:</u> Print or type the title of the person who signed the Certification of State Matching Funds for LEA Services for Retroactive Claiming.
- Date: Print or type the signature date of the document.

Attachment 1C: Annual Report Financial Statement Data

- Financial Statement: July 1, 2010 June 30, 2011: Summarize revenues received, if any, from the LEA Medi-Cal Billing Option Program during the prior fiscal year for which you are reporting and list how your LEA has reinvested those revenues in expanded health and social services.
 - ♦ Note: The shaded fields on this document will auto calculate.
- Official LEA Provider Name: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- ♦ **National Provider Identifier:** Print or type the unique, 10-digit, intelligence-free, numeric identifier that all covered health care providers, health plans, and health care clearinghouses must use to process administrative and financial transactions. This field will auto populate.
- ♦ <u>Line A</u>: Enter the total revenue received from the LEA Medi-Cal Billing Option Program for the 2010-2011 fiscal year.
- Line B: Enter the total revenue carried over from the LEA Medi-Cal Billing Option Program from previous fiscal year(s).
- ♦ LEA Medi-Cal Billing Option Expenditures: Expense categories along the left side of the statement were designed with standard Education Chart of Account codes. Provide your best estimate of how your expenditures break down into one of the three columns listed: Administrative/Claims Processing, Collaborative Operation, or Direct Service/Case Management (described below). Additional pages describing expenditures may be attached. *A more thorough description of appropriate services can be found in the California Education Code, Section 8804(g).

INSTRUCTIONS FOR COMPLETING THE LEA Medi-Cal Billing Option Program Provider Participation Agreement and LEA Medi-Cal Provider Enrollment Information Sheet

- Reinvestment Expenditures: If there is an ending balance indicated on line (e), it is required that the plan for future use of this unexpended revenue be listed. This usage may be similar to the anticipated service priorities for the next fiscal year. The plan for future use of unexpended revenue may also be based on anticipated service priorities decided by the LEA Collaborative for the reporting Fiscal Year.
 - Helpful Hint: A valuable reference tool would be to review a copy of the LEA Annual Report submitted by your LEA last year.

Attachment 2: Statement of Commitment to Reinvest

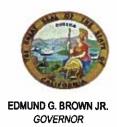
- The LEA Collaborative may vary according to community needs; however, the collaborative should include representation from: the school, a major public agency serving students and families (including health, mental health, social services, juvenile justice, courts, civic and business leadership), the advocacy community, parents and/or guardians, current safety net and traditional health care providers, and the LEA fiscal business office. Experience has shown that LEA Collaboratives consisting of at least three representatives from differing agencies/interests will best serve the needs of the collaborative decision making process.
 - The LEA Collaborative may be a newly established or existing collaborative interagency human services group at the county or subcounty level. This group makes decisions regarding the reinvestment of LEA Medi-Cal Billing Option Program funds.
 - ALL LEA Collaborative partners are required to provide original signatures on this document in BLUE
- Line 1: Print or type the official name of your LEA as filed with the Internal Revenue Service (IRS) for tax reporting purposes. This field will auto populate.
- Description of LEA Medi-Cal Collaborative: Describe the role of the collaborative by answering how reinvestment decisions are made, and the planned frequency of meeting.
 - Note: If the collaborative has not yet developed an infrastructure, please do so in order to answer these required questions. Leaving this area blank or answering "not applicable" is not an acceptable response.
- Anticipated Service Funding Priorities: List the top service funding priorities for your LEA for the upcoming school year. Examples of service funding priority categories include Healthy Start operations (staff and cost), case management activities, nursing services, counseling services, family support services, and computer hardware purchases for electronic Medi-Cal billing.

Attachment 2A: Statement of Commitment to Reinvest-LEA Collaborative Partners

- Names of the Collaborative Partners: Print or type the name of the persons who signed the Statement of Commitment to Reinvest.
- ♦ <u>Titles of the Collaborative Partners:</u> Print or type the title of the persons who signed the Statement of Commitment to Reinvest.
- Organizations of the Collaborative Partners: Print or type the affiliated organizations of the persons who signed the Statement of Commitment to Reinvest.
- Signatures of the Collaborative Partners: The persons who have the authority to bind the LEA to the statements made on the Statement of Commitment to Reinvest (Attachment 2A) must sign this form.
- Date: Print or type the signature date of the document.



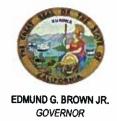
State of California-Health and Human Services Agency Departement of Health Care Services Local Educational Agency (LEA) Medi-Cal Provider Enrollment Information Sheet 2011-2012 Fiscal Year



Date:	October 19, 2011
Official LEA Name:	Santa Ana Unified School District
Doing Business As (DBA):	
LEA Administrative Office Address:	1601 E. Chestnut Ave.
(NOT a Post Office box)	Santa Ana, CA 92701
(Check if mailing address	
Service Address	Same as above
(NOT a Post Office box)	
Check if mailing address Check i	
Payment Address:	Same as above
(Complete ONLY if different from the Administrative Office Address) V (Check if mailing address	
(Cricox it stidning address	
Contact Name:	Gayle McLean
Contact Title:	Medi-Cal Coordinator- Health Services
Telephone Number:	(714) 433-3429
Fax Number:	(714) 433-3425
Email Address:	gayle.mclean@sausd.us
LEA Federal Employer Identification Number (EIN): (As Filed with the Internal Revenue Service (IRS) for tax reporting)	95-6002823
National Provider Identification (NPI) Number:	1639395346
Signature of Authorized Representative:	
Typed or Printed Name of Authorized Representative:	Michael P. Bishop, Sr.
Typed or Printed Title of Authorized Representative:	Associate Superintendent- Business Svcs
DUCC USE	
Modi Cal Provider Number:	ONLY
Medi-Cal Provider Number:	
Effective Date:	
Date Added:	



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program PROVIDER PARTICIPATION AGREEMENT



	FOR STATE USE ONLY
Natio	nal Provider Identification Number

Official LEA Provider Name:

Effective Agreement Period:

Santa Ana Unified School District

July 1, 2011- June 30, 2012

ARTICLE I – STATEMENT OF INTENT

The purpose of this contract is to permit qualified Local Educational Agencies (LEAs) to participate as providers of services under the State Medicaid program, Medi-Cal. This contract sets out responsibilities relative to participation in the LEA Medi-Cal Billing Option Program. The mutual objective of the California Department of Health Care Services, The California Department of Education, and the Local Educational Agency is to improve access to needed services for children.

ARTICLE II – LEA PROVIDER RESPONSIBILITIES

By entering into this agreement, the LEA Provider shall:

- Comply with California Welfare and Institutions Code, Chapter 7 (commencing with Section 14000) and Chapter 8 (commencing with Section 14200); California Code of Regulations, Title 22, Division 3 (commencing with Section 50000); and California Education Code, Articles 1,2,3,4,4.5, and 15 and Sections 8800 and 49400; all as periodically amended.
- 2. Retain necessary records for a minimum of three years from the date of submission of the LEA Cost and Reimbursement Reconciliation Schedule (CRCS). Records must fully disclose the extent of services furnished to the student and must meet documentation requirements of the California Code of Regulations, Title 22. The LEA Provider also agrees to furnish these records and any information regarding payments claimed for providing the services, upon request, to the California Department of Health Care Services, Medi-Cal Audits and Investigations; California Department of Justice, Medi-Cal Fraud Bureau; Office of State Controller, Medi-Cal Audits Project; or U.S. Department of Health and Human Services, or their duly authorized representatives.
- Ensure that all Medi-Cal covered services are furnished by qualified practitioners acting within their scope of practice, in accordance with California Code of Regulations, Title 22; California Business and Professions Code, Division 2, Section 500 through 4998; and California Education Code, Section 44000.



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program



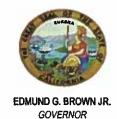
EDMUND G. BROWN JR. GOVERNOR

PROVIDER PARTICIPATION AGREEMENT

- 4. Ensure services billed using the LEA Provider number or National Provider Identifier will not be separately billed by the rendering practitioners.
- 5. Annually put forth and certify the State match portion of Federal claiming dollars for unique LEA bundled services only. (Attachment 1: Certification of State Matching Funds for current fiscal year)
- 6. Accept as payment the approved LEA service rates minus the following LEA Medi-Cal Billing Option Program related costs:
 - The Department of Health Care Services administrative and processing services costs related to the management of the LEA Medi-Cal Billing Option Program, not to exceed one (1) percent of the amount payable to the LEA submitting the claim.
 - The Department of Health Care Services audit administration and associated audit resources costs to ensure fiscal accountability of LEA Medi-Cal Billing Option Program and to comply with the California Medi-Cal State Plan, not to exceed one (1) percent of the amount payable to the LEA submitting the claim, as authorized in the 2009-2010 Budget Concept Proposal (BCP) negotiations and may be altered in the future.
 - 3) The Department of Health Care Services costs required to fund and support the activities originally outlined in Senate Bill 231 (Chapter 655, Statutes of 2001) and now mandated by Welfare & Institutions Code 14115.8, not to exceed a program wide amount of \$1,500,000 annually. This fee is currently collected through a two and one half (2.5) percent fee against individual LEA paid claims amounts.
- 7. Any federal funds received by an LEA Provider for LEA Services shall be reinvested in services for school children and their families. These funds shall be used to supplement, not supplant, existing services. School-linked support services for children and families consist of services such as case-managed health, mental health, social, and academic support services benefiting children and their families. The services are intended to benefit children and their families and may include, but are not limited to the following examples as SB 620 originally outlined, and now can be found in California Education Code, Section 8804(g):
 - 1) Health care, including:
 - (A) Immunizations.
 - (B) Vision and hearing testing and services.
 - (C) Dental Services.
 - (D) Physical examinations, diagnostic, and referral services
 - (E) Prenatal care.



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program



PROVIDER PARTICIPATION AGREEMENT

- 2) Mental health services, including primary prevention, crisis intervention, assessments, and referrals, and training for teachers in the detection of mental health problems.
- 3) Substance abuse prevention and treatment services
- 4) Family support and parenting education, including child abuse prevention and school age parenting programs.
- 5) Academic support services, including tutoring, mentoring, employment, and community service internships, and in-service training for teachers and administrators.
- 6) Counseling, including family counseling and suicide prevention
- 7) Services and counseling for children who experience violence in their communities.
- 8) Nutrition services.
- 9) Youth development services, including tutoring, mentoring, recreation, career development, and job placement.
- 10) Case management services.
- 11) Provision of on-site Medi-Cal eligibility workers.

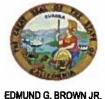
LEA Providers may also spend a portion of the Medicaid reimbursements to cover:

- LEA administrative, preparation and submission costs related to filing Medi-Cal claims,
- LEA support staff costs for program coordination and facilitating the collaborative process.
- 8. Establish or designate an existing collaborative interagency human services group (local collaborative) at the county level or sub-county level to make decisions about the reinvestment of funds made available through the LEA Medi-Cal Billing Option Program.

The purpose of the local collaborative is to create a focus for local collective decision making about planning, implementing, financing, and monitoring the child and family support system.



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program PROVIDER PARTICIPATION AGREEMENT



EDMUND G. BROWN JR. GOVERNOR

The membership of the local collaborative may vary according to regional needs. Generally, representation will include the schools, major public agencies serving children and families; including health, mental health, social services, and juvenile justice, the courts, civic and business leadership, the advocacy community, parents or guardians, current safety net and traditional health care providers, and LEA fiscal business staff.

In conjunction with making decisions on reinvestment, the local collaborative should work toward assuming the following major functions:

- To identify needs and develop and coordinate community-wide strategies in response to identified and documented problems confronting children and families;
- To promote innovative community services in order to ensure early, accessible, and responsive service delivery to families;
- To coordinate fiscal strategies to assure more comprehensive services (e.g., receipt and allocation of funds; "pooling" of current agency funding for jointly developed services; leveraging of public and private resources, etc.); and
- To assess and monitor outcomes for children and families.

LEAs are not required to establish a new local collaborative to carry out the activities outlined above if interagency collaborative bodies already exist to organize coordinated services for children. However, if a new local collaborative is formed, it shall establish procedures to ensure on-going collaboration and consultation with any existing efforts to provide coordinated services for children.

Examples of collaboration efforts which currently exist in some local areas include, but are not limited to:

- Children and Family Coordinating councils as specified in Welfare and Institutions Code, commencing with Section 18986. (SB 997 of 1989; Presley-Brown Interagency Children's Services Act)
- Healthy Start Collaboratives as specified in California Education Code, commencing with section 8800. (SB 620 of 1991; Healthy Start Support Services for Children Act)
- 9. Attest in writing that the local collaborative body (described in 8 above) will make the reinvestment decisions (described in 7 above) regarding the use of funds made available through LEA Medi-Cal Billing Option Program reimbursements. The Statement of Commitment to Reinvest (Attachment 2A) shall be signed by the authorized representatives for all members of the collaborative.



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program PROVIDER PARTICIPATION AGREEMENT



10. Submit an LEA Annual Report by November 30th of each year to:

The California Department of Education Coordinated School Health & Safety Office Attn: Shalonn Woodard 1430 N Street, Suite 6408 Sacramento, CA 95814

Note: Failure to submit the PPA by the due date will result in suspension from the LEA Medi-Cal Billing Option Program.

The LEA Annual Report shall include data on expenditures and activities in the preceding fiscal year (July 1 – June 30), and funding availability and service priorities for the current fiscal year. Continued enrollment is contingent upon an LEA Annual Report being submitted.

The LEA Annual Report shall include:

- a) A certification of State Matching Funds for LEA Services;
- b) A certification of State Matching Funds for LEA Services for Retroactive Claiming;
- A summary of financial statement for the previous fiscal year identifying funds received and funds reinvested including collaboration, case management, and claims processing costs;
- d) Attach a separate document with a detailed explanation of use or plans for use of any funds not accounted for in (c) above;
- e) A Statement of Commitment to Reinvest, which include:
 - A description of the collaborative and decision-making process, including frequency of collaborative meetings;
 - Anticipated service priorities for the current fiscal year; and
- f) A list of the agencies and entities participating in the collaborative.
- 11. Submit an LEA Cost and Reimbursement Comparison Schedule (CRCS) by November 30th of each following fiscal year to certify that the public funds expended for services provided have been expended as necessary for federal financial participation pursuant to the requirements of Social Security Act, Section 1903(w) and Code of Federal Regulations, Title 42, Section 433.50, et seq. for allowable costs. The CRCS is used to compare each LEA's actual costs for LEA services to the interim Medi-Cal reimbursement for the preceding fiscal year (July 1 June 30). Continued enrollment is contingent upon submission of a CRCS. CRCS submission instructions and information may be obtained by sending an email request to: LEA.CRCS.Questions@dhcs.ca.gov



State of California-Health and Human Service Agency Department of Health Care Services Local Educational Agency (LEA) Medi-Cal Billing Option Program



EDMUND G. BROWN JR. GOVERNOR

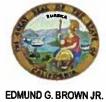
PROVIDER PARTICIPATION AGREEMENT

- 12. LEA providers shall adhere to and comply with all federal and state third party liability requirements prior to billing Medi-Cal, including, but not limited to, any policy directives issued by the Federal Health and Human Services and Centers for Medicare and Medicaid Services and those standards found in 42 United States Code Section 1396a(a) (25), 42 Code of Federal Regulations, Section 433.139; Welfare and Institutions Code Sections 14005, 14023.7, 14124.90; and Title 22, California Code of Regulations, Section 51005 and Article 15 commencing with Section 50761.
- 13. Any claims for LEA Services rendered by an LEA Provider shall conform to the standards set forth in Welfare and Institutions Code, Section 14115.
- 14. Not discriminate against any beneficiary on the basis of race, color, national or ethnic origin, sex, age, religion, political beliefs, or mental or physical disability.
- 15. Comply with confidentiality requirements as specified in 42 U.S. Code Section 1320c-9; 42 Code of Federal Regulations, Section 431.300; Welfare and Institutions Code, Section 14100.2; California Code of Regulations, Title 22, Section 51009; and California Education Code, Sections 49060 and 49073 through 49079.
- 16. The LEA shall ensure all applicable state and federal requirements are met in rendering services under this agreement. It is understood and agreed that failure by the LEA to ensure all applicable state and federal requirements are met in rendering services under this agreement shall be sufficient cause for the Department of Health Care Services to deny or recoup payments to the LEA and/or to terminate the contract. In the event of a federal audit disallowance, the LEA shall cooperate with the DHCS in replying to and complying with any federal audit exception related to the LEA Medi-Cal Billing Option Program. The LEA shall assume sole financial responsibility for any and all federal audit disallowances related to the rendering of services under this agreement. The LEA shall assume sole financial responsibility for any and all penalties and interest charged as a result of a federal audit disallowance related to the rendering of services under this agreement. The amount of the federal audit disallowance, plus interest and penalties shall be payable on demand from the Department.

If an LEA fails to remit payment for a federal audit disallowance, and/or for any interest or penalties due to an audit disallowance, following a demand for such payment from the Department of Health Care Services, the department may, at its option: terminate the contract, withhold future payments to the LEA for services rendered, or recoup payments made to the LEA for services rendered under the LEA Medi-Cal Billing Option Program.

17. Utilize current safety net and traditional health care providers when those providers are accessible to specific school sites identified by the LEA to participate in this program, rather than adding duplicate capacity.





GOVERNOR

18. LEA providers shall adhere to and comply with all Federal Health and Human Services and Centers for Medicare and Medicaid Services requirements with respect to billing for services provided by other health care professionals under contract with the LEA.

If an LEA bills for services provided by health care professionals under contract to the LEA, the services rendered by the contract practitioners must be the same as those offered by the LEA's employee practitioners and must only supplement the services which the LEA is already providing.

ARTICLE III - DEPARTMENT OF HEALTH CARE SERVICES RESPONSIBILITIES

By entering into this agreement, the State Department of Health Care Services shall:

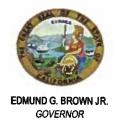
- Remit payment to the LEA Provider for services rendered to eligible beneficiaries in accordance with applicable medical necessity and utilization review requirements, and billed in accordance with applicable claims submission requirements.
- 2. Make training available in proper documentation and billing procedures to LEA Providers.
- 3. Participate in the review of the LEA Annual Report in cooperation with the State Department of Education.
- 4. The Department shall participate in the LEA AdHoc Workgroup meetings and perform the services as authorized by the legislature in Section 14115.8 of the Welfare and Institutions Code

ARTICLE IV - GENERAL PROVISIONS

This contract constitutes the entire agreement between the parties. No condition, provision, agreement, or understanding not stated in the contract shall affect any rights, duties, or privileges in connection with this contract.

This contract shall not be altered except by an amendment in writing signed by both parties. No person is authorized to alter or vary the terms or make any representation or inducement relative to it, unless the alteration appears by way of a written amendment, signed by the duly authorized representatives of the Department of Health Care Services and the Local Educational Agency.





Activation of Agreement

This agreement will be considered in effect, upon:

- Signature by authorized representatives of the LEA and the State Department of Health Care Services;
- 2) Receipt of the initial Certification of State Matching Funds for LEA Services (Attachment 1) from the LEA; and
- Receipt of the initial Statement of Commitment to Reinvest (Attachment 2) from the LEA.

The agreement will remain in effect subject to the requirements and conditions set forth in this agreement unless terminated under the procedures described below.

Agreement Termination

The LEA may terminate participation in the Medi-Cal program at any time by giving written notice to the Provider Enrollment Division of the Department of Health Care Services. A copy of the notice must be sent to the California Department of Education, Coordinated School Health & Safety Office. The termination shall be effective on the last day of the month in which the notice of termination was given.

The Department of Health Care Services may terminate this contract and the participation of the LEA in the LEA Medi-Cal Billing Option Program by giving written notification of the termination and a written statement of the grounds for termination to the LEA. A copy of the notice shall be sent to the California Department of Education, Coordinated School Health & Safety Office. The termination shall be effective on the last day of the month in which the notice of termination was given. In cases where the Director determines that the health and welfare of beneficiaries or of the public is jeopardized by continuation of the contract, the contract shall be immediately terminated. In addition to other grounds for termination, failure to comply with any of the terms of this contract shall constitute cause for termination. The suspension or termination of an LEA's certification from the California Department of Education shall be grounds for the termination of this contract. The Director shall terminate this contract in the event that it is determined that the LEA does not meet the requirements for participation in the LEA Medi-Cal Billing Option Program or that the LEA has failed to certify that the match of federal funds has been made. The Director may terminate this contract in the event that it is determined that the LEA, or any employee or contract practitioner has violated the laws, regulations or rules governing the LEA Medi-Cal Billing Option Program.

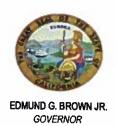




EDMUND G. BROWN JR.
GOVERNOR

The Department of Health Care Services may suspend an LEA provider from participation in the LEA Medi-Cal Billing Option Program in accordance with Welfare and Institutions Code Section 14123 and with the regulations contained in California Code of Regulations, Title 22, Division 3, Chapter 3, Article 6, commencing with Section 51452. Violation of any Medi-Cal statute, rule or regulation relating to the provisions of health care services under the California Medical Assistance Program by an LEA provider shall constitute grounds for issuing a reprimand, placing the provider on probationary status, or suspension from the LEA Medi-Cal Billing Option Program. The type and degree of the sanction shall be governed by the severity of the violation. Failure to submit the PPA by the due date will result in suspension from the LEA Medi-Cal Billing Option Program. Mitigating circumstances shall be considered in reaching a final determination on whether administrative sanctions will be imposed and the extent and degree of their severity.





ARTICLE V - EXECUTION

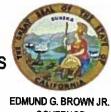
I certify that the information contained in this Provider Participation Agreement is a true and correct accounting of the Local Educational Agency's participation in the LEA Medi-Cal Billing Option Program. This agreement shall be deemed duly executed and binding upon execution by all Parties below:

Official LEA Provider Name: Santa Ana Unified School District		
Michael P. Bishop, Sr., CBO	Thelma Melendez de Santa Ana	
Name of the First Authorized	Name of the Second Authorized	
Representative	Representative (if necessary)	
Deputy Superintendent, Operations	Superintendent	
Title of the First Authorized	Title of the Second Authorized	
Representative	Representative (if necessary)	
Signature of the First Authorized	Signature of the Second Authorized	
Representative	Representative (if necessary)	
Date	Date	
STATE OF CALIFORNIA DEPARTMENT OF EDUCATION	STATE OF CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES	
Signature of the CDE Authorized Representative	Signature of the DHCS Authorized Representative	
Typed or Printed Name of the CDE Authorized Representative	Typed or Printed Name of the DHCS Authorized Representative	
Typed or Printed Title of the CDE Authorized Representative	Typed or Printed Title of the CDE Authorized Representative	
Date	Date	



State of California-Health and Human Services Agency Department of Health Care Services CERTIFICATION OF STATE MATCHING FUNDS FOR LEA SERVICES

(LEA Program Provider Participation Agreement: ATTACHMENT 1)



GOVERNOR

FOR STATE USE ONLY

National Provider identification Number

The Local Educational Agency (LEA):

Santa Ana Unified School District

has \$ 6,793,400.04 available, in non-federal, certified public, LEA Medi-Cal Billing Option Program eligible funds to finance LEA Program activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012. These funds will be matched through the LEA Program claiming process to receive an equal amount of federal Medicaid funds.

This also certifies that once the LEA named above has received reimbursement from Medicaid in the amount set forth above, billings from this LEA shall cease until such time as it is re-certified that additional matching funds are available.

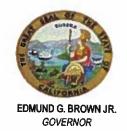
The undersigned is authorized to enter into this agreement on behalf of named School District/LEA; therefore, the School District/LEA is bound to the terms and conditions contained herein.

Signature of Authorized Representative	Date:
Name of the Authorized Representative	
Title of the Authorized Representative	



State of California-Health and Human Services Agency Department of Health Care Services <u>AMENDMENT</u>

CERTIFICATION OF STATE MATCHING FUNDS FOR LEA SERVICES



(LEA Program Provider Participation Agreement: ATTACHMENT 1A)

FOR STATE USE ONLY

National Provider Identification Number



State of California-Health and Human Services Agency Department of Health Care Services CERTIFICATION OF STATE MATCHING FUNDS FOR LEA SERVICES FOR RETROACTIVE CLAIMING



(LEA Program Provider Participation Agreement: ATTACHMENT 1B)

GOVERNOR

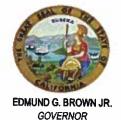
FOR STATE USE ONLY

National Provider identification Number

The Local Educational Agency (LEA):	
Santa Ana Unified School District	
has \$ 6,197,429.32 available, in non-federal Program eligible funds to finance LEA Program act July 1, 2010 and ending June 30, 2011. These for Program claiming process to receive an equal amo	Inds will be matched through the LEA
This also certifies that once the LEA named above the amount set forth above, billings from this LEA s that additional matching funds are available.	has received reimbursement from Medicaid in shall cease until such time as it is re-certified
The undersigned is authorized to enter into this agr District/LEA; therefore, the School District/LEA is be herein.	reement on behalf of named School ound to the terms and conditions contained
Signature of Authorized Representative	Date:
Name of the Authorized Representative	
Title of the Authorized Representative	



State of California-Health and Human Services Agency Depatrment of Health Care Services ANNUAL REPORT FINANCIAL STATEMENT DATA FOR RETROACTIVE CLAIMING



(LEA Provider Participation Agreement: ATTACHMENT 1C)

July 1, 2010 - June 30, 2011

(LEA Medi-Cal Billing Option Revenue Only)

The Local	Educational Agency	/I E Δ \·
THE LUCAL	Luucauonai Ayency	(LEA).

NPI Number:

(e)

Santa Ana Unif		ISTRICT			1639395346
Total dollar	s received du	ring fiscal year 201	0-2011	(a)	\$ 2,107,289.39
Carryover f	rom previous	fiscal year(s)		(b)	\$ 967,700.92
Total Reve	nue (lines a +	b)		(c)	\$ 3,074,990.31
Reinvestmer	nt Expenditure	s made during 201	0-2011, regardless	of year the reve	
	Code	Administration/ Claims Processing	Collaborative Operation	Direct Service/Case Management	Total
Certificated Salaries	1000-1999			\$ 373,669.16	\$ 373,669.16
Classified Salaries	2000-2999			\$ 42,751.69	
Employee Benefits	3000-3999			\$ 103,950.97	
Books and Supplies	4000-4999			\$ 331,220.00	
Services, Other Operating Expenses	5000-5999	\$ 215,929.01	\$ 271,906.03		\$ 487,835.04
Capital Outlay	6000-6999			\$ 13,234.88	100
Other Outgo	7100-7699	\$ 32,355.39			\$ 32,355.39
Total Expenditures	<u>.</u>			(d)	

Anticipated service funding priorities of the LEA Medi-Cal Collaborative for use of unexpended revenue (Ending Balance as of June 30, 2010 [e]). List Program Service Items: (please attach additional page if necessary)

Funding for 4.2 FTE Nurse Positions, .40 FTE Psychologist positions and funding for nurses substitutes. .47 FTE
Paraprofessional Aide for classroom support. Support Staff supplies for Medi-Cal Outreach activities. Staff development for support staff.

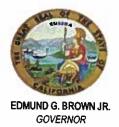
(Total Revenue [c] less Total Expenditures [d])

1,689,973.18



State of California-Health and Human Services Agency Department of Health Care Services STATEMENT OF COMMITMENT TO REINVEST

(LEA Program Provider Participation Agreement: ATTACHMENT 2)



	FOR STATE USE CNLY	THE
N atic	nal Provider identification Num	per

The Local Educational Agency (LEA):

Santa Ana Unified School District

hereby certifies that:

- A local collaborative has been formed;
- 2) The local collaborative will include among its responsibilities the decision making process regarding the reinvestment of funds made available through participation in the LEA Medi-Cal Billing Option Program; and
- 3) The reinvestment of funds will remain within the school-linked support services identified in provision seven (7) of the LEA Program Provider Participation Agreement.

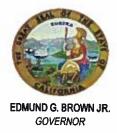
As specified in the Local Educational Agency (LEA) Medi-Cal Billing Option Program Provider Participation Agreement (PPA), LEAs participating in the Medi-Cal Billing Option Program must submit an LEA Annual Report describing their collaborative, service priorities, and reinvestment expenditures each Fiscal Year (FY). Please describe the role of the collaborative by answering how reinvestment decisions are made, and the planned frequency of meetings.

		parameter of the state of the s		
1.	Des	cription of LEA Medi-Cal Collaborative decision making process and frequency of meetings:		
	a.	How are LEA Medi-Cal Collaborative decisions made? (Check one) X Consensus Majority Vote Other		
	b.	What is the frequency of LEA Medi-Cal Collaborative meetings? (Check one)		
		Monthly Every Other Month X Quarterly Annually Other		
2. Anticipated service funding priorities of the LEA Medi-Cal Collaborative for fiscal year 20 (this describes plans for the potential use of Medi-Cal reimbursement that your LEA has not received yet):				
	<u>To fur</u> Parap	Program Service Items (attach an additional page, if needed): nd 4.37 FTE Nurses, .40 FTE Psychologist, Speech Pathologist, 2 FTE Autism Teachers, .3 FTE Autism professional and 1.22 FTE Instructional Assistant positions. Provide staff development for support staff. Provide onal materials and equipment for support staff.		



State of California-Health and Human Services Agency Departement of Health Care Services STATEMENT OF COMMITMENT TO REINVEST

(LEA Program Provider Participation Agreement: ATTACHMENT 2A)



The Local Educational Agency (LEA):

Santa Ana Unified School District

Signatures of the local collaborative partners below indicate an understanding of and to the above statement.	commitment
LEA COLLABORATIVE PARTNERS	
Doreen Lohnes	
Name of Collaborative Partner	
Assistant Superintendent Support Services	
Title of Collaborative Partner	
Santa Ana Unified School District	
Organization of Collaborative Partner	
Signature of Collaborative Partner	
Date	
Gayle McLean	
Name of Collaborative Partner	
Program Specialist- Health Services	
Title of Collaborative Partner	·
Santa Ana Unified School District	
Organization of Collaborative Partner	
Signature of Collaborative Partner	
Date	
Diane Lappi	A VEST SERVICE
Name of Collaborative Partner	SIX CONTRACTOR SHE
Director of Special Education	
Title of Collaborative Partner	
Santa Ana Unified School District	
Organization of Collaborative Partner	
Signature of Collaborative Partner	
Date	

Diane Blevins
Name of Collaborative Partner
Coordinator Special Education
Title of Collaborative Partner
Santa Ana Unified School District
Organization of Collaborative Partner
Signature of Collaborative Partner
Oignature of Conaborative Partiter
Date:
Betty Calderon
Name of Collaborative Partner
Budget Analyst- Special Education
Title of Collaborative Partner
Santa Ana Unified School District
Organization of Collaborative Partner
Signature of Collaborative Partner
Date
Name of Collaborative Partner
Title of Collaborative Partner
Organization of Collaborative Partner
Signature of Collaborative Partner
Date
Name of Collaborative Partner
Title of Collaborative Partner
Organization of Collaborative Partner
Signature of Collaborative Partner
Date

CHECKLIST FOR SUBMITTING THE

LEA Medi-Cal Billing Option Program

Provider Participation Agreement &

LEA Medi-Cal Provider Enrollment Information Sheet

FINAL CHECKLIST:

Please ensure:

- ♦ You are submitting the correct version of the PPA: **DHCS 06/01/11**.
- ♦ You DO NOT revise the PPA, the MPEIS, or any of the attachments as they are considered a legally binding contract.
- The entire enrollment application is complete.

Medi-Cal Provider Enrollment Information Sheet (MPEIS)
Provider Participation Agreement (PPA)
Article V – PPA Signature Execution
Current Year Certification of State Matching Funds (Attachment 1)
Current Year Certification of State Matching Funds-Amendment (Attachment 1A-if Applicable)
Retroactive Year Certification of State Matching Funds (Attachment 1B)
Annual Report Financial Data (Attachment 1C)
Statement of Commitment to Reinvest (Attachment 2)

- All required signatures on the documents are original and are in BLUE ink.
- All information is <u>printed or typed</u>, except where specifically notated.

☐ LEA Collabrorative Partners (Attachment 2A)

- Attachments 1, 1A (when applicable), and 1B include dollar amounts, where applicable.
- ♦ You make a copy of the entire Enrollment Package to keep on file with your LEA; remember, these forms describe your program responsibilities as a Medi-Cal provider. If a copy of this PPA is needed in the future, please forward your request to PEDCorr@dhcs.ca.gov. Please include the NPI number, LEA, and fiscal year of the PPA. The Provider Enrollment Division charges a \$5.00 service fee for copies.
- ♦ You send the enrollment package, with original signatures, to the California Department of Education (CDE) who must certify that the applicant is a Local Educational Agency under the California Education Code, Section 33509(e) and that the Collaborative conforms to the examples specified in the California Education Code, commencing with section 8800, and the Welfare and Institutions Code, commencing with Section 18986. The address is below:

California Department of Education Coordinated School Health & Safety Office Attn: Shalonn Woodard 1430 N Street, Suite 6408 Sacramento, CA 95814

Phone: (916) 319-0197 - FAX: (916) 445-7367

Once these documents have been formally reviewed and approved by the California Department of Education (CDE), they will be forwarded to the California Department of Health Care Services (DHCS) for secondary review and approval. Upon approval from both CDE and DHCS, these forms, and the information contained therein, will be used by DHCS to update the Provider Master File (PMF). It is important to complete this form accurately to ensure your enrollment as a Medi-Cal provider of service is properly processed.

- PPA structure and the instructions
- The Annual Report is included in the PPA
- Amendment to Certified Funds
- The due date for the PPA/Annual Report has changed to November 30th
- **DHCS** letterhead
- Language regarding all 3 withholds (1% admin, 1% A&I, 2.5% SB231)
- Instructions on how to obtain an NPI number.

Sign PPA/Annual Report (signature authority p.10) •Complete the PPA/Annual Report in its entirety and submit to the California Department of Education (CDE) by November 30th Accept PPA/Annual Report California Department of Education Local Education Agency COE

Department of Health Care Services-Local Education Agency Medi-Cal Billing Option Program Receive PPA/Annual Report (original)

Retain file copy

Validate LEA

- DHCS-LEA
- Review PPA/Annual Report for completeness (signature, date, funding, etc.)
 - Review Certification of State Matching Funds
- Sign Approve PPA/Annual Report (signature authority p.10)
 - Send approved original to PED

Department of Health Care Services-Provider Enrollment Division

- Receive PPA/Annual Report DITICS-PED

- Send Welcome Letter to the LEA with effective date.

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Approval of Expulsion of Students for Violation of California Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7,

and/or 48915(c) According to Board Policy 5144.1

ITEM:

Consent

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services PREPARED BY: Nancy Diaz-Miller, Senior Director, Pupil Support Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of student expulsions in violation of Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7, and/or 48915(c).

RATIONALE:

The following students were recommended for expulsion from the District for various terms. The students received a hearing before the administrative hearing panel, which found students to have received due process and to be guilty of the charges brought forth. The panel has recommended the respective expulsion terms and remediation conditions for Board approval.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve expulsion of students for violation of California Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7, and/or 48915(c) according to Board Policy 5144.1.

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Ratification of Purchase Order Summary and Listing of Orders \$25,000

and Over for Period of November 4, 2011, Through December 8, 2011

ITEM:

Consent

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Jonathan Geiszler, Director, Purchasing and Stores

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board ratification of the Purchase Order Summary and Listing of orders \$25,000 and over for the period of November 4, 2011, through December 8, 2011.

RATIONALE:

The Purchase Order Summary consists of all orders created during the period of November 4, 2011, through December 8, 2011. A detailed listing is also included for orders \$25,000 and over for various items and services.

FUNDING:

Not Applicable

RECOMMENDATION:

Ratify Purchase Order Summary and Listing of orders \$25,000 and over for the period of November 4, 2011, through December 8, 2011.

MB:mm



Michael P. Bishop, Sr., CBO
Deputy Superintendent,
Operations

Thelma Meléndez de Santa Ana, Ph.D. Superintendent

\$5,887,876.20

Date: December	8,	2011
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To: Thelma Meléndez de Santa Ana, Ph.D., Superintendent

From: Michael P. Bishop, Sr. CBO, Deputy Superintendent, Operations

Subject: Purchase Order Summary: From 04-NOV-2011 Through 08-DEC-2011

Fund 01	General Fund	\$3,161,719.03
Fund 12	Child Development	\$2,000.00
Fund 13	Cafeteria Fund	\$145,054.36
Fund 14	Deferred Maintenance Fund	\$43,017.15
Fund 24	SAUSD GO Bond, 2008 Election, Series A Building Fund	\$44,388.82
Fund 25	Capital Facilities Fund	\$56,424.94
Fund 26	Measure G Bond	\$454,659.76
Fund 27	Qualified School Construction Bond	\$11,809,82
Fund 28	Qualified School Construction Bond	\$289,454.24
Fund 35	County School Facilities Fund	\$987,897.72
Fund 40	Special Reserve Fund	\$987,832.80
Fund 49	Capital Project Fund for Blended Component Units (CFD)	\$211,459.12
Fund 68	Workers' Compensation	\$5,080.55
Fund 81	Property & Liability	\$1,214.95

Prepared By: Jonathan Geiszler, Director of Purchasing & Stores

1601 East Chestnut Avenue, Santa Ana, CA 92701-6322, (714) 558-5501

Grand Total:

BOARD OF EDUCATION

PO No. Vendor	From 04-NOV-2011	Through 08-DEC-2011	Page: 1 of 8 BOA Date
Funding	Description		Amount
270702 ORANGE COUN Unrestricted Discretionary Accounts		PURCHASING DEPARTMENT	\$10,000.00
Unrestricted Discretionary Accounts	Advertising Expense (news ads)	PURCHASING DEPARTMENT	\$21,550.00
270946 GOODMAN FOO Child Nutrition: School Programs	Food Processing	FOOD 4 THOUGHT	\$129,300.00
271060 J.L. COBB P Ongoing & Major Maintenance Account	Maintenance	BUILDING SERVICES	\$136,676.32
OPSC School Facilities Bond		FACILITIES/GOVERNMENT RELATIONS	\$62,507.98
OPSC School Facilities Bond	Building Contractor	CENTURY HIGH SCHOOL	\$9,051.00
271140 VERNE'S PLU Measure G Bond		SANTA ANA HIGH SCHOOL	\$13,325.30
Measure G Bond		SIERRA PREPARATORY ACADEMY	\$8,152.67
Measure G Bond		SANTA ANA HIGH SCHOOL	\$40,197.02
Measure G Bond		HENINGER ELEMENTARY SCHOOL	\$4,462.93
Qualified School Construction Bond	Building Contractor	WILLARD INTERMEDIATE SCHOOL	\$13,649.79
Qualified School Construction Bond		WILLARD INTERMEDIATE SCHOOL	\$2,575.48
OPSC School Facilities Bond	Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$127,123.05
OPSC School Facilities Bond	Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$26,317.48
271237 GILBERT & S' Ongoing & Major Maintenance Account	TEARNS, INC. Maintenance Contracts Repairs	BUILDING SERVICES	\$3,775.00

		Through 08-DEC-2011	
Funding			Amount
271237 GILBERT & S' OPSC School Facilities Bond	TEARNS, INC. Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$136,459.23
OPSC School Facilities Bond		SIERRA PREPARATORY ACADEMY	\$5,364.61
OPSC School Facilities Bond		SPURGEON INTERMEDIATE SCHOOL	\$1,947.53
OPSC School Facilities Bond		HENINGER ELEMENTARY SCHOOL	\$29,709.76
Community Facilities District 2005 Central Park		VALLEY HIGH SCHOOL	\$41,859.36
271256 JJJ FLOOR Co Ongoing & Major Maintenance Account	Maintenance	BUILDING SERVICES	\$50,009.38
Measure G Bond		MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	\$24,566.18
OPSC School Facilities Bond		FACILITIES/GOVERNMENT RELATIONS	\$48,628.99
OPSC School Facilities Bond		MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	\$23,014.18
OPSC School Facilities Bond		SANTA ANA HIGH SCHOOL	\$17,267.64
OPSC School Facilities Bond		WILLARD INTERMEDIATE SCHOOL	\$14,555.54
271258 T J JANCA Co Ongoing & Major Maintenance Account	Maintenance	BUILDING SERVICES	\$29,794.38
Measure G Bond		MADISON ELEMENTARY SCHOOL	\$5,606.47
Measure G Bond		SIERRA PREPARATORY ACADEMY	\$471.58
Measure G Bond		SIERRA PREPARATORY ACADEMY	\$22,875.33
Measure G Bond		SANTA ANA HIGH SCHOOL	\$8,510.90

PO No. Vendor		Through 08-DEC-2011	Page: 3 of 8 BOA Date
		Location	Amount
271258 T J JANCA (Qualified School Construction Bond	CONSTRUCTION, INC.	MONTE VISTA ELEMENTARY SCHOOL	\$7,865.75
	Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$103,163.27
Community Facilities District 2005 Central Park	=	VALLEY HIGH SCHOOL	\$32,964.31
Community Facilities District 2005 Central Park		VALLEY HIGH SCHOOL	\$46,649.38
271658 ASR FOOD DI Child Nutrition: School Programs		SIERRA PREPARATORY ACADEMY	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	MACARTHUR FUNDAMENTAL	\$5,387.50
Child Nutrition: School Programs		INTERMEDIATE SCHOOL LATHROP INTERMEDIATE SCHOOL	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	SANTA ANA HIGH SCHOOL	\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution	VALLEY HIGH SCHOOL	\$10,775.00
Child Nutrition: School Programs	Food Inventory Site Distribution	CARR INTERMEDIATE	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	WILLARD INTERMEDIATE SCHOOL	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	MCFADDEN INTERMEDIATE SCHOOL	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	SADDLEBACK HIGH SCHOOL	\$10,775.00
Child Nutrition: School Programs	Food Inventory Site Distribution	SPURGEON INTERMEDIATE SCHOOL	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution	CENTURY HIGH SCHOOL	\$10,775.00

DAODD DOWLG OF EGG		Through 08-DEC-2011	
PO No. Vendor			BOA Date
Funding	Description	Location	Amount
271658 ASR FOOD DI	STRIBUTORS, INC.		
Child Nutrition: School Programs	Food Inventory Site Distribution		\$12,930.00
Child Nutrition: School Programs			\$5,387.50
Child Nutrition: School Programs	Food Inventory Site Distribution		\$12,930.00
271917 US FOODSERV			
Child Nutrition: School Programs	Food Inventory Site Distribution		\$16,162.50
Child Nutrition: School Programs	•		\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution		\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution		\$31,247.50
Child Nutrition: School Programs	Food Inventory Site Distribution	VALLEY HIGH SCHOOL	\$20,472.50
Child Nutrition: School Programs	Food Inventory Site Distribution	CARR INTERMEDIATE SCHOOL	\$26,937.50
Child Nutrition: School Programs	Food Inventory Site Distribution		\$25,860.00
Child Nutrition: School Programs	Food Inventory Site Distribution	MCFADDEN INTERMEDIATE SCHOOL	\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution	SADDLEBACK HIGH SCHOOL	\$19,395.00
Child Nutrition: School Programs	Food Inventory Site Distribution	SPURGEON INTERMEDIATE SCHOOL	\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution	VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	\$16,162.50
Child Nutrition: School Programs	Food Inventory Site Distribution	CENTURY HIGH SCHOOL	\$26,937.50
Child Nutrition: School Programs	Food Inventory Site Distribution	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$26,937.50
Child Nutrition: School Programs	Food Inventory Site Distribution	MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL	\$21,550.00

	Vendor			Page: 5 of 8 BOA Date
Funding			Location	Amount
Child N	utrition:	STRIBUTORS, INC. Food Inventory Site Distribution		\$25,860.00
Deferre	HARDY AND H d ance Fund	ARPER Maintenance Contracts Repairs	BUILDING SERVICES	\$36,614.53
Qualifi Constru	ed School ction Bond	Building Contractor	REMINGTON ELEMENTARY SCHOOL	\$71,707.63
-	ed School ction Bond		MCFADDEN INTERMEDIATE SCHOOL	\$188,461.22
OPSC Sc Facilit	hool ies Bond	Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$120,143.41
Unrestr	REVOLUTION 1 icted - Intensive	PREP, LLC. Other Contracts	CENTURY HIGH SCHOOL	\$34,443.11
		LAR MANAGEMENT CORPO Rental Contracts		\$81,497.79
		LAR MANAGEMENT CORPO Rental Contracts		\$29,635.56
273452	MOBILE MODU	LAR MANAGEMENT CORPO	DRATION	
Special Fund	Reserve	Rental Contracts	KING ELEMENTARY SCHOOL	\$155,586.69
273455 Special		LAR MANAGEMENT CORPO Rental Contracts		\$37,044.45
273456 Special Fund	MOBILE MODUL Reserve	LAR MANAGEMENT CORPO Rental Contracts	DRATION PIO PICO ELEMENTARY SCHOOL	\$88,906.68
	MOBILE MODUI Reserve	LAR MANAGEMENT CORPO Rental Contracts	DRATION REMINGTON ELEMENTARY SCHOOL	\$29,635.56
	MOBILE MODUI Reserve	LAR MANAGEMENT CORPO Rental Contracts	DRATION TAFT ELEMENTARY SCHOOL	\$81,497.79
	MOBILE MODUI	AR MANAGEMENT CORPO	DRATION THORPE FUNDAMENTAL ELEMENTARY SCHOOL	\$37,044.45

PO No.	Vendor		er Listing \$25,000 and over Through 08-DEC-2011	
Funding		Description	Location	Amount
Quality		LAR MANAGEMENT CORPORTED Rental Contracts		\$51,862.23
Quality			ORATION WILSON ELEMENTARY SCHOOL	\$58,779.78
		LAR MANAGEMENT CORPORTED Rental Contracts	ORATION VALLEY HIGH SCHOOL	\$88,906.68
Quality		LAR MANAGEMENT CORPORTED CONTROL CONTROL CONTROL CONTROL CONTROL CORPORTED C	GARFIELD ELEMENTARY	\$51,862.23
OPSC Sc	hool	LDERS, INC. Building Contractor	FACILITIES/GOVERNMENT RELATIONS	\$37,039.06
		LAR MANAGEMENT CORPORTED LA CONTROLE CONTROLE CONTROLE CONTROLE CORPORTE CONTROLE CORPORTE CONTROLE CORPORTE CO	ORATION SANTA ANA HIGH SCHOOL	\$47,841.00
Quality			ORATION CENTURY HIGH SCHOOL	\$59,271.12
Special Fund	Reserve	Rental Contracts	CENTURY HIGH SCHOOL	\$201,410.61
		LAR MANAGEMENT CORPO Rental Contracts	ORATION EDWARD B. COLE CHARTER SCHOOL	\$44,453.34
273473 Special Fund	MOBILE MODUL Reserve	LAR MANAGEMENT CORPO Rental Contracts		\$59,271.12
	MOBILE MODUL Reserve	LAR MANAGEMENT CORPO Rental Contracts		\$44,453.34
273476 Unrestra Communia Schools	icted -	LAR MANAGEMENT CORPO Rental Contracts	ORATION COMMUNITY DAY HIGH SCHOOL	\$59,271.12
273477 Special Fund	MOBILE MODUL Reserve	LAR MANAGEMENT CORPO Rental Contracts		\$59,271.12

PO No. Vendor	From 04-NOV-2011	er Listing \$25,000 and over Through 08-DEC-2011	Page: 7 of 8 BOA Date
		Location	Amount
273508 SCHOOL SAVE	RS Materials &	CENTURY HIGH SCHOOL	
273604 INTEGRATED Child Nutrition: School Programs	FOOD SERVICE Food Processing Charges	FOOD 4 THOUGHT	\$26,937.50
273639 HOLT-MCDOUG Unrestricted - Instructional Materials	AL Textbooks	STATE TEXTBOOKS	\$96,935.70
Lottery: Instructional Materials	Textbooks	STATE TEXTBOOKS	\$272,950.20
273641 E.A.P. TECH Unrestricted Discretionary Accounts	NOLOGY, INC. Other Equipment	INFORMATION TECHNOLOGY CENTER	\$100,000.00
273654 CULVER NEWL OPSC School Facilities Bond	IN, INC. Materials & Supplies/Software	SANTA ANA HIGH SCHOOL	\$71,247.70
273655 CULVER NEWL OPSC School Facilities Bond	Materials &	SANTA ANA HIGH SCHOOL	\$101,848.06
273669 WAXIE SANITA General Fund		WAREHOUSE AND DELIVERY	\$28,624.00
273704 FOLLETT EDUC Lottery: Instructional Materials	CATIONAL SERVICES Textbooks	STATE TEXTBOOKS	\$87,819.31
273706 JOSE MONTANG IASA:Title I Basic Grants Low-Income			2011/09/27 \$20,000.00
IASA:Title I Basic Grants Low-Income	Consultant Noninstructional	ENGLISH LEARNER PROGRAMS & STUDENT ACHIEVEMENT	\$25,000.00
273707 THOMASKELLY IASA:Title I Basic Grants Low-Income		S LP STUDENT ACHIEVEMENT	2012/11/08 \$42,500.00

PO No. Vendor		Through 08-DEC-2011	
Funding	Description		Amount
273712 GLOBAL COMM	UNITY COLLEGE, INC.	RISK MANAGEMENT	2011/10/11 \$30,800.00
273723 DT-COMP, IN Unrestricted Discretionary Accounts	Consultant		2011/11/08 \$70,750.00
273725 WEST ED Unrestricted Discretionary Accounts			2011/10/25 \$35,000.00
273726 TANDUS FLOO COP 2007 New Warehouse	RING US, LLC.	WAREHOUSE AND DELIVERY	\$51,835.68
273756 CULVER NEWL Measure G Bond		MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	\$39,856.73
273758 FOLLETT EDU Lottery: Instructional Materials	CATIONAL SERVICES Textbooks	STATE TEXTBOOKS	\$126,067.72
	CAL ENGINEERS, INC. Building Architect	WAREHOUSE AND DELIVERY	\$27,502.50
273771 ORBACH, HUF Measure G Bond		FACILITIES/GOVERNMENT RELATIONS	\$200,000.00
273795 THE BANK OF Unrestricted Discretionary Accounts	Other Authorized		\$395,183.05
273861 ECS IMAGING Unrestricted Discretionary Accounts	•	DISTRICTWIDE	\$31,496.07

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Ratification of Expenditure Summary and Warrant Listing for Period of

November 7, 2011, Through December 4, 2011

ITEM:

Consent

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Christeen Betz, Director, Accounting

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board ratification of the Expenditure Summary and Warrant Listing for the expenditures \$25,000 and over on a bi-monthly basis.

RATIONALE:

The Expenditure Summary consists of all warrants created during the period of November 7, 2011, through December 4, 2011. A detailed listing for expenditures \$25,000 and over is also included.

FUNDING:

Not Applicable

RECOMMENDATION:

Ratify Expenditure Summary and Warrant Listing of expenditures over \$25,000 for the period of November 7, 2011, through December 4, 2011.

MB:mm



Michael P. Bishop, Sr., CBO
Deputy Superintendent,
Operations

Thelma Mcléndez de Santa Ana, Ph.D., Superintendent

Date: December 6, 2011

To: Thelma Melendez de Santa Ana, Ph.D., Superintendent

From: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

Subject: Reporting of Approved Expenditures

From 07-NOV-2011 Through 04-DEC-2011

Fund 01 General Fund	\$3,845,154.49
Fund 12 Child Development	\$6,885.27
Fund 13 Cafeteria Fund	\$985,752.34
Fund 14 Deferred Maintenance Fund	\$20,632.93
Fund 25 Capital Facilities Fund	\$1,580.00
Fund 26 Measure G Bond	\$249,627.31
Fund 27 Qualified School Construction Bond	\$184,740.55
Fund 28 Qualified School Construction Bond	\$653,653.01
Fund 35 County School Facilities Fund	\$1,206,384.73
Fund 68 Workers Compensation	\$478,252.13
Fund 69 Health & Welfare	\$1,652,407.80
Fund 81 Property & Liability	\$47,578.31
Total Expenditures:	\$9,332,648.87

Prepared By: Christine Betz, Director of Accounting

1601 East Chestnut Avenue, Santa Ana, CA 92701-6322, (714) 558-5501

BOARD OF EDUCATION

José Alfredo Hernández, J.D., President • Rob Richardson, Vice President Audrey Yamagata-Noji, Ph.D., Clerk • John Palacio, Member • Roman Reyna, Member

	November 09, 2	2011	Page 1 of 6
Check #		<u>Location</u>	Amount
84159093	SOUTHERN CALIFORNIA EDISON		\$46,305.46
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84159095	EDWARD B. COLE, SR. ACADEMY		\$34,543.00
	Fund 01 General Fund	CHARTER SCHOOL	
84159096	EL SOL		\$71,697.00
	Fund 01 General Fund	CHARTER SCHOOL	** 1,001.00
84159097	NOVA ACADEMY		\$31,607.00
	Fund 01 General Fund	CHARTER SCHOOL	401,001.00
84159098	ORANGE COUNTY HIGH SCHOOL OF THE ARTS		\$173,663.00
	Fund 01 General Fund	CHARTER SCHOOL	V1.0,000.00
84159110	AREY JONES EDUCATIONAL SOLUTION		\$139,892.85
	Donations (Miscellaneous)	MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	
	Economic Impact Aid	HOOVER ELEMENTARY SCHOOL	
		SANTA ANA HIGH SCHOOL	
	Economic Impact Aid-LEP	SANTA ANA HIGH SCHOOL	
	IASA:Title I Basic Grants Low-Income and Neglected, Part A	CENTURY HIGH SCHOOL	
	IASA:Title I Regular plus Federal Stimulus	MCFADDEN INTERMEDIATE SCHOOL	
	NCLB: Title I, Part B, Reading First Program	SPECIAL EDUCATION	
	Two-Way Digital ITFS Licensee Revenue	TECHNOLOGY	
	Unrestricted Discretionary Accounts	MCFADDEN INTERMEDIATE SCHOOL	

November 09, 2011

Check # 84159219

Page 2 of 6

Amount

\$26,472.80

Vendor **Location** OFFICE DEPOT ARRA Title 1 School Improvement Grant (SIG) PLAS CENTURY HIGH SCHOOL Child Nutrition: Healthy Active Families SPECIAL PROJECTS/WELLNESS **Economic Impact Aid** DIAMOND ELEMENTARY SCHOOL MCFADDEN INTERMEDIATE SCHOOL REMINGTON ELEMENTARY SCHOOL SEPULVEDA ELEMENTARY SCHOOL Fund 01 General Fund WAREHOUSE AND DELIVERY IASA:Title I Basic Grants Low-Income and Neglected, Part A KENNEDY ELEMENTARY SCHOOL LOWELL ELEMENTARY SCHOOL WILLARD INTERMEDIATE SCHOOL IASA: Title I Regular plus Federal Stimulus SIERRA PREPARATORY ACADEMY Ongoing & Major Maintenance Account **BUILDING SERVICES** Special Education MCFADDEN INTERMEDIATE SCHOOL MITCHELL CHILD DEVELOPMENT CENTER TAFT ELEMENTARY SCHOOL TRANSITION PROGRAMS SSR-1A-07 Kinder Readiness Program II **EARLY CHILDHOOD EDUCATION** Title II-Part A Improving Teacher Quality **ENGLISH LEARNER PROGRAMS & STUDENT ACHIEVEMENT** Two-Way Digital ITFS Licensee Revenue INSTRUCTIONAL MEDIA CENTER **Unrestricted Discretionary Accounts** ACCOUNTING DEPARTMENT CENTURY HIGH SCHOOL CHAVEZ CONTINUATION HIGH SCHOOL **EMPLOYEE BENEFITS ADMINISTRATION FACILITIES/GOVERNMENT RELATIONS HUMAN RESOURCES DIVISION**

JEFFERSON ELEMENTARY SCHOOL

MARTIN ELEMENTARY SCHOOL

November 09, 2011 Page 3 of 6

<u>Check # Vendor Location Amount</u>

MCFADDEN INTERMEDIATE SCHOOL

MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL

MONTE VISTA ELEMENTARY SCHOOL

PAYROLL DEPARTMENT

PUBLIC INFORMATION

PUPIL SUPPORT SERVICES

PURCHASING DEPARTMENT

RESEARCH AND EVALUATION

SANTA ANA HIGH SCHOOL

SEGERSTROM HIGH SCHOOL

VILLA FUNDAMENTAL INTERMEDIATE SCHOOL

WASHINGTON ELEMENTARY SCHOOL

WILLARD INTERMEDIATE SCHOOL

84159248 REVOLVING CASH FUND \$74,268.00

Unrestricted Discretionary Accounts SADDLEBACK HIGH SCHOOL

SANTA ANA HIGH SCHOOL

SECONDARY DIVISION

84159254 SCHOOL INNOVATIONS & ADVOCACY, INC. \$42,000.00

Unrestricted Discretionary Accounts Charter/Attendance

84159271 UNISOURCE WORLDWIDE, INC. \$28,943.04

Fund 01 General Fund PUBLICATIONS

WAREHOUSE AND DELIVERY

FUND 68 RISK MANAGEMENT

84159288 MARSH RISK & INSURANCE SERVICES \$349,437.00

Fund 68 Workers' Compensation RISK MANAGEMENT

84159291 SANTA ANA UNIFIED SCHOOL DISTRICT MEDICAL SELF \$122,341,22

Fund 68 Workers' Compensation RISK MANAGEMENT

FUND 81 RISK MANAGEMENT

84159292 CORVEL CORPORATION \$46,934.85

Fund 81 Property & Liability RISK MANAGEMENT

November 09, 2011 Page 4 of 6

<u>Amount</u>

84159295 A & R WHOLESALE DISTRIBUTORS \$41,250.21

Child Nutrition: School Programs CARR INTERMEDIATE SCHOOL

CENTURY HIGH SCHOOL

CHAVEZ CONTINUATION HIGH SCHOOL

FOOD 4 THOUGHT

GODINEZ FUNDAMENTAL HIGH SCHOOL

MACARTHUR FUNDAMENTAL INTERMEDIATE

SCHOOL

SADDLEBACK HIGH SCHOOL

VILLA FUNDAMENTAL INTERMEDIATE SCHOOL

84159301 CHEFS' TOYS \$53,839.47

Child Nutrition: School Programs FOOD 4 THOUGHT

November 09, 2011 Page 5 of 6 Check # Vendor Location *Amount* \$31,302.90 84159305 DRIFTWOOD DAIRY Child Nutrition: School Programs CARR INTERMEDIATE SCHOOL CENTURY HIGH SCHOOL DISTRICTWIDE **FOOD 4 THOUGHT** GODINEZ FUNDAMENTAL HIGH SCHOOL LATHROP INTERMEDIATE SCHOOL MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL MCFADDEN INTERMEDIATE SCHOOL MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL SADDLEBACK HIGH SCHOOL SANTA ANA HIGH SCHOOL SEGERSTROM HIGH SCHOOL SIERRA PREPARATORY ACADEMY SPURGEON INTERMEDIATE SCHOOL VALLEY HIGH SCHOOL VILLA FUNDAMENTAL INTERMEDIATE SCHOOL WILLARD INTERMEDIATE SCHOOL **FUND 26** Measure G Bond 84159317 DIGITAL NETWORKS GROUP, INC. \$139,127.29 Measure G Bond SANTA ANA HIGH SCHOOL 84159318 USS CAL BUILDERS, INC. \$86,832.00 Measure G Bond SANTA ANA HIGH SCHOOL **FUND 27 Qualified School Construction Bond** 84159319 CONTINENTAL FLOORING, INC. \$32,623.20 Qualified School Construction Bond SANTA ANA HIGH SCHOOL 84159321 R&H INDUSTRIES dba BEST ELECTRIC \$100,026.00 **Qualified School Construction Bond** SANTA ANA HIGH SCHOOL

FUND 28 Qualified School Construction Bond

84159323 BEST CONTRACTING SERVICES, INC. \$556,271.55

Qualified School Construction Bond MCFADDEN INTERMEDIATE SCHOOL

		November 09, 2011	Page 6 of 6
Check # 84159324	Vendor HARDY AND HARPER	<u>Location</u>	<u>Amount</u> \$59,895.00
	Qualified School Construction Bond	REMINGTON ELEMENTARY SCHOOL	
FUND 3	S5 OPSC School Facilities E	Bond Projects	
84159326	ANGELES CONTRACTOR, INC.		\$381,648.12
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159327	AT&T		\$84,758.66
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159328	BEST CONTRACTING SERVICES, INC	c.	\$88,236.00
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159339	IMPERIAL SPRINKLER SUPPLY, INC		\$32,632.09
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159345	USS CAL BUILDERS, INC.		\$25,650.00
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	, ,
84159348	WILSHIRE STATE BANK		\$37,044.24
04103040	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	V0.,V1
		Grand Total:	\$2,939,241.95

		November 15, 2011	Page 1 of 4
<u>Check #</u> FUND 0	<u>Vendor</u> 1 GENERAL FUND	<u>Location</u>	<u>Amount</u>
84159353	ASR FOOD DISTRIBUTORS, INC.		\$58,962.47
	Fresh Fruit & Vegetable Program	SPECIAL PROJECTS/WELLNESS	·
84159360	CAL PERS SAFETY		\$ 52,713.98
	Fund 01 General Fund	DISTRICT EMPLOYEE BENEFITS	·
84159519	CITY OF SANTA ANA		\$41,887.14
	Fund 01 General Fund	SCHOOL POLICE SERVICES	. ,

November 15, 2011 Page 2 of 4 Check # 84159368 <u>Vendor</u> Location CDW GOVERNMENT, INC. \$33,566.83 ARRA Title 1 School Improvement Grant (SIG) PLAS CENTURY HIGH SCHOOL SADDLEBACK HIGH SCHOOL Economic Impact Aid MCFADDEN INTERMEDIATE SCHOOL MONTE VISTA ELEMENTARY SCHOOL REMINGTON ELEMENTARY SCHOOL TAFT ELEMENTARY SCHOOL WILSON ELEMENTARY SCHOOL IASA:Title I Basic Grants Low-Income and Neglected, Part A **GREENVILLE FUNDAMENTAL ELEMENTARY** SCHOOL KING ELEMENTARY SCHOOL LORIN GRISET ACADEMY MARTIN ELEMENTARY SCHOOL SADDLEBACK HIGH SCHOOL SANTIAGO ELEMENTARY SCHOOL WALKER ELEMENTARY SCHOOL WASHINGTON ELEMENTARY SCHOOL IASA:Title I Regular plus Federal Stimulus MCFADDEN INTERMEDIATE SCHOOL Medi-Cal Billing Option SPECIAL EDUCATION Special Education TRANSITION PROGRAMS SSR-1A-07 Kinder Readiness Program II **EARLY CHILDHOOD EDUCATION** Two-Way Digital ITFS Licensee Revenue **TECHNOLOGY Unrestricted Discretionary Accounts** CHAVEZ CONTINUATION HIGH SCHOOL **DEPUTY SUPERINTENDENT'S OFFICE HUMAN RESOURCES DIVISION** MONTE VISTA ELEMENTARY SCHOOL

THORPE FUNDAMENTAL ELEMENTARY SCHOOL

PUBLIC INFORMATION

SANTA ANA HIGH SCHOOL

Amount

	November 15, 2011		Page 3 of 4
<u>Check #</u> 84159371	<u>Vendor</u> CITY OF SANTA ANA	<u>Location</u>	<u>Amount</u> \$28,182.60
	Unrestricted - Regional Occupational Centers/Program (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84159376	CR&R INCORPORATED		\$35,089.43
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84159382	DURHAM SCHOOL SERVICES, L.P.		\$908,631.19
	Before and After School Learning & Safe Neighborhood Partnerships	HOOVER ELEMENTARY SCHOOL	
	ASA:Title I Basic Grants Low-Income and Neglected, Part A	HARVEY ELEMENTARY SCHOOL	
	Transportation-Home to School	TRANSPORTATION DEPARTMENT	
	Transportation-Special Education	TRANSPORTATION DEPARTMENT	
84159383	EMPLOYMENT DEVELOPMENT DEPT		\$25,688.45
	Fund 01 General Fund	DISTRICT EMPLOYEE BENEFITS	
84159443	ROSSIER PARK JUNIOR/SENIOR HIGH SCHOOL		\$45,720.00
	Special Education	SPECIAL EDUCATION	
84159449	SCHOLASTIC, INC.		\$72,265.00
	ARRA Title 1 School Improvement Grant (SIG) PLAS	SANTA ANA HIGH SCHOOL	
84159464	THINK TOGETHER	,	\$1,035,662.54
	21st Century ASSETS (roll-up 4124)	DEPUTY SUPERINTENDENT'S OFFICE	
	21st Century Community Learning Centers	DEPUTY SUPERINTENDENT'S OFFICE	
	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	DEPUTY SUPERINTENDENT'S OFFICE	
84159472	UNISOURCE WORLDWIDE, INC.		\$29,207.86
	Fund 01 General Fund	PUBLICATIONS	
		WAREHOUSE AND DELIVERY	
84159481	WAXIE SANITARY SUPPLY		\$54,603.80
	Fund 01 General Fund	WAREHOUSE AND DELIVERY	
	Ongoing & Major Maintenance Account	BUILDING SERVICES	
	Unrestricted Discretionary Accounts	BUILDING SERVICES	
FUND 35 OPSC School Facilities Bond Projects			
84159505	BRAUGHTON CONSTRUCTION, INC.		\$61,131.96
	OPSC School Facilities Bond Projects	MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	

	November 15, 2011		
Check # 84159506	$rac{Vendor}{ ext{BRAUGHTON CONSTRUCTION, INC.}}$	<u>Location</u>	<u>Amount</u> \$38,865.23
	OPSC School Facilities Bond Projects	MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	
84159508	FYR LANDSCAPING, INC. DBA PIERRE SPRINKLER AND LANDSCAPE	33/1332	\$73,822.50
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159510	LAND FORMS LANDSCAPE CONSTRUCTION		\$73,400.81
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159515	SPRING CITY ELECTRICAL MFG., CO.		\$68,988.00
	OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
84159523	USS CAL BUILDERS, INC.		\$34,375.00
	OPSC School Facilities Bond Projects	FACILITIES/GOVERNMENT RELATIONS	

Grand Total: \$2,772,764.79

SAUSD Board of Education Warrant Listing

November 16, 2011 Page 1 of 1

<u>Check # Vendor</u> <u>Location</u> <u>Amount</u>

FUND 01 GENERAL FUND

84159555 SOUTHERN CALIFORNIA EDISON \$25,296.13

Unrestricted Discretionary Accounts DISTRICTWIDE

FUND 69 RISK MANAGEMENT

84159560 DELTACARE USA \$48,386.73

Health & Welfare - Active Employees DISTRICT EMPLOYEE BENEFITS

Health & Welfare - Retired Employees DISTRICT EMPLOYEE BENEFITS

84159561 KAISER FOUNDATION HEALTH PLAN \$1,104,021.07

Health & Welfare - Active Employees DISTRICT EMPLOYEE BENEFITS

Health & Welfare - Retired Employees DISTRICT EMPLOYEE BENEFITS

Grand Total: \$1,177,703.93

Board Meeting

TITLE:

Approval and/or Ratification of Agreements for Period of October 26,

2011, Through November 8, 2011

ITEM:

Consent

SUBMITTED BY: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Jonathan Geiszler, Director, Purchasing and Stores

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval and/or ratification of agreements for the period of October 26, 2011, through November 8, 2011.

RATIONALE:

Consultants have been requested by school sites and District staff to enhance and support educational programs and provide professional development to improve student achievement.

The attached list identifies various consultants that will provide services throughout the District whose compensation is under \$250,000.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve and/or ratify the listing of agreements for the period of October 26, 2011, through November 8, 2011.

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Educational Services December 13, 2011

REQ. NO.	119553	123541	121801	123552
MAXIMUM NOT TO EXCEED	\$2,500	\$500	\$1,000	\$1,000
FUNDING	EIA	Title I	General Fund	Title I
ANNUAL				
DATE	August 18, 19, and 22, 2011	September 27-29, 2011	October 25, 2011, through June 15, 2012	December 14, 2011, through June 30, 2012
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Davis and Edison Elementary: Provided a two and a half-day training on SMART Boards and responders. K-5 teachers at Davis and Edison elementary schools received training that was differentiated by proficiency with the technology on the use of the equipment and their integration into the curriculum to improve student engagement and understanding of ELA and mathematics concepts.	Heninger Elementary: Provided grade level teams with training, planning, and designed standards based SMART Board lessons/units for Science and Social Studies.	Spurgeon Intermediate: Will provide training for teenage management groups and individual counseling.	Franklin Elementary: Will provide parents of Kindergarten to 5 th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.
NAME	Norma Craven Ratification	Intrelli-Teach Ratification	Turning Point Center for Families Ratification	Padres Unidos
NO.	-i	.2	mi	4

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Educational Services December 13, 2011 Page 2

	• • •				
REQ. NO.	123065	123503	122834	123201	123437
MAXIMUM NOT TO EXCEED	\$4,770	\$1,800	\$4,500	\$1,700	\$5,000
FUNDING	General	Title !	Title I	General	Title III
ANNUAL					
DATE	December 15-16, 2011	January 9, 2012, through June 11, 2012	January 9, 2012, through June 8, 2012	January 9-10, 2012, and April 9- 10, 2012	February 14-15, 2012
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Spurgeon Intermediate: Will provide services to include expansion combination training and support for the Safe School Ambassadors Program.	Hoover Elementary: Will provide parents of Kindergarten to 5th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.	Washington Elementary: Will provide parents of Kindergarten to 5 th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.	Spurgeon Intermediate: Will provide four days of living history services in the classroom for 8 th grade students.	English Learner Programs and Student Achievement: Will provide a two-day Thinking Maps Language for Leadership training to administrators of secondary schools.
NAME	Community Matters	Padres Unidos	Padres Unidos	Segerstrom Center for the Arts	Thinking Maps Incorporated
NO.	Ŋ.	ý	7.	∞i	တ်

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Business Services December 13, 2011

REQ. NO.	123566	123553	123417	124204
MAXIMUM NOT TO EXCEED	\$ 20,000	\$ 20,000	\$60,000	\$20,000
FUNDING SOURCE	Food	Food	General	General
ANNUAL	16			
DATE	July 1, 2011, through June 30, 2012	December 1, 2011, through June 30, 2012	July 1, 2011, through June 30, 2012	December 6, 2011, through June 30, 2012
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Will provide National School Lunch Program and Child and Adult Care Feeding Program Administrative Review (audit) prep services. In addition, menu planning, menu analysis, and special diets will be performed for the Food Services Department.	Will provide National School Lunch Program and Child and Adult Care Feeding Program Administrative Review (audit) prep services. In addition, menu planning, menu analysis, and special diets will be performed for the Food Services Department.	Increase to P.O. #270085-1: Will provide legal services in the capacity of general counsel related to Board Policy Development, Shared Governance, the Brown Act, the Public Records Act, Board Relations, and interpretation of the California Education Code and Title 5, on an "as needed" basis at a rate of \$225 per hour.	Will provide representation of Santa Ana Unified School District in connection with Chapter 7 Bankruptcy proceeding of Kirk Montgomery (KM Benefits).
NAME	Water Walkers, Inc. dba A Higher Level Ratification	Karen Papilli Ratification	Atkinson, Andelson, Loya, Ruud & Romo	McKenna Long & Aldridge LLP Ratification
Ñ.	10.	11	12.	13.

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Human Resources

December 13, 2011

MAXIMUM NOT TO EXCEED REQ. NO.	-
ANNUAL FUNDING RENEWAL SOURCE	ON N
DATE	2011-12
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Increase to P.O. #270084: Will provide legal expertise related to collective bargaining, employee discipline, and dismissal, as well as technical support.
NAME	Eric Bathen
NO.	14.

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Support Services December 13, 2011

Q Q	123460	123456	123614	123790
MAXIMUM	\$30,600	\$5,000	\$6,000	\$1,335
FUNDING	Mental Health Special Ed.	Mental Health Special Ed.	Special Ed.	Special Ed.
ANNUAL				
DATE	October 1, 2011, through June 30, 2012	November 1 2011, through June 30, 2012	January 9, 2012, through June 30, 2012	January 9, 2012, through June 30, 2012
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Will provide behavioral health support to students so that they will develop and use appropriate behavioral interaction in the classroom as well as in other school environments.	Will assist the district by ensuring continuity for students with disabilities as the District transitions service from Orange County Health Care Agency	Will provide support for the District to address service delivery for students who are deaf and hard of hearing including communication methodologies, interpreting, transcription services, and placement options.	Will provide an Independent Educational Evaluation to a special education student per the student's IEP.
NAME	Leigh Perales	Barbara Cummings Mental Health Associates	Sheila Doctors	Maria Lyn Kulik Abramson Hear Now
NO.	15.	16.	17.	18.

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES Submitting Division: Support Services December 13, 2011 Page 2

REQ. NO.	123992	123968	124013	124175
			<u> </u>	
MAXIMUM NOT TO EXCEED	\$6,000	\$25,000	\$15,180	000′9\$
FUNDING	Alternative Dispute Resolution (ADR)	Special Ed.	Mental Health Special Education	Special Ed.
ANNUAL				
DATE	January 9, 2012, through June 30, 2012	December14, 2011, through June 30, 2012	January 9, 2012, through June 30, 2012	December 15,2011 through June 30, 2012
IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	Will provide services to Santa Ana Unified School District by facilitating individualized educational programs (IEP's), providing relevant training, mentoring, facilitating staffing in preparation for IEP meetings and other services relevant to alternative dispute resolution.	Will provide legal counsel for the special education department.	Will provide therapy and counseling for special education students.	Will perform an Independent Educational Evaluation for a special education student.
NAME	Gail Nugent	S. Daniel Harbottle Harbottle Law Group	Karen Schneller	Dr. Christine Majors
NO.	19.	20.	21.	22.

Board Meeting

TITLE:

Approval of Rejection of Government Code §910 and §910.2 Claim

Against Santa Ana Unified School District - File No. 11-97533 DP

ITEM:

Consent

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Camille Boden, Executive Director of Risk Management

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval to reject the Government Code §910 and §910.2 claim against the District, File No. 11-97533 DP.

DESCRIPTION OF DAMAGE/INJURY:

Claimant requests reimbursement for lost personal property.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve recommendation to reject Government Code §910 and §910.2 claim File No.11-97533 DP against the District.

Board Meeting

TITLE:

Approval of Rejection of Government Code §910 and §910.2 Claim

Against Santa Ana Unified School District - File No. 11-97462 DP

ITEM:

Consent

SUBMITTED BY: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Camille Boden, Executive Director of Risk Management

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval to reject the Government Code §910 and §910.2 claim against the District, File No. 11-97462 DP.

DESCRIPTION OF DAMAGE/INJURY:

Claimant requests reimbursement for parking ticket.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve recommendation to reject Government Code §910 and §910.2 claim File No.11-97462 DP against the District.

Board Meeting

TITLE:

Authorization to Utilize California Multiple Award Schedule Contract

With Technology Integration Group

ITEM:

Consent

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY:

Jonathan Geiszler, Director, Purchasing & Stores

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to utilize the California Multiple Award Schedule (CMAS) contract for the purchase of printer toner and supplies through the Technology Integration Group.

RATIONALE:

Printer toner and supplies are necessary to keep the District's schools functioning efficiently and properly. On July 7, 2010, the State of California entered into CMAS Contract No. 1-10-75-60A, which granted State and local government agencies the ability to purchase printer toner and supplies through the Technology Integration Group. This contract remains in effect until termination or expiration of the agreement on July 6, 2012, and may be extended for one additional year.

The District can, without going to bid, utilize such contracts pursuant to California Public Contract Code Sections 20118 and 10298. The contract prices offered by Technology Integration Group are fair, reasonable and competitive and staff is recommending utilization of the contract awarded to the Technology Integration Group under CMAS Contract No. 1-10-75-60A.

FUNDING:

Various Funds

RECOMMENDATION:

Authorize staff to award a contract to Technology Integration Group pursuant to the California Multiple Award Schedule Contract No. 1-10-75-60A for the purchase of printer toner and supplies.

Board Meeting

TITLE:

Authorization to Utilize California Multiple Award Schedule

Contract for Fiscal Year 2011-12 With Tandus Flooring, Inc.

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities and Governmental

Relations

PREPARED BY:

Dennis Ziegler, Director, Building Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to utilize the California Multiple Award Schedule (CMAS) contract for the purchase of carpeting Districtwide from Tandus Flooring, Inc.

RATIONALE:

On August 18, 2008, the State of California entered into a contract No. 4-08-00-0054C, which granted local government agencies the ability to purchase carpeting by utilizing the contract awarded to Tandus Flooring, Inc. The contract remains in effect until termination or expiration of the agreement on April 22, 2012.

The District can, without going to bid, utilize such contracts pursuant to California Public Contract Code Sections 20118 and 10298. The contract prices offered by Tandus Flooring, Inc., are fair, reasonable, and competitive. It has also been determined that it is in the best interest of the District to utilize the contract awarded to Tandus Flooring, Inc., under California Multiple Award Schedule contract No. 4-08-00-0054C.

FUNDING:

Fund 49: \$57,000

RECOMMENDATION:

Authorize staff to award a contract to Tandus Flooring, Inc., pursuant to the California Multiple Award Schedule (CMAS) contract No. 4-08-00-0054C for fiscal year 2011-12.

JD:rb

Board Meeting

TITLE:

Authorization to Award Contract for Replacement of Flooring on Second

Floor of District Office

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental Relations

PREPARED BY:

Dennis Ziegler, Director, Building Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to award a contract for the replacement of flooring on the second floor at the District Office.

RATIONALE:

At the August 23, 2011, Board meeting, the Board authorized staff to obtain bids for the replacement of the flooring on the second floor of District Office. This is the original flooring which has surpassed the life expectancy of the carpet. The bid was advertised, as legally required, in the *Orange County Register* newspaper on October 22, and October 29, 2011. A mandatory job walk took place on November 3, 2011, and bids were due on November 10, 2011. Vendor selection is in compliance with Board policy. The following is a list of all bids received:

Award is being recommended to Signature Commercial Floor Covering, the lowest responsive bidder.

Contractors:	Amounts:
Signature Commercial Floor Covering	\$29,995
R. Dependable Construction Inc.	\$45,988
JJJ Floor Covering	\$60,329

FUNDING:

Fund 49: \$29,995

RECOMMENDATION:

Authorize staff to award a contract to Signature Commercial Floor covering, the lowest responsive bidder for the replacement of flooring on the second floor of the District Office, in the amount of \$29,995.

Board Meeting

TITLE:

Approval of Deductive Change Order No. 1 for Bid Package No. 3.1M

Interim Housing at MacArthur Fundamental Intermediate School

Under Modernization Program

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of Deductive Change Order No. 1 for Bid Package No. 3.1M Interim Housing project at MacArthur Fundamental Intermediate School. Change orders must be processed and approved. Failure to process change order requests in a timely manner can result in delaying the scheduled completion.

RATIONALE:

At the June 28, 2011, Board meeting, the Board awarded a contract for Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School to Braughton Construction, Inc. The construction of this bid package is being performed by a single contractor under the Modernization Program. During the course of construction, changes to the contract occurred creating a net deduction on the contract. Change order pertains to the following items:

Change Order No.1:

\$ (69,277.41)

Original contract amount:

291,533.00

Revised total contract amount:

\$ 222,255.59

The total deduction to the original contract to date is 23.8%.

FUNDING:

School Facility Program/Measure G: Reduction of \$69,277.41

RECOMMENDATION:

Approve the Deductive Change Order No. 1 for Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School in the amount of \$69,277.41 for a revised total of \$222,255.59 under the Modernization Program.

JD:rb

Board Meeting

TITLE:

Acceptance of Completion of Contract for Bid Package No. 3.1M

Interim Housing at MacArthur Fundamental Intermediate School

Under Modernization Program

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 3.1M Interim Housing project at MacArthur Fundamental Intermediate School. The work has been completed in accordance with the terms of the contract.

RATIONALE:

At the June 28, 2011, Board meeting, the Board awarded Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School to Braughton Construction, Inc. The District has received close-out confirmation from the construction manager that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from their contract price until final completion and acceptance of the project. The bid package was within budget and there was one deductive change order.

Bid Package No.	School	Amount	10% Retention	Contractor
No. 3.1M Interim Housing	MacArthur Fundamental IS	\$222,255.59	\$22,225.56	Braughton Construction, Inc.

FUNDING:

State School Facility Program/Measure G: \$22,225.56 (10% retention)

RECOMMENDATION:

Accept the December 13, 2011, completion of contract with Braughton Construction, Inc., for Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School in the amount of \$22,225.56 under the Modernization Program.

Board Meeting

TITLE:

Acceptance of Completion of Contract for Bid Package No. 1H General

Construction at Hoover Elementary School Under Modernization

Program

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 1H General Construction project at Hoover Elementary School. The work has been completed in accordance with the terms of the contract.

RATIONALE:

At the March 8, 2011, Board meeting, the Board awarded Bid Package No. 1H General Construction at Hoover Elementary School to P.H. Hagopian Contractor, Inc. The District has received close-out confirmation from the construction manager that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from their contract price until final completion and acceptance of the project. The bid package was within budget and there were no change orders.

Bid Package No.	School	Amount	10% Retention	Contractor
No. 1H General Construction	Hoover ES	\$1,731,000	\$173,100	P.H. Hagopian Contractor, Inc.

FUNDING:

State School Facility Program/Measure G: \$173,100 (10% retention)

RECOMMENDATION:

Accept the December 13, 2011, completion of contract with P.H. Hagopian Contractor, Inc., for Bid Package No. 1H General Construction at Hoover Elementary School in the amount of \$173,100 under the Modernization Program.

Board Meeting

TITLE:

Acceptance of Completion of Contract for New Construction at Sierra

Preparatory Academy Under Overcrowding Relief Grant Program

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of completion of a contract for New Construction project at Sierra Preparatory Academy. The work has been completed in accordance with the terms of the contract.

RATIONALE:

At the January 12, 2010, Board meeting, the Board awarded the bid for New Construction at Sierra Preparatory Academy to ACC Contractors, Inc. The District has received close-out confirmation that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from their contract price until final completion and acceptance of the project. The bid package was within budget and there were no change orders.

Bid Package No.	School	Amount	10% Retention	Contractor
New Construction	Sierra Preparatory Academy	\$7,621,000	\$762,100	ACC Contractors, Inc.

FUNDING:

State School Facility Program/Measure G: \$762,100 (10% retention)

RECOMMENDATION:

Accept the December 13, 2011, completion of contract with ACC Contractors, Inc., for New Construction at Sierra Preparatory Academy in the amount of \$762,100 under the Overcrowding Relief Grant Program.

Board Meeting

TITLE:

Acceptance of Completion of Contract for Bid Package No. 2 Asphalt

Paving, Pavement Markings, and Concrete Paving at Spurgeon Intermediate School Under Overcrowding Relief Grant Program

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 2 Asphalt Paving, Pavement Markings, and Concrete Paving project at Spurgeon Intermediate School. The work has been completed in accordance with the terms of the contract.

RATIONALE:

At the November 23, 2010, Board meeting, the Board awarded Bid Package No. 2 Asphalt Paving, Pavement Markings, and Concrete Paving at Spurgeon Intermediate School to Demcon Construction, Inc. dba Demcon Concrete Contractors. The District has received close-out confirmation from the construction manager that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from their contract price until final completion and acceptance of the project. The bid package was within budget and there were no change orders.

Bid Package No.	School	Amount	10% Retention	Contractor
No. 2 Asphalt	Spurgeon IS	\$647,000	\$64,700	Demcon Construction, Inc.,
Paving, Pavement				dba Demcon Concrete
Markings, and	1	1		Contractors
Concrete Paving	<u> </u>			

FUNDING:

State School Facility Program/Measure G: \$64,700 (10% retention)

RECOMMENDATION:

Accept the December 13, 2011, completion of contract with Demcon Construction, Inc., dba Demcon Concrete Contractors for Bid Package No. 2 Asphalt Paving, Pavement Markings, and Concrete Paving at Spurgeon Intermediate School in the amount of \$64,700 under the Overcrowding Relief Grant Program.

JD:rb

Board Meeting

TITLE:

Authorization to Amend Contract for General Maintenance and

Repairs Districtwide

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to amend a contract for Unit Price Bid No. 41-11 General Maintenance and Repairs Districtwide with TJ Janca Construction, Inc. Unit price bids for labor and/or materials allow the District to receive the best pricing for work to be done that is typically below the bid limit.

RATIONALE:

At the June 28, 2011, Board meeting, the Board awarded a contract to TJ Janca Construction, Inc., in the amount of \$300,000 for Unit Price Bid No. 41-11 General Maintenance and Repairs Districtwide. Due to our increased workload, staff anticipates that further work will be performed and an additional amount is needed to increase this Unit Price Bid contract. The Administration is requesting an additional \$200,000 for an amended amount of \$500,000 for projects to be completed through the end of the 2011-12 fiscal year. In addition, all Unit Price Bid expenditures are reviewed at the Cabinet level.

FUNDING:

Deferred Maintenance/Ongoing & Major Maintenance/Measure G: \$200,000

RECOMMENDATION:

Authorize staff to amend the contract for General Maintenance and Repairs Districtwide with TJ Janca Construction, Inc., in the amount of \$200,000 for an amended total of \$500,000.

Board Meeting

TITLE:

Authorization to Amend Contract for Painting Projects and Repairs

Districtwide

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to amend the contract for painting projects and repairs Districtwide with JL Cobb Painting. Unit price bids for labor and/or materials allow the District to receive the best pricing for work to be performed that is typically below the bid limit.

RATIONALE:

At the May 20, 2011, Board meeting, the Board approved renewal of a contract to JL Cobb Painting in the amount of \$200,000 for Unit Price Bid No. 13-10 Painting. Due to our increased workload, staff anticipates that further work will be performed and an additional amount is needed to increase this Unit Price Bid Contract. The Administration is requesting an additional \$200,000 for an amended amount of \$400,000 for projects to be completed through the end of the 2011-12 fiscal year. In addition, all Unit Price Bid expenditures are reviewed at the Cabinet level.

FUNDING:

Deferred Maintenance/Ongoing & Major Maintenance/Measure G: \$200,000

RECOMMENDATION:

Authorize staff to amend the contract for Painting Projects and Repairs Districtwide with JL Cobb Painting in the amount of \$200,000 for an amended total of \$400,000.

Board Meeting

TITLE:

Authorization to Amend Contract for Plumbing Repairs Districtwide

ITEM:

Consent

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to amend a contract for Plumbing Repairs Districtwide with Verne's Plumbing, Inc. Unit price bids for labor and/or materials allow the District to receive the best pricing for work to be performed that is typically below the bid limit.

RATIONALE:

At the June 28, 2011, Board meeting, the Board awarded a contract to Verne's Plumbing, Inc., in the amount of \$200,000 for Unit Price Bid No. 39-11 Plumbing Repairs Districtwide. Due to our increased workload and emergency callouts, staff anticipates that further work will be performed and an additional amount is needed to increase this Unit Price Bid contract. The Administration is requesting an additional \$200,000 for an amended amount of \$400,000 for projects to be completed through the end of the 2011-12 fiscal year. In addition, all Unit Price Bid expenditures are reviewed at the Cabinet level.

FUNDING:

Deferred Maintenance/Ongoing & Major Maintenance/Measure G: \$200,000

RECOMMENDATION:

Authorize staff to amend the contract for Plumbing Repairs Districtwide with Verne's Plumbing, Inc., in the amount of \$200,000 for an amended total of \$400,000 for Plumbing Repairs Districtwide.

Board Meeting

TITLE: Authorization to Award Contract for Bid Package No. 1 Demolition of

Stucco at Taft Elementary School Under Modernization Program

ITEM: Consent

SUBMITTED BY: Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY: Todd Butcher, Director, Construction

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board authorization to award a contract for Bid Package No. 1 Demolition of Stucco project at Taft Elementary School. The scope of work includes demolition of stucco.

RATIONALE:

At the November 8, 2011, Board meeting, the Board authorized staff to obtain bids for Bid Package No. 1 Demolition of Stucco for the modernization project at Taft Elementary School. Legal advertisements of notice calling for bids were placed with the *Orange County Register* on November 18 and 25, 2011. Staff contacted twenty contractors, and six picked up plans. On December 2, 2011, bid day, the District received six bids. The architect and staff are in agreement that U.S. Demolition, Inc., represents the lowest responsive bidder. This bid amount is within budget.

The following is a list of all bids received:

Contractors:	Bid Amounts:
U.S. Demolition, Inc.	\$41,940
NCM Demolition and Remediation, LP	\$49,800
Castlerock Environmental, Inc.	\$56,599
Midwest Environmental Control, Inc.	\$57,786
Unique Performance Construction, Inc.	\$59,000
Miller Environmental, Inc.	\$82,900

FUNDING:

State School Facility Program/Measure G: \$41,940

RECOMMENDATION:

Authorize staff to award a contract to U.S. Demolition, Inc., for Bid Package No. 1 Demolition of Stucco at Taft Elementary School in the amount of \$41,940 under the Modernization Program.

JD:rb

Board Meeting

TITLE:

Adoption of Resolution No. 11/12-2905 - Certification of Board

Member's Absence From Board Meeting

ITEM:

Consent

SUBMITTED BY:

Thelma Meléndez de Santa Ana, Ph.D., Superintendent

BACKGROUND INFORMATION:

The Board of Education is requested to adopt a resolution so that Board Member Roman A. Reyna can be paid for the meeting of November 8, 2011, from which he was absent.

RATIONALE:

Education Code Section 35120(c) provides that "a member may be paid for any meeting when absent if the Board, by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was absent deemed acceptable by the Board."

FUNDING:

Not Applicable

RECOMMENDATION:

Adopt Resolution No. 11/12-2904 - Certifying Roman A. Reyna's absence from the Board Meeting of November 8, 2011.

1	RESOLUTION NO. 11/12-2905					
2	BOARD OF EDUCATION					
3	SANTA ANA UNIFIED SCHOOL DISTRICT					
4	ORANGE COUNTY, CALIFORNIA					
5	Certification of a Board Member's Absence from a					
6	Board Meeting - Roman A. Reyna					
7	WHEREAS, Education Code Section 35120(c) states that "a Board Member may					
8	be paid for any meeting when absent if the Board by resolution duly adopted and					
9	included in its minutes finds that at the time of the meeting he or she is					
10	performing services outside the meeting for the school district or districts, he					
11	or she was ill or on jury duty, or the absence was due to a hardship deemed					
12	acceptable by the board.					
13						
14	WHEREAS, The Board of Education does find that Board Member Roman A. Reyna					
15	was absent from the regular meeting held on November 8, 2011, due to a family					
16	emergency.					
17 18	NOW, THEREFORE, BE IT RESOLVED: That the Board of Education authorizes					
19	payment for Board Member Roman A. Reyna for the meeting of November 8, 2011,					
20	from which he was be absent due to a family emergency.					
21	Upon motion of member and duly seconded, the					
22	foregoing Resolution was adopted by the following vote:					
23						
24	AYES:					
25	NOES:					
26	ABSENT:					
27						
28	STATE OF CALIFORNIA)					
29)SS: COUNTY OF ORANGE)					

1	I, Thelma Meléndez de Santa Ana, Ph.D., Secretary to the Board of Education				
2	of the Santa Ana Unified School District of Orange County, California, hereby				
3	certify that the above and foregoing Resolution was duly adopted by the said				
4	Board at a regular meeting properly noticed and held on the 13 day of December				
5	2011 and passed by a vote of of said Board.				
6	IN WITNESS WHEREOF, I have hereunto set my hand this day or				
7					
8					
9	Thelma Meléndez de Santa Ana, Ph.D.,				
10	Secretary Board of Education of the				
11	Santa Ana Unified School District				
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Board Meeting

TITLE:

Acceptance of Gifts in Accordance With Board Policy 3290 - Gifts,

Grants, and Bequests

ITEM:

Action

SUBMITTED BY: Cathie Olsky, Ed.D., Deputy Superintendent

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of gifts, grants, and bequests on behalf of school sites and the District. For purposes of determining the estimated value of a gift. the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

RATIONALE:

The Board may accept any bequest or gift of money or property on behalf of the District. While greatly appreciating suitable donations, the Board discourages any gifts which may directly or indirectly impair its commitment to provide equal educational opportunities for all District students. The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of District philosophy and operations. If the Board believes the District will be unable to fully satisfy the donor's conditions, the gift shall not be accepted. Gift books and instructional materials shall be accepted only if they meet District criteria. At the Superintendent or designee's discretion, a gift may be used at a particular school.

FUNDING:

Not Applicable

RECOMMENDATION:

Accept gifts in accordance with Board Policy (BP) 3290 - Gifts, Grants, and Bequests.

CO:eh

SANTA ANA UNIFIED SCHOOL DISTRICT GIFTS RECOMMENDED FOR ACCEPTANCE - December 13, 2011

School:	Gift:	Amount:	Donor:	Used for:
Harvey Elementary		\$1,000	Beverly Snyder Memorial Ms. Cheryl Workman Anaheim	Purchase of instructional supplies for moderate to severe class
Madison Elementary		\$2,000	RICOH Electronics, Inc. Ms. Kim Kline Tustin	Student academic- related programs and activities
Martin Elementary		\$1,000	St. Mark Presbyterian Church Ms. Sue Atkinson Newport Beach	PE and recess equipment
Thorpe Fundamental Elementary		\$5,349	Thorpe PTA Ms. Becky Clevenger Santa Ana	Meet the Masters Program
		-		
Century High		\$1,500	RICOH Electronics, Inc. Ms. Kim Kline Tustin	Student awards programs
	<u>.</u>	.1	1432111	
Century High		\$6,000	Affiliated Computer Services, Inc. Ms. Maria A. Jimenez Santa Ana	Senior scholarships
				-
SAUSD		\$1,345	SchoolsFirst Federal Credit Union Ms. Kristin S. Crellin Santa Ana	Sponsor Advanced Placement (AP) test fee for students
SAUSD Police Department		\$25,000	REO World, Inc. Mr. Mark Cardelucci Newport Beach	Purchase of fully equipped police motorcycle
December 13, 2011 donations		\$43,194		
		1		
2011 Total donations	\$449,906	\$493,100		

For purposes of determining the estimated value of a gift, the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

TITLE:

Approval of Submission of Laura Bush Foundation for America's

Libraries Grant

ITEM:

Action

PREPARED BY:

SUBMITTED BY: Cathie Olsky, Ed.D., Deputy Superintendent Alexandra Ito, Director, Education Technology

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval for the submission of the Laura Bush Foundation (LBF) for America's Libraries Grant to The Laura Bush Foundation for America's Libraries, a Community Foundation fund for the National Capital Region 501(c)(3).

This annual grant opportunity offers school libraries serving disadvantaged children a source of funding for library book collections. It is funded by The Laura Bush Foundation for America's Libraries to provide grants of up to \$6,000 per school to update, extend, and diversify the book collections of school libraries. All LBF grants are made to individual schools. Only schools where a minimum of 50% of the student body qualify for the free or reduced lunch program are eligible to apply. Selection preference is given to schools in which 90% or more of the students receive free or reduced lunches.

Funds are earmarked for purchasing library books and are not intended for equipment, fixtures, or operational use. Grant applications must be postmarked by December 31, 2011, and funds will be awarded in May, 2012.

RATIONALE:

The goal of the Laura Bush Foundation Grant application is to support the acquisition of quality library materials to support literacy and provide curriculum support for SAUSD schools.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the submission of the Laura Bush Foundation for America's Libraries Grant.

CO:eh

GRANT SUMMARY

Title:	Laura Bush Foundation Grant	
Funding Source:	The Laura Bush Foundation for America's Libraries, a fund of Community Foundation for the National Capital Region 501 (c) (3)	
Due Date	December 31, 2011	
Contact Person:	Alexandra Ito, Director, Educational Technology and Media Services	
Amount/Duration:	Up to \$6,000 per school	
Target Population (e.g., Grade Level/s):	Adams, Esqueda, Franklin, Greenville, Heninger, Kennedy, Lincoln, Lowell, Martin, Pio Pico, Roosevelt, and Sepulveda Elementary schools; Mendez Fundamental Intermediate School; Godinez Fundamental High, Saddleback High, and Santa Ana High schools	
Budget Impact:	None	
Indirect Rate:	Not Applicable	
Personnel Impact:	None	
Survey Questions:	None without prior District approval and parent consent	

Grant Program Description

In order to promote a love of reading, the goal of the Laura Bush Foundation (LBF) is to provide books and reading materials to the school libraries and students that most need them. The foundation makes grants of up to \$6,000 per school to update, extend, and diversify the book collections of the libraries that receive them. Funds are available only for library books and magazine/serial copies and subscriptions. All LBF grants are made to individual schools rather than to school districts, county systems, private organizations, foundations, or other entities. Only schools where a minimum of 50% of the student body qualify for the free or reduced lunch program are eligible to apply. Because research demonstrates a clear relationship between family income and a student's access to books, the LBF gives selection preference to schools in which 90% or more of the students receive free or reduced lunches. The Laura Bush Foundation is unable to honor requests for staffing, shelving, furniture, equipment, software, videos, classroom book sets or any kind of book guides, tests or exams. All applications must be made on-line through http://laurabushfoundation.unt.edu/. Recipients will be identified and awards will be made before the middle of May 2012.

Goals/Objectives:	 Three-Year Strategic Plan - District Goals Academic achievement - equip students to achieve their highest academic potential. Prepared students - assure that students are prepared to succeed in higher education and to accomplish their life goals. Quality academic programs - offer rigorous and outstanding learning opportunities that will be aligned with state standards and federal guidelines. Strategic allocation of resources - use resources efficiently and strategically to support District goals.
Activities:	Obtain books to promote reading achievement, engage students in literacy activities, and encourage the love of reading that is foundational to academic success.

Board of Education Meeting – December 13, 2011

Board Meeting

TITLE:

Approval of Submission of the Santa Ana Unified School District 2012-15

Technology Plan to California Department of Education

ITEM:

Action

SUBMITTED BY: PREPARED BY:

Cathie Olsky, Ed.D., Deputy Superintendent Alexandra Ito, Director, Education Technology

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval for the submission of the Santa Ana Unified School District's (SAUSD) Education Technology Plan to the California Department of Education (CDE). The Technology Plan will serve as both a guide for technology-related decision making and as an instrument to monitor and evaluate progress toward identified goals and objectives. The SAUSD Education Technology Plan serves as the primary tool to guide the District's acquisition, sustainability, and integration of technology to support the District's curricular goals. This document is a "living document" subject to change through an annual addendum process. In order to receive education technology funds administered by the CDE, school districts must have an approved, current Education Technology Plan, per Education Code Section 51871.5.

The term of the 2009-12 SAUSD Education Technology Plan concludes on June 30, 2012. To meet the District's needs and the E-Rate funding timeline, the submission deadline for the 2012-15 Education Technology Plan to the CDE is December 16, 2011. The 2012-15 Technology Plan has been developed by District technology staff through a process involving input from stakeholders, including teachers, administrators, parents, partners, and students.

RATIONALE:

This plan will meet the requirements and guidelines for technology planning, outlined by the CDE, E-Rate, the Education Technology K-12 Voucher Settlement, and Title II, Part D of the No Child Left Behind Act. As such, it provides the District with opportunities for continued technology funding by these programs.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the submission of the Santa Ana Unified School District 2012-15 Education Technology Plan to the California Department of Education.

CO:eh

SANTA ANA UNIFIED SCHOOL DISTRICT 2012-2015 EDUCATION TECHNOLOGY PLAN EXECUTIVE SUMMARY

District Mission Statement

The Santa Ana Unified School District is dedicated to high academic achievement, in a scholarly and supportive environment, ensuring that all students are prepared to accomplish their goals in life.

Education Technology Plan

The purpose of this 2012-2015 Education Technology Plan is to serve as both a guide for technology related decision-making and an instrument to monitor and evaluate progress toward identified goals and objectives. The SAUSD Education Technology Plan serves as the primary tool to guide the District's acquisition, sustainability, and integration of technology to support the District's curricular goals.

The technology plan is used as a guide for planning, implementing, and supporting:

- Technology integration into District adopted curriculum programs.
- Professional development in support of technology proficiency and technology integration.
- Infrastructure, hardware and technical support to meet District goals.
- Budget and funding resources to support the technology plan goals.
- District information systems, electronic learning resources, and electronic learning assessment resources.
- Secure and timely home-school communication.
- The use of technology as a part of the District's improvement efforts.

In addition, it serves to meet the requirements and guidelines for technology planning, outlined by the California State Department of Education, E-Rate, the Education Technology K12 Voucher Settlement, and Title II, Part D of No Child Left Behind.

Technology Plan Needs Assessment

An assessment of the District's technology status, needs, and resources has been completed for each section of our Education Technology Plan, and this assessment has guided the development of our new technology goals, objectives and implementation activities. This Education Technology Plan is the result of many hours of discussion, learning, and collaboration among diverse representation administrators, teachers, parents, students and business partners. We have made great strides in the accomplishment of the goals set forth in earlier Education Technology Plans and are moving enthusiastically forward with this plan for 2012-2015.

SAUSD Overarching Technology Goals

The following Technology Plan goals strategically address the District's Mission, Strategic Goals, and Curricular Focus:

- SAUSD will improve academic achievement through the use of technology to support the District curricular goal of ALL students attaining proficiency or better with English Language Arts (ELA) and Math content standards.
- SAUSD students will acquire National Education Technology (NETS) aligned District Technology Goals and Benchmark skills, including information literacy, ethical use of information and Internet safety skills, to support achievement of academic standards in the classroom, District curricular goals, and attainment of 21st Century Skills and success in our digital society.
- All students, teachers and staff will have appropriate access to technology in support of achievement of the academic standards in the classroom and District goals.
- SAUSD will use technology to improve student achievement via data-collection, analysis, reporting, and decision making.
- SAUSD will develop and use innovative technology strategies to support two-way communication between home and school.

2012-2015 TECHNOLOGY PLAN GOAL AND OBJECTIVE SUMMARY

- All SAUSD schools will use technology to support the District curricular goals for students to attain proficiency or better in English Language Arts and Math content standards by the 2014-15 school year.
 - By June 2015, all SAUSD schools will have achieved a goal of reducing their numbers of non-Proficient students by 12% over the previous school year.
- SAUSD students will meet the SAUSD Technology Goals and Benchmarks and develop information literacy skills in support of 21st century learning.
 - By June 2015, a minimum of 90% of students will learn and apply District Technology Goals and Benchmark Skills.
- SAUSD students will demonstrate an understanding of appropriate and ethical use of information technology.
 - By June 2015, 100% of students will continue to learn and apply the concepts of copyright and fair use.
- SAUSD students will demonstrate an understanding of Internet Safety and Privacy.
 - By June 2015, 100% of students will learn and observe Internet safety practices.
- All District students will have access to technology to support achievement of the academic standards in the classroom and meet District curricular goals.
 - By June 2015, 95% of schools will implement a model technology standard to support student access to technology at school.
- The District will support District and site use of technology to improve student achievement data collection, analysis, reporting, and research for data driven decision-making.
 - By June 2015, 95% of counselors and support staff at secondary schools will use the "Project Arrow" early warning system

- to analyze student data indicators identified to support graduation, college and career readiness and to target student intervention needs.
- By June 2015, 98% of teachers will use the *Illuminate* assessment management system to analyze assessment data from the classroom, District and state to make data-driven decisions to meet individual student academic needs and target student intervention needs.
- By June 2015, 98% of secondary school teachers will use a district-approved online gradebook system to manage and report student grade data from the classroom.
- By June 2015, 97% of District administrators and assigned staff will effectively use the District's Aeries student information system program to manage, report, and analyze student data.
- 7. The District and schools will use technology to improve two-way communication between home and school.
 - By June 2015, 97% of teachers will use the SchoolWires District website to provide home –school communication through class webpages.
 - By June 2015, 90% of secondary schools will provide access to relevant student data and resources by maintaining an updated gradebook/online portal to parents regarding student academic progress.
 - By June 2015, continue the expansion of the District's cable and INET TV services to include a greater number studentproduced and parent training programs.
- Professional development opportunities will be provided to teachers and principals to increase and improve their use of technology as a teaching and learning tool to meet District curricular goals.
 - By June 2015, a minimum of 95% of District teachers and principals who participate in professional development for technology proficiency will become Proficient in Computer Knowledge and Skills
 - By June 2015, a minimum of 95% of District teachers who participate in

- professional development for technology integration into the curriculum will integrate technology into teaching.
- By June 2015, a minimum of 92% of District teachers who participate in professional development for technology integration into the curriculum will integrate technology into learning.
- By June 30, 2015, a minimum of 92% of District teachers who participate in professional development for technology integration into the curriculum will integrate appropriate and ethical use of information technology and Internet safety and privacy into learning.
- Professional development opportunities will be provided to teachers and principals to increase and improve their use of technology in student achievement data collection, analysis, reporting, and decision making to meet District curricular goals.
 - By June 2015, 100% of secondary teachers will have participated in professional development to manage students' grades through the gradebook and student information system.
 - By June 2015, 80% of teachers, administrators, and counselors will participate in professional development to use technology to analyze classroom assessment data and early warning system data to make data-driven decisions to meet individual student academic needs, and target student intervention needs.
- Professional development opportunities will be provided to teachers and principals in the use of technology to improve two-way
 communication between home and school.
 - By June 2015, a minimum of 90% of the teachers will have participated in professional development for implementing an up-to-date classroom webpage posted on the District website.
 - By June 2015, a minimum of 90% of the teachers will have participated in professional development on posting data for access through the online gradebook and parent portal to provide

- communication with parents regarding student academic progress.
- 11. All students will have access to up-to-date and appropriate hardware.
 - By June 2015, implement a sustainable model hardware standard at 95% of schools.
 - By June 2015, develop and implement a mobile standard for handheld and tablet devices to expand access to students
- 12. All District students will have Internet access to support academic achievement.
 - The District will continue to implement a classroom "6+2+1" model (including electronics) of eight drops per classroom plus one drop for a multi-media projector in a minimum of 500 additional classrooms by June 2015.
 - By June 2015, The District will implement additional wireless access points at 100% of school sites for increased Internet access.
 - By June 2015, the District will continue to provide additional voice, video, and data wiring for school sites per District standards.
- 13. All students will have access to appropriate electronic learning resources.
 - By June 2015, a system for evaluating and selecting digital curricular resources for secondary school use will be established to provide students with electronic learning resources.
 - By June 2015, an online curriculum will be implemented in alternative education.
 - By June 2015, online learning resources will be developed to support student learning for secondary school students in an online learning environment.
- 14. All school sites in District will have access to appropriate and timely District technical support so teachers and students have access to technology needed to support standards in the classroom, District curricular goals, and success in our Digital society.
 - By June 2015, the base program of technology support will be maintained at 95% of District schools in order to fully implement the District's technology plan.

Board Meeting

TITLE:

Approval of Early Childhood Field Experience Agreement with Biola

University, Inc.

ITEM:

Action

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services

PREPARED BY:

Mark Bello, Principal, Mitchell CDC

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the Early Childhood Field Experience agreement with Biola University, Inc. This agreement will allow students entering the Early Childhood Education profession to have educational experiences at Mitchell Child Development Center (CDC) which can be applied toward the Child Development field work experience.

RATIONALE:

The Early Childhood student teaching opportunity between Biola University, Inc. and the District will allow student teachers an opportunity to work with preschool children with disabilities at Mitchell CDC. The experiences that can be provided through the District's Special Education Preschool Program will assist in the preparation of Early Childhood educators.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the Early Childhood Field Experience Agreement with Biola University, Inc.

DL:cvl

EARLY CHILDHOOD FIELD EXPERIENCE AGREEMENT

THIS AGREEMENT, made and entered into on <u>December 5, 2011</u> by and between <u>Santa Ana Unified School</u> <u>District</u> hereinafter referred to as the "FACILITY" and **BIOLA UNIVERSITY**, **Inc.**, hereinafter referred to as "UNIVERSITY".

WITNESSETH:

WHEREAS, BIOLA UNIVERSITY has been accredited by the State of California to offer an Early Childhood program that requires its students to have educational experiences in schools that can be applied toward the Child Development Permit requirements; and

WHEREAS, the FACILITY is willing to permit the use of its services for the education of said students, under the circumstances herein defined,

NOW, THEREFORE, in consideration of the conditions and stipulations hereinafter expressed and in consideration of the mutual benefits to be derived there from, it is mutually agreed between the parties hereto as follows;

SPECIAL PROVISIONS

TERM: December 5, 2011 - September 1, 2012

SERVICES: Early Childhood Field Experience Assignments, not to exceed more than 10 Child Development Permit Candidates per site.

PAYMENT: Neither the FACILITY nor the cooperating teacher will be compensated by the UNIVERSITY or its participating students. However, the student to staff ratio will be impacted as the Child Development Permit Candidate assists the classroom teacher.

UNIVERSITY SHALL:

- 1. Designate the Child Development Permit candidates who are enrolled in the Early Childhood Program of the University to be assigned for Early Childhood Field Experience at the FACILITY.
- 2. Be responsible for the careful screening and fingerprinting of candidates.
- 3. Be responsible for maintaining attendance and academic records of the candidates.
- 4. Advise Child Development Permit candidates in their activities, through an individual and class setting which specifies Developmentally, Culturally, and Linguistically Appropriate Practices (DCLAP) to be performed within the framework of the FACILITY.

FACILITY SHALL:

- 1. Allow designated candidates and staff of UNIVERSITY to use all services of the Facility.
- 2. Allow University faculty and staff to participate in the learning experience of the candidates while at the Facility.
- 3. Be responsible for all instruction and evaluation of Child Development Permit candidate performance required to meet the course objectives given by the UNIVERSITY at the FACILITY site to teacher candidates.

- 4. Provide Early Childhood Field Experience for the candidates at schools and classes of the FACILITY. Such Early Childhood Field Experience shall be provided in such schools or classes of the FACILITY, and under the direct supervision and instruction of such employees of the FACILITY, as the FACILITY and the UNIVERSITY through their duly authorized representatives may agree upon. GENERAL TERMS:
- 1. "Early Childhood Field Experience" as used herein and elsewhere in the agreement means active participation in the daily duties and functions of classrooms that implement state-adopted academic core curriculum and/or developmentally, culturally, and linguistically appropriate practices. The cooperating teachers providing direct supervision to early childhood teacher candidates must hold valid Child Development Permits and/or teaching credentials other than provisional credentials, issued by the California Commission on Teacher Credentialing authorizing them to serve as classroom teachers. If a teacher candidate is placed in an English Learner (EL) classroom, the supervising teacher will hold valid EL credentials issued by the California Commission on Teacher Credentialing. In the event an EL credentialed teacher is not available, previous experience teaching English learners is required.
- 2. "Early Childhood Field Experience" as used herein and elsewhere in the Agreement shall be, at the discretion of the UNIVERSITY, for a three hour period of observation/participation for a length of three days or more at the preschool and/or kindergarten level.
- 5. The FACILITY may, at its sole discretion, refuse to accept for Early Childhood Field Experience any Child Development Permit candidate of Biola University assigned to Early Childhood Field Experience in the FACILITY, and upon request of the FACILITY, the UNIVERSITY shall terminate the assignment of any candidate of the UNIVERSITY to Early Childhood Field Experience in the FACILITY.
- 6. While in the performance of the present agreement, candidates serve as volunteers at the FACILITY without compensation and are not to be considered officers, agents or employees of the FACILITY or the UNIVERSITY for Worker's Compensation purposes.
- 7. Each of the parties to this agreement agrees to indemnify, defend, and hold harmless the officers, agents, and employees of the other from any and all claims and losses accruing or resulting in connection with the performance of this agreement, and from any and all claims and losses accruing and resulting to any person, firm or corporation who may be injured or damaged by the actions arising directly out of the work to be performed pursuant to this agreement.

If any legal action is necessary to enforce the terms of this agreement or to settle a dispute concerning this agreement, the prevailing party shall be entitled to reasonable attorney's fees and court costs in addition to any other relief to which that party may be entitled.

UNIVERSITY:	
by	
Date	
Title	
FACILITY:	
by	
Date	
Title	4.2

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Approval of Memorandum of Understanding With Los Angeles County Office of Education Career and Workforce Development/Regional Occupational Program, Designated Subjects Career Technical **Education Teacher Credential Program for 2011-16 School Years**

ITEM:

Action

SUBMITTED BY: Juan M. López, Associate Superintendent, Human Resources

Dawn Miller, Assistant Superintendent, Secondary Education

PREPARED BY: Patricia Carter, Director, Career Development/ROP

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the Memorandum of Understanding (MOU) with the Los Angeles County Office of Education (LACOE) Career and Workforce Development/Regional Occupational Program (CWD/ROP) Designated Subjects Career Technical Education (CTE) Teacher Credential Program.

RATIONALE:

The Commission on Teacher Credentialing (CTC) has made several changes to the requirements to qualify and clear for the Preliminary Designated Subjects CTE credential. The Vocational Education Designated Subjects Teaching Credentials are no longer available for initial issuance; however, they may still be renewed. The agreement shall be effective from July 1, 2011, until June 30, 2016.

The Los Angeles County Office of Education CWD/ROP is one of a few State-approved program sponsors authorized to recommend candidates for the Designated Subjects CTE Teaching Credential. This MOU will allow the District/ROP to participate in the program for purposes of providing supervised teaching and mentoring of new CTE teacher candidates. This agreement shall become effective upon execution.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the Memorandum of Understanding with the Los Angeles County Office of Education Career and Workforce Development/Regional Occupational Program, Designated Subjects Career Technical Education Teacher Credential Program for 2011-16 school years.

DM:lr

LOS ANGELES COUNTY OFFICE OF EDUCATION

MEMORANDUM OF UNDERSTANDING ("MOU")

This Memorandum of Understanding (MOU) is entered into by and between the Los Angeles County Office of Education CWD/ROP Designated Subjects Credential Program, herein called the "Program" and Santa Ana USD, located at ROP Ritchey Center Administration, 1815 S. Ritchey Street, 1-A, Santa Ana, CA 92705, herein called the "Public Agency," who agrees to participate in the Program for purposes of providing supervised teaching and mentoring of new CTE Teacher Candidates.

1. PROGRAM: BASIC RESPONSIBILITIES

The Program agrees to:

- A. Act as approved Program Sponsor in accordance with Los Angeles County Office of Education agreement with the California Commission on Teacher Credentialing.
 - ✓ Provide credential services for Designated Subjects CTE
 Credentials
 - ✓ Provide program support, guidance, and advisement for new CTE Teacher Candidates
 - ✓ Provide orientation and inservice training to mentors and district supervisors
- B. Distribute Commission on Teacher Credentialing updates for credential standards and program information.
- C. Review and organize data from course evaluations and mentor experiences, and report findings at Credential Advisory meetings.
- D. Organize and publicize annual Credential Advisory meeting.
- E. Adhere to the California Commission on Teacher Credentialing educator preparation accreditation system's 7-year cycle of activities.
- F. Provide support and linkages to partnering IHE's.
- G. Provide ongoing program improvement collaboration opportunities with IHE's, districts, employers, and all relevant stakeholders.

LACOE's Project Manager for activities under this MOU is Nancy Wagner, Interim Program Coordinator.

Public Agency: BASIC RESPONSIBILITIES

The Public Agency agrees to:

- A. Provide Supervisors (evaluative) who are:
 - 1. Certificated and experienced in teaching.
 - 2. Trained in supervision and support of beginning teachers.
 - 3. Committed to providing program observation and evaluation of CTE teacher candidates at least twice a year until the candidate has completed the program and all competencies. The Supervisor will utilize the required CTE Program Standards Evaluation Form to provide documentation and feedback. Additional program evaluations will be performed as needed for candidates requiring extra support.

4. In agreement with providing informal observations and progress reports to the candidate and to the Program Sponsor.

- 5. Experienced in providing ongoing support to mentors and candidates.
- 6. Responsible for collaborating with the Program in recommending qualified mentors.
- 7. Willing to meet with the Program Coordinator as required and complete all necessary paperwork within timelines provided.
- B. Provide Program Mentors (non-evaluative) who are:
 - 1. Experienced CTE teachers with five (5) years of successful teaching and hold a Clear CTE Credential.
 - 2. Willing to complete a Mentor Orientation, review the Mentor Handbook, meet with Program Sponsor as required, and complete all necessary candidate observations and forms.
 - 3. Willing to receive feedback from candidates and program advisor.
 - 4. Competent in providing complete, accurate and timely feedback to candidates, including information about progress toward competence.
- C. Ensure candidates complete a program-approved Early Orientation within the first 30 days of employment via either an online method or district-sponsored. If a district-sponsored Early Orientation model is completed, the district will provide the candidate and program with a Certificate of Completion when all Early Orientation requirements are met.
- D. Identify one (1) contact person in this agreement as liaison with the Program.

The Public Agency's contact person for activities under this MOU is Patricia Carter.

Los Angeles County Office of Education

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C-12691:11:16

3. TERM AND TERMINATION

This agreement shall be effective from July 1, 2011 until June 30, 2016. The MOU may be amended by mutual written consent of the parties and may be terminated by LACOE upon thirty (30) days advance written notification.

4. PAYMENT

The parties both agree that there will be no payment involved for services rendered.

5. <u>INDEMNIFICATION</u>

Both parties agree to defend, indemnify, save, and hold harmless each other 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 other party. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

6. INSURANCE

Both parties shall maintain such general liability, property damage, workers' compensation, and auto insurance, and any other insurance as may be necessary, as is required to protect LACOE's and Public Agency's interests as they may appear.

7. EMPLOYEE FINGERPRINTING

During the entire term of the MOU, both parties, including any/all subcontractors, shall fully comply with the provisions of the Education Code Section 45125.1 when either parties' employees and/or employees of subcontractors will have more than limited contact with LACOE pupils.

8. 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

Los Angeles County Office of Education 7

C-12691:11:16

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.

9. INCORPORATION BY REFERENCE

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

10. 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.

11. 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.

12. 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."

13. ALCOHOL AND DRUG-FREE WORKPLACE

Both parties hereby certify under penalty or perjury under the laws of the State of California that they 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.

14. RECORD RETENTION AND INSPECTION

Both parties 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 Agency/LACOE and made available to LACOE/Agency during the entire term of this Contract and for a period not less than five (5) years after final payment hereunder by Agency.

Los Angeles County Office of Education C-12691:11:16

15. <u>CERTIFICATION REGARDING DEBARMENT</u>, <u>SUSPENSION OR</u> OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this MOU, Public Agency certifies to the best of its knowledge and belief that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
- B. Have not, within a three-year period preceding the execution of this MOU, 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 MOU 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;
- C. 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 B above, of this certification; and,
- D. Have not, within a three-year period preceding the execution of this MOU, had one or more public transactions (Federal, State or Local) terminated for cause of default.

LOS ANGELES COUNTY OFFICE OF EDUCATION	Santa Ana USD
By Cindy Maloney-Mueller Procurement Services Manager Division of Business Operations	Typed or Printed Name
Date lm/9-2 Board N/A	Date

Los Angeles County

Office of Education

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Administrative Regulation 5111.1 – District Residency

(Revised: For First Reading)

ITEM:

Action

PREPARED BY:

SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services Nancy Diaz-Miller, Senior Director, Pupil Support Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to inform the Board of revisions to current Administrative Regulation (AR) 5111.1 - District Residency. These revisions are recommended pursuant to a review of the current Administrative Regulation with the assistance of the Orange County Department of Education Legal Services. The last revision occurred April 1998.

RATIONALE:

AR 5111.1 - District Residency has been updated in accordance with federal law and California Education Code in accordance with Assembly Bill (AB) 207 to include:

- · A list of acceptable documents to prove district residency including provisions for an Affidavit of Residency
- Proposed change for AR 5111.1 District Residency requests parent/guardian to execute Affidavit of Residency pursuant to the McKinney-Vento Homeless Assistance Act: Section 1032 Education for Homeless Children and Youth (42 USC 11432)

Implementation of recommended revisions will bring the District into compliance with federal law and California Education Code.

FUNDING:

Special Education: Not Applicable

RECOMMENDATION:

Presented for first reading.

DL:cvl

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Acceptance of Annual Financial Audit Report for Fiscal Year 2010-11

ITEM:

Action

SUBMITTED BY:

Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY: Christeen Betz, Director, Accounting

BACKGROUND INFORMATION:

The purpose of this agenda item is for the Board to accept the District's annual financial audit report for fiscal year 2010-11. The District's independent auditors Vavrinek, Trine, Day & Co., LLP will present and provide an assessment of the District's financial condition and internal controls regarding both 2009-10 and 2010-11 audit findings.

RATIONALE:

The State requires each district to submit an Audited Financial Statement by December 15, 2011, for the preceding fiscal year which ended June 30, 2011.

FUNDING:

Not Applicable

RECOMMENDATION:

Accept the annual financial audit report for fiscal year 2010-11.

MB:mm

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE: Certification of First Interim Financial Status (Qualified)

ITEM: Action

SUBMITTED BY: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

PREPARED BY: Swandayani Singgih, Director, Budget

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board certification of the first interim financial status "qualified" report. Education Code Section 42130 requires district superintendents to prepare and submit two interim financial reports to the governing boards. A certification by the governing board concerning the financial stability of the District is required to be submitted to the County Superintendent of Schools.

RATIONALE:

Education Code Section 42131 requires the Board to certify whether or not the District is able to meet its financial obligations for the remainder of this fiscal year and for the subsequent two fiscal years based on the financial information known as of October 31, 2011.

The report shows that, given the magnitude of recent State Budget reductions, the District may not be able to merit its financial obligations through the remainder of this fiscal year or for the subsequent two years.

The District Certification of Interim Report sheet, upon acceptance by the Board, will be forwarded to the Orange County Department of Education as required. The detailed General Fund schedules for attendance, revenues, expenditures, cash flow, and criteria and standards summary review will also be forwarded.

FUNDING:

Not Applicable

RECOMMENDATION:

Certify the District first interim financial status as "qualified."

MB:mm





WILLIAM M. HABERMEHL County Superintendent of Schools

Attachment D - Fiscal Solvency Statement

In submitting the 2011-12 First Interim Report, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years.

Due to the volatility of California's economic recovery and uncertainty with education funding, it is recognized that, if necessary, the Santa Ana Unified School District plans to implement \$34.5M in one-time and on-going budget reductions in 2012-13 and an additional \$30.0M reductions in 2013-14 to maintain fiscal solvency.

With the 2011-12 Second Interim Report submission, the Board will provide a detailed budget reduction plan along with an implementation timeline.

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim restate-adopted Criteria and Standards. (Pursuant to Education Code	eport was based upon and reviewed using the (EC) sections 33129 and 42130)
Signed:	Date:
NOTICE OF INTERIM REVIEW. All action shall be taken on this representing of the governing board.	oort during a regular or authorized special
To the County Superintendent of Schools: This interim report and certification of financial condition are he of the school district. (Pursuant to EC Section 42131)	reby filed by the governing board
Meeting Date: December 13, 2011	Signed:
CERTIFICATION OF FINANCIAL CONDITION	President of the Governing Board
POSITIVE CERTIFICATION As President of the Governing Board of this school district, I district will meet its financial obligations for the current fiscal	certify that based upon current projections this year and subsequent two fiscal years.
X QUALIFIED CERTIFICATION As President of the Governing Board of this school district, I district may not meet its financial obligations for the current f	certify that based upon current projections this iscal year or two subsequent fiscal years.
NEGATIVE CERTIFICATION As President of the Governing Board of this school district, I district will be unable to meet its financial obligations for the subsequent fiscal year.	certify that based upon current projections this remainder of the current fiscal year or for the
Contact person for additional information on the interim report:	
Name: Swandayani Singgih	Telephone: (714) 558-5895
Title: <u>Director, Budget</u>	E-mail: swandayani.singgih@sausd.us

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

10	DITE	RIA AND STANDARDS			Not
-	4			Met	Met
	'	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has		
			not changed by more than two percent since budget adoption.	X	
_			3-1-1-2		

CRITE	RIA AND STANDARDS (con	itinued)	Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	IAIG
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	х	
4	Revenue Limit	Projected revenue limit for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	x	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		x
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		x
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		х
7a	Deferred Maintenance	SBX3 4 (Chapter 12, Statutes of 2009), as amended by SB 70 (Chapter 7, Statutes of 2011), eliminates the local match requirement for Deferred Maintenance from 2008-09 through 2014-15. Therefore, this item has been inactivated for that period.		
7b	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	x	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	х	_
9Ь	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	х	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	х	

S1	LEMENTAL INFORMATION Contingent Liabilities	Hove continued to the second se	No	Yes
_	Commigent Elabitues	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	x	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	x	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	<u> </u>
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel tax, forest reserves)?	х	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?		x

S6	Long-term Commitments		No	Yes
		Does the district have long-term (multiyear) commitments or debt agreements?		Х
		 If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2010-11) annual payment? 	х	
		 If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources? 	×	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		Х
		 If yes, have there been changes since budget adoption in OPEB liabilities? 	x	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?		Х
		 If yes, have there been changes since budget adoption in self- insurance liabilities? 		Х
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		<u> </u>
		Certificated? (Section S8A, Line 1b)	х	
		 Classified? (Section S8B, Line 1b) Management/supervisor/confidential? (Section S8C, Line 1b) 		X
S8	Labor Agreement Budget	For negotiations settled since budget adoption, per Government	X	
	Revisions	Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		Certificated? (Section S8A, Line 3)	x	
S9	Status of Other Funds	Classified? (Section S8B, Line 3)	n/a	
	Succession Office Lifting	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	х	_

A1	IONAL FISCAL INDICATORS Negative Cash Flow	De cock flowers	No	Yes
		Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	х	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
А3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	Х	<u> </u>
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	х	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	x	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?		X
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	х	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X

SANTA ANA UNIFIED SCHOOL DISTRICT

2011-12 BUDGET FIRST INTERIM REPORT SUMMARY OF KEY CRITERIA & STANDARDS REVIEW

Effective 2006-07, the State Board of Education adopted revised requirements that significantly expanded the extent of explanations provided by Local Educational Agencies (LEAs) at budget adoption and interim reports.

Submissions to the State are made via software called SACS. This software, amongst other things, determines whether certain financial criteria have been met. This information is then provided in summary format on the "School District Certification Document." Additionally, for criteria not met, detailed explanations are provided in the "School District Criteria & Standards Review" report.

SAUSD's criteria areas that you should be aware of are listed below. Please refer to the "School District Criteria & Standards Review" report that is contained within your 2011-12 Budget packet for additional details. Please note that the numbering scheme utilized is from the State.

5. Salaries and Benefits

- > Finding: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.
- Explanation: The total unrestricted expenditures for 2012-13 contains \$34.5M in unspecified budget cuts and 2013-14 includes an additional \$30M in unspecified budget cuts. A significant portion of these cuts, once identified, will, in all likelihood, be in salary and benefits and ratios will revert to a more consistent level at that time.

6A. Other Revenues

> Finding: Projected operating revenues (e.g. federal, other state, and other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.

Explanation: The District is projecting less Federal revenues due the expiration of: a) SIG QEIA, ARRA, Title IV, Reading First, and Even Start funds in 2011-12, b) Education Job Bills funds in 2012-13, and c) SIG QEIA for PLAS funds in 2013-14. At First Interim the District includes Federal carryover funds, while at Budget Adoption the carryover funds were excluded as the books for 2010-11 had not been closed.

6B. Other Expenditures

- > Finding: Projected operating expenditures (e.g. books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.
- Explanation: An increase in books and supplies expenditures is a result of the inclusion of carryover funds.

8. Deficit Spending

- > Finding: Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.
- Explanation: The District's unrestricted deficit spending exceeded the standard as a result of shifting the ongoing expenditures back from one-time to unrestricted resources. The District is planning to make additional budget reductions over the next two years to mitigate the deficit spending pattern.

9b. Cash Balance

- Finding: Projected general fund cash balance will <u>not</u> be positive at the end of the current fiscal year.
- Explanation: Cash balance is projected to be negative in June 2012 due to State deferral of apportionments. The District is scheduled to issue a TRAN (Tax and Revenue Anticipation Note) of \$20M in February 2012 as well as to borrow \$13.5M from Fund 17. The District is diligently monitoring the cash flow situation.

S5. Contributions

- Finding: The projected transfers out of the general fund have changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent two fiscal years.
- > Explanation: Decrease the principal/interest payments for COPS/QZAB to match the debt schedule.

S8. Status of Labor Agreement

- > Finding: The District has not yet settled salary and benefit negotiations.
- Explanation: Negotiations with the Certificated union had been settled for 2011-12. However, negotiations with the Classified union are in the process for 2011-12.

A2. Independent Position Control

- > Finding: The personnel position control is independent from the payroll system.
- Explanation: The District's Human Resources and Position Control modules are interfaced with the County Payroll system.

A7. Independent Financial System

- > Finding: The District's financial system is independent from the county office system.
- Explanation: While our financial systems are independent, the District and our County office work closely to ensure that our records are in sync. Strong financial controls are in place both at the District and County office.

A9. Change of CBO or Superintendent

- > Finding: There has been a change in the Superintendent or Chief Business Official (CBO) position.
- Explanation: The new Superintendent came on board in August 2011.

2011-12 District's Fiscal Outlook

In the Midst of Continuing State Budget Crisis



Year 4, Part 1

December 2011

Mission Statement

The Santa Ana Unified School District is dedicated to high academic achievement, in a scholarly and supportive environment, ensuring that all students are prepared to accomplish their goals in life.

Vision Statement

The Santa Ana Unified School District is recognized as one of the leading American urban school districts, notable for the achievement of its students, the quality of its teachers, support staff, and administrators, the engagement of its community, the clarity of its strategies, and the effectiveness and efficiency of its systems. The District is on the cutting edge of equipping all students to succeed in their life goals, in American society, and in the free-market economy.

Board of Education Priorities

- Ensuring fiscal solvency
- Preserving staff, continuing to provide elementary support staff
- Maintaining integrity of programs, protecting services to the most vulnerable students
- · School safety, health and well-being
- Maintaining athletics and music programs
- Reduced class sizes in grades 1 and 2
- Maintaining 180 day instructional calendar



Board & District Achievements

What was saved and/or added:

- Reduced class size in grades 1 and 2
- Counselors / Nurses / Atheltics
- The Elementary Music Program
- School Police and District Safety Officers
- Restored School Police to 12-month positions
- GATE / CAHSEE / AVID Support
- CalSafe and ROP programs
- Outreach Consultants for Secondary sites
- Increased Elementary Office Assistants from 4 to 6 hour positions
- Added Library Media Techs / Computer Aides / Site Clerks for all Elementary sites
- Preserved some of our supplemental teacher resource positions (TOSAs)
- Funding for future textbook adoptions
- All permanent, RIFed teachers were brought back and/or offered re-employment opportunities with the District
- Maintained A+ Bond rating for Measure G
- Obtained SP1+ Bond rating for District's TRANs
- Issued \$9 million TRANs to mitigate risk of being unable to meet payroll and/or vendor payments

Superintendent's Message

The Santa Ana Unified School District is the 6th largest school district in California and the largest in Orange County. The District has over 54,000 students, of whom approximately 60% are English learners. Over 80% of our students participate in free or reduced-price meal programs.

Our District has made significant strides in enhancing our students' academic performance and preparing them for life's challenges. While significant progress has been made, we would be the first to admit that much more needs to be done. Our students deserve it and our parents and community expect it.

Unfortunately, these expectations are becoming increasingly difficult to achieve given the magnitude of the State of California's reductions to education funding. We realize that the State's fiscal crisis is real and that dollars are finite. We ask for your support in asking our State and Federal leaders to continue to support education by (1) sparing us from any new reductions and (2) providing flexibility in the use of State & Federal categorical dollars for any educational purpose rather than restricting expenditures to a narrowly defined spectrum.

Deputy Superintendent, Operations, CBO's Message

SAUSD ends the 2010-11 school year on sound financial footing as it heads into the upcoming school year. Budget reductions for 2011-12 have amounted to \$31.5 million, most of which were realized through one-time funds as opposed to being ongoing reductions. The good news is that SAUSD has had no layoffs, or furlough days, and has maintained a 180-day school year unlike many of its counterparts in Orange County.

The First Interim Financial Report represents projections of the District's financials for the current year and two subsequent years as of October 31, 2011. The key building blocks are the assumptions from June 30, 2011 Enacted State Budget.

The Governor's Budget Proposal signals the beginning of the next State budget cycle and represents flat funding, but with conditions. If the State revenue is below the projected \$88.5 billion, the K-12 education will be imposed additional cuts as delineated in the AB 114.

Is Education "protected"?

The minimum funding level for education was cut by \$1.1 billion from the 2010-11 level to provide a flat funding for K-12 education. However, there is likely no guarantee if the State revenue, forecasted by Legislative Analyst's Office (LAO) and the Department of Finance (DOF), falls below the targeted \$88.5 billion by December 15, 2011. As a result, a trigger language, enacted by AB 114, will automatically implement reductions to K-12 education. If revenues falls more than \$2 billion (\$86.5 billion), the local educational agencies (LEAs) are subject to the second tier cuts: \$248 million reduction in transportation funding, including special education transportation; up to a 4% cut in revenue limit funding, depending upon the level of the forecasted shortfall, and a \$72 million cut to community colleges. For Santa Ana Unified School District it translates to approximately \$14.5 million reductions in transportation and revenue limit funding.

Will the State Run Out of Cash Again?

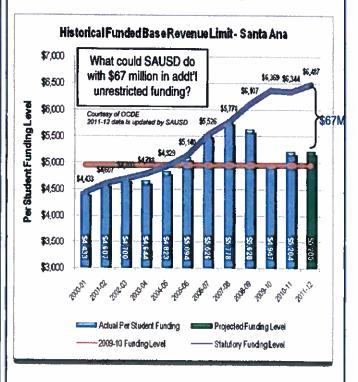
Cash flow remains a huge problem for the State of California. With a credit rating that is the lowest level among the 50 states and the State seemingly always scrambling to avert financial disaster, California's cash crisis is certainly not over. The State continues to slow down cash payments to schools and other State agencies and to make shifts in apportionment amounts and timing to conserve cash for itself. As a result, cash flow continues to be a problem for most school agencies. Additional cash deferrals for 2011-12 have already been authorized by the Legislature and there is no assurance that if the State's own problems get worse, there will not be additional deferrals.

First Interim Report

Orange County Department of Education (OCDE), District's oversight agency, provides guidance and direction as to which assumptions from the 2011-12 Enacted State Budget should be incorporated into the District's First Interim Report.

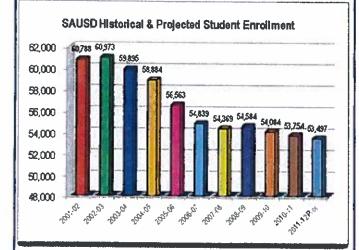
The key assumptions of the Enacted State Budget included in the First Interim are as follows:

- Revenue Limit Deficit. The "Revenue Limit" is the largest source of State revenues that districts receive. (For the current year, the District anticipates receiving \$268 million). For 2011-12, the deficit is at -19.754%. The attached chart shows the Revenue Limit that we are stated to receive \$5,205/ADA* vs. what we should statutorily receive \$6,487/ADA. The difference of \$1,282/ADA translates to approximately \$67 million in revenues that the District should be receiving this year!
 - * ADA = Average Daily Attendance. The State funds districts based on students who attend school.
- <u>COLA</u>. There is no provision for funding the 2.24% statutory COLA. A deficit factor of -19.754% is applied to reflect the lack of COLA resulting in a flat State Aid funding for 2011-12.



<u>Student Enrollment</u>. The District has experienced enrollment loss in 9 of the last 10 years. For the current year, the District is projecting a loss of 257 students, a decline of 0.48%. The District anticipates losing 550 students in each of the next two fiscal years. (i.e., 2012-13 and 2013-14).

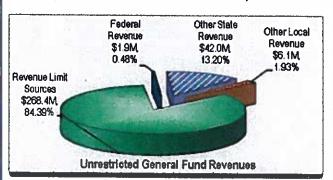
Districts are funded based on students who attend school. The decline in student enrollment is incorporated for First Interim purposes. Revenue loss of approximately \$1.3 million is anticipated in 2011-12 and \$2.8 million in 2012-13.

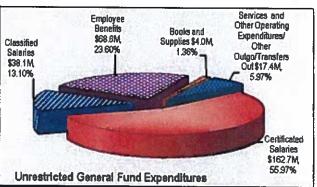


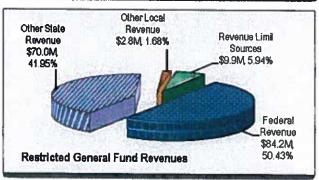
- Budget Reductions. Inadequate State funding of our schools coupled with the District's declining enrollment trend has resulted in a need for budget reductions. For the period 2004-05 through 2011-12 the District has made cuts totaling \$194.7 million on a budget of approximately \$500 million. For 2012-13 and 2013-14 the District will need to cut an additional \$34.5 million and \$30 million, respectively.
- Labor contract negotiations. Salaries & Benefits account for a significant portion of SAUSD's budget. In 2011-12, Salaries & Benefits accounted for approximately 93% of the District's unrestricted expenditures. At June 28, 2011 board meeting the Board of Education ratified the tentative agreement between the District and SAEA bargaining unit covering the period beginning July 1, 2011 and ending June 30, 2012, while negotiations with CSEA for the 2011-12 year is in the process. Please note that the District continues to pay step & column salary increases for eligible employees. Step & column salary increases amount to approximately \$6 million per year.

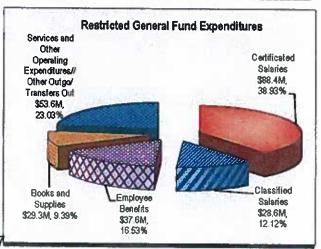
First Interim Budget Data

To represent the District's budget in a more readable format, the following pie charts identify and allocate the various elements and proportions of the 2011-12 budgets for the unrestricted and restricted general funds. (i.e., the General Fund or Fund 01).









First Interim Budget - All Funds

In addition to the General Fund, the District has other funds that are utilized for specific purposes. In the table below, you will see a summary of the District budget for these other funds at First Interim.

Fund #	Fund Name (\$s in millions)	Total Budget Expenditures
01	General Fund, Unrestricted & Restricted	\$515.8
12	Child Development Fund	1.5
13	Cafeteria Fund	32.4
14	Deferred Maintenance Fund	1.6
21	Building Fund	76.2
25	Capital Facilities Fund	0.7
35	County School Facilities Fund	85.4
40	Special Reserve Fund for Capital Outlay Projects	1.2
49	Capital Project Fund for Blended Component Units	2.0
51	Bond Interest & Redemption Fund	21.6
56	Debt Service Fund	3.7
67	Self-Insurance Fund	8.7
	Total	\$750.8

Funds are allocated to the District based upon several criteria. The State requires that various funds be maintained for the proper accounting of the revenue and expenditure activities carried out within the various funds. The "fund type" of the fund is important because it determines how the financial resources must be spent.

District Multi-Year Projections - General Fund

Multi-year projections (MYPs) are required by AB1200 and AB2756. It is the obligation of the school district to show that it will be able to meet its financial obligations in the current year and two subsequent fiscal years. A barometer of a district's financial strength is the district's unrestricted reserve percentage. Districts the size of SAUSD should maintain unrestricted reserves of at least 2% or roughly \$10 million. While \$10 million is a significant amount, the reserves pale in comparison to our monthly payroll of \$30 million.

Table below indicates that given the assumptions used, and with targeting one-time and on-going budget cuts of \$34.5 million and \$30 million respectively in 2012-13 & 2013-14, the District will be able to meet its General Fund obligations and maintain fiscal solvency.

(\$s in millions)	2011-12	2012-13	2013-14
Beginning Fund Balance	\$87.0	\$56.1	\$46.1
Revenues	\$484.9	\$450.1	\$433.2
Expenditures (including Unspecified Budget Reductions)	\$515.8	\$460.1	\$432.0
Net Increase/(Decrease)	(\$30.9)	(\$10.0)	\$1.2
Projected Ending Fund Balance	\$56.1	\$46.1	\$47.3
Less: Other Designations*	(\$43.4)	(\$32.1)	(\$30.0)
Restricted Reserves	(\$2.4)	(\$4.8)	(\$8.7)
Unrestricted Reserve	\$10.3	\$9.2	\$8.6
Unrestricted Reserve %	2.0%	2,0%	2.0%
Budget Cuts Required	-	(\$34.5)	(\$30.0)

In 2012-13 and 2013-14 the District incorporates in the MYPs: (1) loss of QEIA revenue, (2) loss of ARRA SIG revenue for PLAS schools, (3) staffing grades 1-3 at 30:1 ratio, (4) inter-fund transfer from Fund 17 to 01 to cover 2012-13 budget reductions, and (5) additional costs for preferential substitute and grades 4-8 class size adjustments.

While the District is confident that its finances are secure, it continues to have significant concerns regarding the State's budget crisis & the possibility of new/mid-year, draconian State budget cuts. SAUSD has, therefore, submitted a self-qualified certification to the State specifying that the District cannot assure our ability to meet future years' obligations.

Cash Flow Considerations

Deferrals occur when the State delays payment for any stated amount of time. For SAUSD, total deferrals in 2011-12 are currently projected at \$110 million of which \$40.1M will be received in the current year and \$69.9M in 2012-13. Cash flow is projected to be positive by June 2012. The District is scheduled to issue a short-term borrowing instrument of \$45 million, referred to as a TRANs (Tax and Revenue Anticipation Notes) in February 2012. The District is diligently monitoring its cash flow situation.

OCDE Fiscal Oversight

OCDE is responsible for fiscal oversight of our District. It provides technical, advisory, and consultant services in matters relating to accounting, budgeting, collective bargaining disclosures, debt issuance, financial audits, financial systems, commercial payment processing, attendance reporting, school district reorganization, governing board member elections, revenue limit calculations, property tax reapportionments, etc.

OCDE has assigned a fiscal expert, paid by the county superintendent of schools, to advise and assist the District on financial issues.





2011-12 First Interim

(Financial Information as of October 31, 2011)

December 13, 2011

Thelma Meléndez de Santa Ana, Ph.D., Superintendent

Michael P. Bishop, Sr. CBO, Deputy Superintendent, Operations Tony Wold, Ed.D., Executive Director, Business Operations Cathie Olsky, Ed.D., Deputy Superintendent Swandayani Singgih, Director, Budget Christeen Betz, Director, Accounting



Tonight's Goal

- 1. State Budget Update
- 2012-13 Budget Development Assumptions
- 2. Approve 2011-12 First Interim Report
- 3. Cash Flow Update
- 4. Next Steps



State Budget Update

- State Budget:
- Legislative Analyst Office (LAO) projected that the State will not receive \$3.7 billion of the projected additional revenue built into the Enacted State Budget in
- Awaiting Department of Finance (DFO) with its forecasted, revised revenues for 2011-12 as required by Assembly Bill (AB) 114 in mid-December.
- If revenue came in below projection at levels under \$1 billion, up to \$2 billion, and \$4 billion, several triggers are likely to be pulled.
- year reductions to Transportation costs and Tier 3 which would be a reduction of \$260 per ADA. » K-12 education would be impacted in the 2nd and 3rd tiers of the trigger with mid-
- » Depending on the impact of the mid-year cuts, the 2012-13 budget assumptions could change.



No Certificated or Classified Layoffs

- Impact of Education Code 44956(a)(5) Preferential Substitute Service
- Increases 2012-13 reduction target by \$2.5 million to a total of \$34.5 million

Staffing of 1st and 2nd grade at 30:1

Provides Elementary sites with supplemental funding for research-based support for English learners and at-risk students

QEIA waiver denied by State Board of Education

Waivers to be considered at the January 2012 meeting

Grades 4 – 8 staffing formula Education Code adjustments

District wide staffing ratio to meet 1964 Education Code 41376

Certificated/Management expires at the end of 2011-12 Jobs Bill funding that reinstated 5 furlough days for

212



2012-13 Budget Plan A

Flat funding from 2011-12 is utilized to temporarily reduce reductions required for 2012-13

DISTRICT ACTION

- District receives "flat funding" and pushes the magnitude of the issue forward to the next year
- Cuts of \$34.5 million met by
- One time use 2011-12 Base Revenue Limit funding (currently reserved) of \$17 million
- Ongoing utilization of the flat funding utilized in 2012-13 of \$17 million
- Ongoing Health/Welfare savings (if any)
- 2013-14 cuts of approximately \$47 million remain to be identified by December 15, 2012



Santa Ana Unified School District

2012-13 Budgel Plan R

- Flat Funding remains, but the "trigger" requires reductions to K-12 education
- Assumes deferrals in lieu of cuts

DISTRICT ACTION

- District must make projected cuts (Plan A)
- District TRANs may not meet cash flow
- Cost of larger than expected TRANs
 Exhausts all district rooms funds
 - Exhausts all district reserve funds
- Inter-fund borrowing required to manage payroll of approximately \$39 million each month
- Potential cash crisis if these funds are not returned within 90 days
- 2013-14 required reductions will be approximately \$47 \$50 million before any State adjustments to the base revenue limit are known



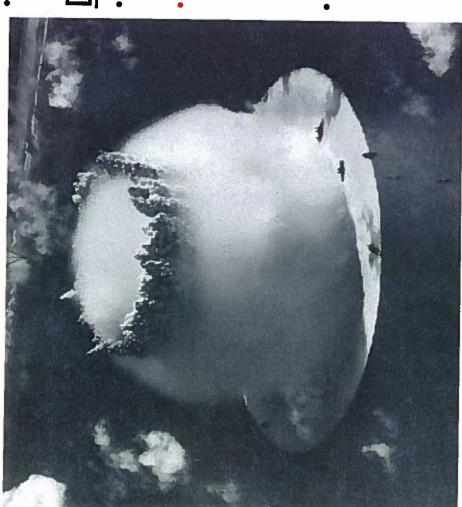


2012-13 Budget Plan C

- "Trigger" is met (Plan B)
- Governor further cuts K-12 education in the budget year

DISTRICT ACTION

- "flat funding" revenue not received or continued for 2013-14
- \$34.5 million in 2012-13 reductions
- All district reserve funds exhausted
- Over \$20 million in reductions would need to be identified rapidly
- 2013-14 cuts will be about \$40 \$50 million MORE to be identified with no reserves remaining to assist with unknowns



Samta Ama Current 2012-13 Reductions \$ in millions

	Description of Reduction	Proposed Amount of Reduction/ Increase	Reductions
	New Reductions required for 2012-13		\$30.5
	10-11 Base Revenue Limit (one-time for 2011-12)	\$13.8	\$44.3
3	Jobs Bills (one-time for 2011-12)	\$8.3	\$52.6
2	Tier III (one-time for 2011-12)	\$5.5	\$58.1
(E)	CSR Penalty Flexibility continues	\$11.0	\$47.1
	One-time Utilization of District Reserve funds (Fund 17) - OPTIONAL	\$13.5	\$33.6
	Enrollment projection (ADA) adjustment	\$1.6	\$32.0
	No certificated/classified layoff for 2012-13	\$2.5	\$34.5

 ∞

Santa Ana

Unified School District 2012-13 Reductions \$ in millions Plan A

	Description of Reduction	Proposed Amount of Reduction/ Increase	Reductions
	Reductions required for 2012-13		\$34.5
	11-12 Base Revenue Limit (one-time from 2011-12)	\$17.0	\$17.5
(A)	"Flat Funding" Ongoing Revenue Limit	\$17.0	\$0.5
	Health and Welfare or other identified expenditure savings	\$0.5	\$0

REDUCTIONS REQUIRED FOR 2013-14

Initial Target

11-12 Base Revenue Limit (one-time from

\$47.0

\$30.0

6

2011-12)



2011-12 First Interim Financial Report

Major Changes to the Budget





Important Things to Note

First Interim Report:

Does not include possible mid-year reduction trigger or future State cuts

2011-12 First Interim Budget

- The District's 2011-12 Revenue budget is based on:
- The June 30, 2011 Enacted State Budget information
- Continue to propose "flat" funding for education
- Require school districts to budget the same per pupil amount as in 2010-11
- SAUSD does <u>not</u> include \$330 per pupil reduction in the budget since the Budget Adoption, rather, District includes it in the revenue assumptions and designates it as assigned against future State cuts
 - "Trigger language" that automatically implements reductions to K-14 education if revenue forecasts are not met
- SAUSD does <u>no</u>t include the impact of trigger language in the budget, however, District has contingency plans to address it
- The Board of Education's priorities Ī
- **Ensure Fiscal Solvency**
- Grade K-3 Class Size Reduction (CSR)
- Continue to offer grade 1 and 2 CSR for 2011-12 & 2012-13 (using unrestricted & categorical funds)
 - Grade 1 @ approximately 25:1; Grade 2 @ approximately 25:1
 - Preserve Counselor & Library Services
- Maintain Athletics & Music Programs
- Minimize the Impact of Cuts to Our Employees
- Continue to Provide Elementary Sites with Support Staff to Ensure Academic Achievement
 - Maintain 180 day instructional calendar
- Orange County Department of Education (OCDE) direction.

irst Interim MYP unspecified cuts)

Santa Ana	2011-12 Fire
Seminary .	iter (including ur
\$s in million	2010-11
Beginning Fund Balance (a)	\$ 95.3
Add: Adjustment to Beginning Fund Bal (b)	(\$1.0)
Add: Revenues (c)	\$478.9
Less: Expenditures (incl Budget Reductions) (d)	\$486.5
Net Increase / (Decrease) (e) = (c) - (d)	(\$7.6)
Ending Fund Balance (a) + (e)	\$ 86.7
Non-spendable: Revolving Cash/ Stores / Prepaid Expend.	\$1.2
Restricted: Desig. For Restricted Fund Bal.	\$9.0
Committed: Stabilization Arrangements	\$24.4
Assigned:	
- Future State cuts/COLA	1
- Desig. for Unrestricted Reserve (Instr. Mat'I, CalSafe, Community Day, CAHSEE, etc.)	\$7.4
- Desig. for Board approved one-time cuts for 2011-12	\$21.5
- Desig. for One-time Cuts/Budget shifts	\$13.5
Unassigned/Unappropriated:	
- Desig. for Economic Uncertainties (f) (d) (d)	\$9.7
Additional Budget Cuts	227

erim MYP fied cuts)

Santa Ana	2011–12	2011–12 First Inte
Unified \$s in millio	2010-11 Unaudited Actuals	(Including unspecification of the Actuals 2011-12
Beginning Fund Balance (a)	\$ 95.3	\$ 86.7
Add: Adjustment to Beginning Fund Bal (b)	(\$1.0)	\$ 0.3
Revenues (c)	\$478.9	\$485.0
Less: Expenditures (incl Budget Reductions) (d)	\$486.5	\$515.9
Net Increase / (Decrease) (e) = (c) - (d)	(\$7.6)	(\$30.9)
Ending Fund Balance (a) + (e)	\$ 86.7	\$ 56.1
Non-spendable: Revolving Cash/ Stores / Prepaid Expend.	\$1.2	\$1.2
Restricted: Desig. For Restricted Fund Bal.	0.6\$	\$2.4
Committed: Stabilization Arrangements	\$24.4	\$19.5
- Future State cuts/COLA	1	\$17.2
 Desig. for Unrestricted Reserve (Instr. Mat'I, CalSafe, Community Day, CAHSEE, etc.) 	\$7.4	\$5.5
- Desig. for Board approved one-time cuts for 2011-12	\$21.5	
- Desig. for One-time Cuts/Budget shifts	\$13.5	
Unassigned/Unappropriated:		
- Desig. for Economic Uncertainties (f) (d)	\$9.7 2.0%	\$10.3
Additional Budget Cuts	222	1

MYP (st)

Santa Ana	2011–12 First Interim M	First I	nterim
Unified School Distr \$s in million	Ct. 2	(Including unspecified cutson of the content of the	2012-13
Beginning Fund Balance (a)	\$ 95.3	\$ 86.7	\$ 56.1
Add: Adjustment to Beginning Fund Bal (b)	(\$1.0)	\$ 0.3	1
Add: Revenues (c)	\$478.9	\$485.0	\$450.1
Less: Expenditures (incl Budget Reductions) (d)	\$486.5	\$515.9	\$460.1
Net Increase / (Decrease) (e) = (c) - (d)	(\$7.6)	(\$30.9)	(\$10.0)
Ending Fund Balance (a) + (e)	\$ 86.7	\$ 56.1	\$ 46.1
Non-spendable: Revolving Cash/ Stores / Prepaid Expend.	\$1.2	\$1.2	\$1.2
Restricted: Desig. For Restricted Fund Bal.	\$9.0	\$2.4	\$4.8
Committed: Stabilization Arrangements	\$24.4	\$19.5	
- Future State cuts/COLA	1	\$17.2	\$24.4
Desig. for Unrestricted Reserve (Instr. Mat'I, CalSafe, Community Day, CAHSEE, etc.)	\$7.4	\$5.5	\$6.5
- Desig. for Board approved one-time cuts for 2011-12	\$21.5		
- Desig. for One-time Cuts/Budget shifts	\$13.5	1	l
Unassigned/Unappropriated:			
- Desig. for Economic Uncertainties (f) (d)	\$9.7 2.0%	\$10.3 2.0%	\$9.2 2.0%
Additional Budget Cuts	223		

MYP cuts)	2013-14	\$ 46.1	-	\$433.2	\$432.0	\$1.2	\$ 47.3	\$1.2	\$8.7			\$21.3	\$7.5				\$8.6	2.0%	1
011-12 First Interim MY (including unspecified cuts)	2012-13	\$ 56.1		\$450.1	\$460.1	(\$10.0)	\$ 46.1	\$1.2	\$4.8	ł		\$24.4	\$6.5		l		\$9.2	2.0%	
2 First ing unspirate	2011-12	\$ 86.7	\$ 0.3	\$485.0	\$515.9	(\$30.9)	\$ 56.1	\$1.2	\$2.4	\$19.5		\$17.2	\$5.5		1		\$10.3	2.0%	-
2011–12 First Interim MYP	2010-11 Unaudited Actuals	\$ 95.3	(\$1.0)	\$478.9	\$486.5	(\$7.6)	\$ 86.7	\$1.2	\$9.0	\$24.4		1	\$7.4	\$21.5	\$13.5		2.6\$	2.0%	224
Santa Ana Unified School Distri	\$s in million	Beginning Fund Balance (a)	Add: Adjustment to Beginning Fund Bal (b)	Add: Revenues (c)	Less: Expenditures (incl Budget Reductions) (d)	Net Increase / (Decrease) (e) = (c) - (d)	Ending Fund Balance (a) + (e)	Non-spendable: Revolving Cash/ Stores / Prepaid Expend.	Restricted: Desig. For Restricted Fund Bal.	Committed: Stabilization Arrangements	Assigned:	- Future State cuts/COLA	- Desig. for Unrestricted Reserve (Instr. Mat'I, CalSafe, Community Day, CAHSEE, etc.)	- Desig. for Board approved one-time cuts for 2011-12	- Desig. for One-time Cuts/Budget shifts	Unassigned/Unappropriated:	- Desig. for Economic Uncertainties (f)	(t) / (d)	Additional Budget Cuts



2011–12 MYP IF WE DID NOTHING

(\$s in millions)	2011-12	2011-12 2012-13 2013-14	2013-14
Reserves with Cuts			
Designation for Economic Uncertainties	\$10.3	\$9.2	\$8.6
Designation for Economic Uncertainties %	2.0%	2.0%	2.0%
Reserves without any Cuts			
Designation for Economic Uncertainties	\$10.3	(\$27.1)	(\$94.4)
Designation for Economic Uncertainties %	2.0%	(8.7%)	(29.1%)



First Interim Report Key Changes & Assumptions



Federal & State Categorical Programs

- Re-budgeting of carryover dollars and new award dollars





	2011-12	2012-13	2013-14
COLA	2.24%	3.10%	2.80%
Deficit Reduction	<19.754%>	<19.754%>	<19.754%>

2011-12 COLA. The deficit factor is up from 19.608% in January, thus wiping out the statutory COLA of 2.24% resulting in flat funding. ı

OCDE, funds are reflected in Revenue assumptions but designated as assigned against future State 2012-13 & 2013-14 COLA. Funding of COLA for the out years is suspect. Given guidance from cuts in the GASB 54 reporting.

Special Education Contribution: \$1.8 million reduction in 2011-12 budgeted expenditures

Home to School / Special Education Transportation

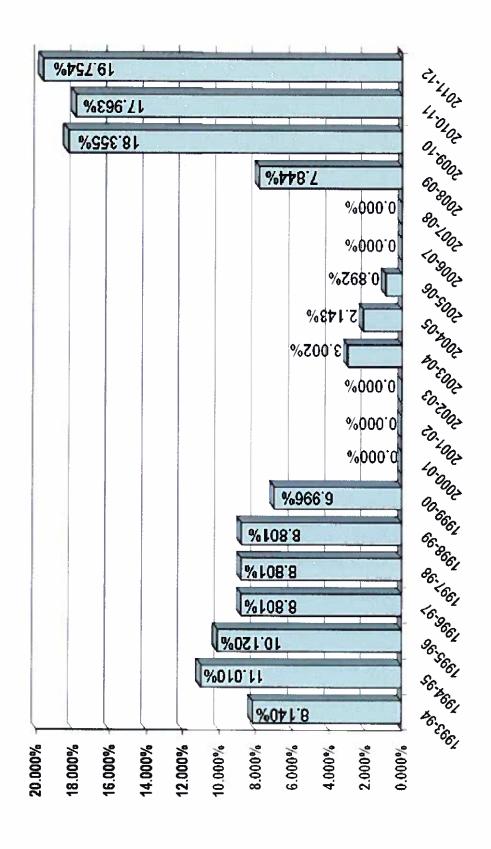
If "trigger language" is implemented, SAUSD will potentially lose approximately \$1M. This will increase a contribution from unrestricted general fund to \$9.3M. Projected revenue to be received prior to potential mid-year cut is \$1.9M.

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anta Ana Unified School District

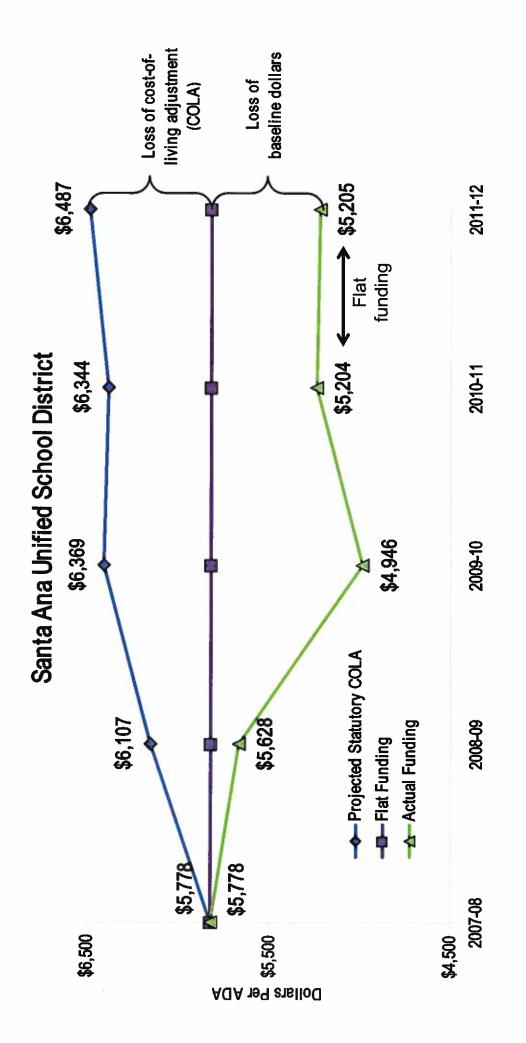
Revenue Limit Deficit

Factors



Projected vs. Actual

Funding Per ADA





Enrollment

First Interim Report

Key Changes & Assumptions (cont'd)

1	- A decline of <257> students is	projected for 2011-12 and <550>	for 2012-13 through 2013-14
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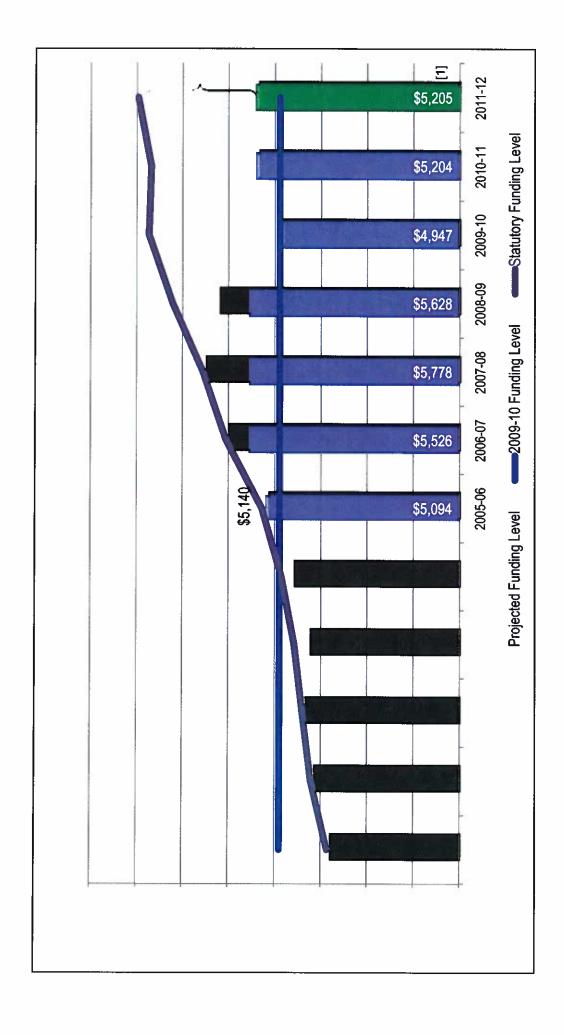
protection to declining enrollment the year determined on higher of No financial impact due to this districts (i.e. Revenue Limit for legislation provides financial decline in 2011-12 as State current or prior year's ADA)

Financial impact in 2011-12 <\$1.3 million>^ * Includes one-time loss of 343 SAUSD resident students to

OCEAA Charter School

^To be revised at 2nd interim and when official CBEDS data, P1 attendance, and revised enrollment projections are

	Fiscal Year	Enrollment	CBEDS Change (from Prior Year)
-	2002-03	60,973	+185
	2003-04	268'69	(1,078)
	2004-05	58,884	(1,011)
	2005-06	56,563	(2,321) *
	2006-07	54,839	(1,724)
	2007-08	54,369	(470)
	2008-09	54,584	+215
	2009-10	54,084	(200)
	2010-11	53,754	(330)
	2011-12 Projected^	53,497	(257)
	2012-13 Projected^	52,947	(220)
	2013-14 Projected^	52,397	(099)



Samta Ama General Fund Revenue Distribution Unified School District (Combined Restricted/Unrestricted)

(\$s in millions)	2011-12 Adoption	2011-12 Budget As of Oct 31, 2011	Difference
Revenue Limit	\$278.3	\$278.3	\$0.0
Federal Revenue	\$64.8	\$85.7	\$20.9
Other State Revenue	\$107.0	\$112.0	\$5.0
Other Local Revenue	\$7.7	\$9.0	\$1.3
Total	\$457.8	\$485.0	\$27.2

The revenue increase is attributable to (2) Re-budgeting of Federal and State Categorical carryovers and (2) Local revenues/donations that are not budgeted until actually received.

General Fund Expenditure Distribution Unified School District (Combined Restricted/Unrestricted) Santa Ana

(\$s in millions)	2011-12 Adoption	2011-12 Budget As of Oct 31, 2011	Difference
Certificated Salary (incl. Mgt)	\$239.1	\$250.3	\$11.2
Classified Salary (incl. Mgt)	\$64.6	\$65.4	\$0.8
Employee Benefits	\$104.2	\$105.8	\$1.6
Non-Salary Expenses	\$78.6	\$94.3	\$15.7
Total	\$486.5	\$515.8	\$29.3

Certificated/Classified Salaries for PLAS and enrollment staffing costs adjustment, (2) Increase in corresponding statutory benefit costs, (3) Increase in Books and Supplies, (4) Increase in Services and Other The expenditure increase is primarily attributable to (1) Increase in Operating Expenditures, and (5) Increase in Capital Outlay.

<\$1,467>	\$2,344	\$3,811	
\$531	\$7,208	\$6,677	
\$1,441	\$13,779	\$12,338	
\$91	\$155	\$64	
\$95	\$137	\$42	
< \$34 >	0\$	\$34	
<68\$>	\$1,302	\$1,391	
\$982	\$982	0\$	
0\$	\$13,576	\$13,576	



Cash Flow Update Deferrals

impact on low wealth school districts that State deferrals have disproportionate rely more upon State Aid

consider proportionately adjusting deferrals manage deferrals more effectively than low High wealth districts have the ability to wealth districts and the State should based upon this factor



Next Steps - Budget

On-going until Settled Jan 24 Feb 14 & 28 Jan / Feb ?	
	Approval of 2012-13 Budget Reductions Reach Decision on CSR for 2012-13 & future years





Backup Slides

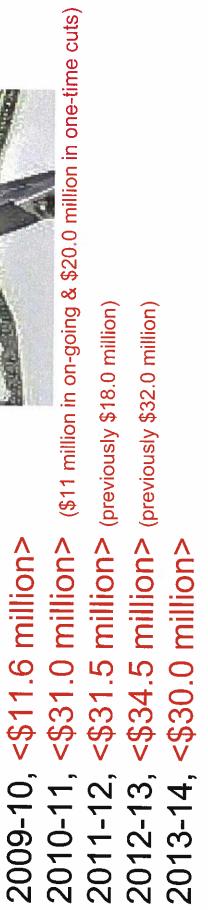




Budget Reductions

program reductions. The latest, unspecified projected budget reductions for 2012-13 & 2013-14 are -\$34.5 million & -\$30.0 million respectively. Inadequate State funding of our schools has resulted in Educational

- 2004-05, <\$29 million>
- 2005-06, <\$14 million>
- 2006-07, <\$15 million> 2007-08, <\$21 million> 2008-09, <\$41.6 million>



Total Budget Cuts (2004-05 thru 2013-14): <\$259.2 million>

Explanation of Major Changes since Budget Adoption Unified School District Santa Ana

Goal: To address major changes as noted on "Summary – Unrestricted/Restricted" form Note: It is not an attempt to explain all changes contained within the entire First Interim Report

Attempting to do so would be too lengthy.

Explanation of Major Changes

2011-12 First Interm
General Fund
Currowsry - Unvestricted/Restricted
Revenues, Expenditures, and Changes in Fund Ralance

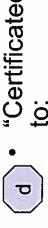
Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (c)	Projected Year Totals (D)	Difference (Coi B & D) (E)	# Diff (8/3)
A. REVENUES								
1) Revenue I imit Sources		RO11-RIDGE	778,245,078,00	278,285,078,00	28,132,85g nz	778.2R5,14D DO	R2 IIQ	0 0
2) Federal Revenue		8100-6299	64,805,849,18	64,805,849,18	20,822,975.82	85,729,834.43	20.923,985.25	32.3%
3) Offher State Revenue		8300-8500	107,042,851.25	107,042,851,25	30,287,270,29	112,020,360.52	4,977,509.27	b) 47%
4) Other Local Pevenue		9600-8700	7,718,870.65	7,716,870.65	2,280,450.04	8,060,858.08	1,243,787.43	16.1%
b) ICIAL, KEVENUES			457,830,049,08	457,830,049.08	81,542,556.27	484,975,883,US)	(3)
B. EXPENDITURES		.,						t
1) Certificated Salaries		1000-1900	230,122,728,43	239 122 728 43	51.717.344.3R	250,331,452 no	(11,2ft8,723.57)	The state of the s
2) Classified Salaries		2000-2989	04,570,847,99	04,570,847.89	12,621,410.12	03.377.870.72	e) (807,028.73)	-1.2%
3) Employee Benefits		3000-3989	104,225,396.28	104,225,396,26	25,416,563.18	105,825,524.99	(=	
4) Ronks and Supplies	•	4000-4000	18 283 344 01	18 283 344 01	5,237,948,23	25.116.818.85	(8 833 272 R4)	
5) Services and Other Operating Expenditures		SCOUL-SEAS	52,432,287,71	52,432,287.71	15,164,856.37	78.77.75.8C	9 (6.313.488.70)	-12.0%
8) Capital Outlay		6060-0009	458,572.00	458,572.00	638,339,22	1,214,816.39	(h) (758,244.39)	-166.1%
7) Other Outgo [excluding Transfers of Indined Costs)		7100-7499 7400-7499	4.998.249.75	4.996.249.75	251.523.74	4 824 847 51	173 400 24	20.400
8) Other Guigo - Transfers of Indirect Costs	,-	7300-7398	(1,101,710.00)	(1,101,710.00)	(183,024.00)	(1,106,233.00)	00.540.0	% 0 C
9) TOTAL, EXPENDITURES			480,985,716.15	480,985,716.15	110,864,959.22	510.328.857.23		
C FXCFSS (DFFICIENCY) OF REVENIES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-89)	ſ		(23,155,067.07)	(23.155,067,07)	(29.322.413.95)	(25.352.064.20)		
D. OTHER FINANCING SOURCESAUSES								
1) Interhant Transfers								-
a) Transfers in	ω	8200-8028	00.0	00:00	0:00	0.00	000	%000
U) Treatsfers Out	2	1000-7029	5,517,755.00	2517,755.00	715,896.13	5,515,436,00	2,320.00	0.0%
2) Other Sources/Uses a Sources	α	8030-8070	6	8		6		
	•		000	D.	20.0	On'n	Onn	\$5.50
Sign of the sign o		7830-7890	00:0	00.0	00.0	00.0	σου	0.0%
3) Contributions		6660-0060	0.00	00'0	0.00	0.00	000	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES	SES		(5,517,755.00)	(5,517,755.00)	(715,998,13)	(5,515,435.00)		

Explanation of Major Changes - Revenue

- "Federal Revenue" increase: Attributable to funding of categorical program carryovers and new awards (i.e. SIG -Title I, Fitness for All, Readiness & Emergency Management System [REMS], Secure Our Schools [SOS] awards) ത
- program carryovers and new awards (i.e. OC Children's Family Council "Other State Revenue" increase: Attributable to funding of categorical Kinder Readiness, Special Education Mental Health awards)
- "Other Local Revenue" increase: Attributable to local revenue carryovers and and new awards/donations



Changes - Expenditures Explanation of Major



- (d) (Certificated Salaries" & "Classified Salaries" increase primarily attributable
- Utilization of SIG-Title I funds to pay for additional minutes / extra duty and new Site Clerk positions at 6 PLAS schools and enrollment staffing costs adjustment
- Funding of categorical program carryovers



- "Employee Benefits" increase is attributable to:
- Budgeting of new positions
- Funding of categorical program carryovers
- Adjustments to the Health & Welfare costs



- "Books & Supplies" increase due to:
- Funding of categorical program carryovers and new awards (i.e. CAHSEE, EIA, Title I, ARRA Title I, SIG-Title I)



Explanation of Major Changes - Expenditures



- "Services & Other Operating Exp." increase attributable to:
- Funding of categorical program carryovers and new awards (i.e. SIG-Title I, REMS, Special Education Mental Health)



- "Capital Outlay" increase attributable to :
- Funding of categorical program carryovers / new award (i.e. SOS, SIG-Title I) and purchase of District's police cars.

Explanation of Major Changes of General Fund Balance

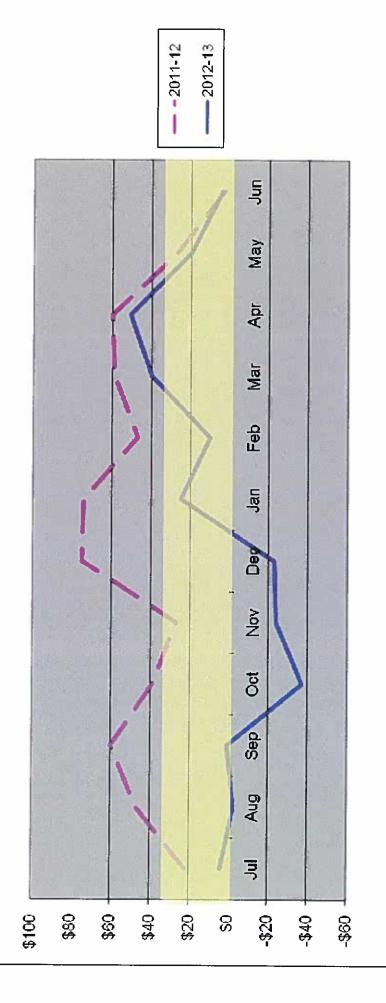
2011-12 First Interim General Fund Summany - Unrestricted/Restricted Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget	Actuals To Date	Projected Year Totals	Difference (Col B & D)	% Diff (E/B)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C+D4)			(28,672,822.07)	(28.672.822.07)	(30 038 402 08)	(5)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								<u></u>
A Andis Adiustrument		20 1	86,737,277,10	86,737,277,10		86,737,277,70	0.60	0.0%
ביונה ביון היים וראינה וויא		9783	00.0	0.00		0.00	000	0.0%
c) As of July 1 - Audited (F1a + F1b)			86,737,277.10	86,737,277.10		86,737,277.70		
d) Other Restatements		9795	00.0	0.00		265,701,97	285,701.97	New
e) Adjusted Beginning Balance (F1c+F1d)			86,737,277,10	86,737,277,10		87.002,979.67		
2) Ending Balance, June 30 (E + F1e)			58,064,455.03	58,064,455,03		56,134,880.47		
Components of Ending Fund Batanoe a) Nonspendable)	
Revolving Cash		9711	150,000.00	150,000.00		150,000.00		
Stores		9712	1,000,000.00	1,000,000.00		1,000,000.00		
Prepaid Expenditures		9713	0.00	00:00		0.00		
All Others		9719	0.00	00.0		0.00	l	
b) Restricted		9740	7,837,375,45	7.837.375.45		2,428,757,45	(K)	
c) Committed Stabilization Arrangements		9750	16,251,020.85	16,251,020.85		19,583,081.00) (=	
Other Commitments		0926	00.00	0.00		00.0)	
Other Assignments		02.80	23,133,238.40	23,133,238,40		22 856 160 46		
0000 Restoration of State future cuts	0000	9780				17,175,131,00)	
0000 Summer School	9000	0879				1,000,000.00		
B032 Civic Center	0000	0820				215,027.42		
D601 CalSafe	0000	0826				267,602.40		
0802 Convenienty Day	0000	9780				634,694.12		1
D803 Instructional Materials	0000	9780				3.363,705.52		
e) Unassigned/Unappropriated				640.00			(
Reserve for Economic Uncertainties		6826	9,892,820.33	9,892,820.33		10,316,881,56	<u></u>	
Unassigned/Unappropriated Amount	5	0626	00.00	00.00		0.00		V

Explanation of Major Changes - Other

- "Adjusted Beginning Fund Balance" increase: As a result of the adjustment to the prior year Accounts Receivable
- "Ending Balance" decrease: As a result of the increase in the projected expenditures
- "Legally Restricted Balance" decrease: As a result of the increase in the projected expenditures ㅗ
- "Stabilization Arrangement" is the net result of:
- "Ending Balance" "Nonspendable" "Legally Restricted Balance" Other Assignments" - "Reserve for Economic Uncertainties"
 - "Other Assignments" include
- Future State cuts, \$17.2 million
- Summer School, \$1.0 million
- Civic Center, \$0.2 million
- CalSafe, \$0.3 million
- Community Day, \$0.6 million
- Instructional Materials, \$3.4 million
- "Reserve for Economic Uncertainties": minimum 2% of total expenditures _





Note: This is inclusive of a \$45 million and \$60 million TRAN in 2011-12 & 2012-13 Projections for June 2011-12 and 2012-13 are positive \$3 million

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Acceptance of 2010-11 Measure G Independent Financial and

Performance Audit

ITEM:

Action

SUBMITTED BY: Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Jessica Mears, Facilities Planner

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of the 2010-11 Measure G Independent Financial and Performance Audit. Measure G, a \$200 million General Obligation (GO) bond was passed on June 3, 2008. The bond was issued to provide necessary matching funds for eligible new construction and modernization projects. The Board of Education directed annual independent audits of Measure G funds to be performed. The firm of Vavrinek, Trine, Day & Co., LLP was approved by the Board of Education on July 26, 2011 to conduct the audit.

RATIONALE:

Independent financial and performance audits are conducted annually in compliance with the requirements of Article XIIIA, Section 1(b) (3) of the California Constitution. The audits are conducted to ensure no funds were used for any teacher or administrative salaries or other operating expenses prohibited by Article XIIIA, Section 1(b) (3) (a) of the California Constitution, and that proceeds from the sale of bond funds in this reporting period were used only for the permitted purposes of construction, rehabilitation, and replacement of school facilities as specified in the Measure G voters' ballot and Board resolution.

There was one finding and one recommendation related to the financial and performance audit for the fiscal year ending June 30, 2011.

FUNDING:

Not Applicable

RECOMMENDATION:

Accept the 2010-11 Measure G Independent Financial and Performance Audit.

JD:rb

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Acceptance of 2010-11 Measure G Bond Oversight Committee Annual

Report

ITEM:

Action

SUBMITTED BY:

Joe Dixon, Assistant Superintendent, Facilities & Governmental

Relations

PREPARED BY:

Jessica Mears, Facilities Planner

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board acceptance of the 2010-11 Measure G Bond Oversight Committee's Annual Report.

Although not required because Measure G required two-thirds voter approval, the Board of Education appointed a Bond Oversight Committee for accountability and transparency. The Bond Oversight Committee operates in accordance with the Board's Ethics Policy and Strict Accountability requirements in Local School Construction Bond Act of 2000, also known as Proposition 39. Proposition 39 requires the School Board to form an independent Bond Oversight Committee, and that this Committee report to the public on the proper expenditure of bonds at least once annually.

RATIONALE:

The 2010-11 Measure G Bond Oversight Committee's Annual Report satisfies the reporting requirements of Proposition 39. This third annual report states that the District is in compliance with the requirements of Article XIIIA, Section 1(b) (3) of the California Constitution. In accordance with the Committee bylaws, the report reviews the activities of the Committee during the period of July 1, 2010 through June 30, 2011.

FUNDING:

Not Applicable

RECOMMENDATION:

Accept the 2010-11 Measure G Bond Oversight Committee's Annual Report.

JD:rb

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Adoption of Resolution No. 11/12-2904 - Findings of Annual and Five-

Year Reportable Developer Fees Report for Fiscal Year 2010-11

ITEM:

Action

SUBMITTED BY: Joe Dixon, Assistant Superintendent, Facilities and Governmental

Relations

PREPARED BY:

Jessica Mears, Facilities Planner

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board adoption of a resolution per Government Code Sections 66001 and 66006, which require that the District shall make available to the public certain information and adopt prescribed findings relative to statutory and alternative school facility fees collected ("Reportable Fees") on an annual basis. The report entitled Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010-11 ("Report") contains information and findings related to Reportable Fees received, expended, or to be expended in connection with school facilities to accommodate additional students from new development if funded or partially funded with those fees.

Pursuant to Government Code Section 66006, the District posted notice in the District's regular posting locations of the time and place of the Board meeting where the Report would be considered for adoption, and published notice in the OC Register a general circulation within the District's boundaries. The Report (Attachment A) was made available for public review not less than 15 days prior to the Board of Education meeting.

RATIONALE:

This Board of Education agenda item and the Report meet the reporting requirements of Government Code Section 66006.

FUNDING:

Not Applicable

RECOMMENDATION:

Adopt Resolution No. 11/12-2904 - Findings of the Annual and Five-Year Reportable Fees Report for Fiscal Year 2010-11 in compliance with Government Code Sections 66001 and 66006.

RESOLUTION NO. 11/12-2904

BOARD OF EDUCATION

SANTA ANA UNIFIED SCHOOL DISTRICT

ORANGE COUNTY, CALIFORNIA

Findings of the Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010/2011 in Compliance with Government Code Sections 66006 and 66001

WHEREAS, the Santa Ana Unified School District ("District") has received and expended statutory and/or alternative school facilities fees ("Reportable Fees") for the construction and/or modernization of the District's school facilities in order to accommodate students from new development; and

WHEREAS, pursuant to Government Code Section 66006(a), the District has established and maintained a separate capital facilities account for the Reportable Fees ("Reportable Fees Account"); and

WHEREAS, pursuant to Government Code Section 66006(a), the Reportable Fees have been deposited into the Reportable Fees Account in order to avoid any commingling of the Reportable Fees with other revenues and funds of the District, except for temporary investments, and has expended the Reportable Fees, along with any interest income earned, solely for the purpose(s) for which the Reportable Fees were originally collected; and

WHEREAS, Government Code Section 66006(b)(1) provides that the District shall make a written report containing certain required information available to the public within one hundred eighty (180) days after the last day of each fiscal year; and

WHEREAS, Government Code Section 66006(b) (2) requires that the Board of Education of the District ("Board") review the information made available to the public, including the report entitled "Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010/2011" ("Report") at the next regularly scheduled public meeting, at least fifteen (15) days after the Report was made available to the public; and

WHEREAS, the Report contains the requisite information and proposed findings concerning the collection and expenditure of Reportable Fees pursuant to Government Code Sections 66006 and 66001; and

WHEREAS, Government Code Section 66001(d) provides that for the fifth fiscal year following the first deposit into the Reportable Fees Account, and every five years thereafter, the District shall make findings with respect to the portion of the Reportable Fees Account that remains unexpended; and

WHEREAS, the District has complied with all of the foregoing provisions.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE SANTA ANA UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

 $\underline{\text{Section}\ 1}.$ The Board finds and determines that the foregoing recitals and determinations are correct.

 $\underline{\text{Section 2}}$. Pursuant to Government Code Section 66006(a), the District has established and maintained a Reportable Fees Account during Fiscal Year 2010-2011.

Section 3. Pursuant to Government Code Section 66006(a), the Reportable Fees collected during Fiscal Year 2010-2011 have been deposited into the Reportable Fees Account in order to avoid any commingling of the Reportable Fees with other revenues and funds of the District, except for temporary investments, and has expended the Reportable Fees, along with any interest income earned, solely for the purpose(s) for which the Reportable Fees were originally collected.

 $\underline{\text{Section 4}}$. Pursuant to Government Code Section 66006(b) (1), the District made the Report available to the public within one hundred eighty (180) days after the last day of Fiscal Year 2010-2011.

Section 5. Pursuant to Government Code Section 66006(b)(1), the Board reviewed the Report at the next regularly scheduled public meeting, at least fifteen (15) days, after the Report was made available to the public.

Section 6. Pursuant to Government Code Sections 66006(b) (1) and (2), the Board reviewed the Report that is incorporated by this reference and contains the following information:

- (A) A brief description of the type of Reportable Fees in the Reportable Fees Account;
- (B) The amount of the Reportable Fees;
- (C) The beginning and ending balance of the Reportable Fees Account;
- (D) The amount of Reportable Fees collected and the interest earned;
- (E) An identification of each Project on which Reportable Fees were expended and the amount of the expenditures on each Project, including the total percentage of the cost of the Project that was funded with Reportable Fees;
- (F) An identification of an approximate date by which the construction of the Project will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete Project, as identified in Section 66001(a)(2), and the Project remains incomplete;
- (G) A description of each interfund transfer or loan made from the Reportable Fees Account, including the Project on which the transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the Reportable Fees Account will receive on the loan; and
- (H) The amount of refunds made pursuant to Section 66001(e) and any allocations pursuant to Section 66001(f).

Section 7. Pursuant to Government Code Section 66006(b)(2), Notice was mailed at least fifteen (15) days prior to the Board meeting, to any interested party who filed a written request with the District for mailed Notice of the Board meeting.

Section 8. The District posted Notice in the District's regular posting locations and published Notice in a newspaper of general circulation within the District's boundaries.

Section 9. Pursuant to Government Code Section 66001(d), the Board reviewed the Report which is incorporated by this reference and contains the following proposed findings:

- (1) Identification of the purposes to which the Reportable Fees are to be put;
- (2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged;

111 112 113 114 115 116	(3) Identification of all sources and amounts of funding anticipated to complete incomplete Projects of the District; and (4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the respective District account(s).
117 118 119 120	Section 10. When findings are required by Government Code Section 66001(d), these findings shall be made at the same time as the findings as that information required by Government Code Section 66006(b).
121 122 123 124 125	Section 11. Pursuant to Government Code Section 66001(e) and (f), the District shall make certain findings when sufficient Reportable Fees have been collected to complete the financing of incomplete Projects, and the Projects remain incomplete.
126 127 128 129 130	Section 12. The Board determines that the District is in compliance with Government Code Section 66000, et seq., regarding the receipt, deposit, investment, expenditure and/or refund of Reportable Fees received and expended relative to Projects for Fiscal Year 2010-2011.
131 132 133 134	Section 13. The Board determines that no refunds and allocations of Reportable Fees, as required by Government Code Sections 66001(e) and 66006(b) (1)(H), are deemed payable at this time for Fiscal Year 2010-2011.
135	The foregoing resolution was considered, passed, and adopted by this Board at its
136	regular meeting of December 13, 2011.
137	
138	
139	
140	President of the Governing Board for the Santa
141	Ana Unified School District
142	
143	
144	Upon motion of Member and duly seconded, the foregoing
145	Resolution was adopted by the following vote:
146	AYES:
147	NOES:
148	ABSENT
149	
150	STATE OF CALIFORNIA)
151) ss:
152	COUNTY OF)
152 153	COUNTY OF)
	COUNTY OF)
153	COUNTY OF)
153 154	COUNTY OF)

I, Audrey Yamagata-Noji, Ph.D., Clerk of the Board of Education of the Santa Ana
Unified School District of Orange County, California, hereby certify that the
above and foregoing Resolution was duly adopted by the said Board at a regular
meeting thereof held on the 13 th day of December, 2011 and passed by a vote of
of said Board.

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Clerk of the Board of Education of the Santa Ana Unified School District, State of California

SANTA ANA UNIFIED SCHOOL DISTRICT

1601 E. Chestnut Avenue, Santa Ana, CA 92701

Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010/2011



November 22, 2011

Prepared by the Department of Facilities and Governmental Relations

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I. INTRODUCTION

This report reflects developer fees collected by the Santa Ana Unified School District (District) from July 1, 2010 through June 30, 2011.

The District continues to operate over its school capacity and has determined that its school facilities and educational programs continue to be impacted by student population caused by new residential, commercial and industrial development within the boundaries of the District

The District's October 2010 CBEDS enrollment was 53,942. The District has 420 portable classrooms throughout the District (approximately 18% of total District classrooms), in order to house the excess number of students. The District is faced with overcrowded conditions at many of the 63 school sites. The average age of the District's schools is 35 years.

The District intends to utilize developer fees collected to assist in the funding of leased portable classrooms to accommodate student enrollment that has grown beyond the capacity of the permanent facilities. Other uses of developer fees may include construction of school facilities including interim housing, professional services necessary to construct facilities, studies to make findings, maintenance of school facilities, and administrative cost associated with developer fees.

A. Background

Government Code Sections 66006 and 66001 provide that the District shall make available to the public certain information and adopt prescribed findings relative to school facility fees adopted pursuant to Education Code Section 17620 and Government Code Sections 65995 (Level 1 fees and commercial/industrial fees, collectively "Statutory School Facility Fees") and Government Code Sections 65995.5, 65995.6 and 65995.7 (Level 2 fees or "Alternative School Facility Fees"). The foregoing fees are collectively referred to as "Reportable Fees". The described information and findings contained in this Annual and Five-Year Reportable Developer Fees Report ("Report") relate to Reportable Fees that the District received, expended, or may expend in connection with school facilities in order to accommodate additional students from new and other residential development, as well as commercial and industrial construction (collectively referred to as "Development") if funded or partially funded with Reportable Fees. The Reportable Fees only include money in possession of the District and does not include letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

B. Reporting Requirements

Section 66000-66008 of the Government Code outlines when a school district can levy a fee and the annual reporting procedures that are required. In 1996, the legislature enacted two (2) changes related to the payment and reporting of school fees. The changes are outlined below:

Assembly Bill (AB) 3081 (Olberg) - Right to Protest

AB 3084 requires that notice of the right to protest payment be given by the school district before the applicable 180-day statute of limitation begins to run. The statute of limitation, if such notice is given, bars judicial review of school fees or mitigation amounts as well as payments.

Senate Bill 1693 (Monteith) - Detail Reporting Requirements

Effective January 1, 1997, SB 1693 requires more detailed reporting process to be complied with by December 31, 1997, and annually thereafter. It also requires certain findings to be made that may trigger a required refund by the school district of funds held to construct future school facilities.

This report and the associated Board of Education agenda item meet the reporting requirements of SB 1693 and Government Code Section 66006(b).

C. Use of Developer Fees

School facilities fees levied against new residential, commercial, and industrial development will be used only to finance school facilities necessary to accommodate students generated from such new development, including but not limited to:

- All costs associated with the construction or reconstruction of school facilities.
- All costs associated with providing additional space or interim housing to accommodate additional students.
- The costs of performing studies or otherwise making the findings and determinations required by law.
- To pay any bonds, notes, loans, leases, or other installment agreements.
- To finance projects for one or more participating school districts or to an authority as authorized by law.
- Maintenance and Repair of school facilities which is not regular and routine.
- The reimbursement of administrative costs.

II. ANNUAL REPORT

In accordance with Government Code 66006(b)(1) and (2), the District hereby presents the following information for fiscal year 2010/2011:

A. Description of the Type of Reportable Fees in the Account or Sub-account(s) of the School District

The Reportable Fees of the School District for fiscal year 2010/2011 consist of Statutory School Fees and Alternative School Facility Fees. The foregoing fees are collectively referred to as "Reportable Fees".

B. Amount of Reportable Fees

The Reportable Fees were authorized to be levied on Development by the Board of Education of the District at the time the Reportable Fee was adopted. As shown in the District's Fee Justification Study ("FJS") and School Facilities Needs Analysis ("SFNA"), the Reportable Fees only partially mitigate the impacts to the District caused by Development because the Reportable Fee amounts do not adequately fund the District's school facilities needs resulting from additional development within the District (Government Code Section 66006(b) (1) (A)).

Statutory School Facility Fees (Government Code Section 66006(b) (1) (B))

Level 1 Residential (Less than 500 square feet)	\$ 2.97 per square foot	
Level 1 Commercial/Industrial	\$ 0.47 per square foot	

As of July 14, 2008 to Present

Alternative School Facilities Fees (Government Code Section 66006(b) (1) (B))

Level 2 Residential (ONLY)	\$4.75 per square foot
As of August 24, 2011 to B	

As of August 24, 2011 to Present

C. Beginning and Ending Balance, Reportable Fees Collected, Interest Earned and Expenditures of the Fund (Government Code Section 66006(b) (1) (C) and (D)):

	Reportable Fees \$ 341,662.52	
Beginning Balance (07/01/10)		
Reportable Fees Collected	\$ 600,898.62	
Community Development Fund	\$ 463,014.66	
Interest Earned	\$ 3,866.10	
Total Assets	\$1,409,441.90	
Expenditures	<\$265,055.12>	
Ending Balance (06/30/11):	\$ 1,144,386.78	

D. Identification of Each District Project on Which Reportable Fees Were Expended Including the School Facilities Project ("Project") Total and Percentage of the Project Cost that was Funded with Reportable Fees (Government Code Section 66006(b)(1)(E)):

Type of Expenditures	Amount	Percent of Project Total Funded w/ Reportable Fees
Travel and Conferences	\$31,437.75	100%
Rentals, Leases, Repairs and non- capitalized improvements	\$171,387.35	10%
Professional Consulting Services and Operating Expenditures	\$25,893.81	100%
Portable Returns and Disconnects	\$36,201.69	40%
New Building and Building Improvements	\$134.52	0.01%
TOTAL Expenditures	\$265,055.12	

E. When the District Accumulates Sufficient Funds to Complete Project(s) for Which It Previously Identified as Intending to Spend Reportable Fees, the District Needs to Identify the Approximate Date It Will Commence Construction on Such Project(s) (Government Code 66006(b)(1)(F)):

The District has determined that at the close of fiscal year 2010/2011, Reportable Fees and other sources of funding were not sufficient to complete the financing of additional school facilities of the District.

F. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

No interfund transfers were made to the account for fiscal year 2010/2011.

G. The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.

Per Section 66001(e)

None

Per Section 66001(f)

None

II. FIVE-YEAR REPORT

For the fifth fiscal year following the first deposit into the Fund, and every five years thereafter, the District is required to make all of the following findings with respect to that portion of the Fund remaining unexpended, whether committed or uncommitted. At the close of the fiscal year 2010-2011, there remained \$ 1,144,386.78 in the Fund (Government Code Section 66001(d).

A. Identification of All Projects for Which the Reportable Fees Will be Expended in the Future:

The purpose of the Reportable Fees imposed and collected on Development within the District is to fund additional school facilities required to serve the students of the District generated by Development within the District. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities to accommodate new growth from new development including, but not limited to, adding additional classrooms, technology, and acquiring and installing additional portable classrooms (Government Code Section 66001(d)(1)(A)).

Further information regarding such Project(s) is set forth in the following chart:

Project Name	Source of Funds	Amount of Anticipated Funding From Each Source ²	Project Total ³
High Priority Capital Facilities Outlay Projects	Developer Fees	\$ 600,898.62	\$ 600,898.62
Portable Classroom Leases	Developer Fees	\$ 171,387.35	\$ 171,387.35
Portable Classroom Purchases	Developer Fees	\$ 1,200,000.00	\$ 5,330,000.00*

^{*} Unfunded balance of \$ 4.13 million

B. Demonstration of a Reasonable Relationship Between the Reportable Fees and the Purposes for Which They are Charged:

As shown in the FJS and/or SFNA, there is a roughly proportional, reasonable relationship between the Development upon which the Reportable Fees are charged and the need for additional school facilities by reason of the fact that additional students will be generated by additional Development within the District, and the District does not have student capacity in its existing school facilities to accommodate these new students. Furthermore, the Reportable Fees charged on Development will be used to

See chart in Paragraph C below for applicable sources of funds.

² The total in this column should equal the total in Line 10 of the chart in paragraph C below.

fund school facilities that will be used to serve the students generated from Development. The Reportable Fees do not exceed the costs of providing such school facilities for new students (Government Code Section (d)(1)(B)).

C. Identification of All Sources and Amounts of Funding Anticipated to Complete Incomplete Projects Identified by the District in Paragraph A Above and Approximate Date Funding Is Expected to Be Deposited. (Government Code Section 66001(d)(1)(C) and (D):

	Source of Funding	Amount of Funding Anticipated to Complete Incomplete Projects	Approximate Date Funding Expected to Be Deposited
1.	State Funding Program Funds	\$ 0	
2.	State Hardship Funds	\$ 0	
3.	Community Facilities Districts	\$0	
4.	General Obligation Bond Proceeds (Not Authorized, Only Issued)	\$ 0	
5.	Redevelopment Pass-Through Agreements	\$ 0	
6.	Reportable Fees	\$ 1,972,286	Over next 2 years
7.	Mitigation Payments	\$ 0	
8.	Certificates of Participation	\$ 0	
9.	SB-201 Fees (Government Code Section 65970, et seq.)	\$ 0	
10.	Total Funding (Add Lines 1 – 9 above)	\$ 1,972,286	
11.	Total Costs of All Incomplete Projects	\$ 6,102,286	
12.	Minus Total of All Funding Sources (Enter from Line 10 above).	\$ 1,972,286	
13.	Unfunded Balance (Line 11, minus Line 12)	\$ 4,130,000	

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Approval of Traditional Instructional Calendars for 2012-13 School Year

ITEM:

Action

SUBMITTED BY:

Juan M. López, Associate Superintendent, Human Resources

PREPARED BY:

Art Jimenez, Director, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval for the traditional instructional calendars for the 2012-13 school year. The instructional calendars reflect the 2011-12 school year calendar, with one-week Thanksgiving Recess, one-week Spring Recess, and a three-week Winter Recess.

The calendars for the 2012-13 school year, will provide benefits to the District, such as:

- Creates an individual calendar specific to each grade level span (Elementary, Intermediate, and High School) for clearer understanding.
- Provides consistency in the District's school year calendars from 2011-12 through 2012-13.
- Focuses on standardized testing windows and high school final exams.
- Allows for preparation and implementation of summer school programs.

First week of school:

Wednesday, August 22 through Friday, August 24, 2012

Final day of instruction:

Thursday, June 13, 2013

RATIONALE:

The Calendar Committee, comprised of certificated, classified, and management staff, provided input and approval.

Attached are copies of the instructional calendars for 2012-13:

Elementary	Traditional	185.5 days*
Intermediate	Traditional	185.5 days*
High School	Traditional	185.5 days*

^{*}Includes three duty days and two and a half Professional Development Days

RECOMMENDATION:

Approve the traditional instructional calendars for the 2012-13 school year.

Santa Ana Unified School District 2012-2013 ELEMENTARY Traditional School Calendar

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2. FIRST Day of Instruction: August 22, 2012	November 6 & 7, 2012	Total: 15 hours (2.5 Professional Deve
DAYS OF INSTRUCTION	February 5 & 6, 2013	AP TESTING DATES
1. Students attend school 180 days	March 12 & 13, 2013	To Be Determined
2. One additional modified day to be determined by site	May 14 & 15, 2013	
PROGRAM VERIFICATION WINDOW		
1. August 6, 2012 - August 13, 2012		

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE: Approval to Call for Public Hearing to Re-open Santa Ana Educators'

Association Initial Bargaining Proposal for 2012-13 School Year to Santa

Ana Unified School District

ITEM: Action

SUBMITTED BY: Juan M. López, Associate Superintendent, Human Resources PREPARED BY: Chad Hammitt, Assistant Superintendent, Personnel Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval to call for a public hearing to re-open the Santa Ana Educators' Association Initial Bargaining Proposal for the 2012-13 school year to the Santa Ana Unified School District. This is in accordance with Government Code Section 3547 and Board Policy 2000.

RATIONALE:

Under provision of the Government Code and Board Policy referenced above, the proposal must be "sunshined" to the public and an opportunity provided for public comment at a subsequent Board meeting.

At the Board meeting of January 10, 2012, the public will be given the opportunity to comment.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the call for a public hearing to re-open the Santa Ana Educators' Association Initial Bargaining Proposal for the 2012-13 school year to the Santa Ana Unified School District.

JML:nr

Santa Ana Educators' Association

Initial Proposal

To

Santa Ana Unified School District

2012 - 2013

SAEA proposes the following:

1. Article V: Evaluation Procedures

A. Modify and clarify Informal Observations and "Walk-Throughs".

2. Article VII: Wages and Wage Provisions

- A. Provide a fair and reasonable salary increase based upon budget analysis.
- B. Adjust and modify language regarding factors, stipends and extra service assignments.

3. Article VIII: Hours of Work

- A. Include Kindergarten MOU.
- B. Modify and clarify work year, work day and meeting/activities language.

4. Article XV: Employee Benefits

- A. Provide a fair and reasonable reduction of employee and retiree tenthly contributions based upon budget analysis.
- B. Amend 15.7 to match current legislation surrounding dependent eligibility and coverage.

5. Article XXVI: Special Services

- A. Define and clarify special education case loads.
- B. Provide equitable collaboration, testing and IEP writing time for special education teachers.
- C. Clarify scheduling of IEP, RTI, SST (et. al.) meetings outside of the school day.

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Approval of Memorandum of Understanding Between Santa Ana

Educators' Association and Santa Ana Unified School District Regarding

After School Programs

ITEM:

Action

SUBMITTED BY: PREPARED BY:

Juan M. López, Associate Superintendent, Human Resources

Chad Hammitt, Assistant Superintendent, Personnel Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the Memorandum of Understanding (MOU) between the Santa Ana Educators' Association (SAEA) and the Santa Ana Unified School District (SAUSD) regarding the After School Programs and the settlement of all issues related to the Public Employment Relations Board (PERB) case LA-CE-5382-E.

Under the provisions of Government Code Section 3457.5, local educational agencies are required to publicly disclose the provisions of all agreements before entering into a written agreement.

RATIONALE:

Under AB 2756, the Superintendent and the Chief Business Official are required to certify that costs incurred under the MOU can be met during the term of the agreement, along with the corresponding budget reductions.

This agreement shall withdraw with prejudice PERB case LA-CE-5382-E and supersede and eliminate all prior MOUs between SAEA and SAUSD regarding the After School Programs.

FUNDING:

ASES/21st Century Program and 21st Century Supplemental Program Funds

RECOMMENDATION:

Approve the Memorandum of Understanding between the Santa Ana Educators' Association and the Santa Ana Unified School District regarding the After School Programs.

JML:nr

Memorandum of Understanding #201112-01 Between Santa Ana Educators' Association and Santa Ana Unified School District

December 1, 2011

The following constitutes an agreement between the Santa Ana Educators' Association (SAEA) and the Santa Ana Unified School District (SAUSD) regarding the After School Program that is granted to the Santa Ana Unified School District and administered by Think Together. This MOU shall settle all issues related to the Public Employment Relations Board Case LA-CE-5382-E and all pending grievances as they relate to Think Together. Upon signing and ratification by each party, PERB Case LA-CE-5382-E shall be withdrawn with prejudice. This MOU supersedes and eliminates all prior MOUs between SAEA and SAUSD regarding ASESP, ASES, 21st Century, and Afterschool grants.

Think Together administers 2 types of programs that serve SAUSD students: 1) ASES/21st Century Afterschool programs for 180 school days; 2) 21st Century Supplemental Program that occur on non-school days, school holidays, and Saturdays, and during Summer Enrichment (all programs in this MOU are referred to as Programs).

1. Hiring:

ASES/21st Century Afterschool Program:

Unit members assigned to the ASES/21st Century Afterschool programs shall continue to be employed in positions as SAUSD Afterschool Site Coordinators. SAUSD Afterschool Site Coordinators shall maintain their positions as Afterschool Site Coordinators employed by SAUSD at the hourly rate of Factor F (currently \$51.49 per hour). If a unit member working in an Afterschool Site Coordinator position resigns his/her position, then the position shall be posted for 5 days to all of the unit members at the site where the vacancy exists. In the case when more than one unit member applies for the position, the unit member shall be selected for the Afterschool Site Coordinator position based upon the criteria used for summer school (CBA 16.2.1). If, after 5 days of posting, no unit member at the site applies for the Afterschool Site Coordinator position, then the position shall be open to non-bargaining unit applicants.

Regarding the one (1) full-time Coordinator employed by SAUSD in this program the salary shall be based upon the current full-time coordinator's placement on the salary schedule as a full-time unit member, including health and welfare benefits. If the current employee resigns from employment with SAUSD or transfers to another unit member assignment, the position shall then be posted and filled in the same manner as the hourly Afterschool Site Coordinator positions are filled as set forth above.

21st Century Supplemental Program:

Unit members may be employed in the 21st Century Supplemental Program to provide the academic component of the Programs. Unit members working in these programs shall be employed by Think Together and shall be paid the hourly rate of Factor C (currently \$40.40 per hour) to provide academic content at a ratio of 20 students to 1 unit member. Think Together shall select unit members to work in the program utilizing the Summer School selection criteria as outlined in Article 16.2.1 of the Collective Bargaining Agreement (CBA).

When unit members are selected for the Programs, there shall be a paid orientation meeting for the Programs where they will be provided with written notification listing the expectations for unit members working in the Program and it is expected that unit members will comply with these expectations.

2. <u>Dismissal from the Programs:</u>

Except in cases where immediate removal and discipline are required, unit members shall only be removed from the Programs on or after the third (3rd) non-compliance issues related to their performance in the Programs. SAUSD will make the determination of whether unit members meet the expectations. Removal from the Programs shall be conducted by SAUSD and will result in dismissal from employment with Think Together. Such removal from the Programs shall not impact the unit member's personnel file. Unit members who are removed from the program shall be entitled to due process and representation throughout the process of discipline that may lead to dismissal from the Programs.

3. Discipline:

Unit members working in the Programs administered by Think Together shall not be subject to disciplinary action by Think Together. All disciplinary matters shall be referred to SAUSD administration pursuant to the provisions of the SAEA/SAUSD Collective Bargaining Agreement.

Unit members have the right to due process and SAEA representation at all meetings or conferences that are disciplinary or reasonably perceived by the unit member to be disciplinary in nature.

4. Evaluation:

Unit members working in any of the programs administered by Think Together shall not be evaluated by Think Together. The full-time Site Coordinator shall be evaluated pursuant to the CBA and the hourly employees' performance shall be reviewed regarding meeting expectations as set forth above.

5. Joint Afterschool Advisory Committee:

A Joint Afterschool Advisory Committee shall be formed with three (3) members appointed by the SAEA President and three (3) members appointed by the SAUSD Associate Superintendent Human Resources. This committee shall meet if requested by SAEA or SAUSD within 5 duty days of the request and shall review the implementation of the provisions of this MOU.

6. Withdrawal of PERB Case LA-CE-5382-E:

The signing of this MOU by both parties and the ratification by each party's respective Boards shall result in PERB Case LA-CE-5382-E being withdrawn with prejudice by SAEA within 20 duty days of the ratification of this MOU.

7. Pending Grievances:

All pending grievances related to Think Together and the after school programs will be considered resolved with the signing and ratification of this MOU.

8. This MOU shall be non-precedent setting.

This MOU will not be effective and Executive Board and the SAUSD Bo	d enforceable until approved by both the SAEA
Juan Lopez Associate Superintendent, HR Santa Ana Unified School District	Susan Mercer President Santa Ana Educators' Association
	12/1/11 Date
SAUSD Board of Ed. Approval Date	SAEA Executive Board Approval Date

Orange County Department of Education District Fiscal Services

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District:	SANTA ANA UI	NIFIED SCHOOL DIST	RICT	
Name of Bargaining Unit:		ators' Association		
Certificated, Classified, Other:	Certificated			
The proposed agreement covers the	period beginning:	December 1, 2011	and ending:	June 30, 2012
The Governing Board will act upor	this agreement on:	(date) December 13, 2011 (date)		(daté)

A. Proposed Change in Compensation

	Compensation	Annual Cost Prior to		Fiscal I	npact o	of Proposed Agi	eemei	nt
L		Proposed Agreement		Year I se/(Decrease) / 2011-12		Year 2 rease/(Decrease) FY 2012-13	Inc	Year 3 crease/(Decrease) FY 2013-14
1	Salary Schedule Increase (Decrease)	\$	\$	•	S	-	\$	-
2	Step and Column Increase (Decrease) Due to movement plus any changes due to settlement	\$ -	S	-	s		S	-
3	Other Compensation - Increase (Decrease) (Stipends, Bonuses, Longevity, Overtime, etc.) Increase of hourly rate from \$50 to \$51.49	s -	S	4,013	\$	6,688	\$	6,688
	Description of other compensation:							
4	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare etc.	\$ -	\$	647	\$	1,854	\$	1,854
5	Health/Welfare Plans	\$ -	\$	•	\$		\$	
	Total Compensation - Increase (Decrease) (Total Lines 1-5)	\$ -	S	4,660	\$	8,542	\$	8,542
Ш	Total Number of Represented Employees (Use FTEs if appropriate)							
8	Total Compensation <u>Average</u> Cost per Employee			n/a		n/a		n/a

	Public Disclosure of Proposed Collective Bargaining Agreement Page 2
9.	What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?
	n/a
10.	Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)
	n/a
11.	Please include comments and explanations as necessary.
	The Memorandum of Understanding (MOU) #201112-01 between Santa Ana Educators' Association (SAEA) and Santa Ana Unified School District (SAUSD), reached on December 1, 2011, shall settle all issues related to the Public Employment Relations Board (PERB) Case LA-CE-5382-E. This MOU supersededs and eliminates all prior MOUs between SAEA and SAUSD regarding ASESP, ASES, 21st Century, and After school grants.
	The increase cost of employee compensation is due to the hourly rate increase from \$50 to \$51.49 for District's certificated employees who are assigned to the ASES/21st Century After school programs as SAUSD After school Site Coordinators.
12.	Does this bargaining unit have a negotiated cap for Health and Welfare benefits' Yes No
	If yes, please describe the cap amount.
	n/a
В.	Proposed Negotiated Changes in Noncompensation Items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)
	The MOU covers noncompensation items such as Dismissal from the Programs, Discipline, and Evaluation.
C.	What are the specific impacts on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.) n/a

	Public Disclosure of Proposed Collective Bargaining Agreement Page 3
D.	What contingency language is included in the proposed agreement? Include specific areas identified reopeners, applicable fiscal years, and specific contingency language.
E.	Will this agreement create, increase or decrease deficit financing in the current or subsequent year(s)? "Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so. No. The compensation cost is funded with After School Education and Safety (ASES) funds.
F.	Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.
G.	Source of Funding for Proposed Agreement 1. Current Year After School Education and Safety (ASES)
	2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)? n/a
	3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.) Since the projected cost increases are minimal for the subsequent years, the ASES funds will pick them
	in provided the District continues to provide the Continues to provide the District continues to provide the District continues to provide the Con

up provided the District continues to receive the funding. Otherwise, another funding will have to be

determined if the District continues to run the programs.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Enter Bargaining Unit		Column 1	7			Column 3		Column 4		
	Latest Board- Approved Budget Before Settlement (As of 09/27/11)		Approved Budget Before Settlement			stments as a of Settlement	_	er Revisions		al Current Budge Columns 1+2+3)
REVENUES	200					210-00-00				
Revenue Limit Sources (8010-8099)	3	268,510,160	\$		\$	•	5	268,510,160		
Remaining Revenues (8100-8799)	\$	48,574,215	S		\$		\$	48,574,215		
TOTAL REVENUES	\$	317,084,375	\$	-	S		\$	317,084,375		
EXPENDITURES	000		Estaid	STORESTONE	DESCRIPTION OF THE PERSON OF T	Sign Committee	stan	On and output participation		
Certificated Salaries (1000-1999)	\$	161,202,406	S	•	\$	<u> </u>	S	161,202,406		
Classified Salaries (2000-2999)	\$	38,730,117	\$	-	S		S	38,730,117		
Employee Benefits (3000-3999)	\$	68,802,335	1		\$		s	68,802,335		
Books and Supplies (4000-4999)	\$	3,792,319			S		S	3,792,319		
Services, Other Operating Expenses (5000-5999)	S	18,515,548	S	- Company	\$		S			
Capital Outlay (6000-6599)	S	256,572	S		\$	-	\$	18,515,548		
Other Outgo (7100-7299) (7400-7499)	\$	600,000	S	59 - 62 - T35 S4	\$			256,572		
Direct Support/Indirect Cost (7300-7399)	\$	(3,996,754)	200 E				S	600,000		
Other Adjustments	100000	(3,770,734)	S STEELS	70 miles 20 9752	\$	-	2	(3,996,754)		
TOTAL EXPENDITURES						574.27				
	S	287,902,543		-	\$	-	2	287,902,543		
OPERATING SURPLUS (DEFICIT)	S	29,181,832	\$	721	\$	-	S	29,181,832		
TRANSFERS IN & OTHER SOURCES (8910-8979)	S	-	S		\$	- 1877	S	-		
TRANSFERS OUT & OTHER USES (7610-7699)	\$	3,985,044	\$	301	\$	-	\$	3,985,044		
CONTRIBUTIONS (8980-8999)	\$	(52,472,899)	\$	-	\$		S	(52,472,899)		
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	s	(27,276,111)	s		\$	_	\$	(27,276,111)		
BEGINNING BALANCE	\$	78,279,529		2012			S	78,279,529		
Prior-Year Adjustments/Restatements (9793/9795)	\$	-	in the			ATT DOOR	\$			
CURRENT-YEAR ENDING BALANCE	s	51,003,418	\$	0041010101000	\$	-	\$	51,003,418		
COMPONENTS OF ENDING BALANCE:			07450	(a. 3) e. 5	in No.		Resid	ZASTATROSTANI		
Nonspendable Reserves (9711-9719)	\$	2,977,359	\$	-	\$		S	2,977,359		
Restricted Reserves (9740)	\$		5		S	200000000000000000000000000000000000000	5	2,711,000		
Stabilization Arrangements (9750)	\$	15,000,000	\$	100	\$		\$	15,000,000		
Other Commitments (9760)	\$		\$		\$		\$	15,000,000		
Other Assignments (9780)	S	23,133,238	\$		<u>s</u>		\$	23,133,238		
Reserve for Economic Uncertainties (9789)	\$	9,892,820	\$		<u>s</u>					
Jnassigned/Unappropriated (9790)	\$.,072,020					\$	9,892,820		
	2	•	\$	•	\$	-	\$			

^{*} Please see question on page 7.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Enter Bargaining Uni	T	Column 1	Column 2	HOU	Column	T 01		
	B	Latest Board- pproved Budget efore Settlement As of 09/27/11)	Adjustments as a Result of Settlemen		Column 3 ther Revisions		Column 4 al Current Budge Columns 1+2+3)	
REVENUES	100			E IEUs		1255		
Revenue Limit Sources (8010-8099)	\$	9,754,918	S -	\$	LT STATE AND ADDRESS	5	9,754,918	
Remaining Revenues (8100-8799)	15	130,991,356	\$ -	S		S	130,991,356	
TOTAL REVENUES	\$	140,746,274	s -	\$		\$	140,746,274	
EXPENDITURES	500			1			170,770,274	
Certificated Salaries (1000-1999)	\$	79,270,216	\$	S	-	S	20 220 216	
Classified Salaries (2000-2999)	15	26,092,544		S			79,270,216	
Employee Benefits (3000-3999)	\$	35,576,677		\$		\$	26,092,544	
Books and Supplies (4000-4999)						S	35,576,677	
	\$	11,269,909		\$	-	5	11,269,909	
Services, Other Operating Expenses (5000-5999)	\$	33,347,533	s -	\$	040888910	\$	33,347,533	
Capital Outlay (6000-6599)	\$	235,000	S -	\$		S	235,000	
Other Outgo (7100-7299) (7400-7499)	\$	4,396,250	\$ -	\$	-	\$	4,396,250	
Direct Support/Indirect Cost (7300-7399)	\$	2,895,044	\$ -	S		S	2,895,044	
Other Adjustments	1000			(Cons	a National	200	al market in a	
TOTAL EXPENDITURES	\$	193,083,173	\$ -	S	Kitting U.S. See	\$	193,083,173	
OPERATING SURPLUS (DEFICIT)	\$	(52,336,899)	s -	\$		S	(52,336,899)	
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$	100 000 000 0	\$ -	S		\$	(32,330,699)	
TRANSFERS OUT & OTHER USES (7610-7699)	\$	1,532,711	S .	\$		\$		
CONTRIBUTIONS (8980-8999)	\$	52,472,899	\$ -	S	-	_	1,532,711	
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	s	(1,396,711)		\$	-	\$ \$	52,472,899	
				200		20.00	(1,370,711)	
BEGINNING BALANCE	\$	7,032,738		Sugar		S	7,032,738	
Prior-Year Adjustments/Restatements (9793/9795)	S					\$		
CURRENT-YEAR ENDING BALANCE	\$	5,636,027	\$ -	\$		\$	5,636,027	
COMPONENTS OF ENDING BALANCE:			Market Tree	Notice of	noestrate	III Z	5,050,027	
Jonspendable Reserves (9711-9719)	\$	ewig to resid	\$ -	\$	-	\$		
Restricted Reserves (9740)	\$	5,636,027	S -	\$		\$	5,636,027	
tabilization Arrangements (9750)	S		s -	\$		3	3,030,027	
Other Commitments (9760)	5		\$	8	Company of the last	5		
Other Assignments (9780)	S	THE PARTY OF	5	5		2		
eserve for Economic Uncertainties (9789)	5	The Later of the L	\$	3		1	228200	
nassigned/Unappropriated (9790)	5					8	-	
Please see question on page 7	0,00			S		2		

^{*} Please see question on page 7.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Enter Bargaining Unit: Santa Ana Educators' Association Column 1 Column 2 Column 3 Column 4 Latest Board-Adjustments as a Other Revisions Total Current Budget Approved Budget Result of Settlement (Columns 1+2+3) Before Settlement (As of 09/27/11) REVENUES Revenue Limit Sources (8010-8099) 278,265,078 S 278,265,078 Remaining Revenues (8100-8799) 179,565,571 \$ \$ \$ 179,565,571 TOTAL REVENUES 457,830,649 \$ S s 457,830,649 **EXPENDITURES** Certificated Salaries (1000-1999) \$ 240,472,622 \$ 5 240,472,622 Classified Salaries (2000-2999) S 64.822.661 \$ \$ S 64,822,661 Employee Benefits (3000-3999) S 104,379,012 \$ S 104,379,012 2 Books and Supplies (4000-4999) 15,062,228 \$ \$ 15,062,228 \$ Services, Other Operating Expenses (5000-5999) \$ 51,863,081 \$ S \$ 51,863,081 Capital Outlay (6000-6599) \$ 491.572 \$ \$ 491,572 Other Outgo (7100-7299) (7400-7499) 4,996,250 \$ S S 4,996,250 Direct Support/Indirect Cost (7300-7399) S (1,101,710) \$ (1,101,710)Other Adjustments TOTAL EXPENDITURES \$ 480,985,716 \$ 2 480,985,716 OPERATING SURPLUS (DEFICIT) \$ (23,155,067) \$ (23,155,067) . \$ S TRANSFERS IN & OTHER SOURCES (8910-8979) S S \$ TRANSFERS OUT & OTHER USES (7610-7699) 5,517,755 \$ \$ 5,517,755 S CONTRIBUTIONS (8980-8999) \$ \$ 2 \$ CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE \$ (28,672,822) \$ \$ (28,672,822)BEGINNING BALANCE \$ 85,312,267 \$ 85.312.267 Prior-Year Adjustments/Restatements (9793/9795) \$ CURRENT-YEAR ENDING BALANCE 56,639,445 \$ \$ 56,639,445 COMPONENTS OF ENDING BALANCE: Nonspendable Reserves (9711-9719) \$ 2,977,359 \$ \$ \$ 2,977,359 Restricted Reserves (9740) S 5,636,027 \$ \$ \$ 5,636,027 Stabilization Arrangements (9750) S 15,000,000 \$ \$ \$ 15,000,000 Other Commitments (9760) S \$ S \$ Other Assignments (9780) \$ 23,133,238 \$ \$ \$ 23,133,238 Reserve for Economic Uncertainties (9789) \$ 9,892,820 \$ \$ \$ 9,892,820 Unassigned/Unappropriated (9790) \$. \$ \$. S

Please see question on page 7.

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund

	nit: Santa Ana Educato		T	2012-13	T	2013-14
	To	tal Current Budget After Settlement		t Subsequent Year After Settlement	Secon	nd Subsequent Yea
REVENUES	RIVE S		I Con	A Company of the	D-1700	
Revenue Limit Sources (8010-8099)	\$	278,265,078	\$	284,605,739	S	290,814,764
Remaining Revenues (8100-8799)	\$	179,565,571	\$	162,839,502	S	154,098,772
TOTAL REVENUES	\$	457,830,649	S	447,445,241	s	444,913,536
EXPENDITURES	2100	Act of the second	i i i i i i i i i i i i i i i i i i i	Control of the second section of the	pointee	771,775,550
Certificated Salaries (1000-1999)	S	240,472,622	S	244,071,771	S	249,149,574
Classified Salaries (2000-2999)	\$	64,822,661	\$	66,190,669	\$	67,852,74
Employee Benefits (3000-3999)	s	104,379,012	s	111,308,186	\$	119,107,377
Books and Supplies (4000-4999)	\$	15,062,228	\$	16,385,737	S	16,506,473
Services, Other Operating Expenses (5000-5999)	\$	51,863,081	\$	53,847,959	\$	55,517,246
Capital Outlay (6000-6999)	s	491,572	\$	468,899	S	483,435
Other Outgo (7100-7299) (7400-7499)	s	4,996,250	S	5,131,148	S	5,290,214
Direct Support/Indirect Cost (7300-7399)	\$	(1,101,710)	\$	(1,103,479)	-3	(1,092,843
Other Adjustments			\$	(37,232,104)		(76,111,106
IOTAL EXPENDITURES	S	480,985,716	\$	459,068,786	\$	436,703,111
OPERATING SURPLUS (DEFICIT)	s	(23,155,067)	\$	(11,623,545)	s	8,210,425
RANSFERS IN & OTHER SOURCES (8910-8979)	\$		\$	13,176,759	\$	0,210,120
RANSFERS OUT & OTHER USES (7610-7699)	s	5,517,755	S	5,666,734	S	5,842,403
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	s	(28,672,822)	\$	(4,113,520)		2,368,022
						2,500,022
BEGINNING BALANCE	\$	85,312,267	S	56,639,445	\$	52,525,925
CURRENT-YEAR ENDING BALANCE	s	56,639,445	\$	52,525,925	\$	54,893,947
COMPONENTS OF ENDING BALANCE:	1000					
lonspendable Reserves (9711-9719)	S	2,977,359	\$	2,977,359	\$	2,977,359
estricted Reserves (9740)	\$	5,636,027	\$	1,394,712	\$	
tabilization Arrangements (9750)	S	15,000,000	\$	5,250,000	S	9,750,000
ther Commitments (9760)	s		S	-	\$	
ther Assignments (9780)	S	23,133,238	\$	33,686,438	\$	33,241,745
eserve for Economic Uncertainties (9789)	\$	9,892,820	\$		\$	8,924,843
nassigned/Unappropriated (9790)	S	. 1	\$		\$	2,2 2,010

J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2011 12	2012 12	
	<u>[</u>	2011-12	 2012-13	2013-14
Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$	486,503,471	\$ 464,735,520	\$ 442,545,514
State Standard Minimum Reserve Percentage for this District enter percentage:		2.00%	 2.00%	 2.00%
State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. OR \$50,000	\$	9,730,069	\$ 9,294,710	\$ 8,850,910

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

1	General Fund Budgeted Unrestricted						
a.	Stabilization Arrangements (9750)	\$	15,000,000	\$	5,250,000	\$	9,750,000
	General Fund Budgeted Unrestricted Reserve					Ť	3,700,000
<u>ь.</u>	for Economic Uncertainties (9789)	\$	9,892,820	\$	9,217,416	\$	8,924,843
	General Fund Budgeted Unrestricted				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-	0,721,043
c.	Unassigned/Unappropriated (9790)			1	i		
	General Fund Negative Ending Balances in				-		 -
d.	Restricted Resources	\$		S		\$	
	Special Reserve Fund (Fund 17) Budgeted					<u> </u>	
e.	Stabilization Arrangements (9750)	\$	-	\$	-	\$. [
	Special Reserve Fund (Fund 17) Budgeted Reserve						
f.	for Economic Uncertainties (9789)		9				j
	Special Reserve Fund (Fund 17) Budgeted						
g.	Unassigned/Unappropriated (9790)	\$	-	\$	_	\$	_
						<u> </u>	
h.	Total Available Reserves	\$	24,892,820	\$	14,467,416	\$	18,674,843
	Total Assidable Reserves Bosses						
<u> </u>	Total Available Reserves Percentage		5.12%		3.11%		4.22%

3.	Do	unrestricted	reserves i	meet t	he state	minimum	reserve	amount?
----	----	--------------	------------	--------	----------	---------	---------	---------

2011-12	Yes X	
2012-13	Yes X	No
2013-14	Yes X	No

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

	Public Disclosure of Proposed Collective Bargaining Agreement Page 7
5.	If the total amount of the adjustment in Column 2 on Page 4 does not agree with the amount of the Total Compensation Increase in Section A, Line 5, Page 1 (i.e., increase was partially budgeted), explain the variance below:
	n/a
6.	Please include any additional comments and explanations of Page 4 as necessary:

n/a

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

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

hereby certify that the District can meet the costs incurred under the	Unified School District, Collective Bargaining Agreement
and the Santa And Educator's	Association Bargaining Unit,
during the term of the agreement from December 1, 2011 to J	June 30, 2012.
The budget revisions necessary to meet the costs of the agreement in each years.	ear of its term are as follows:
Budget Adjustment Categories:	Budget AdjustmentIncrease (Decrease)
	Increase (Decrease)
Revenues/Other Financing Sources	-
Expenditures/Other Financing Uses	<u> </u>
Ending Balance Increase (Decrease)	
N/A X (No budget revisions necessary)	
District Superintendent	Date
(Signature)	Date
Chief Business Officer	Date
(Signature)	

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial is submitted to the Governing Board for public disclosure of the maj in the "Public Disclosure of Proposed Bargaining Agreement") in account Government Code Section 3547.5.	or provisions of the agreement (as provided
District Superintendent (or Designee) (Signature)	Date
President or Clerk of Governing Board (Signature)	Date
Swandayani Singgih Contact Person	(714) 558-5895 Phone

AGENDA ITEM BACKUP SHEET **December 13, 2011**

Board Meeting

TITLE:

Approval of New Job Description, Categorical Programs Technician

ITEM:

Action

SUBMITTED BY: Juan M. López, Associate Superintendent, Human Resources

PREPARED BY:

Art Jimenez, Director, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the new job description, Categorical Programs Technician. This position will report to the Director of English Learner Programs and Student Achievement Department and/or designee.

This new job description will align the current duties and responsibilities that are being performed in the English Learner Programs and Student Achievement Department.

The new position will replace the current position of Data Entry Technician in the English Learner Programs and Student Achievement Office only.

RATIONALE:

This position is essential in organizing the technical functions of the English Learner Programs and Student Achievement Department. This position will be responsible for all technical aspects of State and federal categorical programs and support services including community outreach activities and supplemental educational services. There will be an increased cost from \$3,959 to \$4,156.

Santa Ana Unified School District administration met with California School Employees Association regarding this job description on August 29, 2011, October 5, 2011, October 26, 2011, and November 15, 2011.

The new job description is attached.

FUNDING:

Categorical Programs Fund: Classified Salary Schedule: Grade 28 - \$3,251-\$4,156 (This position will replace the Data Entry Technician which is a funded, existing position.)

RECOMMENDATION:

Approve the new job description of Categorical Programs Technician.

JML:nr

SANTA ANA UNIFIED SCHOOL DISTRICT

CATEGORICAL PROGRAMS TECHNICIAN

BASIC FUNCTION:

Under general direction of Director of English Learner Programs & Student Achievement and/or designee, assists with the coordination, development, and monitoring of categorical programs support services.

REPRESENTATIVE DUTIES:

Daily community outreach activities reflecting extensive knowledge of the categorical programs including communicating with parents, students, and District and school staff. **E**

Maintain documentation for program audits; work with outside agencies conducting audits. **E**

Assist in the development and updating of specific program systems, policies, procedures, and related forms and notices, as required by District policies and/or legislation. E

Assists with data collection for fiscal and reporting requirements; auditing, reporting and follow-up with data collected. ${\bf E}$

Plan, organize and assist with parent outreach and conferences related to categorical programs. ${\bf E}$

Develop parent applications every school year for tutoring programs. **E**

Coordinate interviews with service providers. E

Oversee development and completion of service provider contracts. ${\bf E}$

Create, process, and maintain accurate, complex, multiple categorical program data files and be able to analyze and query data for multiple reports. **E**

Identify eligibility for services per student's subject area of need. ${\bf E}$

Create and maintain a database of "Student Learning Plans" and approval status. $\boldsymbol{\mathtt{E}}$

Create and maintain a service provider expenditure data file. E

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

REPRESENTATIVE DUTIES: (Continued)

Examine all service provider time-sheets for accuracy and completeness. **E**

Provide required oral and written notification to ensure compliance with State and federal requirements. **E**

Attend and assist at meetings related to categorical programs. E

Submit timely service provider payments according to District policy. **E**

Coordinate/oversee visits of tutoring sessions to ensure compliance. ${\bf E}$

Work with service providers, vendors, community agencies, and regulatory agencies as needed. ${\bf E}$

Communicate, with an in-depth understanding of the Categorical programs, with students, parents, tutors, and administrators on a daily basis. ${\bf E}$

Coordinate the collection and analyze all data required by the District, regulatory agencies, and other agencies and submit as appropriate. ${\bf E}$

Attend conferences and trainings related to assigned programs. E

Perform related duties as required to accomplish the objectives of the position. ${\bf E}$

Perform other related duties as assigned. E

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Requires knowledge of general accounting principles, theories, and practices; auditing procedures. Specific accounting practices and procedures of the organization.

Requires knowledge of computer software such as Microsoft Access, Excel, PowerPoint, and Word programs.

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

KNOWLEDGE AND ABILITIES: (Continued)

ABILITY TO:

Maintain knowledge of current State and federal legislation to ensure compliance.

Must be able to plan, develop, implement, and evaluate integrated, comprehensive programs.

Requires the ability to collect, analyze, and input data with accuracy.

Requires the ability to analyze data objectively, and prepare recommendations and reports.

Must be able to effectively conduct surveys and organizational studies.

Requires the ability to understand legislation specific to assigned programs as in the Title I, Part A of the Elementary and Secondary Education Act and California Education Code.

Must have the ability to shift from data source to data source while assessing and reporting accurate information. Type an accurate rate of 35 wpm.

Establish and maintain cooperative working relationships. Ability to work well independently and as part of a team.

EDUCATION AND EXPERIENCE:

High School Diploma or completion of GED and college level course work equivalent to associate's degree or three years experience in a categorical program office which demonstrates the ability to perform the duties as described.

LICENSES AND OTHER REQUIREMENTS: Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:
Office environment.
Constant interruptions.
Driving a vehicle to conduct work.

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

WORKING CONDITIONS: (Continued)

ENVIRONMENT: (Continued)
Some outdoor field settings.

PHYSICAL ABILITIES:

Hearing and speaking accurately to exchange information in person or on the telephone.

Seeing to read a variety of materials and drive a vehicle to conduct work.

Sitting, standing, walking, for extended periods of time. Stooping, lifting, carrying or moving object, normally not exceeding thirty (30) pounds.

Requires visual acuity and depth perception to recognize words and numbers; and hand and finger dexterity and hand/eye coordination to use a computer keyboard and common office equipment.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approved:

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE: Approval of New Job Description, Director of Constituency Services

ITEM: Action

SUBMITTED BY: Juan M. Lòpez, Associate Superintendent, Human Resources PREPARED BY: Chad Hammitt, Assistant Superintendent, Personnel Services

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the new job description, Director of Constituency Services. This position will report to the Superintendent and/or designee. The position will serve as a resource and liaison person between the District office staff, school site staff, parents, students, and community members to resolve a wide variety of issues. This position will perform highly responsible and professional legal compliance functions, conduct extensive research and analysis and provide training to District staff. The position will provide mediation and utilize conflict resolution techniques to receive, investigate, and make recommendations to resolve a wide variety of complaints, issues, legal matters, and claims from students, parents, employees, applicants, and others.

This is not an additional administrative position. This position will be funded by utilizing the vacant Manager of Budget position, which was Board approved on June 27, 2011, as part of the Business Services reorganization.

RATIONALE:

The Director of Constituency Services will be responsible for establishing and maintaining positive public relations strategies and strong working relationships with law enforcement agencies, community groups, and various community organizations and partners to assist the District regarding public relations, partnerships, interventions, and support efforts to support students, parents, families, and the community. This position will investigate, research, make recommendations, and provide mediation and liaison services between parents, community members, students, and school and District staff in resolving claims and complaints.

The new job description is attached.

FUNDING:

General Funds 90% and Categorical Funds 10%: Management Salary Schedule: Grade 53 - \$9,722-\$10,871 (This position is in lieu of the Manager of Budget which is a funded, vacant position.)

RECOMMENDATION:

Approve the new job description of Director of Constituency Services.

JML:nr

SANTA ANA UNIFIED SCHOOL DISTRICT

DIRECTOR OF CONSTITUENCY SERVICES

BASIC FUNCTION:

Under the direction of the Superintendent, or designee, perform highly responsible and professional legal compliance functions for the District; receive, investigate, and make recommendations regarding claims and complaints and monitor and record the final disposition of same; act as a resource and liaison between District Office staff, school site staff, parents, students, and community members to resolve a wide variety of issues; provide training to District staff regarding legal compliance issues; conduct extensive research and analysis.

REPRESENTATIVE DUTIES:

Acts as a liaison using mediation skills between administration, District staff, school staff members, community members, elected officials, and any other constituency groups, in an interpersonally skilled manner, by using courtesy, tact, diplomacy, sensitivity, patience, and professionalism. **E**

Receive, screen, route, answer, research, and prepare replies to incoming communications (including complaints) by consulting with relevant internal and external parties, as required and directed. **E**

Perform highly responsible and professional legal compliance functions for the District; assure compliance with the California Education Code, Board and District Policies, and federal laws and regulations, such as employment and education laws; maintain confidentiality of sensitive and privileged information. **E**

Receive, investigate, research, and make recommendations on claims and complaints filed by students, parents, applicants, employees, and others. ${\bf E}$

Establish and maintain effective communications and relations with administrators, employees, parents, and law enforcement personnel throughout the investigative process. **E**

Provide training and advisement to District administrators and staff regarding a wide variety of legal compliance issues and interpretations of related laws and codes; serve as a liaison

REPRESENTATIVE DUTIES: (Continued)

between District administrators and District legal counsel regarding employment law and student discipline issues. E

Support and advise managers and administrators regarding parent and student relations and conflict management techniques; provide updated information and assistance regarding parent and student relations. **E**

Assist administrators in drafting language for Board Policies and Administrative Regulations. ${\bf E}$

Establish and maintain positive public relations strategies and strong working relationships with law enforcement agencies, community groups, and various community organizations to assist the District regarding intervention and support efforts; and provide referrals to support parents, students, and families. E

Attend and represent the District at a variety of conferences and workshops to maintain current knowledge of applicable laws, codes, rules, and regulations. ${\bf E}$

Conduct research and special studies and prepare narrative and statistical reports; make Board, District, and community presentations; prepare, publish, and distribute findings of research and studies for a broad audience; and maintain records. **E**

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

Current laws, guidelines, codes, regulations, and rules related to assigned school district function and the school district environment.

Research-based techniques for mediation, intervention, and problem solving in interpersonal, personnel, and community based issues.

Modern office practices, procedures, and equipment. Record keeping and report preparation techniques.

KNOWLEDGE AND ABILITIES (Continued)

KNOWLEDGE OF: (Continued)

Oral and written communication skills.

Public speaking techniques.

Interpersonal skills using tact, patience, and courtesy.

Technical aspects of the field of specialty.

Principles, practices, methods, and terminology used in school district administration.

District policies and procedures.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Advanced research methods.

Budget preparation and control.

Socio-economic and urban issues.

ABILITY TO:

Perform a variety of complex functions and coordinate projects and staff.

Provide training and advisement to District administrators and staff regarding assigned functions.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with all levels of staff, students, and the public.

Utilize good interpersonal skills

Demonstrate good judgment, tact, diplomacy, patience, professionalism, and courtesy.

Operate standard modern office equipment, including computers and related software applications.

Analyze situations accurately and adopt an effective course of action.

Speak clearly and concisely, and prepare and deliver oral presentations to small and large groups.

Work in a multiethnic setting.

Work independently with little direction.

Use a variety of mediation skills in different and at times tense settings.

Compile and verify data and prepare narrative and statistical reports.

Maintain current knowledge of program rules, regulations, requirements and restrictions.

Plan and organize work to meet schedules and timelines; Maintain records; prepare correspondence.

KNOWLEDGE AND ABILITIES (Continued)

ABILITY TO: (Continued)

Read, interpret, apply, and explain rules, regulations,

policies, and procedures.

Learn and follow oral and written instructions.

Complete assignments with many interruptions.

Respond to various inquiries or complaints and ensure timely follow-up.

Learn, research, synthesize, interpret, apply, explain, and assure compliance with rules, regulations, policies, and procedures as related to District functions.

Prepare, gather, read, comprehend, analyze, interpret, and report on complex and comprehensive statistical and narrative data and reports.

Use proper spelling, punctuation, and grammar.

Drive a vehicle to conduct work.

EDUCATION AND EXPERIENCE:

Bachelor's degree in Public Administration or a related field and a minimum of five (5) years of diversified experience involving legal research, responding to legal complaints, and conducting investigations; experience in conducting training, workshops, and staff development programs; individual and small and large group mediation and conflict resolution strategies and K-12 techniques; educational experience preferred; principal/administrative experience beneficial; non-profit community-based organization experience preferred. Bilingual/biliterate English-Spanish required. Valid California Administrative Credential or C-19 letter from an accredited university, advanced degree in K-12 educational setting, and/or three (3) years working experience in a K-12 educational setting highly desired.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License.

Must have the ability to obtain and maintain vehicle insurance under the District's vehicle insurance policy.

Oral and written skills in Spanish are required for designated assignments.

WORKING CONDITIONS:

ENVIRONMENT:

Typical indoor office/school environment.

Numerous interruptions.

Frequent travel to and between school sites and community agencies.

PHYSICAL ABILITIES:

Hearing and speaking accurately to exchange information and make presentations.

Seeing to read a variety of materials and drive a vehicle. Sitting or standing for extended periods.

Dexterity of hands and fingers to operate a computer keyboard and other office equipment.

Kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally.

Lifting or moving objects, normally not exceeding twenty (20) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approval:

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Approval of New Job Description, Lead Logistics Technician

ITEM:

Action

SUBMITTED BY:

Juan M. López, Associate Superintendent, Human Resources

PREPARED BY: Art Jimenez, Director, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the new job description, Lead Logistics Technician. This position will report to the Director of Logistics and/or designee. This position is necessary as part of the restructuring of the organization and operations of the Business Services Division.

This vacant new position was Board approved on June 27, 2011. This position will be funded, primarily by the elimination of the Executive Director of Fiscal Services in the June 2011 Business Services Division reorganization.

RATIONALE:

This position is essential in organizing the technical functions of the Logistics Department. The Lead Logistics Technician will be responsible for planning, directing, fixed assets, mailing, records retention, and monitoring the every day functions in the Warehouse and Publications departments.

Santa Ana Unified School District administration met with California School Employees Association regarding this job description on August 29, 2011, October 5, 2011, October 26, 2011, and November 15, 2011.

The new job description is attached.

FUNDING:

General Fund: Classified Salary Schedule: Grade 38 - \$4,172-\$5,332 (This position was developed in the Business Services Division reorganization in June 2011 and is a funded, vacant position.)

RECOMMENDATION:

Approve the new job description of Lead Logistics Technician.

JML:nr

SANTA ANA UNIFIED SCHOOL DISTRICT

LEAD LOGISTICS TECHNICIAN

BASIC FUNCTION:

Under the direction of the Director of Logistics and/or designee, oversee operations and personnel of the Logistics Department which includes warehouse, publications, fixed assets, mailing, and records retention.

REPRESENTATIVE DUTIES:

Confer with Director of Logistics and assign, coordinate, and review work of Logistics Department personnel. **E**

Assign warehouse delivery routes and publication schedules to meet changing requirements on a daily basis. ${\bf E}$

Verify and sign receipts for deliveries from vendors; record and report changes, damages or other discrepancies of logistics supplies, materials, and equipment. **E**

Organize and coordinate the storage and distribution of materials and supplies in the Logistics Department based on patterns of usage. ${\bf E}$

Plan and coordinate the transfer of equipment and furniture from one site to another; facilitate the moving of furniture and equipment at site classrooms and offices; plan and coordinate the move of commercial shipment of equipment, supplies and furniture for the opening of new sites; train and oversee personnel; coordinate schedules with District administrators and District personnel. **E**

Assist in maintaining Logistics Department stock at appropriate inventory levels; coordinate annual inventory of stock and equipment, maintain records, and prepare reports. **E**

Confer with District personnel regarding delivery and pick up of materials, supplies, and equipment. ${\bf E}$

Plan and organize proper procedure for the disposal and/or sale of District fixed assets. ${\bf E}$

LEAD LOGISTICS TECHNICIAN (Continued)

REPRESENTATIVE DUTIES: (Continued)

Ensure that equipment is properly maintained and schedule service and repair of equipment with approved vendors and contractors. ${\bf E}$

Assist with the operation of the entire four (4) color printing process from concept to completion. \mathbf{E}

Assist with pre-press layouts, offset and high-speed duplication presses, and bindery and finishing procedures. **E**

Coordinate the distribution of District mail; resolve discrepancies, and locate missing mail. **E**

Assist auditor in resolving discrepancies in inventory; research and rectify discrepancies; conduct annual inventory of all stock. **E**

Arrange for maintenance and repair of District vehicles assigned to the Logistics Department. ${\bf E}$

Perform related duties as assigned. E

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

General practices and procedures of printing presses and other publication related equipment.

Paper and other printing materials.

Computers and common software.

Oral and written communication skills.

Common carrier rules and regulations.

Rules and regulations of general mailing.

Warehouse and delivery procedures.

Practices related to receiving, inspecting, storing, and issuing materials and supplies.

Methods of dealing with claims related to orders.

Logistics research principles.

School District organization, operations and objectives.

LEAD LOGISTICS TECHNICIAN (Continued)

KNOWLEDGE AND ABILITIES: (Continued)

ABILITY TO:

Organize work, estimate time and materials required. Understand and follow oral and written directions.

Work cooperatively with others.

Work independently with little direction.

Meet schedules and time lines.

Respond to inquiries from District personnel.

Operate warehouse equipment.

Communicate effectively both orally and in writing.

Maintain records and prepare reports.

Lift heavy objects.

Successfully complete a forklift training class and other required trainings.

Train and oversee personnel.

Seeing to read and to drive a vehicle.

Perform the essential functions of the job.

EDUCATION AND EXPERIENCE:

A high school diploma or GED equivalency and four years experience in the printing industry. Some course work and/or experience in warehousing and inventorying is desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Warehouse environment
Driving a vehicle to conduct work
Indoor environment
Noise from equipment operation

PHYSICAL ABILITIES:

Lifting, carrying, pushing, and/or pulling moderately heavy objects and material, normally not exceeding sixty (60) pounds.

Dexterity of hands and fingers to operate computers and vehicles.

LEAD LOGISTICS TECHNICIAN (Continued)

WORKING CONDITIONS: (Continued)

PHYSICAL ABILITIES: (Continued)
Bending at the waist, kneeling or crouching.
Reaching overhead, above the shoulders and horizontally
Standing for extended periods of time.
Hearing and speaking accurately to exchange information.
Seeing to read a variety of materials, operate a variety of
equipment and drive a vehicle.

HAZARDS:

Some chemical odors.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approved:

CERTIFICATED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Alberta, Michele	Teacher	Pio Pico	June 15, 2012		Retirement - 15 years
Alvarado, Frank	Teacher	Segerstrom	June 15, 2012		Retirement - 38 years
Anderson, Nancy	Teacher	Madison	June 15, 2012		Retirement - 31 years
Atchley, Debra	Teacher	Santa Ana	June 29, 2012		Retirement - 27 years
Atchley, Jonathan	Teacher	McFadden	June 29, 2012		Retirement - 31 years
Aten, Becky	Curriculum Specialist	Educational Services Secondary Division	June 29, 2012		Retirement - 25 vears
Barsun, Janice	Teacher	Esqueda	June 29, 2012		Retirement - 12 years
Becker-Mcguire, Dirce	Teacher	Washington	June 29, 2012		Retirement - 12 years
Berman, Stuart	Psychologist	Psychological Services	June 15, 2012		Retirement - 23 years
Blake, Judy	Teacher	Carver	June 15, 2012		Retirement - 23 years
Bogart, Davette	Teacher	Walker	June 15, 2012		Retirement - 23 years
Bond, Nini	Speech and Language Pathologist	Speech Department June 29, 2012	June 29, 2012		Retirement - 14 years
Bremer, Laura	Teacher	Registration & Testing Center	June 29, 2012		Retirement - 33 years
Briscoe, Anna	Teacher	Saddleback	June 15, 2012		Retirement - 6 years
Caballero, Karen	Teacher	Carver	June 15, 2012		Retirement - 20 years
Cameron, Christine	Teacher	Carr	November 25, 2011	11	Retirement - 32 years
Caruso, Marcia	Teacher	Saddleback	June 29, 2012		Retirement - 20 years
Chalmers, Nancy	Teacher	Monroe	June 29, 2012		Retirement - 31 years
Cisneros, Pamela	Teacher	Monroe	June 15, 2012		Retirement - 40 years
Clayton, Nora	Teacher	Chavez	June 29, 2012		Retirement - 11 years

Juan M. Lopez, Associate Superintendent - Human Resources

Personnel Calendar Board Meeting - December 13, 2011

CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)	ntinued)		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Davis, Mary Anne	Teacher	Monte Vista	June 15, 2012		Retirement - 38 years
Dennis, Kirk	Teacher	Valley	June 15, 2012		Retirement - 26 years
F (L)	Ę	Visual &			
Engard, 1ed	I eacher	Performing Arts	June 15, 2012	19	Retirement - 31 years
Escobar, Olga	Teacher	Washington	June 15, 2012		Retirement - 18 years
Espinosa, Manuel	Teacher	Valley	June 29, 2012		Retirement - 44 years
Farley, Patricia	Teacher	Heninger	June 15, 2012		Retirement - 34 years
Fields, Barbara	ELD Coordinator	Saddleback	June 15, 2012		Retirement - 24 years
Freidman, Judy	Teacher	Madison	June 15, 2012		Retirement - 31 years
Gale, Rachelle	Teacher	Taft	June 29, 2012		Retirement - 19 years
Garcia, Sherry	Teacher	Sierra	June 29, 2012		Retirement - 20 years
Hanson, Christina	Teacher	Carver	June 15, 2012		Retirement - 23 years
Harmon, Dee	Teacher	Hoover	June 29, 2012		Retirement - 38 years
	Speech and Language			7 P	
Harper, Kay	Pathologist	Mitchell	June 29, 2012	Produce were	Retirement - 11 years
		Pupil Support			4
Haxel, Mary	Nurse	Services	June 15, 2012		Retirement - 10 years
Ince, Kathryn	Teacher	Diamond	June 15, 2012		Retirement - 37 years
Kenney, Patrick	Teacher	Walker	June 29, 2012		Retirement - 25 years
Kincaid, Laroyce	Teacher	Santa Ana	June 29, 2012		Retirement - 14 years
	Speech and				Africa and a sum a
	Language	,	e manh amas anash		
Klinkert, Laurie	Pathologist	Speech Department June 29, 2012	t June 29, 2012		Retirement - 4 years
Кграп, Jeffrey	Teacher	Santa Ana	June 15, 2012		Retirement - 15 years
Langemak, Jinx	Teacher	Taft	June 29, 2012		Retirement - 19 vears

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CERTIFICATED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)	inued)				
Lear, Susan	Teacher	Wilson	January 3, 2012		Retirement - 33 years
Marks, Les	Teacher	Santa Ana	June 15, 2012		Retirement - 31 years
Mc Lean, Gayle	Program Specialist	Pupil Support Services	June 22, 2012		Retirement - 33 years
Meade, Patricia	Teacher	Santa Ana	December 9, 2011		Retirement - 17 years
Merritt, Gretchen	Teacher	Jackson	June 29, 2012		Retirement - 22 years
Mihu, Sandra	Teacher	Visual and Performing Arts	June 15, 2012		Retirement - 22 years
Ovalle, Hilda	Teacher	Jefferson	June 29, 2012		Retirement - 20 years
Pierson, Peggy	Teacher	Santa Ana	June 15, 2012		Retirement - 33 years
Renne, Deborah	Teacher	Madison	June 15, 2012		Retirement - 26 years
Rodriguez, Javier	Teacher	Wilson	June 15, 2012		Retirement - 28 years
Rodriguez, Ruth M.	Teacher	Edison	June 15, 2012		Retirement - 18 years
Ross, Jennifer	Teacher	Washington	June 15, 2012		Retirement - 18 years
Ryan, Mark	Teacher	Mendez	June 15, 2012		Retirement - 26 years
Ryan, Suzanne	Teacher	Jefferson	June 15, 2012		Retirement - 30 years
Sullivan-Encinias, Anne	Program Specialist	Alternative Education	June 29, 2012		Retirement - 35 years
Swanson, Andrea	Teacher	Thorpe	June 29, 2012		Retirement - 26 years
Titensor, George	Teacher	Valley	June 15, 2012		Retirement - 11 years
Trupkin, Sidney	Teacher	Sierra	June 29, 2012		Retirement - 22 years
Valenzuela, Elizabeth	Teacher	Garfield	June 15, 2012		Retirement - 12 years
Van De Moere, Maureen	Teacher	Esqueda	June 15, 2012		Retirement - 12 years
Wheeler, Jerry	Counselor	Segerstrom	June 15, 2012		Retirement - 31 years
Williams, Leslie A.	Teacher	Lowell	June 15, 2012		Retirement - 20 years
Williams, Marina	Teacher	Davis	June 15, 2012	ER .	Retirement - 14 years

CERTIFICATED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

Redgers, Devery Assistant Principal Lathrop November 23, 2011 NEW HIRES/RE-HIRES Cifuentes, Adolfo Teacher Sepulveda November 28, 2011 Cifuentes, Adolfo Teacher Early Childhood November 14, 2011 Macias, Brenda Preschool Teacher Education November 14, 2011 39-MONTHS REEMPLOYMENT CHANGE IN STATUS CHANGE IN STATUS CHANGE IN STATUS August 18, 2011 CHANGE IN CONTRACT LENGTH August 18, 2011 CHANGE IN CONTRACT LENGTH August 18, 2011 Larsh, Nadine Teacher Century August 18, 2011	END DATE	COMMENTS
Assistant Principal Lathrop November 23, 2011 (RE-HIRES olfo Teacher Sepulveda November 28, 2011 Early Childhood November 14, 2011 REEMPLOYMENT e Teacher Davis November 17, 2011 Teacher Valley August 18, 2011 CONTRACT LENGTH Teacher Century August 18, 2011		
olfo Teacher Sepulveda November 28, 2011 Early Childhood November 14, 2011 REEMPLOYMENT e Teacher Davis November 17, 2011 STATUS CONTRACT LENGTH Teacher Century August 18, 2011 Teacher Century August 18, 2011		Other - 7 months
olfo Teacher Sepulveda November 28, 2011 Early Childhood November 14, 2011 REEMPLOYMENT e Teacher Davis November 17, 2011 STATUS CONTRACT LENGTH Teacher Valley August 18, 2011 Teacher Century August 18, 2011		
Preschool Teacher Education November 14, 2011 REEMPLOYMENT		New Hire - Intern
REEMPLOYMENT e Teacher Davis November 17, 2011 STATUS Teacher Valley August 18, 2011 CONTRACT LENGTH Teacher Century August 18, 2011		New Hire - 44909
STATUS Teacher Davis November 17, 2011 Teacher Valley August 18, 2011 CONTRACT LENGTH Teacher Century August 18, 2011		
STATUS Teacher Valley CONTRACT LENGTH Teacher Century	February 17, 2015	
Teacher Valley CONTRACT LENGTH Teacher Century		The second secon
CONTRACT LENGTH Teacher Century		From Intern to Probationary II
Teacher		
		From 100% to 80% contract
Setlich, Laurette Teacher Century August 18, 2011		From 100% to 80% contract

Juan M. Lopez, Associate Superintendent - Human Resources

CERTIFICATED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

PARTI V CABE AND A					
AINILI CARE AND II	FAMILY CARE AND MEDICAL LEAVE	E ABSENCE (3 to 20 duty days) - Paid	uty days) - Paid		
Solvario Dolongon Dothon		7			
Danovic Delainger, Estiller		Lowell	December 12, 2011	January 9, 2012	Personal
Chee, David	Teacher	MacArthur	November 15, 2011	December 2, 2011	Paternity
Chee, David	Teacher	MacArthur	December 7, 2011	December 16, 2011	Patemity
Espinosa, Annie	Teacher	Segerstrom	November 4, 2011	November 18, 2011	Personal
Fernandez, Veronica	Teacher	Lowell	November 28, 2011	January 13, 2012	Child Care
Powell, Josie	Counselor	Villa	November 3, 2011	November 30, 2011	Personal
Rich, Katherine	Teacher	Spurgeon	November 4, 2011	November 10, 2011	Child Care/Personal
Riley, Claudia	Teacher	Diamond	November 14, 2011	December 16, 2011	Personal
Serrano, Isela	Teacher	Madison	December 5, 2011	December 16, 2011	Child Care
Van De Merghel, Anne	Teacher	Willard	October 27, 2011	November 4, 2011	Personal
FAMILY CARE AND MEDICAL LEAVE	IEDICAL LEAVI	71	uty days) - Without	ABSENCE (3 to 20 duty days) - Without Pay - CORRECTION	Z
Rich, Katherine	Teacher	Spurgeon	October 21, 2011	November 3, 2011	Child Care
FAMILY CARE AND MEDICAL LEAVE	EDICAL LEAVI	E (21 duty days or more) - Paid	e) - Paid		
Harmon, Dee	Teacher	Hoover	November 3, 2011	February 3, 2012	Personal
Kennedy, Cathleen	Teacher	Transition Programs November 8, 2011	November 8, 2011	December 16, 2011	Personal
LEAVE (21 duty days or more) - Without Pay	more) - Without	Pay			
Brooks, Beverly	Teacher	Thorpe	January 9, 2012	June 15, 2012	Personal
				The second secon	

CERTIFICATED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

NAME	rosition	SITE	EFF. DATE	END DATE	COMMENTS
EXTRA DUTY 2011-12	12				
Benoun, Joseph	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Brown, James	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Clayton, Nora	Teacher	Chavez	October 26, 2011	June 14, 2012	Extra Period
Maldonado, Gloria	Teacher	Chavez	October 26, 2011	June 14, 2012	Extra Period
Norton, Julie	Speech and Language Pathologist	Speech Department October 7, 2011	October 7, 2011	June 15, 2012	Regular Hourly Rate
Orrante, Rebecca	Speech and Language Pathologist	Speech Department October 7, 2011	October 7, 2011	June 15, 2012	Regular Hourly Rate
Salcedo, Jessica	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Ta, My	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Tang, Andy	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
EXTENDED WORK YEAR 2011-12	YEAR 2011-12				
Chavez, Veronica	Counselor	Сагт	August 2, 2011	August 12, 2011	9 Additional Days
Mitchell-Berger, Katherine	Curriculum Specialist	Educational Services Secondary Division	December 3, 2011	January 14, 2012	2 Additional Days
Westerneier, Laura	Curriculum Specialist	Educational Services Secondary Division	December 3, 2011	January 14, 2012	2 Additional Days

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CERTIFICATED PERSONNEL CALENDAR Personnel Calendar Board Meeting - December 13, 2011

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
GRADE LEVEL LEADERS	DERS				
Castro, Jorge		Carver	2011-12		
Halperin, Donna		Carver	2011-12		
Herrera, Jill		Carver	2011-12		
Martinez, Yvonne		Carver	2011-12		
WINTER SPORTS					
Alonzo, Yvonne	Assistant Coach	Segerstrom	2011-12		Basketball (Girls)
Altamirano, Michael	Assistant Coach	Segerstrom	2011-12		Basketball (Boys)
Castanha, William	Assistant Coach	Segerstrom	2011-12		Soccer (Girls)
Gomez, Adrian	Head Coach	Segerstrom	2011-12		Basketball (Boys)
Hayes, Richard	Assistant Coach	Segerstrom	2011-12		Basketball (Girls)
Salway, Andrew	Assistant Coach	Segerstrom	2011-12		Basketball (Boys)
Stevenson, Neil	Head Coach	Segerstrom	2011-12		Soccer (Boys)
Watts, Jeffrey	Head Coach	Segerstrom	2011-12		Basketball (Girls)
ELEMENTARY SUPERVISION 2011-12	ERVISION 2011-12				
Duncan, Hans		Adams	2011-12	100000000000000000000000000000000000000	
Ingebrigtsen, Kortni		Adams	2011-12		
RETIRED SUBSTITUTES	TES				
Andrews, Shuntele					
Bernal, John				1	Service of the servic
De Santis, Nancy					

Personnel Calendar Board Meeting - December 13, 2011

CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS	
RETIRED SUBSTITUTES (Continued)	TES (Continued)					
Encinias, Albert						
Leu, Carol						
SUBSTITUTES			4 10 10 10 10 10 10 10 10 10 10 10 10 10	The second secon	100	
Allen, Brittany			distribution of the contract o			ı
Arbiso, Shauna					200	
Bees, Emily						
Brannan, Sonya						
Castaneda Alvarez, Paul						
Chavez, Michel						
Feltman, Nicole						
Ixmay, Juan						
Martinez, Rene					AND THE PERSON WITH THE PERSON WAS A PERSON WHEN THE PERSON WAS A PERS	
McEwen, Nicole						
Negron, Eric						
Nelson, Sarah						
Penunuri, Valerie						
Sanchez, Carlos						
Verino, Sergio						
ADMINISTRATIVE SUBSTITUTE	UBSTITUTE					į.
Nelson, Robert	Administrative Substitute	Educational Services Secondary Division	November 28, 2011	December 16, 2011	As-Needed-Basis	

Juan M. Lopez, Associate Superintendent - Human Resources

Juan M. Lopez, Associate Superintendent - Human Resources

CERTIFICATED PERSONNEL CALENDAR

Board Meeting - December 13, 2011

Personnel Calendar

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
HOME TEACHERS					
Alvarez, Lorena	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed hasis
Bussjaeger, Jerrald	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Cifuentes, Adolfo	Home Teacher	Pupil Support Services	November 28, 2011 June 15, 2012	June 15, 2012	If and as needed basis
Grajeda, Elvia	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Hoolihan, Kathleen	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Ortiz, Brenda	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed hasis

AGENDA ITEM REQUESTS CERTIFICATED 2011-12

	ATTO	FORDING	NOI TO EACEED	EFFECTIVE
10th Grade Counseling	Segerstrom	EIA-SCE	\$15,000	December 14, 2011
2nd-5th Intervention (Ratification)	Monroe	EIA-SCE	\$20,000	\$20,000 November 28, 2011
After School Tutoring	Pio Pico	Title I	\$24,000	December 14, 2011
After School Tutoring (Ratification)	Washington	EIA-SCE	\$30,000	+
AP Exam Administration (Ratification)	Santa Ana	EIA-SCE	\$550	April 25, 2010
AP Exam Administration (Ratification)	Godinez	General Funds	\$1,500	April 25, 2010
AP Exam Administration (Ratification)	Segerstrom	General Funds	\$1,500	
AVID Coordinator (Ratification)	Villa	EIA-SCE	\$300	×
Before/After School Tutoring Program	Santiago	EIA-LEP	\$22,648	January 23, 2012
CAHSEE Remediation	Middle College	CAHSEE	\$10,000	December 19, 2011
CAHSEE Remediation (Ratification)	Godinez	CAHSEE	\$25,108	\$25,108 September 20, 2011
CAHSEE Tutors	Segerstrom	CAHSEE	\$32,154	December 14, 2011
CST Preparation Lessons	Washington	EIA-SCE	\$10,000	İ
3		Unrestricted Discretionary	and the state of t	Market and the same to the same tensor to the contract of a same factor and the contract of the same same to the same same same to the same same same same same same same sam
GExtra Help-Intervention Substitute Teacher	Muir	Funds	\$11,150	January 9, 2012
Extra Help-Intervention Substitute Teacher	Muir	Title I	\$1,150	January 9, 2012
Extra Help-Intervention Substitute Teacher	Muir	Title III	\$10,000	January 9, 2012
GATE, Honors And Advanced Placement				
Collaboration	Santa Ana	Title I	\$3,000	December 14, 2011
	English Leamer			}
High School ELA/ELD Writing Lessons	Programs (EL)	EIA-LEP and Title III	\$19,000	December 14, 2011
Instructional Support Program	Pio Pico	Title I	\$13,000	December 14, 2011
Intermediate School ELA/ELD Writing Lessons	English Learner Programs (EL)	EIA-LEP and Title III	\$26,600	December 14, 2011
Intervention Classes	Jackson	EIA-LEP	\$20,000	January 9, 2012
Intervention Instruction	Santiago	Title I	\$22,518	January 17, 2012
Intervention Substitutes	Pio Pico	Title I	\$10,000	December 14, 2011

AGENDA ITEM REQUESTS CERTIFICATED 2011-12

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
		Title I. Teacher Salary		
Intervention Team	Jefferson	Substitutes	\$28.944	March 5, 2012
K-5 Intervention Tutor (Ratification)	Edison	EIA-LEP	\$15,000	November 28, 2011
King Academic Intervention Program				
(Kauncauon)	King	Title I	\$15,000	October 24, 2011
Library Study Hours	Segerstrom	General Funds	\$2,585	December 14, 2011
Moving - Modernization (Ratification)	Saddleback	General Funds	\$5,500	December 9, 2011
Parent Education Instructor (Ratification)	Monte Vista	EIA-SCE	\$10,000	November 4, 2011
Pentathlon Coaches	Spurgeon	General	\$6,600	December 14, 2011
	English Learner			
	Programs & Student			
Program Planning	Achievement	Title I	\$20,000	December 14, 2011
Response To Intervention (RTI) Support				
Training	Special Education	Title I	\$95,059	January 1, 2012
Saint Academy (Correction previously approved			From \$34,000 to	
September 13, 2011)	Santa Ana	EIA-SCE	\$55,000	\$55,000 September 14, 2011
Saturday Academy Mathematics-Carr				
Intermediate School (Ratification)	Сагт	Title I	\$6,000	September 24, 2011
SIG Academic Field Trips	Saddleback	SIG	\$10,000	
SIG Extended Learning - Extended Day				And the second s
Certificated Staff 2011-2012 (Correction			From \$400,000 to	
previously approved August 23, 2011)	Santa Ana	SIG	\$1,143,346	August 24, 2011
SIG Increased Learning Time	Century	SIG	\$124,100	January 24, 2012
SIG School Wide Extended Opportunities	Saddleback	SIG	\$77,000	December 14, 2011
SIG Staff Development Instructor/Facilitator	Saddleback	SIG	\$3,800	December 14, 2011
		Discretionary Funds Teacher		and the state of t
Site Staff Development Meetings	Jefferson	Salary, Substitutes	\$9,290	January 1, 2012
Staff Development (Ratification)	Washington	EIA-LEP	\$20,000	September 28, 2011

AGENDA ITEM REQUESTS CERTIFICATED 2011-12

	SILE	FUNDING	NOT TO EXCEED	EFFECTIVE
Staff Development Instructor (Ratification)	Monte Vista	EIA-SCE	800 000	
Student Achievement/Instructional Leadership Team (Ratification)	King	Title I	00,024	
Student Study Team Facilitator	Pio Pico	Title I	\$5,000	
Student Supervision (Correction previously approved September 13, 2011)	Santa Ana	EIA-SCE	From \$16,000 to	
Teacher Trainings (Ratification)	Sepulveda	Title I	\$5,000	October 10, 2011
Titan Online Counseling Support	Santa Ana	Title I	\$7.000	Č
Tutoring For At-Risk And Low-Performing Students (EIA-SCE) (Ratification)	Esqueda	EIA-SCE	000 0513	
Tutoring For At-Risk And Low-Performing Students (Title I) (Ratification)	Esqueda	Title I	\$63,000	November 7, 2011
Tutoring For The Constitution (Ratification)	Villa	Title 1	\$45.000 \$46.7	December 5 2011
		and a		

Personnel Calendar Board Meeting - December 13, 2011

CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS						
Jones, Robbin	State Preschool Teacher	ECE	August 26, 2011			8 years, 11 months
Macias, Brenda	Teacher Aide	Lorin Griset	November 11, 2011			1 year, 7 months
TERMINATIONS						
Guadarrama, Mayra	Fd. Svc. Wkr.	Santa Ana	November 15, 2011			7 months
Medina Rivas, Yadira	Fd. Svc. Wkr.	Godinez	October 25, 2011			l year
ABSENCE (3 to 20 duty days) - Without Pay	ys) - Without Pay		And the second s			
Lopez, Ana	Autism Paraprofessional	Sp. Ed.	October 31, 2011	December 5, 2011		Personal
McGowen, Jenna	Autism Paraprofessional	Mitchell	November 7, 2011	November 15, 2011		Personal
FAMILY CARE & MEDICAL LEAVE (3 to 20 duty	AL LEAVE (3 to 20 duty	days) - Paid				
Tugoz, Ramsey	Occupational Therapy Asst.	Speech Dept.	October 20, 2011	November 11, 2011		Personal
FAMILY CARE & MEDICAL LEAVE (21 duty days or more) - Paid	AL LEAVE (21 duty day	s or more) - Paic				
Silbas, Peter	Plant Custodian Int.	MacArthur	September 21, 2011	November 1, 2011		Personal
PROBATIONARY APPOINTMENTS	VTMENTS					A STATE OF THE PERSON OF THE P
Bastida, Luz	Instr. Asst. Computers	Taft	January 9, 2012		26/1	

Juan M. Lopez, Associate Superintendent - Human Resources

Personnel Calendar Board Meeting - December 13, 2011

CLASSIFIED PERSONNEL CALENDAR

The state of the s					
PROBALIONARY APP	PROBATIONARY APPOINTMENTS (Continued)				
Cavale, Moreen	Teacher Aide	Child Development	January 9, 2011	10/1	
De La Riva, Jacklynn	Instr. Asst. Computers	Santa Ana	November 14, 2011	26/1	
Gutierrez, Edward	Teacher Aide	Child Development	November 7, 2011	10/1	
Gutierrez, Elizabeth	Site Clerk	Heninger	November 14, 2011	24/1	
Jimenez, Yeni	Teacher Aide	Child Development	November 28, 2011	10/1	
Ramirez, Brenda	Teacher Aide	Child Development	November 28, 2011	10/1	
Sanchez, Kristine	Site Clerk	Santa Ana	November 14, 2011	24/1	
Sanchez, Rocio	Site Clerk	Santiago	December 8, 2011	24/1	
Sierra, Michelle	Site Clerk	Franklin	November 1, 2011	24/1	
Sixtos, Dulce	Site Clerk	Sepulveda	November 7, 2011	24/1	
Villigan, Marisa	Site Clerk	Harvey	November 14, 2011	24/1	
Wells, Diana	Job Coach	Transition Program	November 9, 2011	20/1	7
PROMOTIONAL APPOINTMENTS	INTMENTS				
Becker, Sophia	Instr. Asst. D.H.H	Adult Transition	Adult Transition November 28, 2011	20/3	
Gallardo, Elvia	Registrar H.S.	Saddleback	November 8, 2011	26/6	
Roberto, Antonette	Secretary and Off. Mgr. for the Supt.	Superintendent	November 28, 2011	43/6	

Juan M. Lopez, Associate Superintendent - Human Resources

CLASSIFIED PERSONNEL CALENDAR Personnei Calendar Board Meeting - December 13, 2011

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
REASSIGNMENTS						
Guillen, Mireya	Claims Asst.	Risk Management	November 22, 2011		22/6 + Bil.	
Martinez, Miguel	School Off. Asst. Sec.	Valley	October 24, 2011		24/6 + Bil.	
ADJUSTMENT OF WORKING ASSIGNMENT	KING ASSIGNMENT					
Sierra, Candelario	Instr. Asst. Sev. Dis.	Segerstrom	December 12, 2011		20/4	From 6.5 hours to 6 hours
TEMPORARY ASSIGNN	TEMPORARY ASSIGNMENTS - Out of class Compensation	pensation				
Bravo-Solis, Miguel	Sr. Fd. Svc. Wkr.	Food Svcs.	November 7, 2011	June 14, 2012	13/3	
Dominguez, Guadalupe	Risk Management Tech.	Risk Management	September 1, 2011	September 20, 2011	33/2	
Lara, Nellie	Ld. Credentials Tech.	Human Resources	November 28, 2011	December 31, 2011	34/6	
Mendoza, Esther	Credentials Tech.	Human Resources	November 28, 2011	December 31, 2011	32/4	
Olivares, Adriana	Sr. Secretary	BTSA	November 7, 2011	November 18, 2011	24/4	
Pedraza, Sandra	Sch. Off. Mgr. Int.	Сапт	November 7, 2011	December 2, 2011	28/5	
Peinado, Maria	Fd. Svc. Spvr. H.S.	Food Svcs.	November 7, 2011	June 14, 2012	31/1	
Rojas, Adam	Int. Ld. Custodian	Bldg. Svcs.	November 1, 2011	December 30, 2011	25/6 + Diff.	
Rosales, Rosie	Recording Secretary - Board of Education	Superintendent's Office	November 21, 2011	June 30, 2012	41/3 + Bil.	
Velazquez, Jose	Lead Custodian	Bldg. Svcs.	July 14, 2011	September 16, 2011	28/5 + Diff.	
Villasenor, Sophia	Sch. Off. Mgr. Cont.	Chavez	November 8, 2011	November 18, 2011	28/6 + Bil.	

Personnel Calendar Board Meeting - December 13, 2011

CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	SALARY COMMENTS
SALARY ADJUSTMENT						
Chesmore, Brian	School Police Officer	School Police	November 16, 2011		40/6	
EXTRA DUTY						
Betts, Deborah	Sr. Admin. Clerk	Muir/Transition Center	June 19, 2011	June 28, 2011		
Caudillo, Melody	Instr. Asst. D.H.H.	Taft	August 24, 2011	June 14, 2012		
Elliot, Linda	Job Training Asst.	Muir/Transition Center	December 20	June 28, 2012		
Lozano, David	Instr. Asst. D.H.H.	Taft	August 24, 2011	June 14, 2012		
Muniz, Sarah	Job Training Asst.	Muir/Transition Center	November 21, 2011	June 28, 2012		
Wells, Diana	Job Coach	Muir/Transition Center	November 21, 2011	June 28, 2012		
ACTIVITY SUPERVISORS						
Gaar, Angelina	Activity Supervisor	Washington	November 4, 2011		10/1	
Morales, Francisca	Activity Supervisor	Jefferson	November 10, 2011		10/1	
Nicanor, Leodegario	Activity Supervisor	Saddleback	November 28, 2011		10/1	
Palacios de Hernandez, Maria	Activity Supervisor	Martin	November 8, 2011		10/1	
Perales, Analicia	Activity Supervisor	Washington	November 8, 2011		10/1	
Quintana, Edgar	Activity Supervisor	Century	November 8, 2011		10/1	
Raymundo, Veronica	Activity Supervisor	Davis	November 4, 2011		10/1	
Rodriguez, Rosalinda	Activity Supervisor	Valley	November 7, 2011		10/1	
Silvas, Adam	Activity Supervisor	Santa Ana	November 4, 2011		10/1	

Juan M. Lopez, Associate Superintendent - Human Resources

CLASSIFIED PERSONNEL CALENDAR Board Meeting - December 13, 2011 Personnel Calendar

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ACTIVITY SUPERVISORS (Continued)	(Continued)					
Stanley, David	Activity Supervisor	Century	November 15, 2011	TOTAL STATE OF CALLED AND AND AND AND AND AND AND AND AND AN	10/1	
HOURLY						
Acevedo, Dennis	Fd. Svc. Wkr.		November 8, 2011		11/1	
Acosta, Hortencia	Fd. Svc. Wkr.		November 11, 2011		11/1	
Aviles, Frankie	Fd. Svc. Wkr.		November 8, 2011		11/1	
Chavez, Oscar	Fd. Svc. Wkr.		November 8, 2011		11/1	
Colin, Anna	Fd. Svc. Wkr.		November 7, 2011		11/1	
Ebbe, Anthony	Fd. Svc. Wkr.		November 15, 2011		11/1	
Garcia, Christina	Fd. Svc. Wkr.		November 7, 2011		11/1	
Pastrana, Diana	Instr. Provider		November 7, 2011		1/91	
SUBSTITUTES						
Aden, Jodi	SSP Special Ed.		November 3, 2011		19/1	
Caceres, Claudine	Clerical		November 10, 2011		20/1	
Choi, Ji Eun	SSP Special Ed.		November 3, 2011		19/1	
Dang, Duong	Clerical		November 10, 2011		20/1	
Gonzalez, Margarita	Clerical		November 14, 2011		20/1	
Guillen, Elia	SSP Special Ed.		November 10, 2011		19/1	
Higareda, Yvonne	SSP Special Ed.		November 3, 2011		19/1	
Nelson, Bobbie	Alarm Monitor Dispatcher		November 28, 2011		22/1	
Doldon Cothoning	Clerical		October 27, 2011		20/1	

Juan M. Lopez, Associate Superintendent - Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar Board Meeting - December 13, 2011

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	SALARY COMMENTS
ATHLETIC SPECIALIST						
Bourbon, Nicole	Athletic Specialist #1	Lathrop	November 9, 2011			

AGENDA ITEMS REQUESTS CLASSIFIED 2010-11 School Year

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
AVID Tutors	Godinez	AVID United Way	\$3.000	December 14, 2011
AVID Tutors (Ratification)	Middle College	AVID United Way	\$3,000	
Childcare for Parent Involvement (Ratification)	Valley	Title I	\$3,000	1
Childcare Services	Saddleback	Title I	\$2,000	–
		Title I Instructional Assistant OT		
Childcare/Translation (Ratification)	Jefferson	Salary/Title I	\$4,500	November 17, 2011
Early Childhood Education	Educational Services	Cal-Safe	\$1,000	January 11, 2012
Extra Duty (Ratification)	PSS, Diamond, Kennedy		\$2,000	
Extra Duty (Ratification)	PSS		\$5,000	Sep
Extra Duty Assignment for Classified Staff				
	Villa	General Funds	\$500	October 20, 2011
99 Extra Duty - Custodians for CSI (Ratification)	Special Education	Special Education	\$163	August 22, 2011
Extra Duty - IEP Interpreters (Ratification)	Special Education	Special Education		September 1, 2011
Extra Duty - Special Education (Ratification)	Special Education	Special Education	And the state of t	November 1, 2011
Extra Duty - Special Education (Ratification)	Special Education	Special Education		July 1, 2011
Extra Duty - Training for Teachers (Ratification)	Sepulveda	Title I	\$1,000	Octo
Parent Education	Washington	EIA-LEP	\$500	Ā
Saturday Jaguar Academy-Nutrition	Willard	General Funds	\$700	İ
SIG Extended Learning Support Staff - Classified 2011-				
12	Saddleback	SIG	\$10,000	December 14, 2011
Technical Support	Heninger	Title I	\$300	
Translation/Interpretation for Parents	Santa Ana	ELA-LEP	\$5,000	December 14, 2011
Translations	Spurgeon	General Funds	\$2,000	December 14, 2011
Translator (Ratification)	King	Title I	\$3,000	October 24, 2011

AGENDA ITEM BACKUP SHEET December 13, 2011

Board Meeting

TITLE:

Board and Staff Reports/Activities

ITEM:

Reports

SUBMITTED BY:

Thelma Meléndez, Ph.D., Superintendent

BACKGROUND INFORMATION:

The purpose of this item is for members of the Board of Education and staff to make announcements to the community of events and activities within Santa Ana schools and the community as it relates to student achievement.

RATIONALE:

Members of the Board of Education have requested an item on the Agenda of each Regular Meeting as an opportunity for announcements.

This item will provide pertinent information to the general public.

FUNDING:

Not Applicable

RECOMMENDATION:

Board members will make announcements of community events and activities within Santa Ana schools and the community.

ТМ:пт