

*Santa Ana Unified School District
Board of Education*

Board Meeting Agenda

**Tuesday, February 10, 2015
6:00 p.m.**

**Board Room
1601 E. Chestnut Avenue
Santa Ana**



**Cecilia "Ceci" Iglesias
Vice President**

**John Palacio
President**

**Rick Miller, Ph.D.
Secretary /
Superintendent**

**Rob Richardson
Member**

**Valerie Amezcua
Clerk**

**José Alfredo Hernández, J.D.
Member**

If special assistance is needed to participate in the Board meeting, please contact Board Recording Secretary, at (714) 558-5515. Please call prior to the meeting to allow for reasonable arrangements to ensure accessibility to this meeting, per the Americans with Disabilities Act, Title II.

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.

BOARD OF EDUCATION MEETING INFORMATION

Role of the Board

The Governing Board is elected by the community to provide leadership and citizen oversight of the District's schools. The Board works with the Superintendent to fulfill its major role, including:

1. Setting a direction for the District.
2. Providing a basic organizational structure for the SAUSD by establishing policies.
3. Ensuring accountability.
4. Providing community leadership on behalf of the District and public education.

Agenda Items provided to the Board of Education that include the description of items of business to be considered by the Board for approval at Board Meetings. These items contain recommendations; the Board may exercise action they believe is best for the SAUSD.

Board Meeting Documentation

Any and all supporting materials are made available to the public by the Public Communication Office. They may be reached from 8:00 a.m. – 4:30 p.m. at (714) 558-5555.

Public Comments at Board Meetings

The agenda shall provide members of the public the opportunity to address the Board regarding agenda items before or during the Board's consideration of the item. The agenda also provides members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board.

Individual speakers are allowed three minutes to address the Board on agenda or nonagenda items. The Board may limit the total time for public input on each item to 20 minutes. With the Board's consent, the Board President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

The Board urges that complaints and derogatory remarks against a District employee be made in writing on forms available in the Office of the Superintendent. This allows the District and the Board to examine more carefully the complaint and to initiate the appropriate investigation.

Persons wishing to address the Board on an item on the agenda or an item of business in the Board's jurisdiction are requested to complete a card. This card is to be submitted to the Recording Secretary. The *Request to Address the Board of Education* cards are located on the table in the foyer.

Televised Meeting Schedule

The Regular Board of Education meetings are broadcast live on the second and fourth Tuesdays of each month on Channel 31. The meeting is replayed on Tuesdays at 6:00 p.m. and Saturdays at 3:00 p.m., following the Board of Education meeting.

Agenda and Minutes on District Website at <http://www.sausd.us>

BOARD OF EDUCATION
REGULAR MEETING

SANTA ANA UNIFIED SCHOOL DISTRICT
1601 EAST CHESTNUT AVENUE
SANTA ANA, CA 92701

TUESDAY
FEBRUARY 10, 2015
6:00 PM

AGENDA

CALL TO ORDER

5:30 P.M. RECESS TO CLOSED SESSION

- See Closed Session Agenda below for matters to be considered at this time.

- A. With respect to every item of business to be discussed in Closed Session pursuant to Education Code Sections 35146 and 48918:

STUDENT EXPULSIONS AND DISCIPLINE ISSUES

- B. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54956.9 (a) (b) (1) and (c):

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Case No. 12CV2543-7

- C. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54957:

PUBLIC EMPLOYMENT: Assistant Superintendent, Business Services

- D. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54947.6:

CONFERENCE WITH LABOR NEGOTIATOR: SAEA, CSEA, CWA, SASPOA
Bargaining Units
Mr. Mark A. McKinney,
District Negotiator

The Board may exercise discretion to adjourn to Closed Session at any time during this meeting to instruct its representatives regarding negotiations with represented and unrepresented employees.

RECONVENE REGULAR MEETING AND REPORT ACTION TAKEN IN CLOSED SESSION THAT IS REQUIRED TO BE REPORTED OUT AT THIS MEETING.

RECONVENE REGULAR MEETING

6:00 P.M. MEETING

PLEDGE OF ALLEGIANCE

HIGH SCHOOL STUDENT AMBASSADORS

Individual High School Ambassadors are allowed three-minutes to address the Board on school reports.

- Chavez – Fallin Akbari; Saddleback – Giselle Cervantes; Segerstrom – Geovanna Medel; Valley – Leilani McDaniel

SUPERINTENDENT'S REPORT

PUBLIC PRESENTATIONS (Pursuant to Government Code 54954.3)

- Individuals or groups may make presentations or bring matters to the Board's attention that is within the Board's subject matter jurisdiction. Individual speakers are allowed three minutes to address the Board on agenda or non-agenda items.

1.0 APPROVAL OF CONSENT CALENDAR

- 1.1 Approval of Regular Board Minutes - January 27, 2015
- 1.2 Acceptance of Gifts in Accordance with Board Policy 3290 – Gifts, Grants, and Bequests
- 1.3 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
- 1.4 Approval of Consultant Agreement between The Princeton Review and Valley High School for February 11, 2015 through April 18, 2015
- 1.5 Approval of Consultant Agreement between Kaplan K12 Learning Services, LLC and Valley High School for February 11, 2015 through February 25, 2015
- 1.6 Approval of Purchase Order Increase to Consultant Agreement between Community Matters and Century High School for October 1, 2014 through June 30, 2015
- 1.7 Approval of Agreement with Consortium on Reaching Excellence in Education, Inc. for Period of February 11, 2015 through June 30, 2015
- 1.8 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of January 14, 2015 through January 27, 2015

- 1.9 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
- 1.10 Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2014-15 School Year
- 1.11 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year
- 1.12 Approval of Contract with Educational Consulting Services, Inc.
- 1.13 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of January 14, 2015 through January 27, 2015
- 1.14 Ratification of Expenditure Summary and Warrant Listing for Period of January 14, 2015 through January 27, 2015
- 1.15 Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District – File Number: LPD 15000389 JT
- 1.16 Approval of Consultant Agreement Increase for McKenna Long & Aldridge, LLP
- 1.17 Approval of Increase to Funding Amount for Consultant Agreement between Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP’s and Human Resources Department
- 1.18 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves
- 1.19 Approval of Revised Job Description: Director of Information Technology Center
- 1.20 Approval of Revised Job Description: Manager of Network Computer Services
- 1.21 Approval of Revised Job Description: Assistant Superintendent-Elementary Division
- 1.22 Approval of Revised Job Description: Assistant Superintendent-Secondary Division

Items removed from Consent Calendar for discussion and separate action:

PRESENTATIONS

- Smarter Balanced Assessment Consortium Update
- Explorer Post 490 Program

REGULAR AGENDA - ACTION ITEMS

- 2.0 Adoption of Resolution No. 14/15-3045 – Granting Physical Education Credit to High School Students Participating in Marching Band, Navy Junior Reserve Officers Training Corps, Cheer, and Athletics
- 3.0 Approval to Appoint Head Start Program Policy Committee Board Representative
- 4.0 Authorization to Award a Contract for Bid Package 17.1 New Construction of Stadium Bleachers, Lighting, and Restroom Building at Century High School Utilizing an Alternative Delivery Method Under Overcrowding Relief Grant Program

BOARD REPORTS

ADJOURNMENT

FUTURE MEETING - The next Regular Meeting of the Board of Education will be held on Tuesday, February 24, 2015, at 6:00 p.m.

Santa Ana Unified School District
1601 E. Chestnut Avenue
Santa Ana, California 92701

MINUTES

REGULAR MEETING
SANTA ANA BOARD OF EDUCATION

January 27, 2015

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Board President Palacio. Other members in attendance were Ms. Iglesias and Ms. Amezcua. Mr. Richardson was absent from the Board meeting.

Cabinet members present were Dr. Miller, Dr. Phillips, Dr. Haglund, Mr. McKinney, Ms. Lohnes, Mr. Dixon, Ms. Miller, and Dr. Rodriguez.

CLOSED SESSION PRESENTATIONS

Mr. Palacio asked those wishing to address the Board in matters pertaining to Closed Session to step to the lectern.

There were no individuals wishing to address the Board.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed at 5:30 p.m. to consider student discipline, personnel matters, and negotiations.

Mr. Hernández arrived at 5:52 p.m., during Closed Session.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:17 p.m.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Juan and Carlos Ramos, fifth-grade students at Madison Elementary School.

REPORT OF ACTION TAKEN IN CLOSED SESSION

By a vote of 4-0, the Board took action to appoint Anuar Shalash to the position of Assistant Principal at Lathrop Intermediate School.

Moved:	Palacio	_____	Iglesias	_____	Amezcua	<u> X </u>	Richardson	_____	Hernández	_____
Seconded:	Palacio	_____	Iglesias	<u> X </u>	Amezcua	_____	Richardson	_____	Hernández	_____
Ayes:	Palacio	<u> X </u>	Iglesias	<u> X </u>	Amezcua	<u> X </u>	Richardson	_____	Hernández	<u> X </u>
Noes:	Palacio	_____	Iglesias	_____	Amezcua	_____	Richardson	_____	Hernández	_____
Final Vote:	Ayes	<u> 4 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	<u> 1 </u>		

HIGH SCHOOL STUDENT AMBASSADORS

Century - Sofia Tam; Lorin Griset Academy - Jacky Ocampos; Santa Ana - Hanna Galvan

Students' provided highlights to the Board of current events, information, and activities at their respective school sites.

RECOGNITIONS / ACKNOWLEDGMENTS

Certificated Employee of the Month for January 2015, Rodney Bruns

Mr. Ed Bustamante, Principal at Carr Intermediate School introduced Rodney Bruns, Teacher. Mr. Bruns was selected as the Certificated Employee for the Month for January 2015 because he is honest, responsible, assertive, caring, and flexible.

Classified Employee of the Month for January 2015, Maria del Lourdes Cervantes

Mr. Jeff Bishop, Principal at Sierra Preparatory Academy introduced Maria del Lourdes "Lori" Cervantes, Community and Family Outreach Liaison. Ms. Cervantes was selected as the Classified Employee for the Month for January 2015 because she cultivated a school "Community of Trust," where both teachers and parents believe that each one has the other's best interest in mind.

SUPERINTENDENT'S REPORT

Dr. Miller opened his report with an update on the First Annual School Fair in Downtown Santa Ana "We are SAUSD!" He acknowledged the Classified Employees of the Year - Adriana Olivares, Administrative Secretary for the After School Program Engage 360°; Jesse Arreola, Custodian at Martin Elementary School; and Dolores Vargas, Library Media Technician at Taft Elementary School. Superintendent Miller concluded his report by mentioning the kick-off of the Local Control Accountability Plan Community Engagement Meetings.

PUBLIC PRESENTATIONS

Paul Zive addressed the Board related to Class Size and LCFF allocation. Francisco Mejia, Abraham Medina, and Ignacio Rios Jr., addressed the Board related to Joven Noble. Robert Hammond, member of the Orange County Board of Education, addressed the Board related to Test Claim and Invocations.

1.0 APPROVAL OF CONSENT CALENDAR

The following items were removed from the Consent Calendar for discussion and separate action:

- 1.7 Ratification of Agreement between Rancho Santiago Community College District/Santa Ana College and Santa Ana Unified School District for GEAR UP IV Funds for 2014-15 School Year
- 1.8 Approval of Consultant Agreement between Kaplan K12 Learning Services, LLC and Saddleback High School for January 29, 2015 through March 31, 2015
- 1.15 Approval to Appoint Head Start Program Policy Committee Board Representative

It was moved by Ms. Amezcua, seconded by Ms. Iglesias, and carried 4-0, to approve the remaining items on the Consent Calendar as follows:

- 1.1 Approval of Minutes of Regular Board Meeting - December 9, 2014 and Minutes of Special Board Meeting - January 13, 2015
- 1.2 Summarized Data of Williams Settlement Second Quarterly Report
- 1.3 Acceptance of Gifts in Accordance with Board Policy 3290 - Gifts, Grants, and Bequests
- 1.4 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
- 1.5 Approval for Acceptance of Specialized Secondary Programs Grant for Santa Ana High School for 2014-15 School Year
- 1.6 Approval of Submission of California Career Pathways Trust Grant Application for Funding for 2015-17 School Years
- 1.9 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of December 10, 2014 through January 13, 2015
- 1.10 Approval of Consultant Agreement between Parent Institute for Quality Education and Jefferson Elementary School for Period of February 4, 2015 through April 1, 2015

- 1.11 Approval of First Assessment Child Outcomes and School Readiness Action Plan
- 1.12 Approval of First Amendment to Agreement CSPP-4328 with California Department of Education for 2014-15 Program Year
- 1.13 Ratification for Submission of Application for California State Preschool Program Expansion Funding for 2015-16 Program Year
- 1.14 Approval of Head Start Health and Safety Corrective Action Plan for Period 1 from October 1, 2014 through December 31, 2014
- 1.16 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

357987 - McFadden
For the violation of Education Code Section 48900, paragraph B that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after January 30, 2015.

321528 - Santa Ana
For the violation of Education Code Section 48900, paragraph A, .4 that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after June 18, 2015.
- 1.17 Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2014-15 School Year
- 1.18 Approval of Consultant Agreement for Mental Health Services for 2014-15 School Year
- 1.19 Approval of Consultant Agreement for Mental Health Counseling Services for 2014-15 School Year
- 1.20 Approval of Consultant Agreement for Speech and Language Independent Educational Evaluation Services for 2014-15 School Year
- 1.21 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year
- 1.22 Approval of Speech and Language Pathology Assistant Standard Clinical Affiliation Agreement with California State University, Northridge for 2014-17 School Years
- 1.23 Approval of Grant Submission for The Education for Homeless Children and Youth Program
- 1.24 Approval of Participation Agreement with Assistance League of Santa Ana
- 1.25 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of December 10, 2014 through January 13, 2015
- 1.26 Ratification of Expenditure Summary and Warrant Listing for Period of December 10, 2014 through January 13, 2015

- 1.27 Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District - File Numbers: 14-17961 RV, LBI-1400128 RV, LBI-1400192 JW, and LBI 1400287 MH
- 1.28 Approval of Consultant Agreement with Renee Voyer for Thorpe Fundamental School for January 28, 2015 through June 30, 2015
- 1.29 Approval of Consultant Agreement with Culinary Campus for Thorpe Fundamental School for January 28, 2015 through June 30, 2015
- 1.30 Approval of Appointment of Corporate Directors to Santa Ana Unified School District Public Facilities Corporation
- 1.31 Approval of Deductive Change Order No. 1 for Bid Package No. 1 Heating, Ventilation, and Air Conditioning at Kennedy Elementary School
- 1.32 Acceptance of Completion of Contract for Bid Package No. 1 Heating, Ventilation, and Air Conditioning at Kennedy Elementary School
- 1.33 Approval of Deductive Change Order No. 1 for Bid Package No. 1 Demolition at Santa Ana Unified School District Sports Complex
- 1.34 Acceptance of Completion of Contract for Bid Package No. 1 Demolition at Santa Ana Unified School District Sports Complex
- 1.35 Acceptance of Completion of Contract for Bid Package No. 3 Fence Project at Taft Elementary School Under Modernization Program
- 1.36 Acceptance of Completion of Contract for Bid Package No. 15 Restrooms at 800 Building at Carr Intermediate School Under Modernization Program
- 1.37 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND SEPARATE ACTION:

- 1.7 Ratification of Agreement between Rancho Santiago Community College District/Santa Ana College and Santa Ana Unified School District for GEAR UP IV Funds for 2014-15 School Year

It was moved by Ms. Iglesias, seconded by Ms. Amezcua, and carried 4-0, to approve the ratification of the agreement between Rancho Santiago Community College District/Santa Ana College and the Santa Ana Unified School for GEAR UP IV funds for the 2014-15 school year.

- 1.8 Approval of Consultant Agreement between Kaplan K12 Learning Services, LLC and Saddleback High School for January 29, 2015 through March 31, 2015

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 4-0, to approve the consultant agreement between Kaplan K12 Learning Services, LLC and Saddleback High School for January 29, 2015 through March 31, 2015.

1.15 Approval to Appoint Head Start Program Policy Committee Board Representative

This item tabled; no action taken.

PUBLIC HEARINGS

Sunshine Initial Bargaining Proposal to Re-open Collective Bargaining Agreement from Communications Workers of America

Mr. Palacio declared the Public Hearing open. He asked those wishing to address the Board to step to the lectern.

After hearing no comments, Mr. Palacio declared the Public Hearing closed.

Sunshine Santa Ana Unified School District's Initial Bargaining Proposals to Re-open the Collective Bargaining Agreement with Communications Workers of America

Mr. Palacio declared the Public Hearing open. He asked those wishing to address the Board to step to the lectern.

After hearing no comments, Mr. Palacio declared the Public Hearing closed.

PRESENTATIONS

District Extended Learning Program - Engage 360° Update

Dr. Rodriguez, Assistant Superintendent, Elementary Education provided the Board with an update on building a true extension of the academic school day with Engage 360°.

Change in Order of Agenda

Mr. Palacio received consensus from the Board, to bring forward agenda item numbers 2.0, 3.0, 6.0, 7.0, 8.0, and 5.0.

2.0 ACCEPTANCE OF 2013-14 MEASURE G INDEPENDENT FINANCIAL AND PERFORMANCE AUDIT REPORT

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 4-0, to accept the 2013-14 Measure G Independent Financial and Performance Audit Report.

3.0 ACCEPTANCE OF MEASURE G BOND OVERSIGHT COMMITTEE'S 2013-14 ANNUAL REPORT

It was moved by Mr. Hernández, seconded by Ms. Iglesias, and carried 3-0, Ms. Amezcua out of room, to accept the Measure G Bond Oversight Committee's 2013-14 Annual Report.

6.0 AUTHORIZATION TO OBTAIN BIDS FOR EMERGENCY REPAIR PROGRAM PROJECTS - STATE ALLOCATION BOARD MEETING OF OCTOBER 16, 2014 FUND RELEASE

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 3-1, Ms. Iglesias dissenting, to authorize staff to obtain bids for Emergency Repair Program projects - State Allocation Board October 16, 2014 Fund Release.

7.0 AUTHORIZATION TO AWARD CONTRACT FOR BID PACKAGE INCREMENT 2 - FOOTBALL STADIUM WITH SYNTHETIC FIELD, AND BASEBALL AND SOFTBALL FACILITY AT SAUSD SPORTS COMPLEX

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 3-1, Ms. Iglesias dissenting, to authorize staff to award contract to P.H. Hagopian Contractor, Inc. for Bid Package Increment 2 - Football Stadium with Synthetic Field, and Baseball and Softball Facility at SAUSD Sports Complex in the amount of \$11,179,000.

8.0 AUTHORIZATION TO AWARD CONTRACT FOR NEW CONSTRUCTION OF ALTERNATIVE EDUCATION FACILITIES UNDER OVERCROWDING RELIEF GRANT PROGRAM UTILIZING AN ALTERNATIVE DELIVERY METHOD

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 3-1, Ms. Iglesias dissenting, to authorize staff to award a contract to Balfour Beatty Construction for new construction of Alternative Education Facilities utilizing an alternative delivery method in the guaranteed maximum price of \$7,814,997 under the Overcrowding Relief Grant Program.

5.0 ADOPTION OF RESOLUTION 14/15-3038 - SUPPORT OF A STATE BOND FOR SCHOOL FACILITIES

It was moved by Ms. Amezcua, seconded by Mr. Hernández, and carried 3-1, Ms. Iglesias dissenting, to adopt Resolution No. 14/15-3038 in support of a State bond for school facilities.

Change in Order of Agenda

Budget Update - Governor's Proposed Budget

Dr. Phillips, Deputy Superintendent, Operations, CBO provided a budget overview and the Governor's 2015-16 January budget proposal.

REGULAR AGENDA - ACTION ITEMS

- 4.0 APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH UNIVERSITY OF CALIFORNIA, BERKELEY, THE COMMON CORE MATHEMATICS NETWORK AND PARTICIPATING LOCAL EDUCATIONAL AGENCIES

It was moved by Ms. Amezcua, seconded by Ms. Iglesias, and carried 4-0, to approve the Memorandum of Understanding with University of California, Berkeley, The Common Core Mathematics Network and Participating Local Educational Agencies.

- 9.0 ACKNOWLEDGEMENT OF RECEIPT OF INITIAL BARGAINING PROPOSAL TO RE-OPEN COLLECTIVE BARGAINING AGREEMENT FROM COMMUNICATIONS WORKERS OF AMERICA

It was moved by Mr. Palacio, seconded by Ms. Amezcua, and carried 4-0, to acknowledge receipt of the initial bargaining proposal to re-open the Collective Bargaining Agreement from Communications Workers of America (CWA).

- 10.0 APPROVAL OF SANTA ANA UNIFIED SCHOOL DISTRICT'S INITIAL BARGAINING PROPOSAL TO RE-OPEN COLLECTIVE BARGAINING AGREEMENT WITH COMMUNICATIONS WORKERS OF AMERICA

It was moved by Mr. Palacio, seconded by Ms. Amezcua, and carried 4-0, to approve the Santa Ana Unified School District's initial bargaining proposal to re-open the Collective Bargaining Agreement with Communications Workers of America (CWA).

- 11.0 ADOPTION OF RESOLUTION NO. 14/15-3039 - PROCLAIMING FEBRUARY 2015 AS AFRICAN AMERICAN HISTORY MONTH

It was moved by Ms. Amezcua, seconded by Ms. Iglesias, and carried 4-0, to adopt Resolution No. 14/15-3039 proclaiming February 2015 as SAUSD's African American History Month.

- 12.0 APPROVAL OF EMPLOYMENT AGREEMENT FOR THE CHIEF OF SCHOOL POLICE SERVICES WITH SANTA ANA UNIFIED SCHOOL DISTRICT

It was moved by Mr. Hernández, seconded by Ms. Amezcua, and carried 4-0, to approve the employment agreement of Dr. Hector Rodriguez, Chief of School Police Services with Santa Ana Unified School District.

- 13.0 APPROVAL OF NEW JOB DESCRIPTION: ASSISTANT DIRECTOR OF RESEARCH AND EVALUATION

It was moved by Mr. Palacio, seconded by Mr. Hernández, and carried 4-0, to approve the new job description of Assistant Director of Research and Evaluation

BOARD AND STAFF REPORTS/ACTIVITIES

Ms. Iglesias

- Participated in the Engage 360° Focus Group meeting; was nice to see parent representation;
- Attended the Santa Ana Unified School District/City of Santa Ana Council Joint Policy Meeting.

Ms. Amezcua

- Has attended LCAP meetings; impressed and happy to see parent engagement;
- Attended "We Are SAUSD" School Fair; was exciting.

Mr. Palacio

- Announced the SAUSD 5K Resolution Run/Walk & Pancake Breakfast, Saturday, January 31, 2015 at 7:45 a.m.;
- Thanked staff for the Engage 360° enrichment program and the expanded opportunities;
- Thanked staff for recognizing Classified employees; very well received;
- Met with the City of Santa Ana; looking forward future collaboration.

ADJOURNMENT

There being no further business to come before the Board, the Board meeting was adjourned by Ms. Amezcua at 9:06 p.m. in memory of Frankie Oviedo and Elizabeth Riordan.

The next Regular Meeting will be held on Tuesday, February 10, 2015, at 6:00 p.m.

ATTEST:

Rick Miller, Ph.D.
Secretary
Santa Ana Board of Education

CERTIFICATED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - January 27, 2015**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Bertsch, Daniel	Teacher	Villa	June 19, 2015		Retirement - 36 years
Bola, Marianne	Assistant Principal	Lathrop	January 9, 2015		Retirement - 22 years
Charles, Jennifer	Teacher	Esqueda	June 19, 2015		Retirement - 24 years
Duncan, Hans	Teacher	Adams	June 19, 2015		Retirement - 29 years
Hanks, Bertha	Teacher	Madison	June 19, 2015		Retirement - 17 years
Kelly, William	Teacher	Villa	June 19, 2015		Retirement - 14 years
Kiwerski, Pamela	Teacher	Esqueda	June 19, 2015		Retirement - 31 years
Lance, Kristine	Teacher	Santiago	June 19, 2015		Retirement - 42 years
Le, Doan	Teacher	Esqueda	June 19, 2015		Retirement - 24 years
Mc Kinney, Kathryn	Teacher	Wilson	June 19, 2015		Retirement - 25 years
Miller, Dawn	Assistant Superintendent Secondary	Educational Services Secondary Division	June 30, 2015		Retirement - 31 years
Montelongo, Henry	Teacher	McFadden	February 5, 2015		Retirement - 36 years

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)					
Muse, Carol	Principal	Kennedy	June 25, 2015		Retirement - 9 years
Prieto, Debra	Principal	Santiago	June 30, 2015		Retirement - 25 years
Starr, Sari	Teacher	Mendez	June 19, 2015		Retirement - 26 years
Washburn, Melinda	Teacher	Wilson	June 19, 2015		Retirement - 21 years
RESIGNATIONS					
Sobieski, Louise	Teacher	Mitchell	December 8, 2014		Retiree on Temporary Shared Contract
EXPIRATION OF 39-MONTH REEMPLOYMENT					
Rosen, Jeffrey	Teacher	MacArthur	January 7, 2015		
NEW HIRE/RE-HIRE 2014-15					
Borges, Michele	Teacher	Carr	January 7, 2015		New Hire - Temporary 44920
Salio, Elizabeth	Teacher	Esqueda	January 5, 2015		New Hire - Probationary I

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
NEW HIRE/RE-HIRE 2014-15 (Continued)					
Stella, Cherill	Teacher	Mitchell	January 7, 2015		New Hire - Probationary I
CHANGE IN STATUS					
Crandall, Mary	Speech and Language Pathologist	Speech Department	November 1, 2014		From Emergency 44911 to Probationary I
LEAVE (21 duty days or more) - Without Pay and Without Benefits					
Kim, Jennifer	Psychologist	Psychological Services	February 4, 2015	May 29, 2015	Child Care
ABSENCE (3 to 20 duty days) - Without Pay with Benefits					
Rinkel, Laily	Curriculum Specialist	K-12 Curriculum Instruction/ Staff Development	January 5, 2015	January 9, 2015	Child Care
CALIFORNIA FAMILY RIGHT ACT (3 to 20 duty days) - Paid with Benefits					
Bowen, Mitchell	Teacher	Sepulveda	December 4, 2014	December 19, 2014	Statutory
Hess, Thomas	Teacher	Godinez	November 5, 2014	November 20, 2014	Statutory
Infante, Julie	Principal	Santa Ana	December 1, 2014	December 19, 2014	Statutory

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
CALIFORNIA FAMILY RIGHT ACT (3 to 20 duty days) - Without Pay with Benefits					
	Speech and Language Pathologist	Speech Department	January 14, 2015	February 11, 2015	Statutory
Gaschen, Tracy	Teacher	Godinez	November 21, 2014	December 9, 2014	Statutory
CALIFORNIA FAMILY RIGHT ACT (21 duty days or more) - Paid with Benefits					
CALIFORNIA FAMILY RIGHT ACT INTERMITTENT (21 duty days or more) - Paid with Benefits					
Goldberg-Patton, Andrea	Teacher	Thorpe	September 8, 2014	December 9, 2014	Statutory
Shumar, Jennifer	Program Specialist	Pupil Support Services	December 2, 2014	March 2, 2015	Statutory
Siegel, Gina	Teacher	Century	November 6, 2014	January 12, 2015	Statutory
Williams, John	Teacher	Lathrop	January 5, 2015	February 22, 2015	Statutory
CALIFORNIA FAMILY RIGHT ACT INTERMITTENT (21 duty days or more) - Paid with Benefits					
Diaz Millan, Ana	Teacher	Lincoln	October 27, 2014	October 26, 2015	Statutory
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid with Benefits					
Bowen, Mitchell	Teacher	Sepulveda	December 4, 2014	December 19, 2014	Statutory
Hess, Thomas	Teacher	Godinez	November 5, 2014	November 20, 2014	Statutory
Infante, Julie	Principal	Santa Ana	December 1, 2014	December 19, 2014	Statutory
Torres, Diana	Principal	Heroes	November 19, 2014	January 5, 2015	Statutory

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Without Pay with Benefits					
Gaschen, Tracy	Speech and Language Pathologist	Speech Department	January 14, 2015	February 11, 2015	Statutory
Hess, Thomas	Teacher	Godinez	November 21, 2014	December 9, 2014	Statutory
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Avram, Sarah	Teacher	Washington	November 17, 2014	January 8, 2015	Statutory
Espinoza, Carolina	Teacher	Walker	January 5, 2015	February 27, 2015	Statutory
Goldberg-Patton, Andrea	Teacher	Thorpe	September 8, 2014	December 9, 2014	Statutory
Medrano, Kristin	Teacher	Carr	November 13, 2014	February 20, 2015	Statutory
Mooneyham, Kathy	Assistant Principal	Godinez	December 15, 2014	February 20, 2015	Statutory
O'Neil, Kathleen	Teacher	Mendez	December 1, 2014	February 19, 2015	Statutory
Shumar, Jennifer	Program Specialist	Pupil Support Services	December 2, 2014	March 2, 2015	Statutory
Siegel, Gina	Teacher	Century	November 6, 2014	January 12, 2015	Statutory
Tran, Tina	Counselor	Mendez	December 5, 2014	January 22, 2015	Statutory
Williams, John	Teacher	Lathrop	January 5, 2015	February 22, 2015	Statutory
Wright, Jennifer A.	Teacher	Adams	January 5, 2015	February 17, 2015	Statutory
FAMILY CARE AND MEDICAL LEAVE INTERMITTENT (21 duty days or more) - Paid with Benefits					
Diaz Millan, Ana	Teacher	Lincoln	October 27, 2014	October 26, 2015	Statutory

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
EXTENSION ON FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Bailey, Kathleen	Teacher	Special Education	November 18, 2014	November 19, 2014	Statutory
Callaway, Katrina	Assistant Principal	Segerstrom	January 5, 2015	January 16, 2015	Statutory
Gaschen, Tracy	Speech and Language Pathologist	Speech Department	December 16, 2014	January 13, 2015	Statutory
Huestis, Mindy	Teacher	Child Development	December 1, 2014	January 9, 2015	Statutory
Westberg, Carmen	Assistant Principal	King	January 5, 2015	February 11, 2015	Statutory
EXTENSION ON CALIFORNIA FAMILY RIGHT ACT (21 duty days or more) - Paid with Benefits					
Bailey, Kathleen	Teacher	Special Education	November 18, 2014	November 19, 2014	Statutory
Westberg, Carmen	Assistant Principal	King	January 5, 2015	February 11, 2015	Statutory
CHANGE IN DATE FAMILY CARE AND MEDICAL LEAVE (3 to 20 duty days) - Without Pay with Benefits					
Hess, Thomas	Teacher	Godinez	October 16, 2014	From November 21, 2014 to November 4, 2014	Statutory
CHANGE IN DATE CALIFORNIA FAMILY RIGHTS ACT (3 to 20 duty days) - Without Pay with Benefits					
Hess, Thomas	Teacher	Godinez	October 16, 2014	From November 21, 2014 to November 4, 2014	Statutory

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
EXTENDED WORK YEAR 2014-15					
Prado, Nereida	Program Specialist	Educational Services Secondary Division	November 10, 2014	November 10, 2014	1 Additional Day
EXTRA DUTY 2014-15					
Bates, Jamie	Teacher	Segerstrom	February 2, 2015	June 18, 2015	Extra Period
Gonzalez-Perez, Miriam	Assistant Principal After School Site Coordinator	Educational Services	November 24, 2014	December 23, 2014	5 Additional Days
Guzman, Tanya	Teacher	Walker	December 10, 2014	June 30, 2015	Flat Rate
Larragoiti, Nancy	Teacher	Godinez	September 2, 2014	June 18, 2015	Extra Period
McCabe, Rosemarie	Teacher	Sierra	September 9, 2014	June 19, 2015	Extra Period
Robinson, Carolyn	Retired Substitute	Early Childhood Education	November 12, 2014	June 19, 2015	Flat Rate
Seymour, Deena	Teacher	Lathrop	December 1, 2014	June 18, 2015	Extra Period
DEPARTMENT CHAIRS 2014-15					
Faust, Eric		Willard	2014-15		Business
CO-CURRICULAR 2014-15					
Goodrich, Nathan		Century	2014-15		Forensics (sharing)

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
CO-CURRICULAR 2014-15 (Continued)					
Hernandez, Joaquin		Valley	2014-15		Vocal Music, Tall Flags
Reta, George		Chavez	2014-15		Senior Class Advisor
Vazquez, Mireya		Century	2014-15		Forensics (sharing)
GRADE LEVEL LEADERS 2014-15					
Mercado, Miranda		Monroe	2014-15		
Adams, Sharon		Taft	2014-15		
Carroll, Sahba		Taft	2014-15		
Marosi, Nancy		Taft	2014-15		
Mata-Azvedo, Theresa		Taft	2014-15		
Pfleiderer, Cheryl		Taft	2014-15		
Scheid, Erin		Taft	2014-15		
Terhune, Rohry		Taft	2014-15		
Yen, Ju-Yin		Taft	2014-15		
Zanca, Rita		Taft	2014-15		
WINTER SPORTS 2014-15					
Butler, Merlo	Head Coach	Century	2014-15		Soccer (Girls)
Govier, Robert	Head Coach	Century	2014-15		Wrestling (Co-Ed)
Silverman, Steven	Head Coach	Century	2014-15		Soccer (Boys)

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
WINTER SPORTS 2014-15 (Continued)					
Young, Jeffrey	Head Coach	Century	2014-15		Basketball (Boys)
Rogers, Brandon	Assistant Coach	Godinez	2014-15		Basketball (Girls)
Byers, Timothy	Head Coach	Santa Ana	2014-15		Wrestling (Girls)
Elmasry, Fareed	Head Coach	Santa Ana	2014-15		Basketball (Boys)
Glabb, Scott	Head Coach	Santa Ana	2014-15		Wrestling (Boys)
Goldby, Jessica	Head Coach	Santa Ana	2014-15		Basketball (Girls)
Leon, Jose	Assistant Coach	Santa Ana	2014-15		Wrestling (Boys)
Penaflo, Joe	Head Coach	Santa Ana	2014-15		Soccer (Boys)
Perez Jimenez, Gonzalo	Assistant Coach	Santa Ana	2014-15		Wrestling (Boys)
Alonzo, Yvonne	Assistant Coach	Segerstrom	2014-15		Basketball (Girls)
Altamirano, Michael	Assistant Coach	Segerstrom	2014-15		Basketball (Boys)
Castanha, William	Assistant Coach	Segerstrom	2014-15		Soccer (Girls)
Fredericksen, Timothy	Head Coach	Segerstrom	2014-15		Water Polo (Girls)
Gomez, Adrian	Head Coach	Segerstrom	2014-15		Basketball (Boys)
Hayes, Richard	Assistant Coach	Segerstrom	2014-15		Basketball (Girls)
Salway, Andrew	Assistant Coach	Segerstrom	2014-15		Water Polo (Girls)
Schultz, Kevin	Head Coach	Segerstrom	2014-15		Wrestling (Boys)
Stevenson, Neil	Head Coach	Segerstrom	2014-15		Soccer (Boys)
Watts, Jeffrey	Head Coach	Segerstrom	2014-15		Basketball (Girls)
Delgado, Gabriel	Head Coach	Valley	2014-15		Basketball (Boys)
Lammers, Frederick	Head Coach	Valley	2014-15		Water Polo (Girls)

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
WINTER SPORTS 2014-15 (Continued)					
Mora, Hector	Head Coach	Valley	2014-15		Wrestling (Boys)
Ortiz, Brenda	Head Coach	Valley	2014-15		Basketball (Girls)
Sanchez, Jose C.	Head Coach	Valley	2014-15		Soccer (Boys)
Terwilliger, Erik	Assistant Coach	Valley	2014-15		Water Polo (Girls)
HOME TEACHER					
Parsons, Eric	Home Teacher	Pupil Support Services	October 28, 2014	November 4, 2014	
CORRECTION HOME TEACHER 2013-14					
Reynozo, Jesse	Home Teacher	Pupil Support Services	2013-14		If and as needed basis
SHARED CONTRACT 2014-15 (CORRECTION)					
Sobieski, Louise	Teacher	Mitchell	November 3, 2014		From 20% to 10% Contract
Sommer, Kimberly	Teacher	Mitchell	August 27, 2014		From 80% to 90% Contract

**AGENDA ITEM REQUESTS
 CERTIFICATED
 2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
10th Grade Counseling (Ratification)	Godinez	Title I	\$15,000	January 14, 2015
10th Grade Counseling (Ratification)	Segerstrom	Title I	\$12,968	January 14, 2015
Academic Language Professional Learning (Ratification)	Remington	Title I	\$150	January 14, 2015
After School Intervention (Ratification)	Roosevelt	Title I	\$70,000	January 21, 2015
Clinic Tutoring	Segerstrom	Title I	\$10,000	January 28, 2015
Curriculum & Assessment Support	Romero-Cruz	Title I CORE Set Aside	\$12,000	January 28, 2015
Curriculum/Instruction Planning and Collaboration	Romero-Cruz	Site Discretionary Account	\$5,000	January 28, 2015
Engage 360 Program - Late Pick-up of Students, Modified Days	Extended Learning Program	ASES	\$40,000	January 28, 2015
Engage 360 Program Training (Correction previously approved December 9, 2014)	Extended Learning Program	ASES	From \$25,00 to \$30,000	December 10, 2014
English Learner Academic Success Program	Segerstrom	Title I	\$2,000	January 28, 2015
English Learners Tutoring	Muir	Title I	\$7,000	January 28, 2015
Extra - Curricular Activities	Lorin Griset	Title I	\$2,000	January 28, 2015
Extra - Before/After School Tutoring (Ratification)	Support Services	Special Education	\$8,900	December 1, 2014
Integrated Academic and Career-Based Course Planning	Century	OC TPP Grant	\$4,000	January 28, 2015
Intervention & Enrichment Groups (Ratification)	Madison	Title I	\$50,000	January 14, 2015
Parent Training (Ratification)	Jefferson	Title I	\$6,000	January 14, 2015
PBIS Student Support (Ratification)	Willard	Title I	\$15,000	January 14, 2015
Pentathlon Coaches	McFadden	General Fund	\$6,600	January 28, 2015

**AGENDA ITEM REQUESTS
 CERTIFICATED
 2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Professional Development Participant	Romero-Cruz	Site Discretionary Account	\$2,000	January 28, 2015
Saturday Math Academy	Mendez	Title I	\$30,000	January 28, 2015
Saturday Math Academy - Planning	Mendez	Title I	\$6,500	January 28, 2015
Saturday School (Correction previously approved August 26, 2014)	Segerstrom	Title I	Additional \$2,500	January 28, 2015
Saturday School (Ratification)	MacArthur	Title I	\$8,000	January 13, 2015
Saturday Science, Social Studies and Art Academy	Mendez	Title I	\$30,000	January 28, 2015
Saturday Science, Social Studies and Art Academy Curriculum Writing	Mendez	Title I	\$5,000	January 28, 2015
Scholastic Aptitude Test (SAT)/American College Testing (ACT) Boot Camp (Correction previously approved October 28, 2014)	Segerstrom	Title I	Additional \$1,006	January 28, 2015
SmartBoard Training (Ratification)	Santa Ana	Title I	\$1,120	January 13, 2015
Staff Development - Online Learning	Learning Innovation with Technology	Common Core Block Grant	\$55,000	January 28, 2015
Teacher of Special Assignment (Ratification)	Spurgeon	LCFF Supplement	\$8,000	January 14, 2015
Teacher Parent Training	Sepulveda	Title I	\$1,500	January 28, 2015
Teen Community Emergency Response Team (CERT) Instruction (Ratification)	Santa Ana	General Fund	\$2,000	January 10, 2015
TOSA Extra Duty	Sepulveda	Title I	\$2,079	January 28, 2015
		Unrestricted		
Translation Services (Ratification)	Diamond	Discretionary	\$400	January 14, 2015

**AGENDA ITEM REQUESTS
 CERTIFICATED
 2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Tutoring	Romero-Cruz	Site Discretionary Account	\$4,000	January 28, 2015

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RETIREMENTS						
Agcopra, George	DSO	Lathrop	December 30, 2014			22 years, 10 months
Aguirre, Yolanda	Career Guidance Tech.	Saddleback	December 30, 2014			25 years, 1 month
Alaman, Alvin	DSO	Mendez	December 30, 2014			37 years, 3 months
Morales, Rebeca	Fd. Svc. Wkr.	Nutrition Services	December 30, 2014			27 years, 10 months
Ramirez, Andres	Fd. Svc. Fld. Spvr.	Nutrition Services	December 30, 2014			34 years, 11 months
Villaseñor, Maria	Activity Supervisor	Washington	June 19, 2014			25 years, 7 months
Viramontes, Norma	Activity Supervisor	Taft	December 1, 2014			22 years, 9 months
RESIGNATIONS						
Amezquita, Elsa	Licensed Vocational Nurse	PSS	January 2, 2015			Personal - 11 months
Castillo, Maricela	Activity Supervisor	Carver	December 19, 2014			Personal - 8 months
Elias, Jadaí	Job Training Asst. Special Ed.	Transition Program	November 28, 2014			Personal -18 years, 2 months
Gomez, Maria	Licensed Vocational Nurse	PSS	January 14, 2015			Personal - 2 months

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS (Continuation)						
Gomez, Noemi	SSP Sp. Ed.	Greenville	December 19, 2014			Personal 1 year, 1 month
Juarez de Prado, Juana	Headstart Teacher	Child Development	May 29, 2014			Personal - 1 year, 11 months
Lariz, Marisela	Activity Supervisor	King	December 2, 2014			Personal - 1 year, 2 months
Mejia Rivera, Karla	Activity Supervisor	Garfield	December 19, 2014			Personal - 3 months
Melendrez Vasquez, Isamar	SSP Sp. Ed.	Segerstrom	January 16, 2015			Personal - 1 year, 4 months
Meza, Kristine	Activity Supervisor	Villa	January 16, 2015			Personal - 7 months
Padilla, Lilitiana	Activity Supervisor	Fremont	December 19, 2014			Personal - 3 years
Tran, Anthony	Classified Educational Research Analyst	Research & Evaluation	January 9, 2015			Personal - 7 years, 9 months
Villeda de Monterrosa, Teresa	Activity Supervisor	Lincoln	September 2, 2014			11 months
TERMINATION						
ID# 27954	Fd. Svc. Wkr.	Villa	December 2, 2014			Did not pass probation

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ABSENCE (3 to 20 duty days) - Without Pay						
Bulfinch, Amanda	Site Clerk	Century	January 12, 2015	February 6, 2015		Personal
CRFA (California Family Rights Act) - Without Pay						
Aguilar, Yoly	Lead Preschool Teacher	ECE	January 5, 2015	January 16, 2015		Statutory Leave
Mendoza, Esther	Personnel Assistant	Human Resources	December 1, 2014	December 19, 2014		Statutory Leave
Pritchett, Jaime	Budget Technician	Budget Dept.	January 5, 2015	January 16, 2015		Statutory Leave
FAMILY CARE & MEDICAL LEAVES (3 to 20 duty days) - Paid						
Fargier, Diana	Preschool Teacher	ECE	November 19, 2014	January 6, 2015		Statutory Leave
Mendoza, Esther	Personnel Assistant	Human Resources	November 17, 2014	December 19, 2014		Statutory Leave
FAMILY CARE & MEDICAL LEAVE/CFRA (California Family Rights Act) (21 duty days or more) - Paid						
Burton Jr., Clyde	Locksmith	Bldg. Svcs.	October 20, 2014	January 9, 2015		Statutory Leave
FAMILY CARE & MEDICAL LEAVE/CFRA (California Family Rights Act) (3 to 20 duty days) - Paid						
Gonzalez, Mayra	Construction Admin. Tech.	Facilities Dept.	December 22, 2014	January 16, 2015		Statutory Leave
Hernandez, Francisco	Custodian	Madison	December 1, 2014	December 23, 2014		Statutory Leave

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
FAMILY CARE & MEDICAL LEAVE/CFRA (California Family Rights Act) (3 to 20 duty days) - Paid (Continuation)						
Torres, Jesus	Storekeeper	Fairview Warehouse	November 26, 2014	December 12, 2014		Statutory Leave
LEAVES (21 duty days or more) - Without Pay						
	Autism					
Garcia, Martha	Paraprofessional	Mitchell	December 8, 2014	May 15, 2015		Personal
Serrano, Maria	Head Start Teacher	Child Dev.	January 23, 2015	May 8, 2015		Personal
EXTENSION OF LEAVE (21 duty days or more) - Without Pay						
Martinez, Juliana	Instr. Asst. Sev. Dis.	Mitchell	December 8, 2014	December 12, 2014		Personal
PROBATIONARY APPOINTMENTS						
Albarran Corrales, Perla	Site Clerk	Monroe	January 5, 2015		24/1	
Aleman, Abigail	After School IP	Various School Sites	January 28, 2015		16/1	
Alvarez, Alexander	Fd. Svc. Wkr.	Santa Ana	December 15, 2014		11/1	
Avalos Garcia, Jennifer	Fd. Svc. Wkr.	Carr	December 15, 2014		11/1	
Bahena, Miguel	After School IP	Various School Sites	January 28, 2015		16/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Barajas, Maritza	Instr. Asst. Computer	Taft	November 20, 2014		26/1	
Barragan, Ruby	After School IP	Various School Sites	January 28, 2015		16/1	
Bashir, Amanda	SSP Sp. Ed.	Heninger	January 5, 2015		19/1	
Basurto, Juan	After School IP	Various School Sites	January 28, 2015		16/1	
Caldera, Mireya	SSP Sp. Ed.	Heroes	January 5, 2015		19/1	
Cervantes, Jesus	Job Coach	Transition Program	December 15, 2014		20/1	
Dixon, Sheryn	Licensed Vocational Nurse	PSS	February 2, 2015		24/1	
Espinosa, Cecilia	SSP Sp. Ed.	Mitchell	January 15, 2015		19/1	
Garza, Christopher	SSP Sp. Ed.	Lathrop	January 12, 2015		19/1	
Giles, Shirley	After School IP	Various School Sites	January 28, 2015		16/1	
Gonzalez, Diana	SSP Sp. Ed.	Jefferson	December 10, 2014		19/1	
Gonzalez, Gina	After School IP	Various School Sites	January 28, 2015		16/1	
Gray, Daniel	SSP Sp. Ed.	Lincoln	January 12, 2015		19/1	
Guadarrama Valencia, Guadalupe	Custodian	Bldg. Svcs.	January 28, 2015		23/1	
Jaimes, Patricia	Site Coordinator	Martin	December 16, 2014		\$25	
Leal, Elsa	SSP Sp. Ed.	Franklin	December 3, 2014		19/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Lopez, Angelica	After School IP	Various School Sites	January 28, 2015		16/1	
Lopez, Joshua	Custodian	Bldg. Svcs.	January 28, 2015		23/1	
Lopez, Selina	After School IP	Various School Sites	January 28, 2015		16/1	
Maon, Oseni	After School IP	Various School Sites	January 28, 2015		16/1	
Mata, Lucia	After School IP	Various School Sites	January 28, 2015		16/1	
Mendoza, Jonathan	Custodian	Bldg Svcs.	January 28, 2015		23/1	
Osornio Vazquez, Raymundo	Custodian	Bldg Svcs.	January 28, 2015		23/1	
Palacios, Mayra	After School IP	Various School Sites	January 28, 2015		16/1	
Phonethibsavads, Viengkham	After School IP	Various School Sites	January 28, 2015		16/1	
Pimentel-Villanueva, Yvette	Preschool Teacher	ECE	December 8, 2014		IIIC/1	
Quintanilla, Ramon	After School IP	Various School Sites	January 28, 2015		16/1	
Rodriguez, Gustavo	After School IP	Various School Sites	January 28, 2015		16/1	
Ruvalcaba, Raquel	After School IP	Various School Sites	January 28, 2015		16/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Sanchez, Nancy	After School IP	Various School Sites	January 28, 2015		16/1	
Sanchez, Sabrina	After School IP	Various School Sites	January 28, 2015		16/1	
Sewell, Kristina	Instr. Asst. Sev. Dis.	Transition Program	January 5, 2015		20/1	
Tavares, Lydia	After School IP	Various School Sites	January 28, 2015		16/1	
Torres, Genoveva	After School IP	Various School Sites	January 28, 2015		16/1	
Ulloa Lopez, Marco	Custodian	Bldg Svcs.	January 28, 2015		23/1	
Ventresca, Daniella	Instr. Asst. DHH	Taft	December 2, 2014		20/1	
Waniss, Lisa	After School IP	Various School Sites	January 28, 2015		16/1	
PROMOTIONAL APPOINTMENTS						
Cregut-Gonzalez, Shanee	Sr. Fd. Svc. Wkr.	Century	January 28, 2015		13/6	
Degree, David	Position Control Spvr.	Business Svcs.	January 28, 2015		49/3	
Gonzalez, David	Rv. Ld. Custodian	Bldg. Svcs.	January 28, 2015		28/4 + Diff.	
Hinshaw, Dorothy	Budget Clerk	Budget Dept.	January 28, 2015		35/5	
Huizar, Renato	Sr. Fd. Svc. Wkr.	MacArthur	January 28, 2015		13/6	
Nava, Diana	Sr. Fd. Svc. Wkr.	Valley	January 28, 2015		13/2	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROMOTIONAL APPOINTMENTS (Continuation)						
Nguyen, Ha	ROP Operations Spec.	ROP	January 28, 2015		40/4	
Olivares, Adriana	Admin. Secretary	After School Programs	December 22, 2014		30/3	
Palomino, Debbie	Instr. Asst. Sev. Dis.	Santa Ana	January 5, 2015		20/5	
Raygoza, Ruth	Fd. Svc. Spvr. Elem.	Lincoln	January 5, 2015		15/2	
Rosales, Juanita	Instr. Asst. Sev. Dis.	Willard	January 5, 2015		20/5	
Velasco, Jose	Plant Custodian Elem.	Taft	February 11, 2015		28/6	
REAPPOINTMENTS						
Barlow, Desmond	Austism Paraprofessional	Jefferson	December 11, 2014		24/6	
Martinez, Juliana	Instr. Asst. Sev. Dis.	Mitchell	December 15, 2014		20/4	
REASSIGNMENTS (Change of work site)						
Bonette, Stephanie	Autism Paraprofessional	Spurgeon	December 1, 2014		24/6	From Washington to Spurgeon
Briseno, Martha	Fd. Svc. Wkr.	Muir	December 15, 2014		11/5	From McFadden to Muir

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
REASSIGNMENTS (Change of work site) (Continuation)						
Lopez, Ana	Sr. Fd. Svc. Wkr.	Mendez	December 1, 2014		13/6	From MacArthur to Mendez
Lozano, Meliza	Community Family Outreach Liason	Valley	January 12, 2015		36/2	From PSS to Valley
Muñoz, Susana	Fd. Svc. Spvr. Elem.	Muir	December 15, 2014		15/6	From Heninger to Muir
Sandoval, Adonay	Instr. Asst. DHH	Taft	January 5, 2015		20/6 + Bil.	From Instr. Asst. Sev. Dis. to Instr. Asst. DHH
Wells, Katherine	Fd. Svc. Wkr.	Sierra	December 15, 2014		11/6	From Muir to Sierra
ADJUSTMENT OF WORKING ASSIGNMENTS (Change in Months)						
Arciga, Edith	Interpreter/Translator Sp. Ed.	Special Ed.	January 28, 2015		35/4	From 10 months, 6 hours to 12 months, 8 hours
Atilano, Marcelino	Plant Custodian Elem.	Roosevelt	October 3, 2014		28/4	Per CSEA agreement
Bravo-Solis, Miguel	Plant Custodian Elem.	Diamond	October 3, 2014		28/2	Per CSEA agreement

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ADJUSTMENT OF WORKING ASSIGNMENTS (Change in Months) (Continuation)						
Contreras Jr., Juan	Plant Custodian Int.	Lathrop	October 3, 2014		32/6	Per CSEA agreement
Diaz, Omar	Plant Custodian Elem.	Hoover	October 3, 2014		28/3	Per CSEA agreement
Hernandez, Daniel	Int. Ld. Custodian	Bldg. Svcs.	October 3, 2014		25/6	Per CSEA agreement
Lopez, Antonio	Plant Custodian Elem.	Heroes	October 3, 2014		28/6	Per CSEA agreement
Rios, Jorge	Plant Custodian Elem.	Lincoln	October 3, 2014		28/6	Per CSEA agreement
Rodriguez, Nicholas	Plant Custodian Elem.	Mitchell	October 3, 2014		28/6	Per CSEA agreement
Serrano, Robert	Plant Custodian Int.	Carr	October 3, 2014		32/6	Per CSEA agreement
TEMPORARY ASSIGNMENTS - Out of Class Compensation						
Aguilar, Humberto	Plant Custodian Elem.	Bldg. Svcs.	January 5, 2015	January 7, 2015	28/2	
Alvarado, Angelica	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 3, 2014	January 31, 2015	13/6	
Anaya, Liliana	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 5, 2015	February 28, 2015	15/2	
Avalos, Gloria	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	December 2, 2014	February 28, 2015	15/1	
Bazurto, Bobby	Plant Custodian Elem.	Bldg. Svcs.	January 5, 2015	January 9, 2015	28/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS - Out of Class Compensation (Continuation)						
Becerra, Leonardo	Rv. Ld. Custodian	Bldg. Svcs.	November 18, 2014	January 30, 2015	28/5 + Diff.	
Carranza, Eric	Plant Cust. Elem.	Bldg. Svcs.	January 12, 2015	January 16, 2015	28/1	
Cregut-Gonzalez, Shanee	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 1, 2014	February 28, 2015	13/6	
Colin Cardenas, Jessica	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 10, 2014	December 12, 2014	13/6	
Contreras, Carlos	Rv. Ld. Custodian	Bldg. Svcs.	January 5, 2015	January 26, 2015	28/5 + Diff.	
Cuellar, Roberto	Rv. Ld. Custodian	Bldg. Svcs.	December 1, 2014	January 30, 2015	28/5 + Diff.	
Dorado, Raul	Rv. Ld. Custodian	Bldg. Svcs.	November 1, 2010	December 19, 2014	28/5	
Dorado, Raul	Rv. Ld. Custodian	Bldg. Svcs.	January 5, 2015	January 30, 2015	28/5	
Escobedo, Angel	Sr. Groundskeeper	Bldg. Svcs.	November 1, 2010	December 31, 2014	30/5	
Espidio, Martha	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	January 5, 2015	January 26, 2015	13/6	
Godinez, Jorge	Accountant	Accounting Dept.	July 1, 2014	August 29, 2014	Level 19/1	
Gonzalez, Maria	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 1, 2014	December 3, 2014	13/6	
Herman, Sylvia	Attendance Tech.	Century	December 1, 2014	December 19, 2014	24/6	
Maciel, Elizabeth	Sch. Off. Asst. Sec.	Century	December 1, 2014	December 19, 2014	24/5	
Maciel, Elizabeth	Sch. Off. Asst. Sec.	Century	January 5, 2015	January 30, 2015	24/5	
Mojica, Rita	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 12, 2014	December 19, 2014	13/6	
Mojica, Rita	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	January 5, 2015	February 28, 2015	13/6	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS - Out of Class Compensation (Continuation)						
Morales, Guillermina	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 2, 2014	January 5, 2015	13/6	
Morales, Guillermina	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	January 8, 2015	January 29, 2015	13/6	
Najera, Marisela	Comm. Family Outreach Liaison	Santa Ana	January 12, 2015	February 20, 2015	36/2 + Bil.	
Nieto, Cesar	Rv. Ld. Custodian	Bldg. Svcs.	November 1, 2014	January 30, 2015	28/5 + Diff.	
Ortiz, Enrique	Plant Custodian Elem.	Bldg. Svcs.	January 7, 2015	January 9, 2015	28/6	
Perez, Juan	Plant Custodian H.S.	Bldg. Svcs.	November 3, 2014	January 31, 2015	35/2	
Ponce, Martha	Fd. Svc. Spvr. Inter.	Nutrition Svcs.	December 10, 2014	December 12, 2014	27/1	
Pusateri, Maria	Mgr. of Fd. Svcs. Operations	Nutrition Svcs.	December 1, 2014	December 10, 2014	37/5 + \$10 a day	
Quintero Rodelo, Roberto	Maint. Wkr. II	Bldg. Svcs.	January 1, 2015	January 31, 2015	30/6	
Ramirez, Maria	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	November 5, 2014	December 31, 2014	15/6	
Ramirez, Noeli	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 1, 2014	February 28, 2015	13/6	
Rodriguez, Eleticia	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	December 4, 2014	January 7, 2015	13/6	
Rosales, Erica	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 5, 2015	February 28, 2015	15/6	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS - Out of Class Compensation (Continuation)						
Saldana, Carmen	Fd. Svc. Spvr.	Nutrition Svcs.	January 5, 2015	February 28, 2015	15/3	
Sanchez, Brenda	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	October 20, 2014	December 31, 2014	15/5	
Sanchez, Cesar	Fd. Svc. Spvr. Inter.	Nutrition Svcs.	December 15, 2014	February 28, 2015	27/2	
Sillerico, Vanusa	Sch. Off. Asst. Mgr.	Davis	December 1, 2014	December 5, 2014	28/5 + Bil.	
Valencia-Lopez, Karina	Sr. Fd. Svc. Wkr.	Nutrition Svcs.	January 5, 2015	February 28, 2015	13/6	
Viramontes, Esteban	Maint. Wkr. II	Bldg. Svcs.	December 1, 2014	January 31, 2015	30/5	
BILINGUAL COMPENSATION						
Rodriguez, Danny	School Police Officer	School Police	February 1, 2015			
SALARY ADJUSTMENT						
Humphrey, Shelley	Manager of Transportation	Transportation Dept.	December 1, 2014		Level 30/4	
ACTIVITY SUPERVISORS						
Casian, Olga	Activity Supervisor	Davis	December 3, 2014		10/1	
Gersten, Madison	Activity Supervisor	Century	January 5, 2015		10/1	
Jacobo, Maria	Activity Supervisor	Edison	January 5, 2015		10/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
Lara, Maria	Activity Supervisor	Saddleback	January 7, 2015		10/1	
Lucero, Delia	Activity Supervisor	Century	January 5, 2015		10/1	
Torrento, Ismenia	Activity Supervisor	Garfield	December 8, 2014		10/1	
Torro, Yecenia	Activity Supervisor	Muir	December 11, 2014		10/1	
Uresti, Hector	Activity Supervisor	Santa Ana	December 18, 2014		10/1	
HOURLY APPOINTMENTS						
Bahena, Miguel	Instr. Provider	Carr	December 8, 2014		16/1	
Bustos Landa, Jenyffer	Instr. Provider	Carr	December 8, 2014		16/1	
Gutierrez, Yessenia	Instr. Provider	Mendez	December 17, 2014		16/1	
Lopez, Janet	Instr. Provider	Mendez	December 17, 2014		16/1	
Martinez, Carlos	Instr. Provider	Segerstrom	January 15, 2015		16/1	
SUBSTITUTES						
Anguiano, Gloria	After School IP		January 28, 2015		16/1	
Bautista, Cecilia	Fd. Svc. Wkr.		January 7, 2015		11/1	
Campos, Connie	After School IP		January 28, 2015		16/1	
Carrasco, Saralinda	Fd. Svc. Wkr.		December 8, 2014		11/1	
Chavarria, Luis	Custodian		December 11, 2014		23/1	
Chavez, Marco	Custodian		December 1, 2014		23/1	
Contreras, Cristian	Custodian		November 20, 2014		23/1	
Cortez, Steven	Fd. Svc. Wkr.		January 7, 2015		11/1	
Daniel, Jose	Custodian		December 5, 2014		23/1	
Davis, Patricia	Preschool Teacher		December 1, 2014		\$105	
Echeverria, Sandy	After School IP		January 28, 2015		16/1	
Elizarraras, Ithzel	Clerical		December 3, 2014		20/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - January 27, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
SUBSTITUTES (Continuation)						
Enriquez, Eliana	Custodian		December 1, 2014		23/1	
Fuentes, Jeannette	Fd. Svc. Wkr.		January 7, 2015		11/1	
Fuentes, Rosaura	Fd. Svc. Wkr.		January 7, 2015		11/1	
Gonzalez, Gladys	Custodian		December 1, 2014		23/1	
Hernandez, Griceida	Fd. Svc. Wkr.		December 8, 2014		11/1	
Irwin, Lubia	Fd. Svc. Wkr.		December 8, 2014		11/1	
	Alarm					
Konstantakos, Kristy	Monitor/Dispatcher		December 11, 2014		22/1	
Leal, Berenize	After School IP		January 28, 2015		16/1	
Leon, Alicia	Custodian		December 1, 2014		23/1	
	Alarm					
Liberti, Diane	Monitor/Dispatcher		December 17, 2014		22/1	
Lopez, Antonio	Custodian		December 1, 2014		23/1	
Lopez, Edgar	Custodian		December 1, 2014		23/1	
Lopez Rodriguez, Miguel	Fd. Svc. Wkr.		December 8, 2014		11/1	
Lopez Rojas, Lizbeth	Fd. Svc. Wkr.		January 7, 2015		11/1	
Lugo, Erica	Clerical		December 10, 2014		20/1	
Meza-Martinez, Alex	Custodian		December 3, 2014		23/1	
Neri, Eyglett	Clerical		December 1, 2014		20/1	
Ortiz Jr., Heliodoro	Custodian		December 9, 2014		23/1	
Padilla, Benjamin	Custodian		November 20, 2014		23/1	
Peña, Hector	Clerical		December 3, 2014		20/1	
Phabsomphou, Christina	SSP Sp. Ed.		December 10, 2014		19/1	

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - January 27, 2015**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
SUBSTITUTES (Continuation)						
Rios, Melissa	Fd. Svc. Wkr.		December 8, 2014		11/1	
Rios Tellez, Justino	Custodian		December 3, 2014		23/1	
Rodriguez, Steven	Custodian		December 3, 2014		23/1	
Solorio Caliz, Elena	Fd. Svc. Wkr.		December 8, 2014		11/1	
Soto, Regina	After School IP		January 28, 2015		16/1	
Valdovinos, Stephany	After School IP		January 28, 2015		16/1	
Torres, Clarisa	SSP Sp. Ed.		December 1, 2014		19/1	
Wagner, Anna	After School IP		January 28, 2015		16/1	
ATHLETIC SPECIALIST						
Romo, Andrew	Asst. Football	Valley	October 22, 2014		\$23.73	

**AGENDA ITEMS REQUESTS
CLASSIFIED
2014-15 School Year**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
CAHSEE Clerical	Century	General Fund	\$650	March 11, 2014
CAHSEE Clerical	Chavez	General Fund	\$350	February 2, 2015
CAHSEE Clerical	Chavez	General Fund	\$350	March 16, 2015
CAHSEE Clerical	Godinez	General Fund	\$250	February 3, 2015
CAHSEE Clerical	Godinez	General Fund	\$800	March 12, 2015
CAHSEE Clerical	Independent Studies Program	General Fund	\$250	February 2, 2015
CAHSEE Clerical	Independent Studies Program	General Fund	\$250	March 16, 2015
CAHSEE Clerical	Lorin Grisnet	General Fund	\$450	January 29, 2015
CAHSEE Clerical	Lorin Grisnet	General Fund	\$450	March 12, 2015
CAHSEE Clerical	Saddleback	General Fund	\$450	January 27, 2015
CAHSEE Clerical	Saddleback	General Fund	\$950	March 10, 2015
CAHSEE Clerical	Santa Ana	General Fund	\$1,000	March 10, 2015
CAHSEE Clerical	Santa Ana	General Fund	\$650	February 3, 2015
CAHSEE Clerical	Segerstrom	General Fund	\$300	March 11, 2015
Childcare	Diamond	Title I	\$2,500	January 14, 2015
Childcare	Muir	Title I	\$890	January 28, 2015
Childcare Provider	Wilson	Title I	\$5,200	January 15, 2015
Classified Extra Duty (Ratification)	Lorin Grisnet	WASC	\$2,600	September 8, 2014
Clerical Support and Translation (Ratification)	Godinez	Site Discretionary Account	\$3,000	January 14, 2015
DSO Extra Duty (Ratification)	Lorin Grisnet	Unrestricted Discretionary	\$600	December 6, 2014
Engage 360 Program - Late Pick-up of Students, Modified Days	Extended Learning Program	ASES	\$70,000	January 28, 2015

**AGENDA ITEMS REQUESTS
CLASSIFIED
2014-15 School Year**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Engage 360 Program - Professional Learning and Planning Time	Extended Learning Program	ASES	\$86,625	January 28, 2015
Engage 360 Program Training (Correction previously approved December 9, 2014)	Extended Learning Program	ASES	From \$45,000 to \$50,000	December 10, 2014
Extra Duty Assignments	Fremont	Title I	\$950	January 28, 2015
Extra Duty - Classified Support	Godinez	Office Salaries - Extra Duty	\$5,000	January 28, 2015
Extra Duty Teacher/Student Assistance (Correction previously approved December 9, 2014)	Sepulveda	Title I	From \$3,000 to \$4,500	January 28, 2015
Interpreting Services - Classified	Diamond	Unrestricted Discretionary	\$150	January 14, 2015
Office Staff (Ratification)	Romero-Cruz	Site Discretionary Account	\$3,000	January 28, 2015
Parent Conferences/Meetings	Davis	Unrestricted Discretionary	\$1,000	January 28, 2015
Parent Conferences/Meetings	Davis	Unrestricted Discretionary	\$1,000	January 28, 2015
Saturday Math Academy - Tutors	Mendez	Title I	\$3,500	January 28, 2015
Saturday Science, Social Studies and Art Academy Tutors	Mendez	Title I	\$3,500	January 28, 2015
Segerstrom Volleyball Coach (Ratification)	Segerstrom	ASB Girls Volleyball Account	\$1,404	September 16, 2014
Segerstrom Volleyball Coach (Ratification)	Segerstrom	ASB Girls Volleyball Account	\$2,816	November 18, 2014
Technology Implementation (Ratification)	Villa	Title I	\$15,000	January 5, 2015
Teen Cert Instruction (Ratification)	Santa Ana	Fund 68	\$200	January 10, 2015
Translations	Jefferson	Unrestricted Discretionary	\$3,500	January 14, 2015

RESOLUTION NO. 14/15-3038
BOARD OF EDUCATION
SANTA ANA UNIFIED SCHOOL DISTRICT
ORANGE COUNTY, CALIFORNIA

SUPPORT OF A STATE BOND FOR SCHOOL FACILITIES

1
2
3
4
5
6
7
8
9
10 **WHEREAS**, the California Constitution finds public education is a State
responsibility in Article IX Section 5; and

11
12 **WHEREAS**, Article 1 Section 28 states that public schools shall be safe,
13 secure and peaceful; and

14
15 **WHEREAS**, the State has previously met its constitutional responsibilities
16 through the state funding match of the School Facility Program contained in
17 Division 1, Part 10, Article 12.5 of the Education Code; and

18
19 **WHEREAS**, the California unemployment rate is greater than the national
20 unemployment rate; and

21
22 **WHEREAS**, the School Facility Program, if funded with State school bonds,
23 provides for career technical education facilities to provide career technical job
24 training to meet the trained workforce needs of California's employers; and

25
26 **WHEREAS**, the School Facility Program is out of funds and cannot provide the
27 State match for almost \$2 billion in projects filed under current law; and

28
29 **WHEREAS**, 13,000 middle class jobs are created for each \$1 billion in school
30 facility infrastructure investment; and

31
32 **WHEREAS**, these jobs include almost all building trades and the jobs will be
33 in all parts of California; and

34
35 **WHEREAS**, these construction jobs would be immediately available since many
36 school districts, including Santa Ana Unified School District, have construction-
37 ready projects that depend on availability of State matching funds; and

38
39 **WHEREAS**, a State bond encourages local communities to place local bonds on
40 the ballot, further enhancing the stimulus effect; and

41
42 **WHEREAS**, the new Local Control Funding Formula and Local Control
43 Accountability Plans are intended to improve academic achievement for all students
44 but does not include facilities proven to help ensure academic success; and

45
46 **WHEREAS**, academic goals cannot be achieved without 21st century school
47 facilities designed for instruction to meet today's and tomorrow's students'
48 academic needs; and

49
50 **WHEREAS**, State school bonds do not raise State taxes;

51
52 **NOW, THEREFORE**, the Santa Ana Unified School District finds and declares that
53 it supports placing a new State school bond on the 2016 ballot to allow the
54 citizens the opportunity to decide if the State partnership should be funded
55 through a new State school bond.
56

1 RESOLUTION NO. 14/15-3039

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5 AFRICAN AMERICAN HISTORY MONTH

6 FEBRUARY 2015

7 WHEREAS, Americans of African descent helped develop our nation in countless
8 ways, those recognized, unrecognized, and unrecorded; and,

9 WHEREAS, African American history reflects a determined spirit of
10 perseverance and cultural pride in its struggle to equally share in the
11 opportunities of a nation founded upon the principles of freedom and liberty for
12 all people ; and,

13 WHEREAS, African American citizens have participated in every American
14 effort to secure, protect, and maintain the essence and substance of American
15 democracy, as reflected by California Education Code Section 37221 (d) which
16 establishes March 5 as Black American Day to commemorate the anniversary of the
17 death of Crispus Attucks, the first African American martyr of the Boston
18 Massacre; and,

19 WHEREAS, the California Board of Education recognized in its Multicultural
20 Education Policy that each student needs an opportunity to understand the common
21 humanity underlying all people; to develop pride in his or her own identity and
22 heritage; and to understand, respect, and accept the identity and heritage of
23 others; and,

24 WHEREAS, the History-Social Science Framework of California Public Schools,
25 Kindergarten through grade 12, states that the history curriculum of community,
26 state, region, nation, and world must reflect the experiences of men and women and
27 of different racial, religious, and ethnic groups and must be integrated at every
28 level.

1 NOW, THEREFORE, BE IT RESOLVED: That the Santa Ana Board of Education
2 proclaims the month of February 2015 as *African American History Month* and
3 encourages all schools, community organizations, businesses, and the City of Santa
4 Ana to commemorate this occasion with appropriate instructional and celebratory
5 activities.

6 Upon motion of Member Amezcu and duly seconded, the foregoing
7 Resolution was adopted by the following vote:

8 AYES: 4

9 NOES: 0

10 ABSENT 1

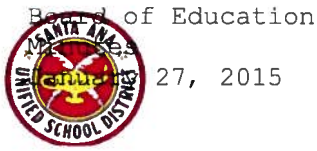
11 STATE OF CALIFORNIA)
12) ss.
13 COUNTY OF ORANGE)
14

15 I, Valerie Amezcu, Clerk of the Board of Education of the Santa Ana Unified
16 School District of Orange County, California, hereby certify that the above and
17 foregoing Resolution was duly adopted by the said Board at a regular meeting
18 thereof held on the 27th day of January, 2015, and passed by a vote of 4-0 of
19 said Board.

20 IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of January,
21 2015.



24 Valerie Amezcu
25 Clerk
26 Board of Education
27 Santa Ana Unified School District



27, 2015

SANTA ANA UNIFIED SCHOOL DISTRICT

ASSISTANT DIRECTOR OF RESEARCH AND EVALUATION

JOB SUMMARY:

Under the direction of the Executive Director of Research and Evaluation and/or designee, the Assistant Director will support and assist in the development and implementation of critical student and program assessment and evaluation processes across the District. The Assistant Director will assist and promote program priorities as defined by the Executive Director of Research and Evaluation.

REPRESENTATIVE DUTIES:

- Lead and direct the evaluation of services designed to increase academic achievement of students including English Learners and students at risk of failure or achieving below expectancy. **E**
- Respond to District, department, and site data and evaluation needs. **E**
- Assist with development of effective educational plans and programs in order to improve outcomes. **E**
- Serve as a liaison between Research and Evaluation, and other departments and school sites; provide technical assistance. **E**
- Continuously research best practices in research and evaluation in order to assist the implementation of ongoing measures of student performance. **E**
- Collaborate with general and categorically funded programs (e.g., Special Education, Title I, Title III, Pupil Support Services) to support a coordinated approach. **E**
- Provide evaluation assistance to correlate parent engagement initiatives with academic achievement and other program improvement efforts. **E**
- Assist with preparation and development of reports, PowerPoints on District and school level indicators of student performance for disaggregated groups and other areas of research as requested. **E**
- Present reports and other research outcomes to students, parents, community stakeholders District staff, and Board as directed. **E**

ASSISTANT DIRECTOR OF RESEARCH AND EVALUATION (CONTINUED)**REPRESENTATIVE DUTIES:** (Continued)

- Assist with the delivery of best-in-class system of assessments and accountability measures, statistical analysis, and support for improving the academic achievement of students in urban settings. **E**
- Facilitate and support all processes necessary to develop a data-focused culture throughout the Santa Ana Unified School District. **E**
- Supervise and evaluate employee performance, and provide administrative support to assigned staff. **E**
- Attend Division meetings, staff meetings and other District functions as directed. **E**
- Maintain a professional code of ethics and professionalism at all times. **E**
- Assist and support the Executive Director with development and expansion of the services and programs offered by the Research and Evaluation Department. **E**
- Assists in developing and preparing the annual preliminary budget for the department; analyzes and reviews budgetary and financial data; controls and authorizes expenditures in accordance with established limitations. **E**
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**Knowledge of:**

- Some knowledge of advanced statistical analysis including multivariate analysis and multi-level modeling for use with large data sets of student performance indicators.
- Quantitative and qualitative evaluation of programs.
- Appropriate uses and interpretations of criterion-referenced and norm-referenced assessments.
- Strategies for identifying and disseminating information relating to best practices.
- Various assessment methods and procedures for English-fluent and limited-English-proficient students.
- Database management and statistical software (ie: FileMaker Pro, SPSS, Stata)
- Computerized student and information management systems.
- School district organization, operations, and culture.
- Applicable Federal, State, and local laws.
- California content standards.

ASSISTANT DIRECTOR OF RESEARCH AND EVALUATION (CONTINUED)

KNOWLEDGE AND ABILITIES: (Continued)

Knowledge of: (Continued)

- Application of technology in assessing student performance.
- The impacts of socio-cultural factors on student and school performance.

Ability to:

- Disaggregate and make meaning of complicated data sets with assistance and support.
- Develop goals and objectives appropriate to assigned projects.
- Communicate effectively one on one, with groups and in trainings and presentations.
- Demonstrate cultural competency throughout the work environment.
- Support staff and encourage productivity and effective work habits.
- Work well with or without direction, maintain discretion and confidentiality.
- Communicate effectively both orally and in writing.
- Perform essential functions of the job.

EDUCATION AND EXPERIENCE:

Master's Degree required. Minimum of 3 years experience providing District and/or school-level data analysis and/or program evaluation.

LICENSES AND OTHER REQUIREMENTS:

Valid California Teaching Credential.
Administrative Credential.
Valid California driver's license.

WORKING CONDITIONS:

Environment:

- Office Environment.
- Numerous interruptions, flexibility.
- Driving vehicle to conduct work.

Physical Abilities:

- Hearing and speaking accurately to exchange information and make presentations.
- Seeing to read a variety of materials and also drive a vehicle.
- Sitting or standing extended periods of time.
- Lifting or moving objects, normally not exceeding twenty (20) pounds.

ASSISTANT DIRECTOR OF RESEARCH AND EVALUATION (CONTINUED)

Accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: January 27, 2015

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Acceptance of Gifts in Accordance with Board Policy 3290 – Gifts, Grants, and Bequests**

ITEM: **Consent**

SUBMITTED BY: **David Haglund, Ed.D., Deputy Superintendent, Educational Services**

PREPARED BY: **David Haglund, Ed.D., Deputy Superintendent, Educational Services**

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.

SANTA ANA UNIFIED SCHOOL DISTRICT
GIFTS RECOMMENDED FOR ACCEPTANCE - February 10, 2015

School:	Gift:	Amount:	Donor:	Used for:
Heroes Elementary		\$2,000	Orange County Community Foundation Ms. Michelle Abril Newport Beach	Field trip expenses for second graders to the Natural History Museum of Los Angeles
Lowell Elementary		\$3,745	Mr. Michael P. Giannini Orange	Student incentives, parent involvement, student uniforms, and instructional supplies
Martin Elementary		\$1,300	Orange County Canaan Presbyterian Church Mr. Inn Cul Kim Santa Ana	Fifth grade science camp field trip
Martin Elementary		\$1,740	St. Mark Presbyterian Church Ms. Sandy Dobras Newport Beach	Fifth grade science camp field trip
Martin Elementary		\$2,185	HOUZZ Mr. Jerry Kingkade Irvine	Fifth grade science camp field trip
February 10, 2015 donations		\$10,970		
2015 Total donations	\$45,395	\$56,365		

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.

DH:lr

AGENDA ITEM BACKUP SHEET
February 10, 2015

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: **Dawn Miller, Assistant Superintendent, Secondary Education**

PREPARED BY: **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 Trips and Administrative Regulation (AR) 6153.1 – Extended School-Sponsored Trips.

SANTA ANA UNIFIED SCHOOL DISTRICT - EXTENDED FIELD TRIPS
RECOMMENDED FOR APPROVAL - February 10, 2015

Date:	Schools/Location:	Funding and Cost:	Student(s):	Staff and Chaperone:
February 19-21, 2015 (Thursday - Saturday)	Century High School CIF Preliminary Individual Wrestling Tournament Santa Maria High School Santa Maria	\$106.11 per student (s) (cost paid by ASB, General & Athletics funds)	7	2
February 12-14, 2015 (Thursday - Saturday)	Santa Ana High School CIF Girls Wrestling Championship Eleanor Roosevelt High School Corona	\$87.50 per student (s) (cost paid by ASB)	11	2
February 26-March 1, 2015 (Thursday - Sunday)	Santa Ana High School CIF Girls Wrestling Championship Visalia Convention Center Visalia	\$87.50 per student (s) (cost paid by ASB)	4	2
March 4-6, 2015 (Wednesday - Friday)	Carr Intermediate 8 th Grade AVID Trip Tour of Universities: Cal Poly San Luis Obispo, Stanford University, University of California Berkeley, and University of California Santa Cruz	\$489.00 per student (s) (cost paid by General funds)	50	6
April 20-24, 2015 (Monday - Friday)	Jefferson Elementary School Arrowhead Ranch Outdoor Science School Pinecrest Conference Center Twinpeaks	\$245.00 per student (s) (cost paid by fundraising & PTO)	104	27

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

Date:	Schools/Location:	Funding and Cost:	Student(s):	Staff and Chaperone:
June 18-21, 2015 (Thursday - Sunday)	Segerstrom High School French Language Immersion Camp Presbyterian Conference Center Big Bear	\$150.00 per student (s) (cost paid by French Club)	15	2

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

Agenda Item Backup Sheet

ITEM: Request of extended field trip for Century High School to have wrestling students compete in the CIF Preliminary Individual Wrestling Tournament at Santa Maria High School in Santa Maria, California. The trip will be on February 19-21, 2015.

OVERVIEW: Century High School is requesting authorization for wrestling students to participate in the CIF Preliminary Individual Wrestling Tournament at Santa Maria High School.

RATIONALE: Students have earned the right to represent Century High School at the CIF Preliminary Individual Wrestling Tournament by successfully qualifying at the Orange League Wrestling finals that took place February 1. As with all scholastic athletic participation, the goal is that this experience will reinforce the relationship between personal effort, sacrifice, collaboration, and eventual achievement.

PARTICIPANTS: 7 students and 2 chaperones (1 certificated and 1 classified).

COSTS: \$106.11 per student – To include lodging, meals, and travel

FUNDING: ASB, General, and Athletics funds

RECOMMENDATION: Approve the request of the extended field trip for Century High School to have the wrestling students participate in the CIF Preliminary Individual Wrestling Tournament at Santa Maria High School in Santa Maria, California in Santa Maria, California on February 19-21, 2015.

Agenda Item Backup Sheet

- ITEM:** Request of extended field trip for Santa Ana High School to have wrestling students compete in the CIF Girls Wrestling Championships at Eleanor Roosevelt High School in Corona, California. The trip will be on February 12-14, 2015.
- OVERVIEW:** Santa Ana High School is requesting authorization for the girls' wrestling students to participate in the CIF Girls Wrestling Championships at Eleanor Roosevelt High School.
- RATIONALE:** 11 girls from the Santa Ana High School Wrestling Team have qualified to compete in the CIF Girls Wrestling Championship Finals. If any of Santa Ana High's wrestlers are in the top 8, than they will qualify for the CIF State Girls Wrestling Championships on February 27-28 at the Visalia Convention Center in Visalia, CA.
- PARTICIPANTS:** 11 students and 2 chaperones (1 certificated and 1 classified).
- COSTS:** \$87.50 per student – To include lodging, meals, and travel
- FUNDING:** ASB funding
- RECOMMENDATION:** Approve the request of the extended field trip for Santa Ana High School to have the wrestling students participate in the CIF Girls Wrestling Championships at Eleanor Roosevelt High School in Corona, California on February 12-14, 2015.

Agenda Item Backup Sheet

- ITEM:** Request of extended field trip for Santa Ana High School to have wrestling students compete in the CIF Girls Wrestling State Championships at the Visalia Convention Center in Visalia, California. The trip will be on February 26-28, 2015.
- OVERVIEW:** Santa Ana High School is requesting authorization for the girls' wrestling students to participate in the CIF Girls Wrestling State Championships at the Visalia Convention Center.
- RATIONALE:** 4 girls from the Santa Ana High School wrestling team have qualified to compete in the CIF Girls Wrestling State Championship. The wrestlers were in the top 8 at the CIF Girls Wrestling Championship Finals in California, CA.
- PARTICIPANTS:** 11 students and 2 chaperones (1 certificated and 1 classified).
- COSTS:** \$87.50 per student – To include lodging, meals, and travel
- FUNDING:** ASB funding
- RECOMMENDATION:** Approve the request of the extended field trip for Santa Ana High School to have the wrestling students participate in the CIF Girls Wrestling State Championships at the Visalia Convention Center in Visalia, California on February 26-28, 2015.

Agenda Item Backup Sheet

<u>ITEM:</u>	Request of extended field trip for Carr Intermediate School students to participate in the 8 th Grade AVID Trip which consist of visits to Cal Poly San Luis Obispo, Stanford University, University of California Berkeley, and University of California Santa Cruz. Trip will be on March 4-6, 2015.
<u>OVERVIEW:</u>	Carr Intermediate School 8 th Grade AVID students will be visiting Cal Poly San Luis Obispo, Stanford University, University of California Berkeley, and University of California Santa Cruz
<u>RATIONALE:</u>	This trip will provide students the opportunity to visit multiple college campuses and help make the universities far more tangible. The universities will no longer be just a name or T-shirt. Students will be able to connect personally and directly with these universities. The trip also allows for the students to expand their horizons and have an understanding of different communities and cultures. Also the tour of universities will help Carr meet LCAP goals 1 and 2.
<u>PARTICIPANTS:</u>	50 students and 6 chaperones (all certificated).
<u>COSTS:</u>	\$489 per student - To include travel, lodging, and meals
<u>FUNDING:</u>	General funding
<u>RECOMMENDATION:</u>	Approve the request of the extended field trip for Carr Intermediate School students to participate in the 8 th Grade AVID Trip Tour which consist of visits to Cal Poly San Luis Obispo, Stanford University, University of California Berkeley, and University of California Santa Cruz on March 4-6, 2015.

Agenda Item Backup Sheet

- ITEM:** Request of extended field trip for Jefferson Elementary School students to attend the Arrowhead Ranch Outdoor Science School at the Pinecrest Conference Center in Twinpeaks, California. The trip will be on April 20-24, 2015.
- OVERVIEW:** Jefferson Elementary School students will be visiting the Arrowhead Ranch Outdoor Science School at the Pinecrest Conference Center in Twinpeaks, California. The trip will be April 20-24, 2015.
- RATIONALE:** Arrowhead Ranch will provide hands-on education for the students by exploring and interacting with their natural environment. The curriculum corresponds with the science framework adopted by the California Department of Education. Students will receive instruction from trained naturalist in astronomy, botany, ecology, geology, meteorology, and zoology. Learning will take place through indoor and outdoor lessons.
- PARTICIPANTS:** 104 students and 27 chaperones (4 Jefferson certificated and Arrowhead Ranch staff).
- COSTS:** \$245 per student - To include travel, lodging, and meals
- FUNDING:** Fundraising and PTO funding
- RECOMMENDATION:** Approve the request of the extended field trip for Jefferson Elementary School students to attend the Arrowhead Ranch Outdoor Science School at the Pinecrest Conference Center in Twinpeaks, California on April 20-24, 2015.

Agenda Item Backup Sheet

- ITEM:** Request of extended field trip for Segerstrom High School students to attend French Language Immersion Camp at the Presbyterian Conference Center in Big Bear, California. The trip will be on June 18-21, 2015.
- OVERVIEW:** Segerstrom High School students will be attending the French Language Immersion Camp at the Presbyterian Conference Center.
- RATIONALE:** The Foreign Language Association of Orange County is organizing a French camp. During the weekend camp students will be participating in a variety of activities that will allow them to speak French with other students from Orange County high schools.
- PARTICIPANTS:** 15 students and 2 chaperones (all certificated).
- COSTS:** \$150 per student - To include travel, lodging, and meals
- FUNDING:** French Club funding
- RECOMMENDATION:** Approve the request of the extended field trip for Segerstrom High School students to participate in the French Language Immersion Camp at the Presbyterian Conference Center in Big Bear, California on June 18-21, 2015.

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Consultant Agreement between The Princeton Review and Valley High School for February 11, 2015 through April 18, 2015**

ITEM: **Consent**

SUBMITTED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

PREPARED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the consultant agreement between The Princeton Review and Valley High School for February 11, 2015 through April 18, 2015. This agreement will help to increase student American College Test (ACT) scores. At its January 13, 2015 meeting the Board approved The Princeton Review to help Valley students prepare for the Scholastic Aptitude Test (SAT).

RATIONALE:

The Princeton Review program is a leader in helping college and graduate school-bound students achieve their higher-education goals through their test-preparation services. Princeton Review practice tests are rigorous and predictive, and their programs are uniquely engineered to produce higher scores. The Princeton Review has a strong track record of helping students from all backgrounds succeed and attain their goal of attending college. Their knowledge and understanding of school communities, combined with years of collaboration with school leaders, will support Valley High School students to have higher ACT scores and better access to colleges or universities.

- 25 students maximum to participate
- 18 hours of instruction
- 2 tests

FUNDING:

School Improvement Grant (SIG) Funds: \$7,000

RECOMMENDATION:

Approve the consultant agreement between The Princeton Review and Valley High School for February 11, 2015 through April 18, 2015.

DM:sz



The Princeton Review-Led Classroom Course Agreement

This agreement (hereafter referred to as "Agreement") is entered into between Valley High School ("Organization") and TPR Education, LLC d/b/a The Princeton Review ("TPR"). TPR agrees to provide services to the students and/or teachers of Organization in accordance with the following terms and conditions:

Term: 2/11/2015 to 4/18/2015 (the "Term").

Course Name (e.g. SAT, ACT) course (the "Class"): ACT 1504 I Valley HS

Class to be led by:	The Princeton Review
Class size:	Maximum 25; Minimum 15
Instructional hours:	18 Total instructional hours
Diagnostic tests (#):	2 tests of 4 hours duration
Class fee:	\$300/student (for up to maximum class size/instructor if a per instructor charge)

Organization agrees to a minimum commitment of 1 Class section

Total contract fee: est. \$7000

Resources Included:

Online Student Center:	90 days access for each enrolled student.
The Princeton Review Course materials:	Copies of the following books for each Class participant: ACT Student Ki

All Classes and materials will be provided subject to the attached "Terms and Conditions – The Princeton Review-Led Classroom Course Agreement."

Organization Billing Information

Organization agrees to provide payment to TPR for services delivered to the students and/or teachers of Organization in accordance with the following provisions:

Is a Purchase Order Required (circle "yes" or "no")? **NO** If yes, what is the Purchase Order Number? _____

***Purchase Order must be received by TPR no later than 5 days prior to the scheduled class start date to avoid delay of start of program.**

Billing Terms [check applicable terms]:

- Net 30 from Date Contract Signed
- Net 30 from Start of Course
- Customized Payment Terms different from above must be approved by TPR and Organization and set out below:

April Gibbs
Valley High School
April.gibbs@sausd.us

TPR Education, LLC
Name:
Title:

Date

[Insert Name of Organization]
Name:
Title:
Address:
Telephone No.:

Date

- **Signed agreement should be returned to:**
Contracts Administrator
aparanick@review.com
- **Failure to return signed Agreement promptly may result in delay of delivery of services and/or materials.**

TERMS AND CONDITIONS – THE PRINCETON REVIEW-LED CLASSROOM COURSE AGREEMENT

1. **Classes Generally:** (a) The Organization will provide a coordinator for the course program. The Organization shall be solely responsible for providing to TPR (i) a roster of students enrolled for each scheduled Course, preferably in an electronic format, no later than seven (7) calendar days before the start of each Course (the "Initial Roster"), and (ii) a final roster of students (the "Final Roster") for each ongoing Course as of the later of (X) the last class following completion of the first 20% of the Course hours or (Y) the last class at the end of the Organization's add/drop period, as applicable. If the Organization fails to provide the Final Roster on a timely basis, then the Initial Roster will be deemed the Final Roster for purposes of these Terms and Conditions. Each of the Initial Roster and the Final Roster shall contain the following information for each enrolled student: first name, last name and email address. Any changes to the Course schedule must be notified to TPR no less than 24 hours in advance of change (except in the event of inclement weather or other Force Majeure event). (b) The Organization shall provide reasonable classroom facilities and, if available, security at no cost to TPR. (c) For TPR-led courses, the Organization shall have each student and his or her parent or guardian sign TPR contracts regarding commitment to the class. The Organization must deliver signed student and parent/guardian contracts to TPR no later than seven (7) days after the start of each class. (d) If the Organization has provided TPR with email addresses of all students (and, if applicable, teachers or administrators) who are authorized to access TPR's online resources, then TPR shall be responsible for distributing online user ID and passwords to such authorized persons (e.g. students, teachers) for all online resources. If the Organization has not provided TPR with email addresses of all persons authorized to access TPR's online resources, the Organization shall be solely responsible for distributing online user ID and passwords to such authorized persons. The Organization shall (i) use its best efforts to ensure that each password is kept confidential and is not shared among individuals, (ii) comply with the terms of any reasonable instructions that TPR may issue from time to time with respect to the passwords, and (iii) notify TPR promptly if Organization becomes aware of any password being used by an unauthorized person. TPR may then cancel the password and assign a new one in its place. TPR may disable access to any online resource for any person who fails to comply with TPR rules and procedures applicable to the resource, such as the Terms of Use on TPR's website, and no credit or refund will be issued for such person. (e) TPR shall use commercially reasonable efforts to make online courses generally available 24 hours per day, seven days per week, subject to reasonable downtime for maintenance and related activities and loss or interruption due to causes beyond TPR's control. Except for emergencies, any such downtime for maintenance and related activities shall be scheduled at times that minimize the impact to the Organization. However, TPR does not warrant that the use of its online courses will be uninterrupted or error-free or that such course or the server that makes it available is free of viruses or other harmful components.
2. **Fees; Payment Terms; Collection Fees:** Per student billing will be calculated based on the Final Roster; withdrawal of a student from a Course after delivery of the Final Roster will not result in a reduction of the calculated fee or a refund. TPR shall invoice the Organization on a periodic basis no more frequently than monthly in accordance with the Billing Terms indicated in the TPR-Led Classroom Course Agreement to which these Terms and Conditions are attached and into which they hereby are incorporated (the "Agreement"). The Organization shall make payment to TPR within thirty (30) days of invoice receipt. Prices set forth in the Agreement do not include sales tax. Sales tax, if applicable, will be included in the invoice sent by TPR to Organization, unless Organization provides evidence of tax exemption. Time is of the essence for all payments under this Agreement, and in the event any overdue payment is sent by TPR to a collection agency or an attorney for collection in accordance with TPR's standard collection procedures, Organization agrees to pay all costs of collection, including without limitation all court costs and reasonable attorneys' fees.
3. **Reporting Requirements:** TPR shall provide the Organization with final reports concerning the program after completion of all classes of a Course. The Organization shall provide TPR with periodic reports and information concerning the Courses as reasonably requested by TPR, including requests for information in electronic format where available. To the extent that individual student data is shared with TPR, as an agent of the Organization, TPR shall keep such information confidential and only use it to the extent necessary to provide educational and other services within the Organization. The Organization shall maintain such books and records as are necessary to substantiate amounts paid to TPR pursuant to this Agreement, which shall be made available to TPR for examination on request.
4. **Intellectual Property:** (a) The Organization acknowledges and agrees that (i) all right, title and interest in and to TPR written materials including without limitation written and electronic materials and software programs, access to which is provided hereunder and materials available through TPR's online resources, as well as all updates, upgrades, enhancements and modifications thereto, including any and all patents, copyrights, trade secret rights, trademarks, trade names, and other proprietary rights embodied therein or associated therewith (collectively, the "TPR Intellectual Property"), are and will remain TPR's, and this Agreement in no way conveys any right, title or interest in the TPR Intellectual Property other than the limited licenses set forth below, (ii) the Organization will not modify or alter the TPR Intellectual Property without the prior written consent of TPR, which consent may be withheld within TPR's sole discretion and (iii) the TPR Intellectual Property embodies valuable confidential and secret information of TPR, the development of which required the expenditure of considerable time and money. (b) Upon the expiration or termination of this Agreement for any reason, the Organization shall deliver to TPR any and all TPR-owned equipment and supplies and all TPR Intellectual Property, or copies thereof, in electronic format or otherwise, in the Organization's possession or under its control. Within ten (10) business days of a request by TPR, the Organization shall deliver to TPR an affidavit stating that to the best of its knowledge and information all TPR Intellectual Property required to be delivered under this Agreement have been delivered and copies that have not been delivered have been deleted or destroyed.
5. **Confidentiality:** (a) The Organization acknowledges that it has been informed that the TPR Intellectual Property and its instructional methods, including its strategies and methodologies, are confidential (except such TPR Intellectual Property as are published and generally made available to the public by or on behalf of TPR) (the "Confidential Information"). The Organization (i) shall not divulge, and will prevent each of its employees, teachers and agents from divulging, directly or indirectly, any Confidential Information and (ii) shall not use or authorize anyone to use, and will prevent each of its employees, teachers and agents from using or authorizing anyone to use, any Confidential Information, except to teach a TPR – approved course for which the Organization pays a fee to TPR either for TPR to lead the course or for the course materials for Organization's TPR-trained instructor(s) to lead the course. TPR may revoke the certification of any Teacher: (i) who fails to maintain the confidentiality of the Confidential Information or (ii) who uses the Confidential Information, except to teach a TPR class for which TPR receives a fee. (b) The Organization agrees that any breach or threatened breach by it of this Section and any other provision related to protection of the Confidential Information will, because of the unique and proprietary nature of this information entrusted as aforesaid, cause irreparable harm to TPR and shall entitle TPR, in addition to any other legal remedies available to it, to apply to any court of competent jurisdiction to enjoin such breach or threatened breach.
6. **Limited License:** TPR hereby grants to the Organization a nonexclusive, non-transferable license (the "License") to use its TPR Intellectual Property solely in connection with the services provided under this Agreement. The grant of the License is conditioned upon the following: (i) the Organization shall not copy, modify, alter, or excerpt, and shall prevent others from copying, modifying, altering, or excerpting the TPR Intellectual Property; (ii) the Organization shall not use, and shall prevent others from using, the TPR Intellectual Property and other Confidential Information to teach any class or course or for any other purpose, except for TPR-approved classes or courses for which the Organization pays a fee to TPR either for TPR to lead the course or for the course materials for Organization's TPR-trained instructor(s) to lead the course.

TERMS AND CONDITIONS – THE PRINCETON REVIEW-LED CLASSROOM COURSE AGREEMENT (CONT.)

7. **Privacy:** The Organization acknowledges and agrees that for all student records containing personally identifiable information provided to or otherwise made available to TPR hereunder, the Organization is solely responsible for obtaining, and it has obtained, all of the necessary rights, permissions and consents (including, for example, parental consents if necessary), in accordance with all applicable laws, rules and regulations (including, without limitation, the Family Educational Rights and Privacy Act and the regulations thereunder) to provide the student records containing personally identifiable information to TPR, and for TPR to use such information for the purposes of providing services to the Organization under this Agreement. TPR agrees to exercise reasonable care to preserve the confidentiality of any and all student records containing personally identifiable information and shall not use or disclose such information except and to the extent such use or disclosure is reasonably necessary in connection with its performance of its obligations under this Agreement. As used herein, "personally identifiable information" shall mean any information regarding or that identifies (or that could be used to identify) any individual, including, for example and without limitation, any individual student or parent name, address, personal identifiers such as Social Security numbers or school- or district-issued student identification numbers, and any other information or combination of information that would make the identity of the student or parent easily traceable.
8. **Student Data:** Student data collected by TPR in delivering services to the Organization under this Agreement will be the property of the Organization. Organization grants TPR a limited license to use such student data, including diagnostic and practice test scores and score improvements, (i) in connection with the performance by TPR of its obligations to Organization, (ii) to help TPR analyze the efficacy of its programs and (iii) for use in the marketing and promotion of TPR's programs; provided, that TPR will not disclose confidential information contained in such data at the individual student level and will otherwise use such data in compliance with TPR's confidentiality obligation set forth in Section 7 above. In addition, to the extent permitted by law, the Organization will cooperate with TPR to provide TPR with actual test scores of students for the tests prepared for under the Agreement solely for use by TPR in accordance with the immediately foregoing sentence.
9. **Disclaimer; Limitation of Liability:** (a) Except as explicitly set forth in this Agreement, TPR hereby disclaims all warranties, representations and guaranties, express or implied, including, without limitation, any representation of results for students, such as any improvement in test scores. Such results are dependent on factors outside of TPR's control. (b) TPR shall not be liable to the Organization or to any other person for any indirect, consequential, punitive or special damages, of any character, whether in an action in contract, tort or otherwise, arising out of or in connection with this Agreement, even if TPR has been advised of the possibility of such damages. TPR's total aggregate liability arising from or related to this Agreement will not exceed the aggregate amount received by TPR from the Organization under this Agreement during the twelve (12) month period preceding a claim.
10. **Indemnification:** Except to the extent prohibited by the laws of the State in which the Organization is located, the Organization shall indemnify and defend TPR, and its directors, officers, employees and agents, from and against any costs, fees, expenses (including reasonable attorneys' fees whether arising out of a third-party claim or in enforcing this indemnification), claims, liabilities, losses, judgments, settlements and damages (including all damages awarded to third parties payable by TPR, but in all cases only TPR's direct damages) arising out of, or related to: (i) the Organization's breach of any provision of this Agreement, (ii) any negligent act or omission or willful misconduct of the Organization or any of its officers, employees or agents, or (iii) TPR's receipt of, access to or use of any student records containing personally identifiable information hereunder, provided that TPR uses such personally identifiable information only in accordance with this Agreement.

TPR shall indemnify and defend the Organization, and its directors, officers, employees and agents, from and against any costs, fees, expenses (including reasonable attorneys' fees whether arising out of a third-party claim or in enforcing this indemnification), claims, liabilities, losses, judgments, settlements and damages (including all damages awarded to third parties payable by the Organization, but in all cases only the Organization's direct damages) arising out of, or related to: (i) TPR's breach of any provision of this Agreement, or (ii) any negligent act or omission or willful misconduct of TPR or any of its officers, employees or agents.
11. **Termination:** This Agreement (including any licenses) may be terminated on immediate notice thirty (30) days after the delivery by a party of a notice containing a description of a material breach of this Agreement by the other party, provided such breach is not cured within such thirty (30) days of notification of such breach.
12. **Under-enrollment:** TPR reserves the right to cancel any Course where fewer than the minimum number of students enrolls. In the event of a cancellation because of under-enrollment, TPR will not be deemed to have breached the terms of this Agreement and the Organization will in no way penalize TPR for such class cancellation. For purposes of this section, the term "enroll" means an eligible student on the student roster for the Course as of, and in attendance (unless reported as absent from school for the day) at, the first class of the Course; provided, that the TPR-provided teacher for the Course will remain in the classroom with the students for such first class notwithstanding that the Course may be under-enrolled.
13. **Force Majeure:** Neither party hereto shall be deemed to be in default for failure to comply with any provision hereof, if such failure results from acts or events beyond the reasonable control of such party, other than payment of money.
14. **Entire Agreement; Amendments; Order of Precedence:** This Agreement contains the entire understanding between the parties and supersedes any prior agreement between such parties, whether written or oral, and may only be amended or waived in a writing signed by both parties. To the extent that the terms of this Agreement conflict with the terms of any purchase order or other agreement submitted by the Organization, the terms of this Agreement shall take precedence.
15. **Successors and Assigns:** This Agreement shall be binding upon and shall inure to the benefit of the respective successors and assigns of the parties hereto, provided that the Organization may not assign this Agreement, the License or the right to use the TPR Intellectual Property or any part thereof. The License shall not be assigned or made assignable, or become an asset of licensee in bankruptcy, whether by operation of law or any bankruptcy, insolvency or similar proceedings or otherwise.
16. **Governing Law; Jurisdiction/Waiver of Jury Trial:** This Agreement and any claim or dispute arising out of, relating to or in connection with this Agreement or the transactions contemplated hereby, whether in contract, tort or otherwise, shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts without giving effect to its conflicts of law principles. Each party irrevocably consents and agrees that any legal action, suit or proceeding against either of them arising out of, relating to or in connection with the transaction contemplated hereby or disputes relating hereto may be brought in the state or federal courts sitting in the Commonwealth of Massachusetts and hereby irrevocably accepts and submits to the exclusive jurisdiction of the aforesaid courts *in personam*, with respect to any such action, suit or proceeding. Each party waives to the fullest extent permitted by law any right to trial by jury in any action, suit or proceeding brought to enforce, defend or interpret any rights or remedies arising under, relating to or in connection with this Agreement.

TERMS AND CONDITIONS – THE PRINCETON REVIEW-LED CLASSROOM COURSE AGREEMENT (CONT.)

17. **Designations and Notices:** Any notices or other communications hereunder, except as may otherwise be provided in this Agreement, will be deemed given and delivered when delivered personally, or on the date signed for, or rejected by, addressee if mailed by certified mail, return receipt requested, postage prepaid, or the next business day if sent by nationally recognized courier service providing for a signature on delivery, in each case, delivery prepaid, addressed to the Organization to the address provided on the execution page of this Agreement and to TPR to the attention of Legal Counsel at 24 Prime Parkway, Suite 201, Natick, MA 01760 or via fax to (508) 663-5115 or to such other address as either party shall designate by notice to the other, effective ten (10) days after such notice.
 18. **Survival:** The rights and obligations arising relating to protection of TPR's Intellectual Property and other Confidential Information, and any other provisions of this Agreement that by their nature should survive, shall survive termination or expiration of this Agreement.
 19. **Severability:** If any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. In such a case, the parties shall replace the invalid provision with a legally admissible arrangement, which comes nearest to the intended purpose of the invalid provision.
 20. **Headings:** The section headings contained in this Agreement are inserted for convenience only and shall not affect in any way the meaning or interpretation of this Agreement.
 21. **Counterparts, Electronic Transmissions and Facsimiles:** This Agreement may be signed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one instrument. Delivery of an executed page by facsimile or email transmission will constitute effective and binding execution and delivery and such signatures shall be considered original signatures.
 22. **Authorized Signature:** Each party hereto hereby certifies that the individual signing this Agreement on its behalf has the authority to execute, deliver, and cause such party to perform its obligations under this Agreement.
If Teacher-to-Teacher services are included, the following also shall apply:
 23. **Instructor Agreement:** Any Organization teacher to be certified to teach the TPR program must sign the standard TPR Teacher-to-Teacher Instructor Agreement.
 24. **TPR Certified Instructors:** The Organization agrees that only teachers who have been certified by TPR to teach TPR's program will teach any TPR course being led by the Organization's teachers. TPR may revoke the certification of any Organization teacher: (i) who fails to maintain the confidentiality of the Confidential Information, or (ii) who uses the Confidential Information except to teach a TPR approved class or course specifically for which the Organization has purchased course materials from TPR.
 25. **Termination of Certification:** Upon expiration or termination of the certification of any Organization teacher including if such teacher leaves the employ of the Organization, the Organization will collect from such teacher and deliver to TPR all Confidential Information and other property of TPR, whether in tangible or electronic format and including such teacher's notes and summaries of such Confidential Information.
-

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Consultant Agreement between Kaplan K12 Learning Services, LLC and Valley High School for February 11, 2015 through February 25, 2015**

ITEM: **Consent**

SUBMITTED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

PREPARED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the consultant agreement between Kaplan K12 Learning Services, LLC and Valley High School for February 11, 2015 through February 25, 2015. This agreement seeks to provide teacher-professional development, teacher resources, and student-practice materials in order for Valley teachers to provide the instructional support to students taking the California High School Exit Exam (CAHSEE).

RATIONALE:

Kaplan K12 Learning Services equips students and teachers with the tools needed to realize success by providing superior curriculum and holistic support in academic skill building and test preparation. The custom Kaplan-Taught classes for the CAHSEE boot camp will provide:

- Teacher resources
- Practice tests and formative assessments
- Student materials
- 6 hours of on-site professional development for 25 teachers

The classes will be customized to train Valley High English and Mathematic teachers to be able to instruct students by helping them prepare for the CAHSEE.

FUNDING:

Title I Funds: \$5,788.80

RECOMMENDATION:

Approve the consultant agreement between Kaplan K12 Learning Services, LLC and Valley High School for February 11, 2015 through February 25, 2015.

DM:sz

Consultant Approval Request

RECEIVED

JAN 20 2015

BUSINESS SERVICE

Site/Department	Valley High School	Contact Person: David Richey	Email Address: david.richey@sausd.us
		Phone #: 714-241-6410	
Consultant	Name: Kaplan K12 Learning Services, LLC	Contact Person: Rahsaan Mitchell	Email Address: rahsaan.mitchell@kaplan.co
	Address: 395 Hudson St, 4th Floor	Phone #: (818) 917-6660	
	City: New York	Fax #: (877) 712-5487	
	State/Zip: NY 10014		
Date(s) of Service	From: Feb 11, 2015 To: Feb 25, 2015	LCAP Goal Supported By This Services	Students receive instruction from well-trained staff.
Implications for the District/ Type of Service (Oracle Justification)	<p>Objective:</p> <ol style="list-style-type: none"> 1. Indicate the content of the services. 2. Indicate who will participate. 3. What is expected to be achieved as a consequence of consultant services as it relates to improving student achievement? <p>Consultant will provide</p> <p>Consultants will train teachers in content and test-taking skills most relevant for student success on the High School Exit Examination. Participants are English and Mathematics teachers. The training will provide teachers with strategies and materials that will empower students to pass and attain proficiency on the exam.</p>		
Amount Not to Exceed	\$ 5,788.88	Funding Source	Title I, Part A

PLEASE COMPLETE THE FOLLOWING CHECK LIST PRIOR TO SUBMITTING TO DISTRICT:

All items must be complete and submitted to the Business Services Department prior to the Consultant being placed on the Board Agenda for approval to begin to work.

Consultant Scope of Work or quote for services

FOR CONSULTANTS WHO WILL HAVE CONTACT WITH STUDENTS

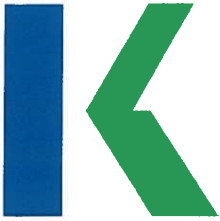
Certification by contractor of criminal record check

Fingerprint Certification if available (must be received prior to Consultant beginning work)

FOR CONSULTANTS WHO WILL HAVE LIMITED OR NO CONTACT WITH STUDENTS

Designation of Limited Contact

Board Approval Date Requested	District Administrator Approval	Date
Feb 10, 2015		
	Consultant Requested by	Date
	David Richey	Jan 15, 2015



Kaplan K12 Learning Services, LLC
Price Quote
 January 12, 2015

Client Contact
 Rob Walshe
 Valley High School
 Santa Ana, CA

Kaplan Contact
 Rahsaan Mitchell
 (818) 917-6660
 rahsaan.mitchell@kaplan.com

Proposal #: KSF-1501104757.2
Term of Service: January 2015

Send orders to:
 Kaplan K12 Learning Services, LLC
Federal ID # 22-2573250
Fax: 1-877-712-5487
Email: K12_Operations@kaplan.com

Product Name*	Quantity	Unit Price	Item Total**
Kaplan CAHSEE Boot Camp - English-Language Arts - student edition (includes 1 teacher edition for every 25 students)	20	\$18.95	\$379.00
Kaplan CAHSEE Boot Camp - Mathematics - student edition (includes 1 teacher edition for every 25 students)	20	\$18.95	\$379.00
Kaplan CAHSEE Boot Camp: teacher's edition <ul style="list-style-type: none"> • 20 - English-Language Arts • 15 - Mathematics 	35	\$30.00	\$1,050.00
Kaplan CAHSEE Boot Camp - On Site Professional Development Workshop (for up to 25 teachers, up to three hours)	2	\$1,900.00	\$3,800.00
Subtotal**:			\$5,608.00
Shipping*: 10%			\$180.80
Tax**: 8%			\$159.10
Total**:			\$5,947.90
Total if Tax Exemption Certificate is on file:			\$5,788.80

*Shipping rates of 10% (ground), 14% (second day), and 18% (overnight) may be charged on materials; if ground shipping is included, then 6% (second day) or 10% (overnight) may be charged on materials.

**Organizations must provide a Tax Exemption Certificate to Kaplan K12 Learning Services, LLC to be exempt from additional tax charges.

*Test names and other trademarks are the property of the respective trademark holders. Unless stated explicitly, no endorsement of this information, service, or product by any company or person should be made or implied.

**Pricing may only be available with the bundles and quantities listed, with the scope of work listed, or via a promotional offer that cannot be combined with other offers. If bundles, quantities, scope of work, or promotion changes, the price is subject to change. Kaplan reserves the right to change prices anytime. To review the policy on order errors or returns, please visit kaplank12.com/returns. This document expires one month from today (1/12/2015 10:45 AM EST).

For a successful partnership, the purchase order and/or contract is needed at least **4 weeks** (Kaplan-Taught classes), **2 weeks** (workshops), **2 weeks** (books), and/or **1 week** (online) **prior to the start**, as relevant to the purchase. Additionally, partners should view [Partnership Responsibilities](#) for a successful Kaplan implementation and submit a [Roster](#) and [Class Schedule](#) two weeks prior to the class start for Kaplan-Taught classes, or a [Roster](#) for online programs.



ELA Test Taking Strategies

- 4 – step method for reading comprehension
- Identifying the 5 Ws of a passage
- Scanning before reading
 - Using text-supported features
- Dig for details (search and eliminate)
- Reading actively through chunking and summarizing
- Using context clues to define unfamiliar vocabulary
- Identifying the question type (right there, think and search, the author and you)
- Pause for punctuation
- “Use your ear” to test rules of grammar and usage
 - Eliminate sentences that sound incorrect
- Using the “STEP UP” checklist to write the essay
- Say it! Support it! Strategy for essay writing

Math Test Taking Strategies

- Understanding and breaking down word problems
 - To better know what is being asked of them
- Tips for Skipping Around – doing the easiest problems first
- “Picking Numbers” to use while solving problems
- Backsolving or inserting answers into each problem
- Substitute and compute
- Grid carefully
- Eliminating unreasonable answers
- Knowing key formulas
- Using Ratio Charts to organize information
-

**Request for Taxpayer
 Identification Number and Certification**

Give Form to the
 requester. Do not
 send to the IRS.

Name (as shown on your income tax return)
Kaplan, Inc.

Business name/disregarded entity name, if different from above
Kaplan K12 Learning Services, LLC

Check appropriate box for federal tax classification:
 Individual/sole proprietor C Corporation S Corporation Partnership Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Other (see instructions) ▶ _____

Exemptions (see instructions):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____

Address (number, street, and apt. or suite no.)
395 Hudson Street, 4th Floor

City, state, and ZIP code
New York, NY 10014

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number
 _____ - _____ - _____

Employer identification number
 2 2 - 2 5 7 3 2 5 0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *M. C. Kaplan* Date ▶ January 1, 2014

General Instructions

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

Future developments. The IRS has created a page on IRS.gov for information about Form W-9 at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

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

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

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

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

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

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulation's section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Purchase Order Increase to Consultant Agreement between Community Matters and Century High School for October 1, 2014 through June 30, 2015**

ITEM: **Consent**

SUBMITTED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

PREPARED BY: **Dawn Miller, Assistant Superintendent, Secondary Education**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the purchase order increase to the consultant agreement between Community Matters and Century High School for October 1, 2014 through June 30, 2015. At its August 26, 2014 meeting, the Board approved the Community Matters agreement with Century High School.

RATIONALE:

Community Matters provides the Safe School Ambassadors program, which is an anti-bullying program to support a safe school culture at Century High School. Since 2000, this field-tested and evidence-based model has equipped nearly 70,000 4-12th grade students in over 1,500 schools in 32 states, 2 Canadian provinces, Guam, and Puerto Rico with the communication and intervention skills to prevent and stop emotional and physical bullying and improve school climate.

Provided to Century High School:

- 2-day on-site training
- Program materials
- 2-hour program implementation

FUNDING:

Title I Funds:	\$291.28 (Increase Amount)
	<u>\$4,900.00</u> (August 26 Approved Amount)
Total	\$5,191.28

RECOMMENDATION:

Approve the purchase order increase to the consultant agreement between Community Matters and Century High School for October 1, 2014 through June 30, 2015.

DM:sz

Consultant Agreement - Scope of Work Document

ATTACH THIS FORM TO YOUR ORACLE REQUISITION

RECEIVED

JAN 20 2015

Site	Century High School	Contact Person: Michael Parra Email Address: Michael.Parra@sausd.us Phone # 714-568-7003			
Consultant	Name: Community Matters Address: PO Box 14816 City: Santa Rosa State: CA Zip: 95402	Contact Person: Michael Parra Email Address: Jenn@community-matters.org Phone # 707-823-6159 x100 Fax #			
Date(s) of Service	October 1, 21014 to June 30, 2015				
Implications for the District/ Type of Service (Oracle Justification)	Objective: <ol style="list-style-type: none"> 1. Indicate the content of the services. 2. Indicate who will participate. 3. What is expected to be achieved as a consequence of consultant services as it relates to improving student achievement? Consultant will provide: Increase to original PO# 312044				
Amount Not to Exceed	\$291.28	Funding Source	Title I	Oracle Requisition #	174506

PLEASE COMPLETE THE FOLLOWING CHECK LIST PRIOR TO SUBMITTING TO DISTRICT:
 All items must be complete and approved prior to contracts being processed or work to proceed.

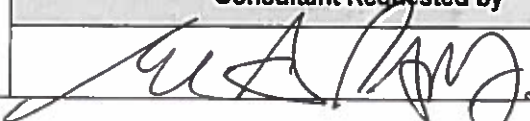
- Consultant approval by Principal or Designee and submitted to Assistant Superintendent for approval
- Oracle Requisition must be submitted, at minimum, two weeks prior to Board date to get on docket
- Consultant Scope of Work or quote for services [Attach online to Oracle Requisition]

FOR CONSULTANTS WHO WILL HAVE CONTACT WITH STUDENTS

- Certification by contractor of criminal record Check [Attach online to Oracle Requisition]
- Fingerprint Certification [Attach online to Oracle Requisition]

FOR CONSULTANTS WHO WILL HAVE LIMITED OR NO CONTACT WITH STUDENTS

- Designation of Limited Contact [Attach online to Oracle Requisition]

Board Approval Date Requested	District Administrator Approval	Date
8/26/14	Consultant Requested by	Date
		01/20/2015



Checkout: Review and Submit Requisition

[Save](#) [Printable Page](#) [Back](#) Step 3 of 3 [Submit](#)

Requisition 174506: Total 291.28 USD

Created By **White, Lynette**

Creation Date **20-Jan-2015 12:41:36**

Description **INCREASE TO PO #312044
FOR CONSULTANT
SERVICES FOR:
COMMUNITY MATTERS**

Justification **Safe School Ambassadors is an anti bullying program to support a safe school culture at Century High School.**

Requisition Attachments

Title	Type	Description	Category	By	Last Updated	Last Updated	Usage	Update	Delete	Publish to Catalog
No results found.										

Lines

Details	Line	Description	Cost Center	Unit	Quantity	Price	Amount (USD)	Attachments
<input type="checkbox"/> Hide	1	INCREASE TO PO FOR CONSULTANT SERVICES FOR: COMMUNITY MATTERS	090	DOLLAR	291.28	1 USD	291.28	
Requester		White, Lynette		Deliver-To Location		Century High		
Need-By Date		27-Jan-2015 00:00:00		Destination Type		Expense		
Item Number				Supplier		COMMUNITY MATTERS		
Category Description		Other Services		Supplier Site		SANTA ROSA		
Urgent		Yes		Supplier Contact				
P-Card Used		No		Contact Phone				
Tax Information		Click Here		Supplier Item				
Billing Information								
Charge Account	Project Number	Task Number	Expenditure Type	Expenditure Organization	Expenditure Date	Expenditure Item	Percent	
013010-0-1110-2100-5865-090							100	
Total							291.28	

[Save](#) [Printable Page](#) [Back](#) Step 3 of 3 [Submit](#)

Community Matters

EIN: 68-0369720
 P. O. Box 14816
 Santa Rosa, CA 95402

Invoice

DATE	INVOICE NO.
10/24/2014	3558

BILL TO
Santa Ana Unified School District 1601 E. Chestnut Ave Santa Ana, CA 92701

TERMS	DUE DATE	CONTRACTEE	P.O. #	PHONE #	A-P CONTACT
Net 30	11/23/2014		312044		

ITEM	DESCRIPTION	QTY	AMOUNT
SSAXcM/H	Safe School Ambassadors Expansion and Refresher Training and Technical Assistance Middle and High School Location: Century High School Dates: October 23rd and 24th, 2014		4,900.00
Reimb Group	Mileage (85mi x \$0.565)		48.03
	Meals		38.50
	Lodging - La Quinta		194.04
	Total Reimbursable Expenses		280.57
Shipping	Shipping training material for Safe School Ambassadors training		10.71

Please remit payment within 30 days EIN:68-0369720 3% added fee for credit card payments	Total	\$5,191.28
--	--------------	------------

Please confirm receipt of invoice to: Jenn@community-matters.org

Consultant Agreement

This AGREEMENT is hereby entered into between the Santa Ana Unified School District, hereinafter referred to as "DISTRICT" and **Community Matters** hereinafter referred to as "CONSULTANT."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, CONSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

1. Services to be provided by CONSULTANT: **Training and support for the Safe School Ambassadors Program as per the attached contract addendum year # 4 of the program at Century High School.**
2. Term. CONSULTANT shall commence providing services under this AGREEMENT on **10/1/2014** and complete services by **6/30/2015**.
3. Compensation. DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT at total fee not to exceed **\$4900**

DISTRICT shall pay CONSULTANT 30 days after receipts of consultant invoice and with approval of a District representative.

4. Expenses. DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT except as follows: **Travel Expenses to be paid by the District not to exceed \$1,000**

5. Independent Contractor. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they

relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all Federal, State and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONSULTANT's employees.

6. Materials. CONSULTANT shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT except as follows: N/A

CONSULTANT's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

7. Originality of Services. CONSULTANT agrees that all technologies, formulae, procedures, processes, methods, writings, and ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, submitted to the DISTRICT and/or used in connection with this AGREEMENT, shall be wholly original to CONSULTANT and shall not be copied in whole or in part from any other source, except that submitted to CONSULTANT by DISTRICT as basis for such services.

8. Copyright/Trademark/Patent. CONSULTANT understands and agrees that all matters produced under this AGREEMENT shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, ~~including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the DISTRICT.~~ CONSULTANT consents to use of CONSULTANT's name in conjunction with the ~~sale, use, performance and distribution~~ of the matters, ~~for any purpose and in any medium.~~ *only within Mrs. Scherz's*

9. Termination. DISTRICT may, at any time, with or without reason, terminate *(Century)* this AGREEMENT and compensate CONSULTANT only for services satisfactorily rendered to the date of termination. Thirty Day written notice by DISTRICT shall be given to stop further performance of services by CONSULTANT. Notice shall be deemed given when received by the CONSULTANT or no later than three days after the day of mailing, whichever is sooner. DISTRICT may terminate this AGREEMENT upon written notice of intention to terminate for cause. Cause shall include: (a) material violation of the AGREEMENT by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) CONSULTANT is adjudged bankrupt, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed due to

CONSULTANT's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within ten (10) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall, upon the expiration of ten (10) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONSULTANT. The foregoing provisions are in addition to, and not a limitation of, any other rights or remedies available to the DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

10. Hold Harmless: CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever, which may be incurred by reason of:

- (a) Liability for damages for (1) death or bodily injury to person. (2) Injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONSULTANT or any person, firm or corporation employed by the CONSULTANT, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.
- (b) Any injury to or death of any persons, including the DISTRICT or its officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the CONSULTANT, or any person, firm or corporation employed by the CONSULTANT, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.
- (c) Any liability for damages which may arise from the furnishing or use

of any copyrighted or uncopyrighted matter or patented or unpatented invention under this AGREEMENT.

11. Insurance. Pursuant to Section 10, CONSULTANT agrees to carry a comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect CONSULTANT and DISTRICT against liability or claims of liability, which may arise out of the AGREEMENT. In addition, CONSULTANT agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory." No later than the actual start date, CONSULTANT shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage. CONSULTANT agrees to name DISTRICT and its officers, agents and employees as additional insureds under said policy. **(Please check with DISTRICT's Risk Manager regarding any and all insurance provisions.)**

12. Assignment. The obligations of the CONSULTANT pursuant to this AGREEMENT shall not be assigned by the CONSULTANT.

13. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONSULTANT, CONSULTANT's business, and personnel engaged in operations covered by this AGREEMENT or accruing out of the performance of such operations.

14. Permits/Licenses. CONSULTANT and all CONSULTANT's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.

15. Employment with Public Agency. CONSULTANT, if an employee of another public agency, agrees that CONSULTANT will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.

16. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement 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 AGREEMENT.

17. Affirmative Action Employment/Nondiscrimination. CONSULTANT agrees that it will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.

18. Non-waiver. The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, 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.

19. Notice. All notices or demands to be given under this AGREEMENT by either party to the other, shall be in writing and given either by: (a) personal service or (b) 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 AGREEMENT, the Addresses of the parties are as follows:

DISTRICT:

**Santa Ana Unified School District
1601 E Chestnut Ave
Santa Ana, CA 92701**

CONSULTANT:

**Community Matters
PO Box 14816
Santa Rosa, CA 95402**

20. Severability. If any term, condition or provision of this AGREEMENT 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.

21. Governing Law. The laws of the State of California shall govern the terms and conditions of this AGREEMENT with venue in Orange County, California.

This AGREEMENT is entered into this 26th Day of August 2014.

DISTRICT:

By: [Signature]
Signature

Stefanie P. Phillips, Ed. D.

Printed Name

Deputy Superintendent, Operations, CBO

Title

8/26/2014

Board Approval Date

CONSULTANT:

By: [Signature]
Signature

Jane Martagna
of Community Matters
Printed Name

Consultant

Title

68-15369720

Social Security or Taxpayer Identification

CM Contract # 2883
Date of Contract: Jun 18, 2014

**Contract
between
and**

**Fax back to
Community Matters
707-823-3373**

Community Matters

Century High School

P. O. Box 14816
Santa Rosa, CA 95402
PH: 707-823-6159 FAX: 707-823-3373
Vendor ID #
hereinafter referred to as "CM"

1401 South Grand Ave.
Santa Ana CA 92705
714-568-7000
hereinafter referred to as "Client"

This Contract details the responsibilities of the above parties relative to the following services:
Expansion "Combo" Training & Support for the Safe School Ambassadors Program
which will be conducted in or near: **Santa Ana**

CM Will Deliver the services outlined below:

Service Code	Service Name and Description	Cost
SSAXcM/H	Expansion Combo Mid/High - Safe School Ambassadors Training & Support For: Century High School Santa Ana CA On: Oct 23 & 24, 2014 Times: 2 full school days (6.5 hrs ea) PLUS 1 additional hour each day for adults Deliverables: 1) Provide 2 days of on-site training for 35-40 NEW Safe School Ambassadors and 6-7 adults; CURRENT Ambassadors may join on final 3 hours of Day 2 (student maximum = 70; 1 adult per 6 students), as described in SSA Pgm literature. 2) Provide Pgm materials for all training participants. 3) Provide up to 2 hours of pgm implementation support by phone, fax, email	\$4,900.00
	Expenses (e.g. for trainer travel and shipping) are additional to the above charges, are estimated, are not guaranteed and may change significantly if training dates change. You will be invoiced only for actual expenses incurred.	\$600.00
	Estimated Service Subtotal:	\$5,500.00

CM Contract # 2883
Date of Contract Jun 18, 2014

**Contract
between
and**

**Fax back to
Community Matters
707-823-3373**

Community Matters

Century High School

Client Will fulfill the following obligations:

- 1) Return this contract by 7/2/2014 to guarantee CM's availability for the Service(s) on the above date(s). Otherwise, all prior agreements will be voided.
- 2) Complete the tasks and comply with the conditions specified in the "Contract Addendum" attached to and hereby specifically included in this Contract.
- 4) Support the SSA program for at least two years to establish it on campus and ensure its sustainability.

Payment for Services: Client agrees to pay CM, in US funds, the following fees for delivery of the services outlined above:

Total Price: \$4,900.00

Expenses (e.g. for trainer travel and shipping) are additional to the above charges, are estimated, are not guaranteed and may change significantly if training dates change. You will be invoiced only for actual expenses incurred.

Total Awards & Sponsorships:

Total Discount & Other Charges:

Total Estimated Expenses \$600.00

Upon completion of services or as specified herein, CM will invoice client for the items described above. Client agrees to pay such invoice(s) in full no later than 30 days from invoice date.

Estimated Grand Total: \$5,500.00

Signatures

For Community Matters

Erica Vogel

I have read the above-referenced Addendum. Initials: _____

For Recipient

Signature: _____ Date: _____

Name: _____ Title: _____

Organization: _____

Attachments

- Contract Addendum - Please review and INITIAL ABOVE to accept these terms.
- Billing Information Sheet - please complete and return with this Contract
- Training Room Requirements - please give this to the person handling training logistics.
- Training Supplies, Equipment and Logistics - please give this to the person handling training logistics.
- Service Addendum
- Service Agreement - the Agreement(s) for the Service(s) we will be delivering to your school are attached. Please review, sign, and FAX BACK by the date specified therein, in order for us to deliver that service.
-
-

By signing the preceding Contract with Community Matters (CM), Client further agrees to complete these tasks and comply with these terms and requirements:

A1. Program Tasks

- a) Initiate Purchase Order and/or any other internal processes needed to insure that CM will be paid on time.
- b) Recruit and prepare participants, as specified in the Service Addendum.
- c) Provide a suitable working space and supplies for the service(s) being delivered, as specified in attachments to Service Agreement(s) for each Service being delivered.
- d) Any other tasks specifically noted on the Contract.

A2. Failure to Perform

If Client fails to complete or fulfill any of these requirements, CM may at its sole discretion, at any point up to and including the first day of any training, postpone the training. In such a situation, Client agrees to pay CM the fees specified in Postponement or Cancellation below.

Client agrees that CM shall not be liable for costs or consequences beyond its control, including but not limited to weather conditions, traffic or travel delays.

A3. Liability for Services

Client agrees to indemnify, defend, and hold harmless CM from any and all claims, damages, or liabilities arising from the service(s), provided however that the foregoing indemnification and hold harmless shall not apply to any claims, damages, or liability arising solely from the negligence or willful misconduct of CM or its agents.

A4. Non-Disclosure of Materials & Training

As required for delivery of the service(s), CM will provide information and/or materials for participants. Client acknowledges said information/materials and training are the result of extensive research and effort expended by CM and that same are considered by CM to be proprietary and a trade secret. Client warrants that neither its employees, agents, nor participants in this service will under its authority provide, duplicate, or recreate any portion of the training received, without the prior express written consent of CM.

Any audio, photographic or video recording of the service(s) is expressly prohibited, except for public relations purposes; total length of recorded segments may not exceed 15 minutes without prior written permission from CM.

A5. Postponement or Cancellation

If Client *postpones* any service(s), Client agrees to pay CM a postponement fee as follows:

-if CM is notified less than 60 days prior to Service Date: 25% of Service Subtotal;

-if CM is notified less than 30 days prior to Service Date: 50% of Service Subtotal.

Postponement of more than six months will be considered a cancellation.

If Client *cancel*s any service(s), Client agrees to pay CM a cancellation fee as follows:

-if CM is notified less than 60 days prior to Service Date: 50% of Service Subtotal;

-if CM is notified less than 30 days prior to Service Date: 100% of Service Subtotal.

Client further agrees to pay CM for any non-recoverable travel expenses incurred in its behalf.

Service Addendum

120322

Safe School Ambassadors® Program • Standard Model page 1 of 3

By signing the preceding Service Agreement with Community Matters (CM), Recipient further agrees to complete these tasks and comply with these requirements. Recipient may decide who (e.g. district, principal, program advisor) will complete each task.

A1. Program Tasks: Pre-training

- a) Educate staff about the purpose and value of the Safe School Ambassadors program (e.g. how Ambassadors reduce the mistreatment that distracts from teaching) and address any concerns they may have (e.g. about Ambassadors missing class time for training and meetings).
 - b) Recruit the proper **type** and **number** (as specified in Service Agreement) of students to be trained as Ambassadors, as described in Ambassador Program literature. This process requires:
 - roughly 15 minutes at a staff meeting to present the SSA program to staff, request their help in identifying Ambassadors, and generate interest in filling the adult roles of Program Advisor and Family Group Facilitator;
 - clerical support to notify identified students; passes for the Ambassador orientation;
 - typically 50-80 students to participate in a brief Ambassador orientation prior to the training to explain the SSA program and secure the students' commitment.
 - arranging for students (typically **25-30 elementary** or **36-40 middle / high**) to participate in the entire SSA training, **without interruption**;
 - c) Recruit proper **type** and **number** (as specified in Service Agreement) of adults to be trained to become Family Group Facilitators (typically 2-5), Program Advisor (1-2), and Administrator-In-Charge, as described in Ambassador Program literature (a **ratio of at least 1 adult per 6 students is required in the training**). This process requires:
 - working with key staff members to identify candidates for these roles;
 - educating them, individually or as a group, about the program and these roles;
 - one hour to meet with interested staff to secure their commitment and orient them to their roles during and after the training.
 - arranging for substitutes or coverage to allow these (typically 6-8) staff members to attend **without interruption** each day of the SSA training, PLUS a 60-minute training for adults only after the students have been dismissed (i.e. after school).
 - d) Secure a suitable working space for the training, as described in the accompanying *Training Room Requirements and Configuration*. Arrange transportation if needed.
 - e) Provide for the training the supplies and audio-visual equipment listed in the accompanying *Training Supplies, Equipment and Logistics*.
 - f) Establish a school climate baseline that may include use of a climate survey and/or discipline data, and submit to Community Matters prior to the training.
- Failure to do any of the above will reduce effectiveness and impact of the program.

A2. Program Tasks: Post-Training

- a) Provide support Family Groups of (typically) 7-10 Ambassadors with 1-2 adults to meet weekly for 4-6 weeks after the Training, and every other week after that.

Service Addendum

120322

Safe School Ambassadors® Program • Standard Model page 2 of 3

- b) Provide support (possibly credit for duty done, a part-day sub hired, and/or a stipend) for staff members who serve as Program Advisors and Family Group Facilitators.
- c) Provide support for Ambassadors and staff (possibly substitutes or coverage for staff) to permit a few hours of follow-up training approximately once per quarter)
- d) Conduct a periodic assessment (at least once annually) of Ambassador activity level – that may include action logs, action diaries, or a similar tool – and submit to Community Matters.
- e) Administer a Year-End Survey to all Ambassadors, Family Group Facilitators, and Program Advisor(s) and return to Community Matters before the close of the school year. Year-End Surveys are provided to the school by CM in early May.
- f) Collect the school climate data used to establish the baseline (e.g. discipline statistics or climate survey) at least annually (and submit to Community Matters), so the impact of the program can be measured.
- g) Provide meaningful acknowledgement of Ambassadors and staff for their participation in the program.

These requirements continue for each year the SSA program is in operation.

A3. Failure to Perform

If Recipient fails to complete or fulfill any of these requirements, CM may at its sole discretion, at any point up to and including the first day of the training, postpone the training. In such a situation, Recipient agrees to pay CM the fees specified in Postponement or Cancellation below.

Recipient agrees that CM shall not be liable for costs or consequences beyond its control, including but not limited to weather conditions, traffic or travel delays.

A4. Liability for Services

Recipient agrees to indemnify, defend, and hold harmless CM from any and all claims, damages, or liabilities arising from the service(s), provided however that the foregoing indemnification and hold harmless shall not apply to any claims, damages, or liability arising solely from the negligence or willful misconduct of CM or its agents.

A5. Non-Disclosure of Program Materials & Training

At the training, CM will provide a copy of the student materials for every person attending the training. CM will also provide to the Principal, Program Advisor and Family Group Facilitators materials to help them to carry out their respective responsibilities.

Recipient acknowledges that the program materials and training are the result of extensive research and effort expended by CM and that same is considered by CM to be proprietary and a trade secret. CM hereby grants Recipient a limited and non-exclusive license to use these program materials to support the Safe School Ambassadors program at and only at the school site receiving the training. Recipient

Service Addendum

120322

Safe School Ambassadors® Program • Standard Model page 3 of 3

warrants that the students and adults participating in or associated with its Safe School Ambassadors program will not:

- duplicate or otherwise copy the program materials or any part thereof, or
- provide, duplicate, or recreate any portion of the training received

for any person(s) who are not serving as Safe School Ambassadors, Family Group Facilitators, or Program Advisors at the school site that originally received the training, without the prior express written consent of CM.

Any audio, photographic or video recording of the training is expressly prohibited, except for public relations purposes; total length of recorded segments may not exceed 15 minutes, without prior written permission from CM.

A6. Postponement or Cancellation

If Recipient needs to *postpone* or *cancel* the service, the Sponsor or Funder may be assessed additional charges by Community Matters. Therefore, Recipient agrees to postpone or cancel **ONLY** after consultation with the Sponsor or Funder results in one or more parties agreeing to pay such charges, which are:

For *postponement*, if CM is notified less than:

- 60 days prior to Service Date: 25% of applicable portion of Service Subtotal;
- 30 days prior to Service Date: 50% of applicable portion of Service Subtotal.

Postponement of more than six months will be considered a cancellation.

For *cancellation* if CM is notified less than:

- 60 days prior to Service Date: 50% of applicable portion of Service Subtotal;
- 30 days prior to Service Date: 100% of applicable portion of Service Subtotal.

Recipient further agrees that CM shall be reimbursed for any non-recoverable travel expenses incurred in its behalf.

A7. Agreement

When implemented as described above, the SSA Program has empowered and equipped students in hundreds of schools to reduce incidents of mistreatment, improve school climate, and create a safer environment for learning.

- I commit to provide the leadership required for effective implementation of the SSA program.
- I will utilize the Principal's Handbook to guide that implementation and work with our Program Advisor(s).
- I further commit our school to provide the above support, and comply with the terms of this Service Agreement and Addendum.

Principal: _____ Signed: _____ Date: _____

***Please initial the Service Agreement
to indicate that you have read and accepted this Addendum.***

Keep this Addendum for your records.

Room Requirements and Configuration

Safe School Ambassadors® Program Trainings

PLEASE KEEP – Give to the person making logistical arrangements for the Training.

To ensure a successful training, please make sure the room meets these requirements.

1) Location – Off-Site or On-Site Considerations

Off-campus training allows participants freedom from distractions such as school bells, friends, and everyday school routines. However, it is important to view off campus locations that are *close to campus* so very little time of the school day is lost in getting to and from the training.

If no suitable off-campus site can be found, the training can be conducted on-campus IF the room can be isolated from other students, is sufficiently large (i.e. larger than a typical classroom), and meets the other requirements noted below.

2) Room Requirements

- acoustics: students will need to be able to hear their peers doing role-plays, so (for example) a big gymnasium will NOT work. Carpeting is a big plus!
- tables: 6-8 moveable tables (6' rectangular or 4' rounds) since we will do much of the work in small groups of 5-6 people
- chairs: moveable (not attached to the tables) and comfortable (ideally cushioned)
- light level: we will be using video and thus will need to darken the room
- access to the room one hour prior to the start of the training, to check/finish set-up

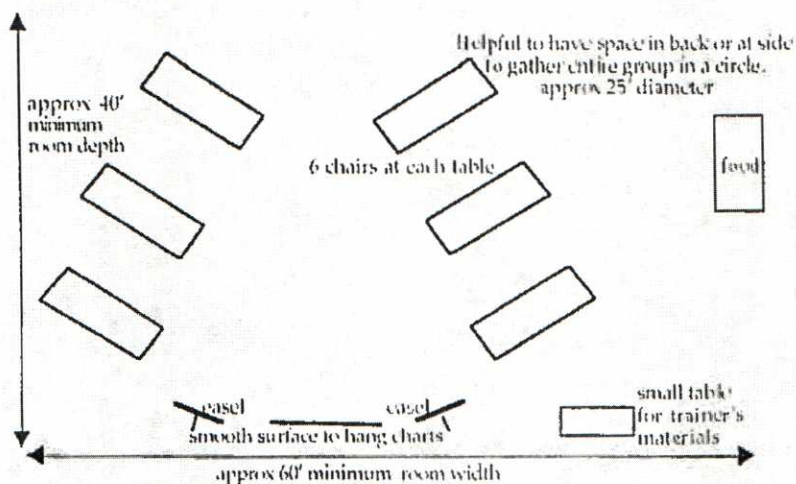
While the following are not requirements, they are strong preferences, as they will help the training be that much more successful.

- in-room control over room temperature
- using the same room each day (we'll cover the walls with flipchart paper on day 1)
- windows, ideally ones that open
- access to outside (for activities, breaks, etc.)

3) Room Configuration

The drawing at the right shows a typical room set-up, and is intended as a guide only. Please discuss variations to room set up with your trainer.

The key to success is having a central space in which students can do role-plays that can be seen and heard by everyone.



Supplies, Equipment and Logistics – INITIAL, EXPANSION or COMBO

Safe School Ambassadors® Program

PLEASE KEEP – Give to the person making logistical arrangements for the Training.

To ensure a successful training, please make the following arrangements. If you have any questions about any of these requirements, please contact Community Matters.

1) Supplies needed

- 2 flipchart easels (pref w/ solid writing surface)
- 12-24 watercolor markers, broad tip
- name tags for each participant *each day*
- 2 rolls of masking tape
- two-pocket folder *for each participant*
- pencils or pens for participants
- writing paper for participants (approx 50 sheets)
- 2 staplers
- 8 pads of 3" x 3" post-it notes (all same color)
- 2 pads flipchart paper (approximately 2' wide x 3' tall; preferably NOT self-stick)
- Approx 20 sheets assorted colored paper & scissors (to cut into strips-if time allows)
- ELEMENTARY SCHOOLS ONLY:** 1 student backpack and 8-10 grapefruit-sized rocks, or similar heavy/dense objects (e.g. books) to simulate the impact of mistreatment

2) Equipment needed

- DVD player & monitor (TV) OR LCD Projector and laptop with speakers.
- CD Player.

3) Food and Beverages

It has been our experience that when these are provided for the students and adults in the training, they feel appreciated and valued, which increases their investment in the program, and thus its success on campus. We therefore recommend that you provide:

- morning snack on each training day
- a healthy and substantial lunch on each training day
- light snack for afternoon break on each training day
- water and juice available throughout training; hot beverages at your discretion

Please note: Low sugar/healthy food/beverages help participants learn (If you serve drinks in cans or bottles, please provide a bin for recycling these)

Typically these are provided in one of the following ways:

- a parent/booster club donates these, and sets it all up at the training site;
- funds for the purchasing come from a community-based group (service club, business, etc.) or a grant or discretionary funds from an on-campus source (principal, student activities/clubs) and volunteers (students and/or adults) do the purchasing and set-up;
- school food service department handles all arrangements.

Since the training is so compressed, break time is limited. Therefore, if these items are not to be provided in or adjacent to the training room, and students must bring and/or buy their own food and beverages, please note that we only have time for the following breaks:

- morning: 10 minutes
- noon/lunch: 30 minutes
- afternoon: 5 minutes

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: Approval of Agreement with Consortium on Reaching Excellence in Education, Inc. for Period of February 11, 2015 through June 30, 2015

ITEM: Consent

SUBMITTED BY: Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education

PREPARED BY: Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the agreement with Consortium on Reaching Excellence in Education, Inc. (CORE) for Period of February 11, 2015 through June 30, 2015.

RATIONALE:

The purpose of this agreement is to create, develop, and share resources and copyrighted information the sole purpose of developing and delivering digital professional development and training implementation programs related to the topics covered in the CORE Reading Academy[®] and other CORE professional development offerings.

FUNDING:

Not Applicable. This is a partnership with Consortium on Reaching Excellence in Education, Inc.

RECOMMENDATION:

Approve the Agreement with Consortium on Reaching Excellence in Education, Inc. (CORE) for Period of February 11, 2015 through June 30, 2015.

MUTUAL NON-DISCLOSURE AND MATERIAL USE AGREEMENT

This mutual non-disclosure and material use agreement (“Agreement”) is between Consortium on Reaching Excellence In Education, Inc. (“CORE”), a California corporation, whose address is 1300 Clay St. Suite 600, Oakland, CA 94612, and Santa Ana Unified School District (“SAUSD”), whose address is 1601 East Chestnut Ave., Santa Ana, CA 92701. Reference to either is by “Party” and to both is by (“Parties”).

RECITALS

A. CORE and SAUSD wish to disclose and share with each other certain, confidential and proprietary information (hereinafter collectively called “Information”) pertaining to themselves, including but not limited to their products and services; copyrights and other intellectual property; related research and program studies; trade secrets; and ideas of mutual interest. This exchange includes all communication of Information between the Parties in any form whatsoever, including oral, written, photographic, electronic, magnetic, or otherwise pertaining to the above.

B. The Parties wish to enter this agreement to create, develop and share resources and copyrighted information the sole purpose of developing and delivering digital professional development and training/implementation programs related to the topics covered in the CORE Reading Academy[®] and other CORE PD offerings.

AGREEMENTS

Therefore, CORE and SAUSD agree, as follows:

1. That the disclosure of Information by either is in confidence and thus they agree to:
 - a. Not disclose the Information, unless in conformity with this Agreement;
 - b. Use at least the same degree of care to maintain the Information confidential as each uses in maintaining as confidential their own confidential information, but always at least a reasonable degree of care;
 - c. Use the Information only for the purposes described above in the Recitals;
 - d. Restrict disclosure of the Information solely to those employees or agents (for example, but not limited to, a legal or financial advisor) of each having a need to know such Information in order to accomplish the purpose stated above;
 - e. Advise each such administrative and central office employee and professional advisor, before he or she receives access to the Information, of the obligations of the Parties under this Agreement, and require each identified representative to honor and maintain those obligations;
 - f. Access to the produced materials will be on a password protected web-site and will be limited to SAUSD personnel and authorized representatives. SAUSD agrees to post a copyright/use notice provided by CORE on the appropriate Gooru (or identified delivery platform) landing page.
 - g. Within ten (10) days following request of the other, return to the other all documentation, copies, notes, diagrams, computer memory media, and other materials containing any portion of the Information, or confirm to the requesting Party in writing the destruction of such materials.

2. This Agreement imposes no obligation on the Parties with respect to any portion of the Information received from the other that (a) was known to the other prior to disclosure by the other, (b) is lawfully obtained by the other from a third party under no obligation of confidentiality, (c) is or becomes generally known or publicly available other than by unauthorized disclosure, (d) is independently developed by the other, or (e) is disclosed by either Party to a third party without a duty of confidentiality on the third party.
3. The Information shall remain the sole property of the Party who has disclosed the Information. Nothing herein shall be construed a license to either Party to make, use, sell, or copy any inventions, ideas, trade secrets, trademarks, copyrightable works, or other intellectual property of either Party, whether or not disclosed hereunder.
4. The Parties of this Agreement shall be responsible for any breach of this Agreement by their administrative and central office employees and professional advisors. In the event of a breach or threatened breach or intended breach of this Agreement by either Party, the other Party, in addition to any other rights and remedies available to it at law or in equity, shall be entitled to preliminary and final injunctions, enjoining and restraining such breach or threatened breach or intended breach, declaratory or injunctive relief.
5. The validity, construction, and performance of this Agreement are governed by and construed in accordance with the laws of the State of California. Both parties agree to comply with all laws, rules and regulations applicable to this Agreement.
6. The rights and obligations of the Parties under this Agreement may not be sold, assigned, or otherwise transferred without the express written consent of both parties, which shall not be unreasonably withheld.
7. CORE grants access and use of CORE copyrighted material in the CORE Teaching Reading Sourcebook, 2nd Edition, CCSS Update and the CORE Reading Academy Instructor Guide and Participant Resource Guide, including embedded slide presentations and video clips, for the purpose of creating a derived, on-line and/or blended professional development training program for SAUSD staff based on the noted materials, and incorporating other SAUSD approved materials and requirements as so identified. CORE does not grant SAUSD rights to share resultant works that include CORE content, for fee or not for fee, with other organizations including but not limited to other school districts, non-profit or for-profit groups, consortiums, partnerships or companies without express written agreement from CORE.
8. SAUSD grants CORE access and use of the resultant on-line and/or blended professional development training programs including source video/audio clips, and other content, for CORE's internal and external training purposes and use in other clients and districts.
9. SAUSD agrees to purchase the CORE Teaching Reading Sourcebook, 2nd Edition, CCSS Update (Sourcebooks) directly from CORE for each district staff member trained in the on-line product. In consideration of #8 above, CORE agrees to provide four (4) Sourcebooks free of charge to SAUSD for each approved video clips provided by SAUSD, estimated to be between 15 to 20 video clips in total.
10. This is the entire Agreement between the Parties with respect to the Information. This Agreement may not be amended except by writing signed by both Parties.

11. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which taken together shall be deemed to constitute one and the same Agreement. The parties may sign and deliver this Agreement by facsimile or electronic transmission. Both Parties agree that the delivery of the Agreement by facsimile or electronic file shall have the same force and effect as delivery of original signature pages and that each Party may use such facsimile or electronic signatures as evidence of the execution and delivery of the Agreement by both Parties to the same extent that an original signature could be used.
12. Both Parties have and agree to maintain, in full force and effect, a policy or policies of insurance evidencing all coverages and endorsements necessary, in each party's sole discretion, for purposes of effectuating the purposes of this agreement. An appropriate self-insurance program shall be acceptable. Copies of the certificates of insurance for each party shall be provided upon written request of any party to this Agreement.
13. Both Parties, in the performance of services pursuant to this Agreement, shall be and act as independent contractor. Each party understands and agrees that it and all of its employees shall not be considered officer, employees or agents of either of the parties to this Agreement. Each party assumes the full responsibility for the acts and/or omissions of its employees as they relate to the services to be provided under this Agreement. SAUSD's responsibility under this agreement will be limited to Administrators, Central Office Employees and Professional Advisors. Each party shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to the party's employees.
14. Notice shall be in writing and be given by personal service, inter-district mail service, US Mail, or national delivery service such as FedEx or UPS, postage prepaid, as follows:

CORE
Attn: Mark Simmons, COO
1300 Clay St. Suite 600
Oakland, CA 94612

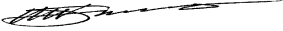
SAUSD
Attn: Stefanie Phillips, Ed. D.
Deputy Superintendent
1601 East Chestnut Ave
Santa Ana, CA 92701

Notice shall be considered given when received, if personally served; if provided by inter-district mail, on the following business day; if mailed through US Post Office, on the third day after deposit; if by national delivery service, on confirmed delivery date.

This Agreement is binding upon CORE and SAUSD and upon the directors, officers, employees, and agents of each. This Agreement is effective as of February 11, 2015 and will continue for a period ending two years from the effective date; however, the Parties' obligations of confidentiality and restrictions on use of the Information disclosed by the other shall survive termination of this Agreement.

CORE

SAUSD

By:  _____

By: _____

Name: Mark Simmons

Name: Stefanie P. Phillips, Ed.D.

Title: Chief Operating Officer

Title: Deputy Superintendent, Operations, CBO

Date: January 22, 2015

Date: _____

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of January 14, 2015 through January 27, 2015**

ITEM: **Consent**

SUBMITTED BY: **Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education**

PREPARED BY: **Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval/ratification of the listing of agreements/contracts with Santa Ana Unified School District and various consultants submitted for the period of January 14, 2015 through January 27, 2015.

RATIONALE:

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

The attached list identifies various consultants that will provide services at no cost to the District.

FUNDING:

No cost to the District

RECOMMENDATION:

Approve/ratify the listing of agreements/contracts with the Santa Ana Unified School District and various consultants submitted for the period of January 14, 2015 through January 27, 2015.

2014-15 LISTING OF CONSULTANTS/CONTRACTED SERVICES
Submitting Division: Educational Services
February 10, 2015

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED
1.	Parent to Parent	Diamond Elementary School: Will provide a ten session parenting series at no cost designed to help network with other parents in the community, strengthen relationships with children, finding positive approaches to parenting, building on existing parenting skills, and communicating effectively with children. Parent to Parent program served 881 parents at Davis, Diamond, Edison, Jefferson, Hoover, Monte Vista and Sepulveda elementary schools for the last two years.	February 12, 2015 through April 16, 2015		No Cost to the District	N/A



The Child Abuse Prevention Center would like to introduce a valuable resource to share with the Orange County Community. The Child Abuse Prevention Center is a 501(c)3 tax exempt entity, the fourth largest not-for-profit dedicated to the prevention of child abuse in the country and one of 100 centers nationwide sponsored in part by the National Exchange Club Foundation for the Prevention of Child Abuse.

The Parent to Parent program offers parenting classes at NO COST to parents and caregivers in Orange County who has or takes care of children ages 0-12 years old. The 10 week class was developed using the COPE curriculum which has been proven to be highly effective. The model provides a unique class structure in which parents can participate in small-group discussions to cover topics such as strengthening relationships, reducing conflict, and encouraging co-operative transitions with incentives while receiving support from our experienced educators. The series are offered in English and in Spanish. Classes are once a week for 2 hours and are offered Monday - Friday. Morning and evening sessions are available. Free childcare will be provided at various locations.

These classes are not taught in the traditional classroom setting; classes are very collaborative and engage the parents; making them the experts by developing their problem-solving skills and coming up with their own solutions. This class is meant to create community bonds amongst parents and families. The classes are a great way to socialize, network and share parenting tips.

If you would like any further information about our program please feel free to contact me at 714-955-6501 or at SMatai@brightfutures4kids.org.

Sincerely,

Sadhna Matai, MS Psy
Program Director, Parent Education
Parent to Parent



Parent to Parent utilizes the COPE Curriculum, an evidence-based curriculum for children exhibiting unmanageable behaviors. The strategies introduced to parents have been proven to help with strengthening relationships and communication with their children.

Session 1: Introduction and Information Session

- Details and Registration

Session 2: Strengthening Relationships

- Attending and Rewarding strategies to strengthen positive interactions and to reduce coercive exchanges.

Session 3: Reducing Conflict

- Ignoring minor irritants, disengaging from potentially explosive episodes, and countering parental thoughts that may intensify anger

Session 4: Encouraging Cooperative Transitions

- Strategies that encourage planning, anticipation of consequences and motivation via immediate rewarding activities.

Session 5: Special Incentives I

- Development of a simple incentive system while selecting several target behaviors to reward, and implement the system during the week.

Session 6: Collaborative Planning I

- Strategies to promote planning, problem solving, and self regulation.

Session 7: Special Incentives II

- Explores the addition of a point loss procedure to decrease negative behavior.

Session 8: Consequences for Serious Problems

- Strategies to present commands in a firm and neutral manner, warning the child immediately if the problem occurs, and implementing time out from positive reinforcement.

Session 9: Problem Solving

- P(pick one problem), A(alternative solutions), S(select the best strategy), T(try it out), E(Evaluate it)

Session 10: Collaborative Planning II and Closing Session

- Additional strategies on how to plan ahead for community activities and with babysitters and other parents. Review of the previous strategies.



SAUSD Schools 2013-2014		Location Type	Day(s)	Time(s)	Street Address	City	State	Zip Code	District	Start Date	End Date	Language	Average Participants	Total Participants
Edward B. Cole Sr. Academy	Elementary School	Tuesday	8:00 AM	333 E. Walnut Street	Santa Ana	CA	92701	1	9/10/2013	11/12/2013	Spanish	18	175	
Thomas A. Edison Elementary	Elementary School	Wednesday	8:00 AM	2063 Orange Avenue	Santa Ana	CA	92707	1	9/23/2013	12/4/2013	English	15	145	
Herbert Hoover Elementary	Elementary School	Thursday	8:15 AM	408 E. Santa Clara Avenue	Santa Ana	CA	92706	1	9/26/2013	12/5/2013	Spanish	14	136	
Jose A. Sepulveda Elementary	Elementary School	Monday	8:00 AM	1801 South Poplar Street	Santa Ana	CA	92704	1	9/30/2013	12/16/2013	Spanish	14	141	
Monte Vista Elementary	Elementary School	Wednesday	5:00 PM	2116 W. Monte Vista Avenue	Santa Ana	CA	92704	1	10/1/2013	12/11/2013	Spanish	15	151	
Edward B. Cole Sr. Academy	Elementary School	Tuesday	6:30 PM	333 E. Walnut Street	Santa Ana	CA	92704	1	1/21/2014	3/25/2014	Spanish	16	161	
Wallace R. Davis Elementary	Elementary School	Wednesday	8:00 AM	1405 French St.	Santa Ana	CA	92701	1	1/22/2014	3/26/2014	Spanish	12	118	
Diamond Elementary	Elementary School	Wednesday	8:00 AM	1450 S. Center Street	Santa Ana	CA	92704	1	1/22/2014	3/26/2014	Spanish	20	203	
Jefferson Elementary	Elementary School	Thursday	8:00 AM	1522 W. Adams Street	Santa Ana	CA	92704	1	4/3/2014	6/12/2014	Bilingual	12	123	
													15	1,353

**PARENT TO PARENT
A PROGRAM OF THE ORANGE COUNTY CHILD ABUSE PREVENTION CENTER
MEMORANDUM OF UNDERSTANDING**

We, Diamond Elementary (Partner Organization), and the Orange County Child Abuse Prevention Center (hereafter referred to as the "Prevention Center") agree to partner in order to provide Parent to Parent classes to parents or caregivers of children ages 0-12 years within Orange County. In addition, as a Partner Organization, we agree to support the Parent to Parent program through the referral of participants and/or the provision of a site location.

Partner Organization Information:

Organization Name: Diamond Elementary

Address: 1450 S Center St
Street Suite

Santa Ana

City CA, 92701

State Zip Code

Authorized Signer Name/Title: Denise Bertrand, Principal

Phone: (714) 480-8100

Fax: (714) 480-8199

Email: denise.bertrand@sausd.us

**Site Location Information
(If different than Partner Organization):**

Location Name: _____

Address: _____
Street Suite

City _____

State Zip Code

Authorized Signer Name/Title: _____

Phone: _____

Fax: _____

Email: _____

Prevention Center Contact Information:

Educator: Laura Ceja

Phone: 714-656-8896 Fax: (714) 543-4398

Email: LCeja@brightfutures4kids.org

Address: 500 South Main Street Suite 1100
Street Suite

Orange CA 92868
City State Zip Code

Program Director: Sadhna Matai

Phone: (714) 955-6501 Fax: (714) 543-4398

Email: SMatai@BrightFutures4Kids.org

**PARENT TO PARENT
A PROGRAM OF THE ORANGE COUNTY CHILD ABUSE PREVENTION CENTER
MEMORANDUM OF UNDERSTANDING**

Parent to Parent Program Information:

Class Length: 2 Hours Class Frequency: 1 Per Week Program Duration: 10 Weeks

Days: Thursday Times: 8am-10am

Languages: Spanish

Number of Educators: 1

Start Date: 2/12/15 End Date: 4/16/15

Parent to Parent Class Information:

Week	Date	Time
1	2/12/15	8am-10am
2	2/19/15	8am-10am
3	2/26/15	8am-10am
4	3/5/15	8am-10am
5	3/12/15	8am-10am
6	3/19/15	8am-10am
7	3/26/15	8am-10am
8	4/2/15	8am-10am
9	4/9/15	8am-10am
10	4/16/15	8am-10am

Parent to Parent Child Care Information:

Provided: X Not Provided: _____

Number of Child Care Coordinators: 1-2

- Child Care Age Guidelines
 - 0 to 8 Months: Required to stay with the parent/guardian during class.
 - 8 Months to 12 Years: Eligible to attend child care. The parent/guardian is responsible for attending to the hygiene of children not toilet trained.

**PARENT TO PARENT
A PROGRAM OF THE ORANGE COUNTY CHILD ABUSE PREVENTION CENTER
MEMORANDUM OF UNDERSTANDING**

Recruitment Strategy:

- Open to all parents in the community, unless otherwise specified by the Partner Organization and/or Site Location as limited to their clients only (if access is limited, please document in the “Special Stipulations” section below)
- Parent to Parent will provide a flyer with space to add the Partner Organization and Site Location name and information
- Partner Organization and Site Location will assist with participant recruitment

Recruitment Goals:

- Minimum of 20 participants to start the first class
- If there is less than an average of 20 participants in attendance per class, the Prevention Center reserves the right to cancel the class and invite the participants to attend another class if available

Class Schedule Changes & Cancellations:

- The class schedule stated above is subject to change and the Prevention Center reserves the right to modify the class schedule as needed.
- The Partner Organization and/or Site Location are responsible for providing the Prevention Center with at least one week’s notice prior the cancellation of any class.

Special Stipulations:

**PARENT TO PARENT
A PROGRAM OF THE ORANGE COUNTY CHILD ABUSE PREVENTION CENTER
MEMORANDUM OF UNDERSTANDING**

I, _____ (Partner Organization Authorized Signer), certify that I am authorized by my organization to sign this agreement with the Prevention Center on behalf of the organization.

I understand that if my organization is subcontracting, leasing, or utilizing a site location owned by another organization, I am responsible for providing the Prevention Center with a copy of my organization's agreement with the site location, as well as obtaining a signature on this agreement from the Site Location Authorized Signer prior to the start of Parent to Parent classes.

PARTNER ORGANIZATION STAFF:

SITE LOCATION STAFF (IF APPLICABLE):

Signature

Signature

Printed Name & Title

Printed Name & Title

Date

Date

PREVENTION CENTER STAFF:

Signature

Scott Trotter, Executive Director
Printed Name & Title

Date

AGENDA ITEM BACKUP SHEET
February 10, 2015

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: **Sonia Rodarte-Llamas, Ed.D., Director, School Climate**

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.

Recommendations for Expulsions

Board Meeting: February 10, 2015

	<u>Student Name</u>	<u>School/Grade</u>	<u>Charges</u>	<u>Recomm. Options</u>	<u>Placement</u>	<u>Date Eligible to Reapply</u>
1	428062	Fremont/4	A, B	2A	Special Education	02/10/16
2	433423	McFadden/8	C	2	Community Day Intermediate	06/18/15

SUMMARY LIST OF SUBDIVISIONS UNDER THE CALIFORNIA EDUCATION CODE, SECTION 48900

- | | |
|--|---|
| <ul style="list-style-type: none"> (A) Caused, attempted, or threatened to cause physical injury (B) Possessed, sold, furnished a weapon, dangerous object, explosives (C) Possessed, used, sold, furnished, or under the influence of any controlled substance (e.g. marijuana, cocaine, alcohol, intoxicants). (D) Offered, arranged, or negotiated to sell any controlled substance and then either sold, delivered or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance (E) Committed or attempted to commit robbery or extortion (F) Caused or attempted to cause damage to school or private property (G) Stole or attempted to steal school or private property (H) Possessed or used tobacco or tobacco products (I) Committed an obscene act or engaged in habitual profanity or vulgarity (J) Possessed, offered, or arranged to sell paraphernalia (K) Disrupted school activities or willfully defied valid authority (L) Knowingly received stolen school or private property (M) Possessed an imitation firearm | <ul style="list-style-type: none"> (N) Committed or attempted to commit a sexual assault as defined by PC 261 or sexual battery PC 243.4 (O) Harassed, threatened or intimidated a student who is a complaining witness in a school disciplinary proceeding for the purpose of either preventing that student by being a witness or retaliating against that student by being a witness (P) Offering to sell or selling SOMA (Q) Hazing (R) Engaged in the act of bullying, included but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of section 32261, directed specifically toward a pupil or school personnel (T) Aids or abets in physical injury (.2) Engaged in sexual harassment (Grades 4-12 only), vulgarity (.3) Engaged in hate crime (Grades 4-12 only) (.4) Harassment, threat, intimidation (Grades 4-12 only) (.7) Terrorist threats against school officials, school property or both |
|--|---|

EXPULSION RECOMMENDATIONS

- Option 1 to expel for one semester
- Option 1A to expel for one semester and suspend enforcement of the expulsion order
- Option 2 to expel for two semesters
- Option 2A to expel for one calendar year (from the date of the Board meeting)
- Option 3 to expel for two semesters and suspend enforcement of the entire expulsion order
- Option 4 to expel for two semesters and suspend enforcement of the second semester of the expulsion order
- Option 5 to reject the Findings of Fact and not expel (only the Board can recommend this Option)

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2014-15 School Year**

ITEM: **Consent**

SUBMITTED BY: **Doreen Lohnes, Assistant Superintendent, Support Services**

PREPARED BY: **Doreen Lohnes, Assistant Superintendent, Support Services**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of payment and reimbursement of costs incurred for related services for students with disabilities.

RATIONALE:

In accordance with the students' Individualized Education Program (IEP) the parties on the attached list require reimbursement for related services or participated in a resolution session, settlement conference and/or mediation following the filing of a due process hearing and agreed to resolve the dispute by reimbursing those applicable for costs incurred.

FUNDING:

Special Education: Not to Exceed \$3,500

RECOMMENDATION:

Approve the payment and reimbursement of costs incurred for related services for students with disabilities for the 2014-15 school year.

**Reimbursement of Costs Incurred for Related Services for Students with Disabilities for
2014-15 School Year**

Board Meeting: February 10, 2015

Student ID#:	Amount:	Expenditure:	Parent of:
370552	\$3,500	Attorney Fees	370552

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year**

ITEM: **Consent**

SUBMITTED BY: **Doreen Lohnes, Assistant Superintendent, Support Services**

PREPARED 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 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 \$14,356

RECOMMENDATION:

Approve the master contracts and/or individual service agreements with nonpublic schools and agencies for students with disabilities for the 2014-15 school year.

Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year

Board Meeting: February 10, 2015

Student ID#	Amount	Master Contract and Individual Service Agreement for Nonpublic School/Agency
401923	\$14,356	Rossier Park School (Elementary)

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Contract with Educational Consulting Services, Inc.**

ITEM: **Consent**

SUBMITTED BY: **Doreen Lohnes, Assistant Superintendent, Support Services**

PREPARED BY: **Sonia Llamas, Ed.D., Director, School Climate**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval to contract with Education Consulting Services Inc. (ECS) to implement the Academic Attendance Recovery Program (AARP). Although excused and unexcused absences (not suspensions) can be recaptured for Average Daily Attendance (ADA), current District Saturday School programs have generated a total of \$344,127 in recaptured ADA for the 2013-14 school year. In contrast, potential revenue could reach 1.4 million with an improved implementation of ADA recovery. To maximize the District's ability to recapture ADA revenue, the ECS AARP is designed to assist schools by providing support with hiring and coordinating staff for the Saturday program, identifying qualified students, creating notifications for students (i.e. letters and flyers), coordinating with nutritional services, and documenting and submitting all state mandates required to recoup ADA.

RATIONALE:

Based on the principal's preference, the attendance recovery program may occur up to four Saturdays a month. Students with excused and unexcused absences would attend supervised classrooms on Saturdays from 8:00 a.m. - 12:30 p.m. in academic recovery/ enrichment and parent education. For every student in attendance, the District will recoup the ADA. Nutritional services will also receive reimbursement. Approximately 38 principals have stated an interest in this program in order to create an additional instructional and enrichment opportunity. The program uses District teachers and classified staff to provide the support and instruction with students and parents.

Potential revenue for nine sessions of Saturday School in second semester for 38 schools is a total of \$1,399,142. After reimbursing the General Fund, the additional revenue generated would be allotted to the schools' budget for targeted enrichment/recovery activities. In subsequent years, each school budget will pay ECS a \$6.00 fee per student for each ADA. After expenses, the average recaptured revenue for each school would be as follows: Elementary School: \$20,345; Intermediate School: \$33,840; and High School: \$83,417. Projected budgets for elementary, intermediate and high school are included as attachments. The projections were made at the 10% attendance recovery measure but the potential is much greater.

To initiate the AARP, the District would provide start-up funding to ECS in the projected amount of \$20,669 for the 38 interested schools. Potential projected revenue after all costs have been paid for one sample intermediate school with 500 students is as follows:

Sample Budget - Intermediate School – 1 Saturday School Session

	Students	Daily Recovery Rate		Revenues
	500	\$56.42		\$28,210.00
Expenses	Staff	Hrs per session	Hrly Rate	Expense
	1- Leader Teacher	5	\$74.76	\$373.80
	20 Teachers (25:1 Ratio)	4.5	\$74.76	\$6,728.40
	1 Custodian	5	\$44.03	\$220.15
	ECS Fee		\$6 per student	\$3,000.00
				\$10,322.35
	Net Gain for the school	\$17,887.65		

Between 9-13 sessions will be provided at the school sites for the remainder of the 2014-15 school year.

FUNDING: General Fund: \$20,669 for startup – to be reimbursed by schools from recaptured revenue.

RECOMMENDATION:

Approve the contract with Educational Consulting Services, Inc.



CONSULTING SERVICES AGREEMENT

This agreement made and entered into February 11, 2015 by and between the **SANTA ANA UNIFIED SCHOOL DISTRICT**, hereinafter referred to as the “District” and **EDUCATIONAL CONSULTING SERVICES INC.**, hereinafter referred to as “ECS”.

It is hereby mutually agreed that ECS will provide consulting services to the DISTRICT under the following terms and conditions:

WHEREAS, the District is in need of special services and advice in financial, economic, accounting or administrative matters; and

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

NOW, THEREFORE, the parties hereto agree as follows:

ECS will provide the following services (“Services”):

Academic Attendance Recovery Coordinated (AARC) Program:

- Provide supervision for each AARC session, including site visitations for support and guidance
- Assist in developing curriculum ideas for the elementary and secondary grade levels
- Provide AARC Program information, including, but not limited to, distributing fliers, notifying parents and students, and providing staff training as needed
- Supply and distribute AARC teacher applications
- Assist with the AARC schoolteacher assignments
- Communicate regularly with school site administrator in charge of AARC sessions and assist with the ongoing coordination of the program
- Provide District administration with student attendance and expenditure data monthly
- Identify & notify eligible students, including making telephone calls to notify eligible students and conducting follow-up
- Prepare an attendance list of students who will be attending AARC
- Supply, prepare, and distribute parent/student notification letters parents
- Update attendance records to ensure compliance with recovery methods
- Provide expense sheets after each AARC session

1. **Performance Period:** This Agreement shall commence on February 11, 2015 and shall continue in full force and effect until June 30, 2018 unless terminated as set forth below.

2. **Provision of Information:** The District will prepare and furnish to ECS upon request information and documentation that is necessary to the performance of this Agreement which information shall not be unreasonably withheld.
3. **Compliance with Law and District Policy:** The parties will adhere to all applicable laws, regulations, and District policies in the performance of their respective responsibilities under this Agreement, including but not limited to laws and regulations related to the confidentiality of pupil records, which are incorporated herein by this reference.
4. **Payment:** The District shall pay ECS a one-time fee of \$.50 per student based upon current CBEDS enrollment to setup the AARC program. The setup fee is due within forty-five (45) calendar days of Board Approval of this agreement.

The District shall also pay ECS \$6.00 per student per session for each student that has a recoverable absence and attends the Academic Attendance Recovery Coordinated Program (AARC). For the purposes of payment herein attendance shall be determined at the time roll is taken at each session. ECS shall invoice the District for each session completed.

Payment is due no later than forty-five (45) calendar days after receipt by the District of the invoice. Failure to pay within fifteen calendar days (15) from the date payment is due herein shall be deemed late and the outstanding invoice shall bear interest at the rate of 1 ½ % per month.

5. **Termination for Convenience:** The District or ECS may terminate this Agreement with a written thirty (30) calendar day's notification from the Superintendent or designee. Notice shall be deemed given when received by ECS or no later than three days after the day of mailing, whichever is sooner. ECS shall be compensated for work completed up to the date of the receipt of the notice of termination or the date of actual termination, whichever is later.
6. **Qualifications:** ECS represents that its employees, contractors, or agents providing the Services are qualified to do so. ECS and all ECS employees, contractors, or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.
7. **Child Abuse and Neglect Reporting:** ECS represents that all employees or contractors providing Services under this Agreement have signed statements indicating their understanding of and compliance with child abuse and neglect reporting requirements and confidentiality of student information under applicable law.
8. **Background Check:** ECS shall ensure that all employees or contractors who will have contact with students have submitted to a fingerprint screen and criminal

background check through the California Department of Justice before being assigned to deliver Services under this Agreement.

9. **Discretion:** The District reserves the right to refuse entry to its schools or facilities by any agent of ECS who, in the sole discretion of the District, poses any risk to Students, staff, or property of the District.
10. **Extra Work:** If ECS is requested by the District to perform services outside the scope of the AARC program, ECS will charge the following hourly rate:

Principal	\$150.00 per hour
Senior Management Consultant	\$125.00 per hour
Management Consultant	\$100.00 per hour
Senior Clerk	\$ 40.00 per hour
Clerk	\$ 20.00 per hour

ECS will notify the District in writing of any services that are outside of the scope of the AARC program prior to providing those services. ECS will, if feasible, provide the District with a reasonable estimate of the cost of performing said services. Any services performed that are outside of the scope of the AARC program must be approved by the District in writing.

11. **Responsibilities:** This Agreement describes the mutual agreements and obligations of the District and ECS for the sole purpose of rendering the Services to District. It does not place any additional responsibilities on either party or imply any transfer of responsibility from one to the other or sharing of statutory responsibilities.
12. **Insurance:** ECS will secure and maintain a Commercial General Liability Policy (including coverage for contractual liability) with limits of not less than \$1,000,000 per occurrence or claim. ECS will secure and maintain an Errors and Omissions Policy with limits of \$1,000,000 per claim and \$3,000,000 aggregate. ECS will secure and maintain Business Automobile Liability Insurance for automobiles owned, leased or hired by ECS with a combined single limit of not less than \$1,000,000 per occurrence. In addition, ECS agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by the District shall be excess and noncontributory." ECS will deliver a copy of such insurance policies to District upon request. ECS will further provide all required worker's compensation insurance for its employees, if any. All of the insurance policies described in this paragraph will be maintained at ECS's expense. The District shall be listed as an additional named insured on all of the policies described in this paragraph.
13. **Indemnity:** ECS agrees to and shall hold harmless and indemnify the District, its agents, contractors, governing board members, and employees from every claim or demand made and every liability or loss, damage, or expense of any nature whatsoever (including, but not limited to attorney's fees, costs, and fees of other professional consultants) arising out of the services provided by ECS herein except as to those claims, demands, losses, damage and/or expense caused by the sole

negligence and/or intentional actions or omissions of those parties not under the supervision of ECS and/or its agents and employees.

14. **Severability:** In the event any portion of this Agreement is declared by a court of competent jurisdiction to be illegal or void, then such portion of this Agreement shall be deemed struck and the balance of this Agreement shall remain in force and effect as if the struck portion was never there.
15. **Assignment:** This Agreement is not assignable without written consent of the other party. The parties also agree not to subcontract or transfer rights under this contract without the written consent of the other party.
16. **No Third Party Beneficiaries:** Nothing in this Agreement, express or implied, is intended or shall be construed to confer on any person or entity other than the parties hereto any remedy or claim under or by reason of this Agreement or any term, covenant, or condition hereof, as a third party beneficiary or otherwise.
17. **Independent Relationship:** The parties acknowledge and agree that the relationship created between the District and ECS is strictly that of an independent contractor with respect to the Services described. Nothing contained in this Agreement shall be construed as creating any other type of relationship between the parties such as that of a principal-agent, master-servant, or employer-employee between ECS and the District. No party to this Agreement nor any of its agents shall have any claim hereunder or otherwise against the other party for payment of employment taxes, workers' compensation, vacation, sick leave, retirement benefits, social security benefits, disability benefits, unemployment insurance, or employee compensation or benefits of any kind.
18. **Nondiscrimination:** Neither the District nor the ECS shall discriminate on the basis of race, religion, sex, sexual orientation, national origin, age or disability in employment or in the delivery of Services hereunder.
19. **Withdrawal of Contract:** If this Agreement is not signed and returned within 10 days from receipt, at its option, ECS may rescind the subcontract offer.
20. **Legal:** ECS shall comply with all applicable federal, state, and local laws, rules and regulations, and ordinances including worker's compensation. Should it be necessary for ECS or the District to bring legal action of any type to enforce its rights under this Agreement then the prevailing party in such action shall be entitled to its reasonable attorney fees and costs incurred therein.
21. **Entire Agreement:** This Agreement constitutes the entire understanding of the parties hereto and supersedes any prior proposals, understandings, correspondence or agreements. It may be changed or modified only by a supplemental written agreement between the parties.

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

Educational Consulting Services, Inc.

Santa Ana Unified School District

Signature

Federal ID Number 33-088505

Signature

AARP SUMMARY DATA: PARTICIPATING SCHOOLS

Academic Attendance Recovery Program (AARP) Projected Recoverable ADA Revenues to the District

School Name	Enrollment (per PSS Data)	13-14 TOTAL Absences	K-6 Blended Daily Recovery Rate of \$58.03	ONE Time Cost	Sessions	100%	10%	10% Recovered Student Absences
Elementary								
Adams Elementary School	572	2,099	\$ 121,805	\$ 286	9	\$ 121,805	\$ 12,180	210
Carver Elementary School	719	3,365	\$ 195,271	\$ 360	9	\$ 195,271	\$ 19,527	337
Davis Elementary School	823	2,846	\$ 165,153	\$ 412	9	\$ 165,153	\$ 16,515	285
Diamond Elementary School	618	1,901	\$ 110,315	\$ 309	9	\$ 110,315	\$ 11,032	190
Edison Elementary School	615	3,214	\$ 186,508	\$ 308	9	\$ 186,508	\$ 18,651	321
Garfield Elementary School	811	3,699	\$ 214,653	\$ 406	9	\$ 214,653	\$ 21,465	370
Heninger Elementary School	1,100	5,615	\$ 325,838	\$ 550	9	\$ 325,838	\$ 32,584	562
Hoover Elementary School	473	2,577	\$ 149,543	\$ 237	9	\$ 149,543	\$ 14,954	258
Jefferson Elementary School	958	4,662	\$ 270,536	\$ 479	9	\$ 270,536	\$ 27,054	466
Kennedy Elementary School	874	3,943	\$ 228,812	\$ 437	9	\$ 228,812	\$ 22,881	394
King Elementary School	883	3,825	\$ 221,965	\$ 442	9	\$ 221,965	\$ 22,196	383
Lincoln Elementary School	1,095	5,674	\$ 329,262	\$ 548	9	\$ 329,262	\$ 32,926	567
Martin Elementary School	810	3,067	\$ 177,978	\$ 405	9	\$ 177,978	\$ 17,798	307
Pio Pico Elementary School	681	2,786	\$ 161,672	\$ 341	9	\$ 161,672	\$ 16,167	279
Remington Elementary School	367	1,744	\$ 101,204	\$ 184	9	\$ 101,204	\$ 10,120	174
Roosevelt Elementary School	870	4,233	\$ 245,641	\$ 435	9	\$ 245,641	\$ 24,564	423
Sepulveda Elementary School	514	2,525	\$ 146,526	\$ 257	9	\$ 146,526	\$ 14,653	253
Taft Elementary School	766	4,074	\$ 236,414	\$ 383	9	\$ 236,414	\$ 23,641	407
Thorpe Fundamental Elementary	1,085	4,082	\$ 236,878	\$ 543	9	\$ 236,878	\$ 23,688	408
Walker Elementary School	604	2,480	\$ 143,914	\$ 302	9	\$ 143,914	\$ 14,391	248
Washington Elementary School	1,030	5,214	\$ 302,568	\$ 515	9	\$ 302,568	\$ 30,257	521
ELEMENTARY TOTALS	16,268	73,625	\$ 4,272,459	\$ 8,134		\$ 4,272,459	\$ 427,246	7,363

AARP SUMMARY DATA: PARTICIPATING SCHOOLS

Intermediate								
School Name	Enrollment (per PSS Data)	13-14 TOTAL Absences	Grades 4-8 Blended Rate of \$56.42	ONE Time Cost	Sessions	100%	10%	10% Recovered Student Absences
Carr Intermediate School	1,700	9,521	\$ 537,175	\$ 850	9	\$ 537,175	\$ 53,717	952
Lathrop Intermediate School	1,158	5,840	\$ 329,493	\$ 579	9	\$ 329,493	\$ 32,949	584
MacArthur Fundamental School	1,262	4,246	\$ 239,559	\$ 631	9	\$ 239,559	\$ 23,956	425
McFadden Intermediate School	1,593	8,236	\$ 464,675	\$ 797	9	\$ 464,675	\$ 46,468	824
Mendez Fundamental	1,416	4,683	\$ 264,215	\$ 708	9	\$ 264,215	\$ 26,421	468
Sierra Preparatory Academy	1,014	6,132	\$ 345,967	\$ 507	9	\$ 345,967	\$ 34,597	613
Spurgeon Intermediate School	1,030	5,031	\$ 283,849	\$ 515	9	\$ 283,849	\$ 28,385	503
Villa Fundamental Intermediate	1,410	4,443	\$ 250,674	\$ 705	9	\$ 250,674	\$ 25,067	444
Willard Intermediate School	996	5,849	\$ 330,001	\$ 498	9	\$ 330,001	\$ 33,000	585
INTERMEDIATE TOTALS	11,579	53,981	\$ 3,045,608	\$ 5,790		\$ 3,045,608	\$ 304,561	5,398

AARP SUMMARY DATA: PARTICIPATING SCHOOLS

High Schools								
School Name	Enrollment (per PSS Data)	13-14 TOTAL Absences	Grades 9-12 Rate \$68.06	ONE Time Cost	Sessions	100%	10%	10% Recovered Student Absences
Century High School	1,984	14,750	\$ 1,003,885	\$ 992	9	\$ 1,003,885	\$ 100,389	1,475
Cesar Chavez High School	519			\$ 260	9	\$ -	\$ -	-
Godinez Fundamental	2,635	14,599	\$ 993,608	\$ 1,318	9	\$ 993,608	\$ 99,361	1,460
Lorin Grisct Academy	599			\$ 300	9	\$ -	\$ -	-
Middle College High School	321			\$ 161	9	\$ -	\$ -	-
Saddleback High School	1,941	18,360	\$ 1,249,582	\$ 971	9	\$ 1,249,582	\$ 124,958	1,836
Santa Ana High School	3,036	25,536	\$ 1,737,980	\$ 1,518	9	\$ 1,737,980	\$ 173,798	2,554
Valley High School	2,456	24,806	\$ 1,688,296	\$ 1,228	9	\$ 1,688,296	\$ 168,830	2,481
HIGH SCHOOL TOTALS	13,491	98,051	\$ 6,673,351	\$ 6,746		\$ 6,673,351	\$ 667,335	9,805

			Total Recovered ADA Revenues	ONE Time Cost	Sessions	100%	10%	10% Recovered Student Absences
GRAND TOTAL	41,338	225,657	\$ 13,991,418	\$ 20,669	9	\$ 13,991,418	\$ 1,399,142	22,566

MOCK BUDGETS



ELEMENTARY SESSION

ELEMENTARY SESSION				
Revenues				
	Students	Daily Composite Recovery Rate		Revenues
	500	\$ 58.03		\$ 29,015
Expenses				
	Staff	Hrs per session	Hrly Rate	Expense
	1 Lead Teacher	5	\$ 74.76	\$ 373.80
	20 Teachers (25:1 Ratio)	4.5	\$ 74.76	\$ 6,728.40
	1 Custodian	5	\$ 44.03	\$ 220.15
	ECS Fee		\$6 per students	\$ 3,000
			Total Expense	\$ 10,322.35
			Net Gain	\$ 18,692.65

INTERMEDIATE SESSION

INTERMEDIATE SESSION				
Revenues				
	Students	Daily Composite Recovery Rate		Revenues
	500	\$ 56.42		\$ 28,210
Expenses				
	Staff	Hrs per session	Hrly Rate	Expense
	1 Lead Teacher	5	\$ 74.76	\$ 373.80
	20 Teachers (25:1 Ratio)	4.5	\$ 74.76	\$ 6,728.40
	1 Custodian	5	\$ 44.03	\$ 220.15
	ECS Fee		\$6 per students	\$ 3,000
			Total Expense	\$ 10,322.35
			Net Gain	\$ 17,887.65

HIGH SCHOOL SESSION

HIGH SCHOOL SESSION				
Revenues				
	Students	Daily Composite Recovery Rate		Revenues
	500	\$ 68.06		\$ 34,030
Expenses				
	Staff	Hrs per session	Hrly Rate	Expense
	1 Lead Teacher	5	\$ 74.76	\$ 373.80
	20 Teachers (25:1 Ratio)	4.5	\$ 74.76	\$ 6,728.40
	1 Custodian	5	\$ 44.03	\$ 220.15
	ECS Fee		\$6 per students	\$ 3,000
			Total Expense	\$ 10,322.35
			Net Gain	\$ 23,707.65

Above Example:

Potential Recovery for ONE session with 1,500 students Total GAIN: \$ 60,288

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of January 14, 2015 through January 27, 2015**

ITEM: **Consent**

SUBMITTED BY: **Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO**

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 January 14, 2015 through January 27, 2015.

RATIONALE:

The Purchase Order Summary consists of all orders created during the period of January 14, 2015 through January 27, 2015. A detailed listing is also included for orders \$25,000 and over for various items and services. These are new or revised purchase orders that have been previously approved on the contracts report.

FUNDING:

Not Applicable

RECOMMENDATION:

Ratify Purchase Order Summary and Listing of Orders \$25,000 and over for the period of January 14, 2015 through January 27, 2015.



Santa Ana Unified School District

Stefanie P. Phillips, Ed.D.
Deputy Superintendent, Operations

Richard L. Miller, Ph.D., Superintendent

Date: January 29, 2015
To: Richard L. Miller, Ph.D., Superintendent
From: Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO
Subject: Purchase Order Summary: From JAN-14-2015 through 27-JAN-2015

Fund 01 General Fund	\$4,068,983.23
Fund 13 Cafeteria Fund	\$115,835.16
Fund 14 Deferred Maintenance Fund	\$150,174.42
Fund 25 Capital Facilities Fund	\$136,401.17
Fund 26 Measure G Bond	\$36,004.40
Fund 29 Measure G	\$280,117.10
Fund 35 County School Facilities Fund	\$992,099.36
Fund 40 Special Reserve Fund	\$5,298,020.31
Fund 49 Capital Project Fund for Blended Component Units (CFD)	\$26,244.15
Fund 68 Workers' Compensation	\$130,000.00
Fund 69 Health & Welfare	\$198,500.00
Fund 81 Property & Liability	\$2,000.00
Grand Total:	\$11,434,379.30

Prepared By: Jonathan Geiszler, Director, Purchasing and Stores

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

BOARD OF EDUCATION

John Palacio., President • Cecilia "Ceci" Iglesias, Member Vice President
Valerie Amezcua, Clerk • José Alfredo Hernández, J.D., Member • Rob Richardson, Member

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 01 of 08

PO No.	Vendor			BOA Date
Funding	Description	Location		Amount
310190	TWINING CONSULTING, INC.			
OPSC School	Building Lab Tests	KING ELEMENTARY		\$19,550.00
Facilities Bond	Construction	SCHOOL		
Special Reserve Fund	Building Lab Tests	VALLEY HIGH SCHOOL		\$17,072.00
	Construction			
310324	PURCHASE POWER			
Unrestricted Discretionary Accounts	Bulk Mail	DISTRICTWIDE		\$33,000.00
311109	PRIEST CONSTRUCTION SERVICES, INC.			
Measure G Series E	Building Inspection	MITCHELL CHILD DEVELOPMENT CENTER		\$101,368.00
311755	WAXIE SANITARY SUPPLY			
Unrestricted Discretionary Accounts	Custodial Supplies	BUILDING SERVICES		\$257,450.63
311767	WAXIE SANITARY SUPPLY			
Unrestricted Discretionary Accounts	Custodial Supplies	BUILDING SERVICES		\$48,290.66
311768	WAXIE SANITARY SUPPLY			
Unrestricted Discretionary Accounts	Custodial Supplies	BUILDING SERVICES		\$89,976.21
312991	OneOC			2014/06/24
Unrestricted Discretionary Accounts	Consultants Instructional	THORPE FUNDAMENTAL ELEMENTARY SCHOOL		\$3,300.00
Unrestricted Discretionary Accounts	Consultants Instructional	WILSON ELEMENTARY SCHOOL		\$5,000.00
Unrestricted Discretionary Accounts	Consultants Instructional	KENNEDY ELEMENTARY SCHOOL		\$2,500.00
Unrestricted Discretionary Accounts	Consultants Instructional	KING ELEMENTARY SCHOOL		\$5,000.00

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 02 of 08

PO No.	Vendor			BOA Date
Funding	Description	Location		Amount
312991	OneOC			2014/06/24
Unrestricted	Consultant	KENNEDY ELEMENTARY		\$2,500.00
Discretionary	Noninstructional	SCHOOL		
Accounts				
IASA: Title I Basic	Consultants	PIO PICO ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
IASA: Title I Basic	Consultants	DIAMOND ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
IASA: Title I Basic	Consultants	FREMONT ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
IASA: Title I Basic	Consultants	MARTIN ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
IASA: Title I Basic	Consultants	MONTE VISTA		\$2,500.00
Grants Low-Income	Instructional	ELEMENTARY SCHOOL		
IASA: Title I Basic	Consultants	SEPULVEDA		\$5,000.00
Grants Low-Income	Instructional	ELEMENTARY SCHOOL		
IASA: Title I Basic	Consultants	WASHINGTON		\$5,000.00
Grants Low-Income	Instructional	ELEMENTARY SCHOOL		
IASA: Title I Basic	Consultants	GARFIELD ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
IASA: Title I Basic	Consultants	WALKER ELEMENTARY		\$5,000.00
Grants Low-Income	Instructional	SCHOOL		
313847	ORANGE COUNTY SANITATION DISTRICT			
Unrestricted	Sanitation Sewer	DISTRICTWIDE		\$142,479.00
Discretionary				
Accounts				
314046	PADRES UNIDOS dba PATRICIA HUERTA			2014/09/09
Unrestricted	Consultants	FREMONT ELEMENTARY		\$22,200.00
Discretionary	Instructional	SCHOOL		
Accounts				
Unrestricted	Consultants	HOOVER ELEMENTARY		\$13,500.00
Discretionary	Instructional	SCHOOL		
Accounts				
Unrestricted	Consultants	FRANKLIN ELEMENTARY		\$10,000.00
Discretionary	Instructional	SCHOOL		
Accounts				

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 03 of 08

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
314046	PADRES UNIDOS dba PATRICIA HUERTA		2014/09/09
Unrestricted	Consultants	REMINGTON	\$10,000.00
Discretionary	Instructional	ELEMENTARY SCHOOL	
Accounts			
Unrestricted	Consultants	KING ELEMENTARY	\$10,000.00
Discretionary	Instructional	SCHOOL	
Accounts			
IASA: Title I Basic	Sub-Agreements for	PIO PICO ELEMENTARY	\$7,774.81
Grants Low-Income	Services	SCHOOL	
IASA: Title I Basic	Sub-Agreements for	LOWELL ELEMENTARY	\$7,774.81
Grants Low-Income	Services	SCHOOL	
IASA: Title I Basic	Sub-Agreements for	MARTIN ELEMENTARY	\$13,217.18
Grants Low-Income	Services	SCHOOL	
IASA: Title I Basic	Sub-Agreements for	ROOSEVELT	\$3,615.29
Grants Low-Income	Services	ELEMENTARY SCHOOL	
IASA: Title I Basic	Sub-Agreements for	WALKER ELEMENTARY	\$3,887.41
Grants Low-Income	Services	SCHOOL	
IASA: Title I Basic	Consultants	PIO PICO ELEMENTARY	\$2,225.19
Grants Low-Income	Instructional	SCHOOL	
IASA: Title I Basic	Consultants	LOWELL ELEMENTARY	\$2,225.19
Grants Low-Income	Instructional	SCHOOL	
IASA: Title I Basic	Consultants	MARTIN ELEMENTARY	\$3,782.82
Grants Low-Income	Instructional	SCHOOL	
IASA: Title I Basic	Consultants	ROOSEVELT	\$1,034.71
Grants Low-Income	Instructional	ELEMENTARY SCHOOL	
IASA: Title I Basic	Consultants	WASHINGTON	\$10,000.00
Grants Low-Income	Instructional	ELEMENTARY SCHOOL	
IASA: Title I Basic	Consultants	WALKER ELEMENTARY	\$1,112.59
Grants Low-Income	Instructional	SCHOOL	
314496	KAPLAN K-12 LEARNING SERVICES		2014/10/14
Unrestricted	Sub-Agreements for	SADDLEBACK HIGH	\$23,840.00
Discretionary	Services	SCHOOL	
Accounts			
Unrestricted	Consultants	SADDLEBACK HIGH	\$40,000.00
CAHSEE Intensive	Instructional	SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 04 of 08

PO No.	Vendor			BOA Date
Funding	Description	Location		Amount
314685	PROCURE AMERICA, INC.			
Unrestricted	Housekeeping	DISTRICTWIDE		\$35,970.09
Discretionary	Services Trash			
Accounts				
315207	KAPLAN EARLY LEARNING COMPANY			
Unrestricted	Sub-Agreements for	SADDLEBACK HIGH		\$23,840.00
Discretionary	Services	SCHOOL		
Accounts				
Unrestricted	Consultants	SADDLEBACK HIGH		\$40,000.00
CAHSEE Intensive	Instructional	SCHOOL		
315208	KAPLAN K-12 LEARNING SERVICES			
Unrestricted	Sub-Agreements for	SADDLEBACK HIGH		\$23,840.00
Discretionary	Services	SCHOOL		
Accounts				
Unrestricted	Consultants	SADDLEBACK HIGH		\$40,000.00
CAHSEE Intensive	Instructional	SCHOOL		
315265	WESTLAND HEATING & AIR CONDITIONING, INC.			
Ongoing & Major	Maintenance	BUILDING SERVICES		\$38,912.00
Maintenance Account	Contracts Repairs			
315309	AREY JONES EDUCATIONAL SOLUTIONS			
Unrestricted	Materials &	MARTIN ELEMENTARY		\$9,660.00
Discretionary	Supplies/Software	SCHOOL		
Accounts				
IASA: Title I Basic	Materials &	MARTIN ELEMENTARY		\$28,980.00
Grants Low-Income	Supplies/Software	SCHOOL		
315323	ALLIANT INSURANCE SERVICES, INC.			
Health & Welfare	Consultant	DISTRICTWIDE		\$190,000.00
	Noninstructional			
315342	DIVISION OF STATE ARCHITECT			
Fund 25	Building Fees	WALKER ELEMENTARY		\$38,844.24
Walker/Roosevelt	Office of State	SCHOOL		
Joint Use	Architect			
315349	LOS ANGELES LATINO INTERNATIONAL FILM INSTITUTE			
IASA: Title I Basic	Sub-Agreements for	STAFF DEVELOPMENT		\$125,670.00
Grants Low-Income	Services			
IASA: Title I Basic	Consultants	STAFF DEVELOPMENT		\$25,000.00
Grants Low-Income	Instructional			

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 05 of 08

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
315362	AREY JONES EDUCATIONAL SOLUTIONS		
IASA: Title I Basic Grants Low-Income	Materials & Supplies/Software	VALLEY HIGH SCHOOL	\$26,560.00
IASA: Title I Basic Grants Low-Income	Non-Capitalized Equipment	VALLEY HIGH SCHOOL	\$3,714.00
315364	BEST CONTRACTING SERVICES, INC.		
OPSC School Facilities Bond	Building Contractor	MITCHELL CHILD DEVELOPMENT CENTER	\$438,780.00
315391	AREY JONES EDUCATIONAL SOLUTIONS		
NCLB: Title I, School Improvement Grant QEIA	Materials & Supplies/Software	VALLEY HIGH SCHOOL	\$79,680.00
NCLB: Title I, School Improvement Grant QEIA	Non-Capitalized Equipment	VALLEY HIGH SCHOOL	\$11,142.00
315399	COUTS HEATING & COOLING, INC.		
OPSC School Facilities Bond	Building Contractor	MITCHELL CHILD DEVELOPMENT CENTER	\$353,000.00
315414	LIGHTNING FENCE CO., INC.		
Cell Leases Facilities	Building Contractor	MONTE VISTA ELEMENTARY SCHOOL	\$164,700.00
315417	WALLACE ELECTRIC		
Measure G Series E		SIERRA PREPARATORY ACADEMY	\$36,318.00
315419	SILVERBACK LEARNING SOLUTIONS		
IASA: Title I Basic Grants Low-Income	Materials & Supplies/Software	STUDENT ACHIEVEMENT	\$49,747.25
315445	AREY JONES EDUCATIONAL SOLUTIONS		
Unrestricted Discretionary Accounts	Materials & Supplies/Software	VALLEY HIGH SCHOOL	\$26,560.00
315445	AREY JONES EDUCATIONAL SOLUTIONS		
Unrestricted Discretionary Accounts	Non-Capitalized Equipment	VALLEY HIGH SCHOOL	\$3,714.00
315465	KYA SERVICES, LLC		
Measure G Series E		WILSON ELEMENTARY SCHOOL	\$123,863.10

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 06 of 08

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
315486	THINK TOGETHER		
	21st Century ASSETS Consultants	EDUCATIONAL	\$6,000.00
	Instructional	SERVICES DIVISION	
315488	THINK TOGETHER		
	21st Century ASSETS Sub-Agreements for	EDUCATIONAL	\$68,400.00
	Services	SERVICES DIVISION	
315489	THINK TOGETHER		
	21st Century ASSETS Sub-Agreements for	EDUCATIONAL	\$855,000.00
	Services	SERVICES DIVISION	
315490	COUNTY OF ORANGE TREASURER-TAX COLLECTOR		
	Unrestricted Legal Audit and	DISTRICTWIDE	\$57,483.22
	Discretionary Election Contracts		
	Accounts		
315494	ASSOCIATED SOILS ENGINEERING, INC.		
	OPSC School Building Lab Tests	COMMUNITY DAY HIGH	\$55,970.00
	Facilities Bond Construction	SCHOOL	
315499	PCM3, INC.		
	Emergency Repair Construction	DIAMOND ELEMENTARY	\$12,779.00
	Program-Williams Managers Fees	SCHOOL	
	Case		
	Emergency Repair Construction	EDISON ELEMENTARY	\$11,201.00
	Program-Williams Managers Fees	SCHOOL	
	Case		
	Emergency Repair Construction	HOOVER ELEMENTARY	\$75,329.58
	Program-Williams Managers Fees	SCHOOL	
	Case		
	Emergency Repair Construction	JACKSON ELEMENTARY	\$2,458.20
	Program-Williams Managers Fees	SCHOOL	
	Case		
	Emergency Repair Construction	LINCOLN ELEMENTARY	\$97,123.00
	Program-Williams Managers Fees	SCHOOL	
	Case		
315499	PCM3, INC.		
	Emergency Repair Construction	MARTIN ELEMENTARY	\$205,169.00
	Program-Williams Managers Fees	SCHOOL	
	Case		
	Emergency Repair Construction	MONTE VISTA	\$43,912.10
	Program-Williams Managers Fees	ELEMENTARY SCHOOL	
	Case		

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 14-JAN-2015 Through 27-JAN-2015 Page: 07 of 08

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
315499	PCM3, INC.		
Emergency Repair Program-Williams Case	Construction Managers Fees	ROOSEVELT ELEMENTARY SCHOOL	\$84,851.00
Emergency Repair Program-Williams Case	Construction Managers Fees	REMINGTON ELEMENTARY SCHOOL	\$177,169.00
Emergency Repair Program-Williams Case	Construction Managers Fees	LATHROP INTERMEDIATE SCHOOL	\$137,487.00
Emergency Repair Program-Williams Case	Construction Managers Fees	SANTA ANA HIGH SCHOOL	\$24,543.33
Emergency Repair Program-Williams Case	Construction Managers Fees	VALLEY HIGH SCHOOL	\$49,746.68
Emergency Repair Program-Williams Case	Construction Managers Fees	WILLARD INTERMEDIATE SCHOOL	\$97,207.00
Emergency Repair Program-Williams Case	Construction Managers Fees	SADDLEBACK HIGH SCHOOL	\$1,030,982.50
Emergency Repair Program-Williams Case	Construction Managers Fees	SPURGEON INTERMEDIATE SCHOOL	\$190,504.00
Emergency Repair Program-Williams Case	Construction Managers Fees	GARFIELD ELEMENTARY SCHOOL	\$20,812.50
315501	DIGITAL NETWORKS GROUP, INC.		
Special Reserve Fund	Building Improvements	CONSTRUCTION	\$3,000,000.00
315504	APPLE, INC.		
IASA: Title I Basic Grants Low-Income	Materials & Supplies/Software	HENINGER ELEMENTARY SCHOOL	\$90.00
IASA: Title I Basic Grants Low-Income	Non-Capitalized Equipment	HENINGER ELEMENTARY SCHOOL	\$4,776.40
Common Core State	Non-Capitalized	EDUCATIONAL	\$21,893.55

Standards Equipment SERVICES DIVISION
 SAUSD Board of Education Purchase Order Listing \$25,000 and Over
 From 14-JAN-2015 Through 27-JAN-2015 Page: 08 of 08

PO No.	Vendor			BOA Date
Funding	Description	Location		Amount
315508	CONTINUITY FOCUS, INC. Unrestricted Discretionary Accounts	Other Contracts	TECHNOLOGY INNOVATION SERVICES	\$52,566.51
315545	BOYS AND GIRLS CLUB OF SANTA ANA 30-R2002-653 Before and After School	Sub-Agreements for Services	EDUCATIONAL SERVICES DIVISION	\$616,799.00
	30-R2002-653 Before and After School	Consultants Instructional	EDUCATIONAL SERVICES DIVISION	\$25,000.00
315558	VISION STAR MEDIA, LLC Workers' Compensation	Other Contracts	RISK MANAGEMENT	2014/06/10 \$105,000.00
315594	WESTERN WATERPROOFING COMPANY, INC. Deferred Maintenance Fund	Maintenance Contracts Repairs	BUILDING SERVICES	\$25,400.00
315615	CASE & SONS CONSTRUCTION, INC. Community Facilities District	Building Improvements	DISTRICTWIDE	\$26,244.15
315623	F & M PACKAGING MACHINERY CO. Child Nutrition: School Programs	Other Equipment	NUTRITION SERVICES	\$69,652.00
315647	KITCOR CORPORATION OPSC School Facilities Bond	Building Contractor	MITCHELL CHILD DEVELOPMENT CENTER	\$80,320.00
315680	KYA SERVICES, LLC Unrestricted One time Funds		CONSTRUCTION	\$25,518.51
315683	TOM HOOVER dba PURE PLAY Capital Facilities Fund		HARVEY ELEMENTARY SCHOOL	\$32,300.98

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Ratification of Expenditure Summary and Warrant Listing for Period of January 14, 2015 through January 27, 2015**

ITEM: **Consent**

SUBMITTED BY: **Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO**

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 January 14, 2015 through January 27, 2015. A detailed listing for expenditures \$25,000 and over is also included. These items have already been submitted in the prior month's Purchase Order report.

FUNDING:

Not Applicable

RECOMMENDATION:

Ratify Expenditure Summary and Warrant Listing of expenditures over \$25,000 for the period of January 14, 2015 through January 27, 2015.



Santa Ana Unified School District

Stefanie P. Phillips, Ed.D.
*Deputy Superintendent,
Operations, CBO*

Richard L. Miller, Ph.D., Superintendent

Date: January 27, 2015
To: Richard L. Miller, Ph.D., Superintendent
From: Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations/CBO
Subject: Expenditures Summary: From 14-JAN-2014 through 27-JAN-2015

Fund 01 General Fund	\$2,736,634.76
Fund 12 Child Development	\$1,600.51
Fund 13 Cafeteria Fund	\$541,588.12
Fund 14 Deferred Maintenance Fund	\$173,809.67
Fund 25 Capital Facilities Fund	\$65,991.64
Fund 26 Measure G Bond	\$119,946.17
Fund 29 Measure G	\$91,510.29
Fund 35 County School Facilities Fund	\$1,629,480.21
Fund 40 Special Reserve Fund	\$832,289.25
Fund 49 Capital Project Fund for Blended Component	\$12,032.08
Fund 68 Workers' Compensation	\$74,986.57
Fund 69 Health & Welfare	\$112,747.53
Fund 81 Property & Liability	\$58,868.68
Total Expenditures:	\$6,451,485.48

Prepared By: Christeen Betz, Director, Accounting

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

BOARD OF EDUCATION

John Palacio, President • Cecilia "Ceci" Iglesias, Vice President
Valerie Amezcua, Clerk • José Alfredo Hernández, J.D., Member • Rob Richardson, Member

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 1 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Fund 01 General Fund			
84201784	SOUTHERN CALIFORNIA EDISON		\$314,990.32
	Head Start	CHILD DEVELOPMENT	
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84201800	KEY UNITED MECHANICAL CONTRACTORS dba		\$26,953.43
	California Clean Energy Jobs Act (Prop 39)	HARVEY ELEMENTARY SCHOOL	
84201810	UNIVERSITY OF SOUTHERN CALIFORNIA		\$26,424.32
	ASCIP Risk Control STAT (Simulation for Threat Assessment Training)	RISK MANAGEMENT	
84201814	XEROX CORPORATION		\$48,297.41
	Fund 01 General Fund	PUBLICATIONS	
	Unrestricted One-time Funds	PUBLICATIONS	
84201821	DURHAM SCHOOL SERVICES, L.P.		\$696,561.61
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WASHINGTON ELEMENTARY SCHOOL	
	Pupil Transportation (7230/7240)	TRANSPORTATION DEPARTMENT	
84201825	GRAINGER		\$29,060.93
	Civic Center Rental Fees	BUILDING SERVICES	
	Fund 01 General Fund	ACCOUNTING DEPARTMENT	
	Ongoing & Major Maintenance Account	BUILDING SERVICES	
	Unrestricted - Regional Occupational Centers/Program (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	
	Unrestricted Discretionary Accounts	BUILDING SERVICES	
		CENTURY HIGH SCHOOL	
		MCFADDEN INTERMEDIATE SCHOOL	

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 2 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84201865	APPLE, INC.		\$27,422.83
	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	AFTER SCHOOL PROGRAMS	
	Fund 01 General Fund	ACCOUNTING DEPARTMENT	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	ESQUEDA ELEMENTARY SCHOOL	
		JACKSON ELEMENTARY SCHOOL	
		PIO-PICO ELEMENTARY SCHOOL	
	Special Education	SPECIAL EDUCATION	
	Unrestricted Discretionary Accounts	INSTRUCTIONAL MEDIA CENTER	
		MADISON ELEMENTARY SCHOOL	
84201871	CERTIFIED TRANSPORTATION SERVICE, INC.		\$26,920.50
	Donations (Miscellaneous)	LINCOLN ELEMENTARY SCHOOL	
		VISUAL & PERFORMING ARTS	
	Donations-ASB Transportation	GODINEZ FUNDAMENTAL HIGH SCHOOL	
		KING ELEMENTARY SCHOOL	
		SPURGEON INTERMEDIATE SCHOOL	
	Global Business Academy [0190] VHS	VALLEY HIGH SCHOOL	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LINCOLN ELEMENTARY SCHOOL	
	Unrestricted Discretionary Accounts	GODINEZ FUNDAMENTAL HIGH SCHOOL	
		SANTA ANA HIGH SCHOOL	
		SEGERSTROM HIGH SCHOOL	
		VALLEY HIGH SCHOOL	

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 3 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84201917	AREY JONES EDUCATIONAL SOLUTIONS		\$73,540.35
	Fund 01 General Fund	ACCOUNTING DEPARTMENT	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GARFIELD ELEMENTARY SCHOOL	
		MONROE ELEMENTARY SCHOOL	
		THORPE FUNDAMENTAL ELEMENTARY SCHOOL	
	Medi-Cal Billing Option	PUPIL SUPPORT SERVICES	
	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	
		SANTIAGO ELEMENTARY SCHOOL	
84201920	BRETFORD MANUFACTURING, INC.		\$30,625.00
	Common Core State Standards (CCSS)	EDUCATIONAL SERVICES DIVISION	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JACKSON ELEMENTARY SCHOOL	
84201783	GAS CO		\$47,733.90
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84201788	CATAPULT LEARNING WEST, LLC		\$26,135.73
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	NONPUBLIC SCHOOLS	
		STUDENT ACHIEVEMENT	
	Title III Limited English Proficiency LEP Student Program	NONPUBLIC SCHOOLS	
84201963	UNISOURCE WORLDWIDE, INC.		\$99,590.60
	Fund 01 General Fund	ACCOUNTING DEPARTMENT	
		PUBLICATIONS	
		WAREHOUSE AND DELIVERY	

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 4 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84202031	A & R WHOLESALE DISTRIBUTORS		\$58,538.35
	Child Nutrition: School Programs	MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL NUTRITION SERVICES SANTA ANA HIGH SCHOOL VALLEY HIGH SCHOOL	
84202034	CHEFS' TOYS		\$30,944.61
	Child Nutrition: School Programs	CARR INTERMEDIATE SCHOOL GODINEZ FUNDAMENTAL HIGH SCHOOL MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL NUTRITION SERVICES SANTA ANA HIGH SCHOOL SIERRA PREPARATORY ACADEMY SPURGEON INTERMEDIATE SCHOOL VALLEY HIGH SCHOOL VILLA FUNDAMENTAL INTERMEDIATE SCHOOL WILLARD INTERMEDIATE SCHOOL	
84202040	DRIFTWOOD DAIRY		\$43,567.57
	Child Nutrition: School Programs	NUTRITION SERVICES	

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 5 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84202053	THE FRUITGUYS Child Nutrition: Fresh Fruit and Vegetable Program	ADAMS ELEMENTARY SCHOOL CARVER ELEMENTARY SCHOOL DAVIS ELEMENTARY SCHOOL DIAMOND ELEMENTARY SCHOOL EDISON ELEMENTARY SCHOOL ESQUEDA ELEMENTARY SCHOOL FRANKLIN ELEMENTARY SCHOOL FREMONT ELEMENTARY SCHOOL GARFIELD ELEMENTARY SCHOOL HARVEY ELEMENTARY SCHOOL HENINGER ELEMENTARY SCHOOL HEROES ELEMENTARY SCHOOL HOOVER ELEMENTARY SCHOOL JACKSON ELEMENTARY SCHOOL KENNEDY ELEMENTARY SCHOOL KING ELEMENTARY SCHOOL LINCOLN ELEMENTARY SCHOOL LOWELL ELEMENTARY SCHOOL MADISON ELEMENTARY SCHOOL MARTIN ELEMENTARY SCHOOL MONROE ELEMENTARY SCHOOL MONTE VISTA ELEMENTARY SCHOOL PIO PICO ELEMENTARY SCHOOL REMINGTON ELEMENTARY SCHOOL ROMERO-CRUZ ELEMENTARY SCHOOL ROOSEVELT ELEMENTARY SCHOOL	\$54,250.00

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 6 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
		SEPULVEDA ELEMENTARY SCHOOL	
		WALKER ELEMENTARY SCHOOL	
		WASHINGTON ELEMENTARY SCHOOL	
		WILSON ELEMENTARY SCHOOL	
Fund 14 Deferred Maintenance Fund			
84202056	A CABRAL ROOFING GROUP Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$33,000.00
84202061	RITE-WAY ROOF CORPORATION Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$67,256.00
Fund 25 Capital Facilities Fund			
84202067	DIVISION OF STATE ARCHITECT Fund 25 Walker/Roosevelt Joint Use	WALKER ELEMENTARY SCHOOL	\$38,844.24
Fund 26 Measure G Bond			
84202071	DIGITAL NETWORKS GROUP, INC. Fund 26 Measure G Bond Series B	FRANKLIN ELEMENTARY SCHOOL KING ELEMENTARY SCHOOL WILSON ELEMENTARY SCHOOL	\$108,523.37
Fund 35 County School Facilities Fund			
84202079	DIGITAL NETWORKS GROUP, INC. Fund 35 OPSC School Facilities Bond Projects	MITCHELL CHILD DEVELOPMENT CENTER	\$72,348.92
84202081	HORIZONS CONSTRUCTION CO. INT'L, INC. Fund 35 OPSC School Facilities Bond Projects	WILSON ELEMENTARY SCHOOL	\$222,729.06
84202084	PALP INC, DBA EXCEL PAVING Fund 35 OPSC School Facilities Bond Projects	WILLARD INTERMEDIATE SCHOOL	\$38,800.10
84202086	TJ JANCA CONSTRUCTION, INC. Fund 35 OPSC School Facilities Bond Projects	FREMONT ELEMENTARY SCHOOL	\$46,800.00

SAUSD Board of Education Warrant Listing

January 14, 2015

Page 7 of 7

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Fund 40 Special Reserve Fund			
84202090	PH HAGOPIAN CONTRACTOR, INC. Fund 40 Valley Sports Complex	VALLEY HIGH SCHOOL	\$798,290.94
Fund 68 Workers' Compensation			
84202098	SANTA ANA UNIFIED SCHOOL DISTRICT WORKERS' COMP. Fund 68 Workers' Compensation	RISK MANAGEMENT	\$72,139.15
Fund 69 Health & Welfare			
84202100	ALLIANT INSURANCE SERVICES, INC. Fund 69 Health & Welfare	DISTRICTWIDE	\$95,000.00
Grand Total:			\$3,255,289.24

SAUSD Board of Education Warrant Listing

January 21, 2015

Page 1 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Fund 01 General Fund			
84202125	HIBA SHUBLAK dba ACTIVE LEARNING 30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	EDUCATIONAL SERVICES DIVISION	\$29,232.38
84202126	IFUSION SOLUTIONS, INC. LCFF-Supplemental/Concentration Unrestricted Discretionary Accounts	BUSINESS SERVICES DIVISION TECHNOLOGY INNOVATION SERVICES	\$55,895.00
84202133	TOYAMA KARATE-DO ORGANIZATION 30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	EDUCATIONAL SERVICES DIVISION	\$35,200.00
84202175	ORACLE AMERICA, INC. Unrestricted Discretionary Accounts	TECHNOLOGY INNOVATION SERVICES	\$52,976.42
84202194	WAXIE SANITARY SUPPLY Unrestricted Discretionary Accounts	BUILDING SERVICES	\$32,653.01
84202200	AREY JONES EDUCATIONAL SOLUTIONS Fund 01 General Fund Head Start IASA: Title I Basic Grants Low-Income and Neglected, Part A Unrestricted Discretionary Accounts	ACCOUNTING DEPARTMENT CHILD DEVELOPMENT LINCOLN ELEMENTARY SCHOOL SEGERSTROM HIGH SCHOOL GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL	\$101,210.03
84202245	WOLVERINE FENCE COMPANY, INC. Ongoing & Major Maintenance Account	BUILDING SERVICES	\$29,904.00
84202122	FOLSOM LAKE FORD, INC. Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$59,150.14

SAUSD Board of Education Warrant Listing

January 21, 2015

Page 2 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Fund 13 Cafeteria Fund			
84202258	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL NUTRITION SERVICES VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	\$27,668.65
84202254	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	CARR INTERMEDIATE SCHOOL MCFADDEN INTERMEDIATE SCHOOL NUTRITION SERVICES VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	\$43,768.90
84202266	GOLD STAR FOODS Child Nutrition: School Programs	CARR INTERMEDIATE SCHOOL NUTRITION SERVICES	\$45,059.20
Fund 14 Deferred Maintenance Fund			
84202277	ELITE SHEET METAL, INC. Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$32,952.00
Fund 29 Measure G			
84202286	WALLACE ELECTRIC Fund 29 Measure G Series E	SIERRA PREPARATORY ACADEMY	\$36,318.00

SAUSD Board of Education Warrant Listing

January 21, 2015

Page 3 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Fund 35 County School Facilities Fund			
84202288	CUYAMACA CONST., INC. Fund 35 OPSC School Facilities Bond Projects	MITCHELL CHILD DEVELOPMENT CENTER	\$417,523.10
84202290	R.C. CONSTRUCTION SERVICES, INC. Fund 35 OPSC School Facilities Bond Projects	KING ELEMENTARY SCHOOL	\$668,773.72
84202292	SCW CONTRACTING CORPORATION Fund 35 OPSC School Facilities Bond Projects	MITCHELL CHILD DEVELOPMENT CENTER	\$110,912.88
84202293	SECURITY BANK OF CALIFORNIA Fund 35 OPSC School Facilities Bond Projects	KING ELEMENTARY SCHOOL	\$35,198.62
Fund 81 Property & Liability			
84202300	CORVEL CORPORATION Fund 81 Property & Liability	RISK MANAGEMENT	\$29,386.92
84202266	GOLD STAR FOODS Child Nutrition: School Programs	CARR INTERMEDIATE SCHOOL NUTRITION SERVICES	\$45,634.76
84202258	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL NUTRITION SERVICES VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	\$27,657.33
Grand Total:			\$1,917,075.06

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District – File Number: LPD 15000389 JT

ITEM: Consent

SUBMITTED BY: Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO

PREPARED BY: Camille Boden, Executive Director, Risk Management

BACKGROUND INFORMATION:

The purpose of this agenda item is to reject Government Code §910 and §910.2 claims against the District, File Number: LPD 15000389 JT.

DESCRIPTION OF DAMAGE/INJURY:

Claimant is requesting reimbursement for lost personal property.

FUNDING:

Not Applicable

RECOMMENDATION:

Recommend rejection of Government Code §910 and §910.2 claims against the District, File Number: LPD 15000389 JT.

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval of Consultant Agreement Increase for McKenna Long & Aldridge, LLP**

ITEM: **Consent**

SUBMITTED BY: **Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO**

PREPARED BY: **Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of consultant agreement increase for McKenna Long & Aldridge, LLP. The original Purchase Order 310331 (PO) authorized legal support of general counsel for the first half of the year. The PO increase is to continue legal representation for the remainder of the 2014-15 school year.

RATIONALE:

At its June 10, 2014 meeting, the Board approved McKenna Long & Aldridge, LLP consultant agreement in the amount of \$75,000 to provide representation of the District in connection with Chapter 7 Bankruptcy proceeding of Kirk Montgomery (KM Benefits). This authorization will allow the District to continue to utilize legal services as necessary under P.O. 310331.

FUNDING:

General Fund: \$75,000

RECOMMENDATION:

Approve the consultant agreement purchase order increase for McKenna Long & Aldridge, LLP, in the amount of \$75,000 for the 2014-15 school year.

SP:mm

Albany
Atlanta
Brussels
Denver
Los Angeles
Miami
New York

McKenna Long & Aldridge^{LLP}

303 Peachtree Street, NE • Suite 5300
Atlanta, GA 30308
Tel: 404.527.4000
mckennalong.com

Northern Virginia
Orange County
Rancho Santa Fe
San Diego
San Francisco
Seoul
Washington, DC

GARY W. MARSH
(404) 527-4150

EMAIL ADDRESS
gmarsh@mckennalong.com

June 30, 2014

VIA E-MAIL (stefanie.phillips@sausd.us)
and U.S. MAIL

Dr. Stefanie P. Phillips
Deputy Superintendent - Operations
Santa Ana USD
1601 E. Chestnut Avenue
Santa Ana CA 92701

RE: Representation of Santa Ana Unified School District ("Santa Ana") in Connection with Chapter 7 Bankruptcy Proceeding of Kirk Montgomery and Fraudulent Conveyance Action Against Dolores E. Montgomery

Dear Dr. Phillips:

We are most pleased to have the opportunity to serve as counsel to Santa Ana with respect to the matter outlined herein. The purpose of this letter is to confirm our arrangement for the representation by McKenna Long & Aldridge LLP of Santa Ana.

1. ENGAGEMENT AND REPRESENTATION.

Subject to the terms of this letter, Santa Ana, has retained McKenna Long & Aldridge LLP to represent Santa Ana as counsel in connection with the above-referenced matter. The scope of our representation, unless our firm and Santa Ana expand such scope, is limited to acting as counsel with respect to the above-referenced matter.

2. FEES, EXPENSES AND BILLING

We will charge Santa Ana for: (a) our legal services; and (b) charges attributable to our representation.

The amount we charge for our legal services will be calculated by multiplying the number of hours worked by each professional by that person's then current applicable hourly rate for the type of work to be performed. The hourly rates of our professionals are adjusted from time to time to reflect, inter alia, increased experience.

The amount we charge for services such as overnight mail service, telecopies, computerized legal research, etc., will be based upon our standard rates for such services based upon our analysis of the direct and indirect costs of providing these services.

Our fees will not be contingent upon the ultimate outcome of our efforts on behalf of Santa Ana.

We will send a monthly statement reflecting the amount due for services rendered and expenses incurred during the preceding month. Our statement will be sent no later than the 15th day of each month, and payment is due by the end of the month in which Santa Ana receives the statement.

3. OTHER TERMS OF OUR REPRESENTATION

Attached to this engagement letter is a statement of McKenna Long & Aldridge LLP's general billing policies and payment terms (the "Statement") which shall apply to this representation except that no retainer will be required for this matter at this time.

4. WITHDRAWAL AND TERMINATION

Santa Ana may terminate our representation at any time for any reason. We reserve the right to withdraw from further representation at any time for any reason sufficient under applicable legal and ethical rules. Without limiting the foregoing, we specifically reserve the right to withdraw from further representation for failure to pay timely our fees and charges in accordance with this agreement. Of course, any withdrawal from or termination of our representation will not relieve Santa Ana of Santa Ana's obligation to pay for all services rendered and expenses incurred up to the date of withdrawal or termination.

5. RECORD RETENTION


The Firm's record retention policy provides for client's files to be kept for ten (10) years after the client's matter has been closed. At the conclusion of the retention period, the file will be destroyed unless the client requests alternate arrangements. Upon request, we will return any personal property or original documents furnished to us in the course of representation as soon as the matter is closed.

If the foregoing is not acceptable to Santa Ana, please let me know immediately. If this arrangement is acceptable, please confirm the same by executing this letter in the space provided below and returning the same to me.

With these necessary business matters taken care of, I want to say again that we sincerely appreciate the opportunity to represent Santa Ana in connection with this matter.

Dr. Stefanie P. Phillips.
June 30, 2014
Page 3

Best regards.

Sincerely,

Gary W. Marsh

GWM/kcr
Enclosure

READ AND ACCEPTED:

Santa Ana Unified School District

By: 

Stefanie P. Phillips, Ed.D.

Its: Deputy Superintendent, Operations

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: Approval of Increase to Funding Amount for Consultant Agreement between Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP's and Human Resources Department

ITEM: Consent

SUBMITTED BY: Mark A. McKinney, Associate Superintendent, Human Resources

PREPARED BY: Mark A. McKinney, Associate Superintendent, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval to increase the funding amount to compensate the Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP's ("GHSB") for services rendered. The Board of Education previously approved the services the law firm at its Board meeting on July 22, 2014. The term of this agreement is from August 6, 2014 through June 30, 2015.

RATIONALE:

The Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP's ("GHSB") will continue to provide consultant and research services required to represent the District's best interests in the areas of collective bargaining, labor and employment matters.

FUNDING:

General Fund: Increase the amount for services from \$5,000 to \$30,000

RECOMMENDATION:

Approve the increase for the consultant agreement between the Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP's ("GHSB") and the Human Resources Department.


MAM:nr:ca

August 6, 2014

VIA U.S. AND ELECTRONIC MAIL
Rick.Miller@SAUSD.US

Dr. Richard L. "Rick" Miller
Superintendent
Santa Ana Unified School District
1601 East Chestnut Avenue
Santa Ana, CA 92701-6322

Re: Retainer Agreement for Legal Services

Dear Dr. Miller:

Please allow me to express Garcia, Hernández, Sawhney & Bermudez, LLP's ("GHSB") appreciation to the Board of Trustees and the Santa Ana Unified School District (the "District") for the opportunity to provide legal services to the District. We look forward to working with you and your team. This letter sets forth our firm's rate structure for the provision of any legal services that you may choose to have us provide for the District.

California *Business and Professions Code* Section 6148 requires a written fee agreement between the District and GHSB. The written fee agreement sets forth the scope of legal services that GHSB is prepared to perform and the fees that we charge for those services. This letter is intended to fulfill the requirements of Section 6148. Additionally, GHSB carries professional liability insurance applicable to the services to be rendered.

Scope of Services

In accordance with the contents of this Retainer Agreement, the District is hiring GHSB as Special Counsel to handle a variety of matters including but not limited to labor and employment matters, labor negotiations, and matters in other areas as assigned. We will provide all legal services reasonably required to represent the District's best interests in these areas matter and any other matter forwarded to us for handling. We will keep you informed of significant developments and promptly respond to all of your inquiries. The District agrees to cooperate with us, keep us informed of developments and pay our bills and all costs incurred on its behalf in a timely manner.

Fees

We are pleased to offer legal services in the areas of personnel, employment and collective bargaining at the discounted hourly and blended rate of \$250.00 an hour for all

attorneys with seven or more years of experience and \$235.00 for attorneys with up to six years of experience, \$150 an hour for law clerks and \$125.00 an hour for paralegals.

As indicated above we can and will serve in all areas as requested by you. Please note that certain matters may require specialized expertise although we do not anticipate that any of these will occur within the personnel, labor, or collective bargaining arena. The firm typically performs these services at specialized services rates, although such rates are also discounted for public school district clients. More particularly the rates for specialty services are \$235 per hour for attorneys with one to three years of experience and \$250 per hour for attorneys with four to six years of experience. Rates for attorneys with seven or more years of experience, of counsel attorneys and partners of the firm will range from \$275 to 295 per hour. Our rates for law clerks and paralegals in specialty matters remain at \$150 per hour for law clerks and \$125 per hour for paralegals.

Specialty rates will apply to business service and finance matters, the negotiation and preparation of contracts, real estate matters, intellectual property and technology matters, construction matters and litigation. There may be matters not covered in the foregoing areas. In the event that the District requires such other complex or specialized services, we will inform and negotiate such rates with you, and by approval of this agreement the Board of Trustees authorizes the Superintendent to agree to and attach such negotiated rates as an amendment to this retainer agreement.

The rates set forth above will remain in effect through June 30, 2015. After that date the firm is authorized to annually increase its rates by the amount of the percentage increase in the consumer price index for all urban consumers (CPI-U) for the prior 12 months as recorded by the U.S. Department of Labor Bureau of Labor Statistics for the Los Angeles-Riverside-Orange County region.

Costs and Expenses

The District hereby authorizes us to incur all reasonable costs and to hire any consultant, expert, or other service reasonably necessary in our judgment to accomplish the tasks for which we have been retained, subject to your prior approval. We reserve the right to advance payment on these costs or, in the alternative, to request the service provider/vendor to bill you directly. The District agrees to reimburse us for costs advanced on its behalf and pay service providers/vendors immediately when we have asked them to bill you directly.

GHSB will absorb incidental charges such as minor in-house copy jobs, facsimile and minor postage charges. Other incidentals, such as filing fees, messenger and other delivery fees, parking, mileage at the IRS rate, travel expenses (including airfare at the least expensive rates, lodging, meals, and ground transportation), charges for outside assisted legal research, investigation expenses, and consultants' fees, are billed to the client on a monthly basis at cost. Our firm does not mark-up any of these incidental expenses. GHSB would, of course, itemize all costs incurred and provide back-up documentation upon request.

Billings

GHSB will bill the District for legal services and costs on a monthly basis. The District agrees to pay the full amount set forth in our statements within thirty (30) days of receipt of our invoices

Term and Termination

This retainer agreement shall be effective as of August 6, 2014 and shall remain in effect until terminated by either the Board of Trustees or the Firm.

The Board may discharge us at any time, and the District agrees to execute all documents reasonably necessary to complete our discharge. In the exercise of our sole discretion and consistent with the rules of ethics, we reserve the right to terminate this agreement on thirty days prior written notice, or to otherwise withdraw immediately from representing the District in any individual matter, and you agree to execute all documents reasonably necessary to complete our withdrawal. Conduct which may cause GHSB to withdraw includes but is not limited to: (a) any failure to timely pay GHSB's statements or costs incurred by GHSB on the District's behalf; (b) any refusal to cooperate with GHSB in a material matter; or (c) any fact or circumstance that would render GHSB's continuing representation unlawful or unethical. In the event of such discharge, termination or withdrawal the District agrees to pay all outstanding invoices and such legal fees and costs incurred as of the last day of the firm's representation of the District.

If the foregoing terms and conditions are satisfactory, please execute this letter in the space provided below and return a signed copy to me in the enclosed self-addressed, stamped envelope. Again, we appreciate the opportunity to represent the District and look forward to working with you. As always, should you have any questions, comments or concerns, please do not hesitate to give me a call.

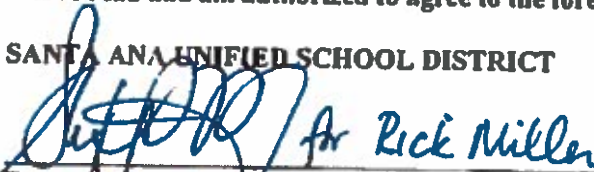
Sincerely,



Bonifacio Bonny Garcia
Of Garcia, Hernández, Sawhney & Bermudez, LLP

I have read and am authorized to agree to the foregoing:

SANTA ANA UNIFIED SCHOOL DISTRICT



By: **Dr. Richard A. "Rick" Miller**
Superintendent

**AGENDA ITEM BACKUP SHEET
February 10, 2015**

Board Meeting

TITLE: Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

ITEM: Consent
SUBMITTED BY: Mark A. McKinney, Associate Superintendent, Human Resources
PREPARED BY: Mark A. McKinney, Associate Superintendent, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the Personnel Calendar including the transition of specific staff members with such topics as: hiring, promotions, transfers, resignations, retirements, and leaves.

RATIONALE:

Board approval of the Personnel Calendar is required for all Certificated and Classified personnel reports, non-confidential leaves of absences, and effective dates of resignations and retirements.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the Personnel Calendar including the transition of specific staff members with such topics as: hiring, promotions, transfers, resignations, retirements, and leaves.


MAM:nr

**Personnel Calendar
Board Meeting - February 10, 2015**

CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Aubuchon, Diana	Teacher	McFadden	June 19, 2015		Retirement - 26 years
Brown, James	Teacher	Santa Ana	June 19, 2015		Retirement - 31 years
Bywater, Colette	Nurse	Early Childhood Education	June 19, 2015		Retirement - 12 years
Cheung, Lilian	Teacher	Hoover	June 19, 2015		Retirement - 31 years
Condia, Annemarie	Teacher	Walker	June 19, 2015		Retirement - 26 years
De La Torre, Hector	Teacher	Lathrop	June 19, 2015		Retirement - 16 years
Dente, Donna	Counselor	Sierra	June 19, 2015		Retirement - 26 years
Erickson, Diana	Teacher	Lincoln	June 19, 2015		Retirement - 33 years
Fischer, Charlene	Teacher	ROP	June 19, 2015		Retirement - 17 years
Fuentes, Manuel	Principal	Esqueda	June 30, 2015		Retirement - 18 years
Groskreutz, Victoria	Assistant Principal	Mendez	June 30, 2015		Retirement - 15 years
Hazlett, James	Teacher	Century	February 4, 2015		Retirement - 20 years

**Personnel Calendar
Board Meeting - February 10, 2015
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)					
Jump, Tanya	Teacher	Godinez	June 19, 2015		Retirement - 13 years
Kato, Terri	Teacher	Monroe	June 19, 2015		Retirement - 33 years
Kennedy, Maria B.	Teacher	Century	June 19, 2015		Retirement - 25 years
Kertman, Donna	Principal	Muir	June 30, 2015		Retirement - 28 years
Lammers, Frederick	Teacher	Valley	June 19, 2015		Retirement - 38 years
Laxton, Robert	Principal	Saddleback	June 30, 2015		Retirement - 26 years
Leventhal, Elliot	Teacher	Remington	June 19, 2015		Retirement - 17 years
Markel, Michele	Teacher	Martin	April 10, 2015		Retirement - 19 years
Mouness, Barbara	Speech and Language Pathologist	Speech Department	June 19, 2015		Retirement - 33 years
Muzic, Renee	Teacher	Valley	June 19, 2015		Retirement - 25 years
Otta, Gary	Teacher	Villa	June 19, 2015		Retirement - 8 years
Reynolds, Shirley	Teacher	Santa Ana	June 19, 2015		Retirement - 33 years

Mark A. McKinney, Associate Superintendent, Human Resources

Personnel Calendar
Board Meeting - February 10, 2015
CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)					
Riggs, Deenee	Teacher	Jefferson	June 19, 2015		Retirement - 17 years
Runyan, Charlotte	Teacher	Saddleback	June 19, 2015		Retirement - 27 years
Salgado, Ernest	Teacher	Santa Ana	June 19, 2015		Retirement - 39 years
Salgado, Teresa A.	Teacher	Santa Ana	June 19, 2015		Retirement - 38 years
Skillion, Martha	Teacher	Hoover	June 19, 2015		Retirement - 35 years
Smith, Patricia	Teacher	Kennedy	June 19, 2015		Retirement - 15 years
Smith, Terrie	Teacher	Monroe	June 19, 2015		Retirement - 35 years
Spear, Susan	Teacher	Santiago	June 19, 2015		Retirement - 19 years
Stankey, David	Teacher	Seegerstrom	June 19, 2015		Retirement - 12 years
Wallace, Donna	Teacher	Monroe	June 19, 2015		Retirement - 25 years
NEW HIRE/RE-HIRE 2014-15					
Garcia, John R.	Teacher	Special Education	January 26, 2015		New Hire - Probationary I

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RETIREMENTS						
Carnegie, Paul	Sr. Groundskeeper	Saddleback	June 30, 2015			26 years
Cogan, Timothy	Custodian	Santa Ana	June 30, 2015			15 years, 11 months
Held, Teresa	Sch. Off. Asst. Sec.	McFadden	June 30, 2015			30 years, 3 months
Merrilees, Stephen	Plant Custodian Elem.	Santiago	June 19, 2015			40 years, 9 months
Naslund, Vickie	Admin. Secretary	Purchasing Dept.	April 10, 2015			19 years, 4 months
Wislocki, Robert	Plant Custodian Int.	McFadden	June 30, 2015			39 years, 5 months
RESIGNATIONS						
Abundo, Christine	Occupational Therapist	Sp. Ed.	January 21, 2015			Personal - 5 years, 4 months
Anguiano, Ian	After School IP	Mendez	January 22, 2015			Personal - 13 days
Anguiano, Rocio	Payroll Technician	Payroll Dept.	March 31, 2015			Personal - 2 years, 13 days
Gomez, Maria	Licensed Vocational Nurse	PSS	March 13, 2015			Correction of date
Gonzalez, Ricardo	Fd. Svc. Wrk.	Lathrop	January 7, 2015			Personal - 8 months

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS (Continuation)						
Loera, Faride	Sch. Off. Asst. Sec.	Segerstrom Nutrition	March 20, 2015			Personal - 6 years
Lopez, Alexander	Fd. Svc. Prod. Spvr.	Services	January 2, 2015			Personal - 1 year, 1 month
Luna, Kathy	Instr. Asst. Sev. Dis.	Mitchell	February 3, 2015			Personal - 4 years, 2 months
Peinado, Maria	Sr. Fd. Svc. Wkr.	Santa Ana	January 30, 2015			Personal - 25 years, 4 months
Sandoval, Melinda	Teacher Aide	Valley	January 30, 2015			Personal - 8 months
Senter, Allyson	SSP Sp. Ed. Instr. Asst.	Adams	January 30, 2015			Personal - 4 months
Zacarias, Pascual	Computers	Franklin	January 29, 2015			Personal - 5 years, 2 months
ABSENCE (3 to 20 duty days) - Without Pay						
Autism						
Contreras, Gloria	Paraprofessional	Muir	January 16, 2015	February 17, 2015		Personal
LEAVE (21 duty days or more) - Without Pay						
Autism						
Salgado, Jazmine	Paraprofessional	Mitchell	February 23, 2015	May 8, 2015		Personal

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS						
Aceves, Claudia	Preschool Teacher	ECE	January 20, 2015		III A/13	
Aleman, Abigail	After School IP	Wilson	January 27, 2015		16/1	
Carmona, Victoria	Teacher Aide	Child Dev.	February 11, 2015		10/1	
Choi, Eunice	Preschool Teacher	ECE	January 20, 2015		III C/1	
Echeverria-Salinas,		Various				
Sandy	After School IP	School Sites	January 20, 2015		16/1	
Estrada, Maritza	SSP Sp. Ed.	Mendez	January 5, 2015		19/1	
Garcia, Jose	SSP Sp. Ed.	Century	October 6, 2014		19/1	
Giles, Shirley	After School IP	Diamond	January 26, 2015		16/1	
		Various				
Lopez, Selina	After School IP	School Sites	January 21, 2015		16/1	
		Various				
Mekhail, Lisa	After School IP	School Sites	January 26, 2015		16/1	
Mercado, Jannette	Site Clerk	Diamond	February 25, 2015		24/1	
Pena, Hector	Site Clerk	Sepulveda	January 28, 2015		24/1	
Ramirez, Maria	Preschool Teacher	ECE	January 20, 2015		III C/1	
		Various				
Ruiz Gonzalez, Maria	After School IP	School Sites	January 20, 2015		16/1	
Sanchez, Daniel	SSP Sp. Ed.	McFadden	January 26, 2015		19/1	
Soto, Angelica	Child Dev. Teacher	Child Dev.	February 11, 2015		Column 1/1	
Ulloa, Erika	Preschool Teacher	ECE	February 2, 2015		III C/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENT (Voluntary Demotion)						
Sanchez, Sulema	Teacher Aide	ECE	February 9, 2015		10/2	From SSP Sp. Ed. to Teacher Aide
PROMOTIONAL APPOINTMENTS						
	Autism					
Cabanas, Karina	Paraprofessional	Washington	January 23, 2015		24/2	
	Job Training Asst.	Transition				
Jacobo, Ediberto	Sp. Ed.	Program	January 20, 2015		22/6	
	Instr. Asst.					
Lozano, Jesus	Computers	Hoover	February 9, 2015		26/1	
Melisio, Josefina	Child Dev. Teacher	Child Dev.	February 11, 2015		Column 1/1	
Osornio, Lucy	Sch. Off. Mgr. Elem.	Carver	January 28, 2015		28/5	
REASSIGNMENTS (Change of work site)						
	District Safety					
Boonmag, Nicholas	Officer	Mendez	February 11, 2015		31/6	From Saddleback to Mendez
Chavez Montero, Jesus	After School IP	King	February 9, 2015		20/3	From McFadden to King

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS - Out of Class Compensation						
Anaya, Judy	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 13, 2015	February 28, 2015	15/6	
Carmen, Celestino	Rv. Ld. Custodian	Bldg. Svcs.	January 9, 2015	January 26, 2015	28/5 + Diff.	
Hanna, Jacqueline	Executive Secretary	Sp. Ed.	January 12, 2015	January 16, 2015	32/6	
Lara, Paola	Sch. Off. Mgr. Elem.	Carver	January 5, 2015	January 28, 2015	28/5	
Martinez, Lobelia	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 22, 2015	February 28, 2015	15/2	
Ramirez, Maria	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 5, 2015	February 28, 2015	15/6	
Quintero Rodelo, Roberto	Maint. Wkr. II	Bldg. Svcs.	February 1, 2015	February 28, 2015	30/6	
Saldana, Carmen	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	December 1, 2014	December 31, 2014	15/5	
Viramontes, Esteban	Maint. Wkr. II	Bldg. Svcs.	February 1, 2015	February 28, 2015	30/5	
ACTIVITY SUPERVISORS						
Muñoz, Sonia	Activity Supervisor	Garfield	January 30, 2015		10/1	
Sanders, Jermaine	Activity Supervisor	Century	January 16, 2015		10/1	
Sandoval, Rosa	Activity Supervisor	Washington	January 23, 2015		10/1	
Serna, Aurora	Activity Supervisor	Muir	January 27, 2015		10/1	
HOURLY APPOINTMENTS						
Halsig, Eric	Instr. Provider	Mendez	January 20, 2015		16/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
HOURLY APPOINTMENTS (Continuation)						
Tomlinson, Kira	Instr. Provider	Santiago	January 26, 2015		16/1	
SUBSTITUTES						
Anguiano, Ian	After School IP		January 23, 2015		16/1	
Leal, Berenize	After School IP		January 8, 2015		16/1	
Valdovinos, Stephany	After School IP		January 15, 2015		16/1	
Wagner, Anna	After School IP		January 14, 2015		16/1	
ATHLETIC SPECIALIST						
Aguirre, Marcelo	Asst. Soccer Coach	Century	November 24, 2014		\$18.98	
	Asst. Basketball					
Alaman, Alvin Jr.	Coach (Girls)	Godinez	November 24, 2014		\$18.98	
	Asst. Soccer Coach					
Ayala, Luis	(Boys)	Godinez	November 24, 2014		\$18.98	
	Asst. Basketball					
Barrera, Damian	Coach (Girls)	Century	November 24, 2014		\$18.98	
	Asst. Wrestling					
Bernabe, Leticia	Coach (Boys)	Century	September 1, 2014		\$18.98	
	Asst. Basketball					
Ceja, Fernando	Coach (Girls)	Century	November 24, 2014		\$18.98	
	Asst. Wrestling					
Corona, Alberto	Coach	Godinez	November 24, 2014		\$18.98	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ATHLETIC SPECIALIST (Continuation)						
Corpus Acevedo, Jaime	Asst. Soccer Coach (Girls)	Century	November 24, 2014		\$18.98	
De La Mater, Cody	Asst. Wrestling Coach	Century	September 30, 2014		\$18.98	
Devia, Marvin	Asst. Soccer Coach Boys	Century	November 24, 2014		\$20.38	
Franco, Edward	Asst. Wrestling Coach	Century	December 8, 2014		\$18.98	
Franco, Jesse	Asst. Soccer Coach	Century	November 24, 2014		\$18.98	
Galaviz, Maria	Asst. Soccer Coach (Girls)	Century	November 24, 2014		\$20.38	
Garcia, Johnny	Asst. Soccer Coach (Boys)	Century	November 24, 2014		\$18.98	
Garcia, Jose	Asst. Soccer Coach (Girls)	Century	November 24, 2014		\$20.38	
Hernandez, Andres	Asst. Basketball Coach (Boys)	Century	November 24, 2014		\$18.94	
Khin, Sean	Asst. Basketball Coach	Century	November 24, 2014		\$18.98	
Logue, William	Asst. Basketball Coach (Girls)	Godinez	November 24, 2014		\$18.98	
Maldonado, Hector	Head Coach Wrestling (Boys)	Godinez	November 24, 2014		\$23.73	
Mendez, David	Head Coach Basketball (Girls)	Godinez	November 24, 2014		\$25.47	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - February 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ATHLETIC SPECIALIST (Continuation)						
Munguia Manzo, Joel	Asst. Soccer Coach (Boys)	Century	November 24, 2014		\$18.98	
Pintor, Teresa	Asst. Soccer Coach (Girls)	Godinez	November 24, 2014		\$18.98	
Portillo, Angel	Asst. Basketball Coach	Century	November 24, 2014		\$18.98	
Ramirez, Roberto	Asst. Basketball Coach (Boys)	Century	November 24, 2014		\$18.98	
Ramirez, Roberto	Asst. Basketball Coach (Girls)	Century	November 24, 2014		\$18.98	
Sok, Johnny	Asst. Basketball Coach (Girls)	Godinez	November 24, 2014		\$18.98	
Torres, Elizabeth	Head Basketball Coach (Girls)	Century	November 24, 2014		\$23.73	

**AGENDA ITEMS REQUESTS
CLASSIFIED
2014-15 School Year**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
2014-15 After School Grades 6-8 Intramural Sports	Secondary	ASES - After School		
Boys' Basketball and Girls' Soccer - Classified	Division/Special Projects	Programs	\$5,000	February 23, 2015
2014-15 Annual Employee Health Fair (Ratification)	Risk Management	Fund 019138	\$200	January 31, 2015
2014-15 Annual Employee Health Fair (Ratification)	Risk Management	Fund 019138	\$150	January 31, 2015
2014-15 Annual Employee Health Fair (Ratification)	Risk Management	Fund 019138	\$200	January 31, 2015
2014-15 Annual Employee Health Fair (Ratification)	Risk Management	Fund 019138	\$250	January 31, 2015
After/Before School Tutoring	Hoover	Title I	\$3,000	February 11, 2015
AVID Tutors (Ratification)	Godinez	OCDE Destination		
AVID Tutors - Instructional Providers	Santiago	Graduation	\$4,858	January 28, 2015
		LCFF-Avid	\$2,869	February 11, 2015
Custodial Staffing for GIRLS ACADEMY	Educational Services	Custodian Extra		
		Duty Account	\$1,000	February 11, 2015
DSO Staffing for GIRLS ACADEMY	Educational Services	DSO Extra Duty		
Library Media Technician Extra Duty	McFadden	Account	\$1,000	February 11, 2015
OCTPP Activity Supervisor	Century	General Funds	\$5,000	February 12, 2015
SAUSD Concerts and Competitions - Custodial (Ratification)	Secondary	OC TPP Grant	\$11,700	February 11, 2015
Spring Musical	Division/Special Projects	General	\$5,000	November 12, 2014
	Santa Ana	Site Funds	\$4,000	February 25, 2015

AGENDA ITEM BACKUP SHEET
February 10, 2015

BOARD MEETING

TITLE: Approval of Revised Job Description: Director of Information Technology Center

ITEM: Consent

SUBMITTED BY: Mark McKinney, Associate Superintendent, Human Resources

PREPARED BY: Mark McKinney, Associate Superintendent, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the revised job description: Director of Information Technology Center to Director of Technology Innovation Services. This position will report to the Deputy Superintendent of Educational Services. The Director of Technology Innovation Services will provide districtwide leadership in the planning, development, implementation, and administration of information technology and services.

RATIONALE:

The Director of Technology Innovation Services will provide information technology leadership to support instructional, student services, administrative, and operational programs and services districtwide. This position will foster collaboration across functional areas to identify, develop and promote superior information technology solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success.

This position is part of the reorganization structure of Educational Services.

The new job description is attached.

Funding for this position is within the current district budget as part of a realignment of current positions within the Educational Services.

FUNDING:

General Fund: Classified Management Month Schedule – Level 52 – Range: \$10,200 - \$ 11,421

RECOMMENDATION:

Approve the revised job description of Director of Technology Innovation Services to Director of Technology Innovation Services.


MAM:nr



SANTA ANA UNIFIED SCHOOL DISTRICT

DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES

JOB SUMMARY BASIC FUNCTION:

~~Under the direction of the Associate Superintendent, Business Services, plan, coordinate and direct the administrative computing and data communications services for the District. Under the general direction of the Deputy Superintendent of Educational Services, the Director, Technology Innovation Services is responsible for providing District-wide leadership in the planning, development, implementation, and administration of information technology and services to support instructional, student services, administrative, and operational programs and services district wide, including data center operations, voice and data communications systems, administrative and educational computing systems, network services, e-mail, internet services, servers, storage area network, disaster recovery and back-up, technical support services, computer software and hardware acquisition, inventory, maintenance and repair, computer system design and installation. Effectively direct, manage, coordinate, and supervise the Technology Innovation operations district-wide; formulate, interpret and administer policy and procedures.~~

REPRESENTATIVE DUTIES:

- Provide information technology leadership to support instructional, student services, administrative, and operational programs and services district wide. E
- Foster collaboration across functional areas to identify, develop and promote superior information technology solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success. E
- Lead to provide exceptional customer service and end-user support for application systems and network systems by analyzing, diagnosing, trouble-shooting, escalating, and driving issues to resolution. E

~~Develop, implement and maintain a centralized information system.~~

- Plan, organize, control and direct District-wide operations and activities of the District Technology Innovation Services including the development, design, operation, analysis, modification, maintenance, and repair of computer and technology systems, infrastructure and related hardware, software, databases, applications and security; assure optimal allocation of information technology systems, resources and personnel; assure related activities comply with established standards, requirements, laws, codes, rules, regulations, policies and procedures. E

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

REPRESENTATIVE DUTIES: (Continued)

- Coordinate with District administrators to define information goals, establish priorities, and establish a system of controls. ~~E and periodically report to the District steering committee on progress and problems.~~
- **Coordinate and direct resources, personnel, communications, programs, fiscal functions and projects to meet District-wide technology needs and ensure smooth and efficient technology activities; direct the design, development and implementation of Department programs, projects, functions, services, goals, objectives, systems and activities, establish and maintain Department timelines and priorities. E**
- ~~Manage all administrative and technical activities and functions~~ **Monitor and analyze District-wide information technology programs, systems, functions and activities related to the computer center including: student records, student attendance, personnel, payroll, warehouse, accounting/general ledger and purchasing systems for financial and operational efficiency and effectiveness; respond to administrative input concerning Department needs; direct the development and implementation of policies, procedures and programs to enhance the financial and operational efficiency and effectiveness of the District. E**

~~Design and implement support systems and learning networks to increase capacity for the use of technology by K-12 teaching staff and District administration.~~

- **Plan, organize, control and direct the design, set-up, development and modification of computer, telecommunication and network systems, District websites, multimedia technology, hardware, software, databases, applications, and security; ensure proper investigation, troubleshooting, diagnosis and repair of system, hardware, software, network, website, telecommunication system and multimedia equipment malfunctions. E**

~~Develop long-range plans for computer hardware and software acquisitions.~~

- **Monitor, analyze and identify District-wide information technology needs including system and equipment acquisition and replacement requirements; research, analyze and maintain current knowledge of new and emerging technologies to identify opportunities to enhance District-wide operations and meet technology needs; review and authorize proposals for service, system, equipment and software purchases. E**

~~Project manpower, equipment and supply needs, and develop and administer an annual budget.~~

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

REPRESENTATIVE DUTIES: (Continued)

- **Develop and prepare the annual preliminary budget of the District Technology Innovation Services; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established limitations. E**
- Direct the definition, design, development, and testing of new and revised information systems.
- **Provide leadership and direction for complex infrastructure and systems projects and programs from design and development to implementation and completion. Define requirements and plans for project lifecycle deployment. Implement effective change management strategies to ensure District-wide project benefits and goals are realized. Efficiently identify and solve project issues. E**
- **Implement third party package software and modify programs to meet user needs while maintaining control and integrity of the District database.**
- **Plan, organize, control and direct District-wide technology functions to facilitate and enhance the collection, management, manipulation, reporting and distribution of computerized data used for analysis; direct the programming, design, development, upgrading and implementation of new and existing software, databases and applications. E**

~~Maintain contact with hardware and software representatives to stay abreast of new data processing developments.~~

- **Coordinate and direct District activities, communications and information between administrators, staff, vendors, service providers, contractors, information technology users, outside agencies and various local, state and federal agencies; direct activities, personnel and projects to ensure proper and timely resolution to information technology issues, problems, malfunctions and conflicts. E**
- Provide a comprehensive training program for District staff as new technology and applications systems are developed. E
- **Plan, organize, control and direct user training, help desk and support functions related to the operation and efficient use of information technology systems and applications. E**

~~Advise the District computer center steering committee of new systems development and future data processing needs and recommend changes to priorities.~~

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

REPRESENTATIVE DUTIES: (Continued)

- **Advise and provide technical information and assistance to the Deputy Superintendent of Educational Services and other administrators regarding Department projects, activities, needs and issues; participate in the formulation and development of pertinent policies, procedures and programs. E**
- **Provide leadership and administrative support to assigned staff. E**
- **Plan, direct and coordinate, through subordinate level managers, ~~minor troubleshooting student and administrative devices~~ and installation services for both hardware and network issues, including ~~microcomputers student and administrative devices~~ and associated equipment.**
- **Ensure adequate resources and personnel to meet District-wide computer system and information technology needs; coordinate and direct related procurement and purchasing functions; develop and negotiate contracts and agreements; initiate personnel transactions, as appropriate; estimate time, staff and resource requirements for District-wide operations and projects; calculate and prepare cost estimates. E**

~~Serve as chairperson on District user groups and committees which have been established to provide information, establish individual application priorities, and serve as a forum of communication between the computer center and user departments.~~

- **Provide technical expertise to administrators, personnel, outside agencies and the public concerning department operations and activities; respond to inquiries, resolve issues and conflicts and provide detailed and technical information concerning related projects, services, systems, laws, codes, standards, requirements, goals, objectives, rules, regulations, policies and procedures. E**

~~Conduct a continuing program of contacts and education at all levels of the school District management to make all parties aware of the capabilities and limitations of data processing.~~

- **Attend and conduct a variety of meetings, as assigned; attend and participate in various technology committees, conferences, seminars, and in-services; prepare and deliver oral presentations concerning information technology systems, plans and equipment. E**

~~Evaluate employee performance, provide for technical direction and guidance; make employment, transfer, promotion and salary recommendations.~~

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

REPRESENTATIVE DUTIES: (Continued)

- **Supervise and evaluate the performance of assigned personnel; interview and select employees; make staffing recommendations and initiate disciplinary procedures, as needed.**
- **Direct and coordinate subordinate work assignments and review work to ensure compliance with established standards, requirements and procedures; ensure employee understanding of established requirements; participate in the development of staffing and operational analysis of assigned area. E**
- **Perform other related duties as assigned.**

KNOWLEDGE AND ABILITIES:

Knowledge of:

~~UNISYS A10 mainframe computer system and CASTS (Computerized Accounting Student Terminal System) applications software.~~

~~COBOL programming.~~

~~Principles and practices of effective administration:~~

- **Information technology systems and integration to support educational and administrative functions; including but not limited to enterprise software systems, computer hardware and software, data and communication systems, networks, and instructional technology delivery systems.**
- **Security standards and protocols.**
- **Current principles, practices, and standards of planning and project management.**
- **Budget preparation, control and cost/benefit analysis.**
- **Documentation standards and procedures.**
- **Data reporting and statistical analysis.**
- **Principles of leadership, management and supervision.**
- **City and community.**
- **Social, cultural and linguistic diversity of District, city and community.**

Ability to:

- **Lead and manage a District-wide information technology department including development, monitoring, installation, and maintenance of related systems, applications, and assigned personnel.**
- **Develop proposals, budget forecasts, cost benefit analysis, and project planning.**
- **Analyze and prioritize complex information technology issues and develop effective course of action.**

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

KNOWLEDGE AND ABILITIES: (Continued)

Ability to: (Continued)

- **Ensure compliance with state, and federal laws and regulations and District policies and procedures.**
- **Communicate clearly, concisely and effectively both orally and in writing with diverse constituencies.**
- **Demonstrate competent understanding and expertise of information technology, project management, personnel productivity and operations.**
- **Effectively plan, develop, implement, and evaluate programs and services for area of assignment.**
- **Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.**
- **Establish and maintain cooperative and effective working relationships with those contacted in the course of work.**
- **Evaluate emerging technologies and make recommendations relating to their use across District sites.**
- **Interface with user groups to determine and develop solutions to information technology needs.**
- **Perform systems analysis and programming.**
- **Manage a department servicing a diverse group of users.**
- **Motivate and lead employees.**
- **Manage the development and maintenance of software systems.**
- **Plan and organize work flow, including the establishment and measurement of goals and objectives.**
- **Perform the essential functions of the job.**

EDUCATION AND EXPERIENCE:

~~Any combination equivalent to a~~ **A Bachelor's degree in computer science, information systems, business administration, accounting or other related field of study and minimum of five years' of increasingly responsible management experience in computer applications, infrastructure and systems, operations technical support, project management in a supervisory position experience managing a large, complex data-processing enterprise level technology organization.**

**DIRECTOR OF INFORMATION TECHNOLOGY INNOVATION SERVICES
(CONTINUED)**

WORKING CONDITIONS:

ENVIRONMENT:

- Office environment.
- Noise from equipment operation.

PHYSICAL ABILITIES:

- Hearing and speaking accurately to exchange information.
- Seeing to view a computer monitor and read variety of materials.
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard.
- Lifting or moving objects, normally not exceeding forty (40) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential duties of the job with or without reasonable accommodation.

Board Approved: (1/84 6/91 3/93 5/01)

**AGENDA ITEM BACKUP SHEET
February 10, 2015**

BOARD MEETING

TITLE: Approval of Revised Job Description: Manager of Network Computer Services

ITEM: Consent

SUBMITTED BY: Mark McKinney, Associate Superintendent, Human Resources

PREPARED BY: Mark McKinney, Associate Superintendent, Human Resources

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the revised job description: Manager of Network Computer Services to Assistant Director, Technology Innovation Services – Network Support. This position will report to the Director of Technology Innovation Services. The Assistant Director, Technology Innovation Services – Network Support will support and assist in the development and implementation of the network support services.

The revised job description is a reclassification of duties and responsibilities commensurate with the changes needed in the area of technology. This revision includes an upgrade from manager to assistant director. The current monthly salary for Manager of Network Computer Services range from \$7,148 - \$8,398.

RATIONALE:

The Assistant Director, Technology Innovation Services – Network Support will provide ongoing support for the Technology Innovation Services. This position will support instructional student services, administrative, and operational programs and services districtwide.

This position is part of the reorganization structure of Educational Services.

The new job description is attached.

Funding for this position is within the current district budget as part of a realignment of current positions within the Educational Services.

FUNDING:

General Fund: Classified Management Monthly Salary – Level 38 – Range: \$8,494 - \$9,700

RECOMMENDATION:

Approve the revised job description of Manager of Network Computer Services to Assistant Director, Technology Innovation Services – Network Support.


MAM:nr



SANTA ANA UNIFIED SCHOOL DISTRICT

~~MANAGER OF NETWORK COMPUTER SERVICES~~

ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT

JOB SUMMARY BASIC FUNCTION:

~~Under the direction of the Director of Information Technology Innovation Services, assist in the planning, development, implementation, and administration of network support services to support instructional, student services, administrative, and operational programs and services district wide, including data center operations, voice and data communications systems, administrative and educational computing systems, network services, e-mail, internet services, servers, storage area network, disaster recovery and back-up, technical support services, computer software and hardware acquisition, inventory, maintenance and repair, computer system design and installation. Effectively direct, manage, coordinate, and supervise the network support operations district-wide; formulate, interpret and administer policy and procedures. manage the planning, installing, operating, servicing and repairing of all district network and computer systems including any and all peripherals; responsible for the training of all District staff on hardware and software operation.~~

REPRESENTATIVE DUTIES:

- **Provide technology leadership to support instructional, student services, administrative and operational programs and services district wide. E**
- **Foster collaboration across functional areas to identify, develop and promote superior information technology solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success. E**
- **Lead to provide exceptional customer service and end-user support for network systems by analyzing, diagnosing, trouble-shooting, escalating, and driving issues to resolution. E**

~~Supervise the design, maintenance, installation, and management of local and wide area networks. E~~

- **Provide leadership and direction for complex infrastructure and network projects and programs from design and development to implementation and completion. E**

~~Consult with schools and district office to develop and implement plans for acquisition of hardware and software related to educational technology. E~~

- **Lead in planning, organizing, coordinating, and managing the network and information systems data center, including the installation, maintenance, and troubleshooting of student and administrative devices, computers, telecommunications equipment, network equipment and peripherals. E**

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT
(CONTINUED)**

REPRESENTATIVE DUTIES: (Continued)

~~Resolve issues associated with technical problems for users and support personnel. E~~

- **Analyzes, prioritizes, and assigns projects to staff. E**

~~Coordinate all District computer repairs, maintain District network security and manage and maintain the District's email systems. E~~

- **Prioritize work schedules and project progress, checks thoroughness of completed project components, and directs adjustments, as necessary. E**

~~Consult with the Director and Assistant Directors in implementation of grant proposals; special pilots and projects; monitor assigned budgets and administer expenditure of funds. E~~

- **Supports activities of the LAN/WAN/WLAN systems, as well as application solutions. E**
- **Oversees the more complex computer network systems, making changes to improve efficiency as appropriate. E**
- **Establishes timelines and cost estimates for projects. E**
- **Ensures that department policies, standards, and documentation requirements and procedures are observed. E**

~~Report to the Director status of problems with system performance or malfunction; resolve problems as appropriate. E~~

- **Analyzes network of computer functions for cost effective solutions and makes recommendations. E**
- **Plan, organize, control and direct user training, help desk and support functions related to the operation and efficient use of information technology systems and applications. E**
- **Provides technical assistance to end users to resolve the more complex problems in person, by telephone and by electronic communication. E**
- **Evaluates new network support services and new technologies related to LAN/WAN/WLAN. E**

~~Conduct staff meetings with subordinates and provide proper training and guidance for network and computer operations personnel. E~~

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT
(CONTINUED)**

- **Effectively communicates with administrators, staff, user groups, vendors, and equipment repair personnel; serves as the primary liaison with equipment vendors to resolve problems. E**
- **Advise and provide technical information and assistance to the Director and other administrators regarding Department projects, activities, needs and issues; participate in the formulation and development of pertinent policies, procedures and programs. E**

~~Supervise assigned employees; appraise performance; provide for technical direction and guidance; make employment, transfer, promotion and salary recommendations. E~~

- **Supervise and evaluate the performance of assigned personnel; interview and select employees; make staffing recommendations and initiate disciplinary procedures, as needed. Direct and coordinate subordinate work assignments and review work to ensure compliance with established standards, requirements and procedures; ensure employee understanding of established requirements; participate in the development of staffing and operational analysis of assigned area. E**
- **Check and approve the analysis, testing and installation of software and hardware. E**
- **Oversee the scheduling of network and computer operations activities and assure that repairs are completed in a timely manner. E**
- **Maintain, review and manage the update of inventory of equipment and software. E**
- **Maintain and produce network system and user documentation and other operational activities. E**

~~Attend meetings with users or other agencies regarding network and computer operations activities. E~~

- **Attend and conduct a variety of meetings, as assigned; attend and participate in various technology committees, conferences, seminars, and in-services; prepare and deliver oral presentations concerning information technology systems, plans and equipment. E**
- **Perform related duties as assigned.**

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT
(CONTINUED)**

KNOWLEDGE AND ABILITIES:

Knowledge of:

~~PC-based computers, Apple Macintosh and communications hardware utilized by the District including network hardware/software and operating system.~~

- **Principles of network design and operation in complex enterprise environment.**
- **Internet WAN/LAN/WLAN troubleshooting techniques.**
- **Computers, devices and their related software and hardware.**
- Information procedures and training method.
- Voice, data, and security system.
- **Diagnostic equipment and tools.**
- Network system design, implementation, and management.
- **Routed/switched TCP/IP environment.**
- **Program Management Practices techniques.**
- Principles and practices of administration, supervision, and training.
- School District organization, operations, policies, and objectives.
- Applicable Sections of State Education Code.
- Social, cultural, and linguistic diversity of district, city, and community.

Ability to:

- **Manage and troubleshoot a complex enterprise network comprised of high end switches and routers.**
- **Organize and schedule projects to meet deadlines.**
- **Manage problem areas and implement corrective actions.**
- **Effectively train, supervise, manage, and evaluate staff.**
- **Work cooperatively with educational and administrative users and network systems staff.**
- **Understand the concerns of users related to network applications and communicate effectively.**
- **Establish and maintain effective working relationships with administrators, user department personnel, and vendors.**
- Plan, organize, and supervise the operation of district network and computer support, including the use of technology in an instructional setting, at site and district levels.
- Develop new procedures and work with the District's administration team to develop improvements for the optimum use of the District network and computer systems.
- Ability to express difficult concepts orally and written.
- Establish and maintain effective working relationships with others.
- Meet schedules and time lines.
- Plan and supervise work.
- Train and supervise personnel.
- Maintain records and prepare reports.
- Communicate effectively both orally and in writing.
- Perform the essential functions of the job.

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT
(CONTINUED)**

EDUCATION AND EXPERIENCE:

Any combination equivalent to a Bachelor's degree in computer science, information systems, engineering or other related field of study and five years' of increasingly responsible management experience in infrastructure and systems, operations technical support and project management in a supervisory position.

~~Four to five years' experience in designing and supporting information technology systems, Internetworking and networking, computer hardware and software or Bachelor's degree in information systems or equivalent training or a combination of the above that includes education and/or training, certification and experience that demonstrates expertise and 1-2 years of K-12 technology management experience.~~

WORKING CONDITIONS:

ENVIRONMENT:

- Network Operation Center environment.
- Noise from equipment operation.

PHYSICAL ABILITIES:

- Hearing and speaking accurately to exchange information.
- Seeing to view a computer monitor and read a variety of materials.
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard.
- Lifting or moving objects, normally not exceeding sixty (60) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: (8/87 3/89 3/93 5/01) 10/06

AGENDA ITEM BACKUP SHEET
February 10, 2015

BOARD MEETING

TITLE: **Approval of Revised Job Description: Assistant Superintendent-Elementary Division**

ITEM: **Consent**

SUBMITTED BY: **Mark McKinney, Associate Superintendent, Human Resources**

PREPARED BY: **Mark McKinney, Associate Superintendent, Human Resources**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the revised job description: Assistant Superintendent-Elementary Division to Assistant Superintendent-Teaching and Learning. This position will report to Deputy Superintendent, Educational Services. The Assistant Superintendent-Teaching and Learning will plan, organize, implement, supervise, and evaluate the teaching and learning programs for all SAUSD schools to ensure maximum student learning outcomes.

RATIONALE:

The Assistant Superintendent-Teaching and Learning will implement programs to support defined school and District goals and objectives; provide a comprehensive professional learning program for teachers and administrators; maintain and ensure a continuous personnel evaluation system and act on the findings; and, submit various reports to the Deputy Superintendent and/or Superintendent.

This position is part of the reorganization structure of Educational Services.

The new job description is attached.

Funding for this position is within the current district budget as part of a realignment of current positions within the Educational Services.

FUNDING:

General Fund: Cabinet Management Annual Salary: \$174,090

RECOMMENDATION:

Approve the revised job description of Assistant Superintendent-Elementary Division to Assistant Superintendent-Teaching and Learning.

 MAM:nr



SANTA ANA UNIFIED SCHOOL DISTRICT

ASSISTANT SUPERINTENDENT – ~~ELEMENTARY DIVISION~~ TEACHING AND LEARNING

JOB SUMMARY ~~BASIC FUNCTION:~~

Under general direction of the Deputy Superintendent, plan, organize, implement, supervise and evaluate ~~the teaching and learning programs of instruction in the elementary division for all SAUSD schools to ensure maximum effectiveness and achievement~~ **student learning outcomes; implement of programs to support defined school and District goals and objectives; provide a comprehensive professional learning program for teachers and administrators; maintain and ensure a continuous personnel appraisal and evaluation system and act on the findings; and, submit an annual various reports to the Deputy Superintendent and/or Superintendent.**

REPRESENTATIVE DUTIES:

- Provide administrative leadership in the development, implementation, and ~~coordination of school evaluation of all SAUSD instructional and professional development programs at the elementary level.~~ **E**
- Evaluate systematically and continuously the work and performance of ~~the elementary designated~~ school principals and directors to ~~attain the objectives of their school and assist them~~ with their professional growth and development. **E**
- Attend and represent the ~~elementary Educational Services Division at Board of Education meetings and other special meetings, as assigned and advise the Board of Education, Superintendent, and other cabinet members on elementary division policies.~~ **E**
- **Advise the Board of Education, Superintendent, and Cabinet members on policies relating to the District's curriculum and instructional program. E**
- Serve as a member of the Superintendent's Cabinet ~~is~~ **responsible for analyzing developing, coordinating and implementing State law, Board of Education policies, and administrative regulations. E**

~~Prepare, recommend, and administer the budget for elementary division. E~~

~~Implement and evaluate the safety and emergency program as it effects the elementary schools. E~~

~~Assist principals and directors in planning an effective program of supervision and evaluation for all assigned employees. E~~

ASSISTANT SUPERINTENDENT – ~~ELEMENTARY DIVISION~~ TEACHING AND LEARNING (CONTINUED)

REPRESENTATIVE DUTIES: (continued)

- **Supervise and evaluate the Executive Directors of Elementary and Secondary Curriculum and Instruction and monitor the activities of their dependent staff. E**
- **Oversee the preparation and administration of budgets and programs for the District's Curriculum and Instruction, Professional Development, and Early Childhood Education departments. E**
- **Supervise and evaluate assigned principals and directors as they plan and implement effective programs; support site and department processes for the supervision and evaluation of assigned employees. E**
- **Direct and assist principals and directors in the development of specific plans to meet identified school and District goals leading to college and career readiness. E**
- **Assist site and District administrators ~~principals and directors~~ in acquiring skills in educational leadership. E**
- **Prepare programs, policies, and procedures that will enhance learning, improve effectiveness, and increase efficiency in ~~the elementary schools~~ SAUSD schools. E**
- **Provide supervisory oversight of the BTSA program and professional development activities that support classroom instruction. E**
- **Arrange for articulation of the ~~elementary instructional programs with the across elementary and secondary schools and with incorporating~~ special education programs. E**
- **Oversee and implement an effective learning program for preparing students for successful transition to college and/or careers of their choosing. E**
- **Provide leadership in the selection of ~~resource learning materials and textbooks for the elementary~~ digital resources that support SAUSD school programs. E**
- **Develop, implement, and monitor the effectiveness of SAUSD enrichment programs, including after school and summer school programs. E**
- **Oversee student activities, athletics, and counseling programs. E**
- **Engage in strategic planning for the District and the Educational Services Division. E**
- **In cooperation with the Personnel Services Division, determine personnel needs, ~~and~~ fill approved positions, and assign staff and administrators to sites. E**

ASSISTANT SUPERINTENDENT – ~~ELEMENTARY~~ DIVISION TEACHING AND LEARNING (CONTINUED)

REPRESENTATIVE DUTIES: (continued)

- Establish and maintain effective communication channels with students, teachers, parents, and the community **stakeholders** on behalf of ~~the elementary~~ SAUSD schools. **E**
- Represent the ~~elementary schools~~ **Teaching and Learning Division staff** and serve as their chief ~~spokesperson~~ **advocate**. **E**
- Articulate the ~~elementary division with colleges and businesses~~ SAUSD **vision and goals with internal and external stakeholder groups, including higher education partners**. **E**
- Perform other duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Current educational administration principles and practices, including site-based management, supervision, evaluation and training.
- Elementary and Secondary educational ~~programs~~ **research**, learning theories, curriculum, and instructional **best-practices**.
- School plant operations and ~~the appropriate~~ supportive services required ~~to ensure~~ **for operational effectiveness**.
- Assessment of school effectiveness.
- **Building strong connections with the City and business community**.

Ability to:

- Modify management strategies based on evaluation data.
- Coordinate the assessment of the instructional needs of ~~K-5~~ **PreK-12** students.
- Exercise judgment and discretion in interpreting and applying policies and procedures.
- Effectively communicate and deal with community groups and the public.
- Speak and write effectively.

ASSISTANT SUPERINTENDENT – ~~ELEMENTARY~~ DIVISION TEACHING AND LEARNING (CONTINUED)

EDUCATION AND EXPERIENCE:

- Masters degree (required)
- Doctorate (~~desired~~ preferred)
- Five (5) years of **classroom** teaching experience
- Three (3) years **site-and/or District-level** administrative experience

LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:

- A valid CA Administrative Services Credential
- Appropriate CA teaching credential
- Valid driver's license
- Willingness to work additional hours periodically; willing to travel as needed

WORKING CONDITIONS:

Typical office/school environment

~~PHYSICAL CHARACTERISTICS (Consideration will be given to reasonable accommodation, with or without the use of aids):~~

SUFFICIENT:

Vision to read volumes of printed materials

Hearing to conduct in person and telephone conversations

Physical mobility to move about the District and drive a car

Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups

Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: 11/12/91

AGENDA ITEM BACKUP SHEET
February 10, 2015

BOARD MEETING

TITLE: **Approval of Revised Job Description: Assistant Superintendent-Secondary Division**

ITEM: **Consent**

SUBMITTED BY: **Mark McKinney, Associate Superintendent, Human Resources**

PREPARED BY: **Mark McKinney, Associate Superintendent, Human Resources**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board approval of the revised job description: Assistant Superintendent-Secondary Division to Assistant Superintendent-School Performance and Culture. This position will report to Deputy Superintendent, Educational Services. The Assistant Superintendent-School Performance and Culture will plan, organize, implement, and evaluate the accountability and school culture programs for all SAUSD schools.

RATIONALE:

The Assistant Superintendent-School Performance and Culture will provide programs designed to ensure maximum student learning outcomes; supervise and evaluate the related school and District programs and defined school and District goals and objectives; maintain and ensure effective implementation of a continuous improvement process that informs school reform efforts; and, submit various report to the Deputy Superintendent and/or Superintendent.

This position is part of the reorganization structure of Educational Services.

The new job description is attached.

Funding for this position is within the current district budget as part of a realignment of current positions within the Educational Services.

FUNDING:

General Fund: Cabinet Management Annual Salary: \$174,090

RECOMMENDATION:

Approve the revised job description of Assistant Superintendent-Secondary Division to Assistant Superintendent-School Performance and Culture.

 MAM:nr



SANTA ANA UNIFIED SCHOOL DISTRICT

ASSISTANT SUPERINTENDENT – ~~SECONDARY DIVISION~~ SCHOOL PERFORMANCE AND CULTURE

JOB SUMMARY BASIC FUNCTION:

Under general direction of the **Deputy** Superintendent, plan, organize and implement, ~~the programs of instruction in the secondary division; supervise and evaluate the educational programs; monitor the expenditure of funds and utilization of facilities assigned to the secondary schools to ensure maximum effectiveness, and achievement of defined school objectives; maintain and ensure a continuous personnel appraisal and evaluation system and act on the findings;~~ **accountability and school culture programs for all SAUSD schools to ensure maximum student learning outcomes; supervise and evaluate the related school and District programs; monitor budgets and utilization of facilities; implement programs to support defined school and District goals and objectives; maintain and ensure effective implementation of a continuous improvement process that informs school reform efforts; and, submit an various annual reports to the Deputy Superintendent and/or Superintendent.**

REPRESENTATIVE DUTIES:

- Provide administrative leadership in the development, implementation, and evaluation of school programs that support student achievement and a positive school culture. **E**
- Evaluate systematically and continuously the work and performance ~~of the secondary designated~~ school principals and directors to ~~attain the objectives of their schools/programs and assist them with in~~ their professional growth and development. **E**
- Attend and represent the ~~secondary~~ **Educational Services** Division at Board of Education meetings and other special meetings, as assigned. ~~and advise the Board of Education, Superintendent and cabinet members on secondary division policies.~~ **E**
- Advise the Board of Education, Superintendent, and ~~other~~ cabinet members on policies relating to **enhancing and improving school performance and culture.** **E**
- Serve as a member of the Superintendent's Cabinet ~~is~~ responsible for analyzing, ~~developing, coordinating,~~ and implementing State law, Board of Education policies, and administrative regulations. **E**
- ~~Prepare, recommend, and administer the budget for secondary division.~~ **E**
- ~~Implement and evaluate the safety and emergency program as it affects the secondary division.~~ **E**

**ASSISTANT SUPERINTENDENT – ~~SECONDARY DIVISION~~ SCHOOL
PERFORMANCE AND CULTURE (CONTINUED)**

REPRESENTATIVE DUTIES: (continued)

- ~~• Assist principals and directors in planning an effective program of supervision and evaluation for all assigned employees. E~~
- **Supervise and evaluate the Executive Directors of Research and Evaluation and School Reform and monitor the activities of their dependent staff. E**
- **Oversee the preparation and administration of budgets and programs for the District’s Research and Evaluation, Educational Options, English Learner, and School Reform departments. E**
- **Supervise and evaluate assigned principals and directors as they plan and implement effective programs; support site and department processes for the supervision and evaluation of assigned employees. E**
- **Direct and assist principals and directors in the development of specific plans to meet identified school and District goals. E**
- **Oversee District efforts to engage with parents in support of District goals and objectives. E**
- **Assist principals, directors, site and District administrators and parent leaders in acquiring skills in shared leadership and collaborative decision-making. E**
- **Prepare programs, policies, and procedures that will enhance serve to accelerate student learning, improve program effectiveness, and increase efficiency in the secondary enhance student and parent experience in SAUSD schools. E**
- ~~• Arrange for articulation of the secondary program with the elementary and support services divisions. E~~
- **Develop, implement, and monitor the effectiveness of the District’s Educational Options programs and schools. E**
- **Provide leadership in the selection of resource materials and textbooks for the secondary schools area of parent engagement and school culture by collaborating with District and site staff, as well as various community organizations. E**
- **Engage in strategic planning for the District and the Educational Services Division. E**

ASSISTANT SUPERINTENDENT – ~~SECONDARY DIVISION~~ SCHOOL PERFORMANCE AND CULTURE (CONTINUED)

REPRESENTATIVE DUTIES: (continued)

- In cooperation with the Personnel Services Division, determine personnel needs and, fill approved positions, and assign staff and administrators to ~~schools~~ sites. E
- Establish and maintain effective communication channels with students, teachers, parents, and the community ~~stakeholders~~ on behalf of ~~the secondary division~~ all SAUSD schools. E
- Represent the ~~secondary~~ School Performance and Culture Division staff and serve as their chief spokesperson. E
- Articulate the ~~secondary division with colleges and businesses~~ SAUSD vision and goals with internal and external stakeholder groups. E
- ~~Oversee student activities, athletics and counseling programs.~~ E
- ~~Oversee Regional Occupational Program.~~ E
- Perform other duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Current educational administration principles and practices, including site-based management, supervision, evaluation and training.
- ~~Secondary educational programs, learning theories, curriculum, and instructional practices.~~
- Educational research, school reform-related and assessment best practices.
- School plant operations and the appropriate services ~~required to ensure operational effectiveness~~ for ensuring a safe and supportive school culture.
- Assessment of school effectiveness and continuous improvement models.
- Building strong connections with the City and business community.

Ability to:

- Modify ~~management strategies based and programs based on evaluation performance and satisfaction survey data.~~
- Coordinate the assessment of ~~the instructional needs of 6-12 programs for PreK-12 students and schools.~~
- Exercise judgment and discretion in interpreting and applying policies and procedures.

**ASSISTANT SUPERINTENDENT – ~~SECONDARY DIVISION~~ SCHOOL
PERFORMANCE AND CULTURE (CONTINUED)**

KNOWLEDGE AND ABILITIES: (continued)

Ability to: (continue)

- Effectively communicate and deal with community groups and the public.
- Speak and write effectively.

EDUCATION AND EXPERIENCE:

- Master's degree (required)
- Doctorate (**preferred**)
- Five (**5**) years of **classroom** teaching experience
- Three (**3**) years **site-and/or District-level** administrative experience

LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:

- A valid C.A. Administrative Services Credential ~~authorizing services at the 6-12 level~~
and
- Appropriate C.A. teaching credential
- Valid driver's license
- Willingness to work additional hours periodically; willing to travel as needed

WORKING CONDITIONS:

Typical office/school environment.

~~PHYSICAL CHARACTERISTICS (Consideration will be given to reasonable accommodation,
with or without the use of aids):~~

SUFFICIENT:

- Vision to read volumes of printed materials.
- Hearing to conduct in person and telephone conversations.
- Physical mobility to move about the District and drive a car.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups.
- Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: 11/12/91

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: Smarter Balanced Assessment Consortium Update

ITEM: Presentation

SUBMITTED BY: Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education

PREPARED BY: Michelle Rodriguez, Ed.D., Assistant Superintendent, Elementary Education

BACKGROUND INFORMATION:

The purpose of this agenda item is to present to the Board an update on the Smarter Balanced Assessment Consortium (SBAC) as administration plans the major phases and activities in the implementation for the 2014-15 school year.

RATIONALE:

The SBAC measures the Common Core State Standards specify K-12 expectations for college and career readiness with adaptive summative assessments benchmarked to college and career readiness. The presentation will highlight how parents and community will receive the scores, proposed timelines, and predicted proficiency levels.

FUNDING:

Not Applicable

RECOMMENDATION:

Presented for information.

SMARTER BALANCED ASSESSMENT CONSORTIUM (SBAC) UPDATE

**Board of Education
February 10, 2015**

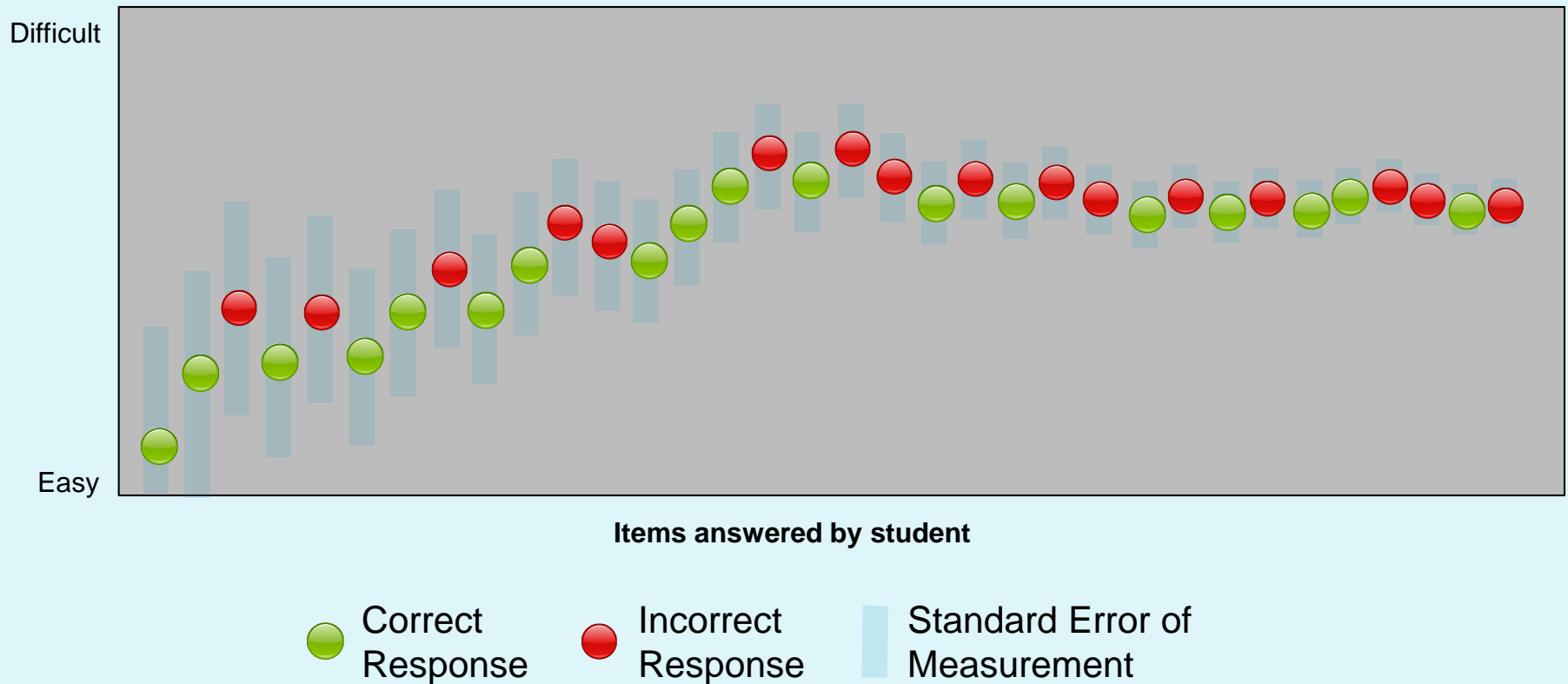
**Michelle Rodriguez, Ed.D.
Assistant Superintendent, Elementary Education**



THERE ARE MULTIPLE ASSESSMENTS STUDENTS WILL TAKE

Student Population	Assessment	Testing Window
Grades 3-8 and 11	SBAC ELA and Math	4/13-6/9
Grades 5, 8 and 11	California Standards Test Science	4/23-5/22
Students in US less than 12 months Grades 2-11	Standards-based Tests Spanish Reading	4/27-5/22

SBAC ASSESSMENTS ARE COMPUTER ADAPTIVE



RESULTS REPORTED AT A DISTRICT, SCHOOL, AND STUDENT LEVEL



Districts can access summative results for individual students within two to four weeks upon student completing the assessment



Parents will receive printed individual student reports within eight weeks after close of testing window

SBAC WILL REPORT SCORES IN THREE WAYS: OVERALL SCALE SCORE

Overall Scale Score



11th Grade

8th Grade

3rd Grade

Scale score is like measuring the height of your child on the wall as he/she grows

Each year, the score will increase as the student grows in knowledge

The score will span 2000-3000

SBAC WILL REPORT SCORES IN THREE WAYS: PERFORMANCE LEVELS

Performance Level for ELA and Math

Above Standard



At/Near Standard



Below Standard



Parents will receive results in four areas in both ELA and Math:

ELA:

- Reading
- Writing
- Listening
- Speaking

Math:

- Concepts and Procedures
- Problem Solving
- Communicating Reasoning
- Modeling and Data Analysis

SBAC WILL REPORT SCORES IN THREE WAYS: OVERALL PERFORMANCE

Overall Performance Level

4



3



2



1



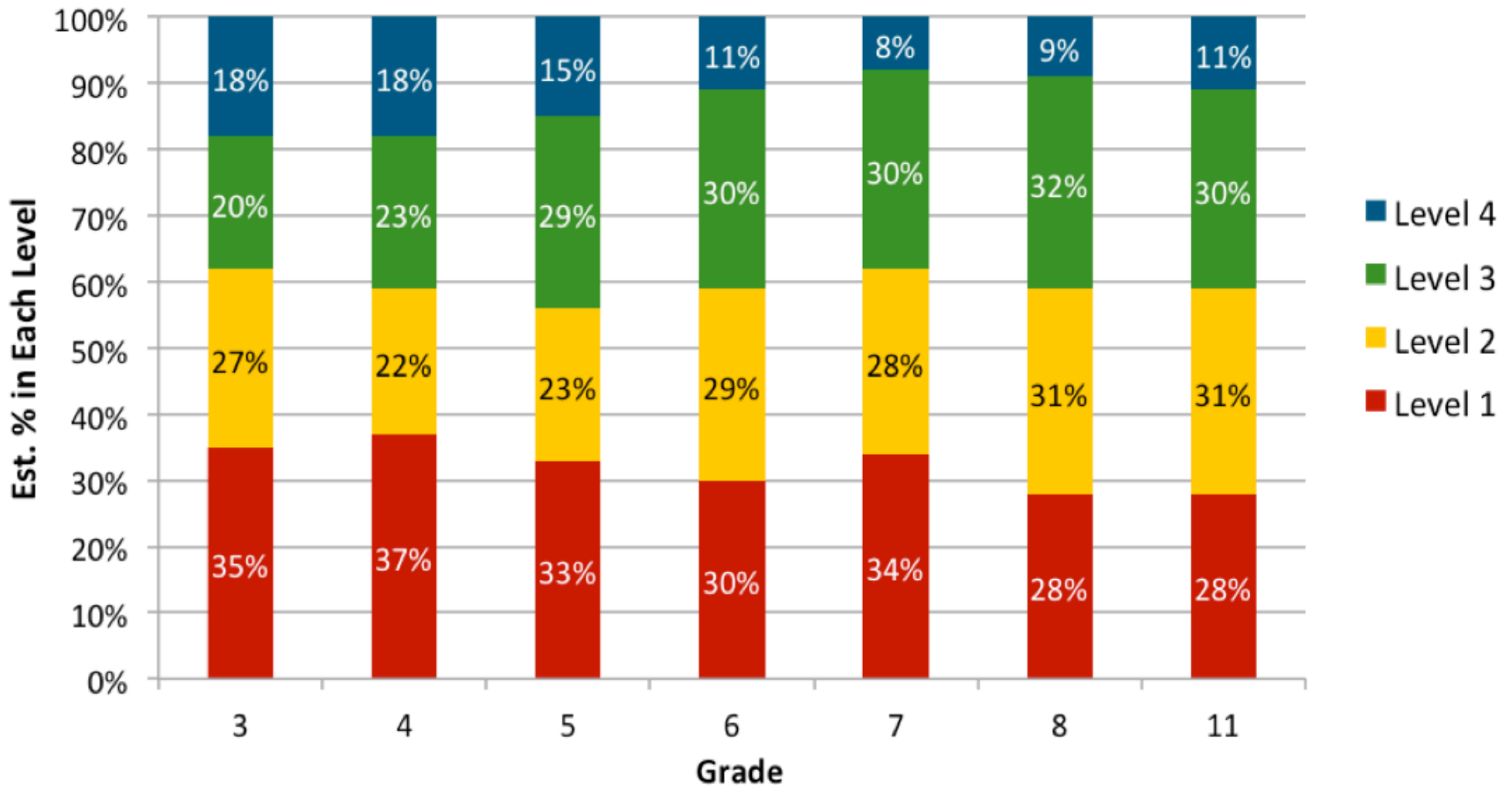
Supports a parents' ability to understand their child's level of performance

Does not evidence growth the same way as the scale score

Readiness college is indicated in 11th grade when a Students achieves Level 3

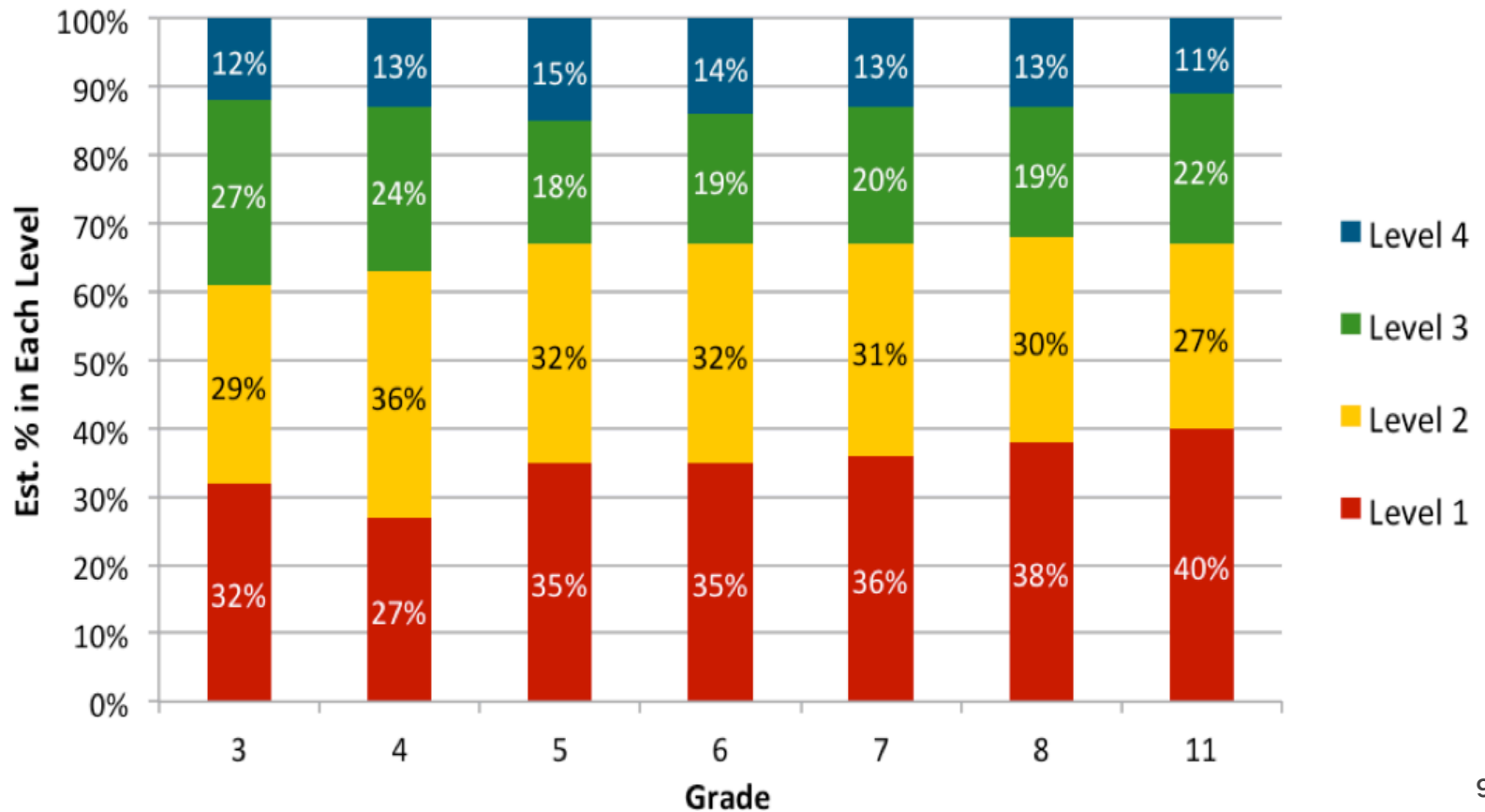
ESTIMATED NATIONAL PROFICIENCY RATES IN LANGUAGE ARTS

English Language Arts/Literacy: Estimated Percentage of Students Scoring at Each Achievement Level



ESTIMATED NATIONAL PROFICIENCY RATES IN MATHEMATICS

Mathematics: Estimated Percentage of Students Scoring at Each Achievement Level



MORE CHANGES TO COME WITH SBAC

EdSource
Highlighting Strategies for Student Success

Policy & Finance Early Learning Curriculum Teaching Student Wellbeing College & Careers Reforms Data Publications Comr

COMMENTARY

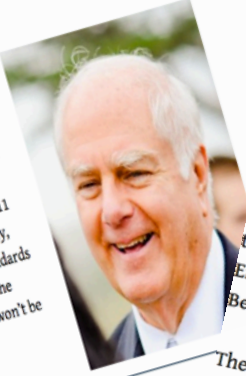
Smarter Balanced tests are still a work in progress

November 16, 2014 | By Doug McRae | 65 Comments

210

The Smarter Balanced Assessment Consortium provided a sneak peek for their final computer-adaptive tests in early October, tests to be administered to roughly 25 percent of the country's grade 3-8 and 11 students in spring 2015 to measure, initially, status and, eventually, growth in achievement on the new Common Core academic standards for English Language Arts and Mathematics. The peek reveals that prospective tests are a work in progress - tests that I believe won't be ready for prime time until at least spring 2016.

The sneak peek was provided via the process Smarter Balanced is using to determine "cut scores" for test results, or essentially how


Doug McRae

EdSource
Highlighting Strategies for Student Success

POLICY & FINANCE > FEDERAL EDUCATION POLICY


State seeking No Child Left Behind exemption again

February 3, 2015 | By John Fensterwald | 4 Comments

54

For the second straight year, California will ask the federal government to exempt it from using scores on the new assessments that students will take this spring to measure progress in math and English language arts, a key requirement under the No Child Left Behind law.

The California Department of Education is hoping that the request which the State Board of Education approved last month will


CREDIT: JOHN FENSTERWALD/EDSOURCE TODAY

ACTION STEPS

FEBRUARY-JUNE 2015

Continue to:

- **Use of Measures of Academic Progress (MAP) and DIBELS as a true growth measure**
- **Support parents in learning about new assessment systems**
- **Provide experience with new assessment structures**
- **Integration of technology within and in support of the instructional program**
- **Upgrade District network to support usage and number of devices**

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: Explorer Post 490 Program

ITEM: Presentation

SUBMITTED BY: Stefanie P. Phillips, Ed.D., Deputy Superintendent, Operations, CBO

PREPARED BY: Hector Rodriguez, Ed.D., Chief of School Police

BACKGROUND INFORMATION:

The purpose of this agenda item is to present to the Board an overview of the Santa Ana School Police Department Explorer Post 490 Program. In July 2014, the Department established its first ever Police Explorer Program (POST 490). Law Enforcement Exploring, also known as Police Explorers, is a career-oriented program that gives young individuals (ages 14-21) the opportunity to explore a career in law enforcement by working with local police departments. The Explorer Program is designed to build character, develop leadership skills, establish an appreciation for community service, and build good citizen habits.

RATIONALE:

This information is presented to keep the Board of Education and school District community stakeholders informed of the services provided by the police explorers, their accomplishments, and projections for the future.

FUNDING:

Not Applicable

RECOMMENDATION:

Presented for information.



EXPLORER POST

490



ABOUT

Law Enforcement Exploring, also known as Police Explorers, is a career-oriented program that gives young individuals the opportunity to explore a career in law enforcement by working with local Police Departments.

MISSION

The Explorer Program is designed to build character, develop leadership skills, establish an appreciation for community service, and build good citizen habits.

DESCRIPTION

The Santa Ana School Police Explorer Post is a group of young individuals, ages 14-21, who have an interest in obtaining a career in law enforcement.

WHEN

Meetings are held the first three Wednesdays, of every month, from 5:00 pm to 7:00 pm at the SASPD Police Station.
(1601 E. Chestnut Ave.)

Those interested in the program are encouraged to attend one of our meetings.



GENERAL INFORMATION

Explorers learn about the law, court procedures, police patrol techniques, and organizational skills. Upon meeting requirements of the Explorer Program, Explorers are allowed to ride along in the field with a patrol officer, respond to police calls, participate in normal routines of community policing, and interact with the public. This provides an opportunity for Explorers to get a first-hand perspective of the reality of modern law enforcement.

Minimum requirements include:

- Ages 14 to 21
- No major criminal records
- Cannot be on probation or parole
 - Maintain at least a 2.0 GPA
- Be able to attend weekly meetings
- Must be able to arrange transportation to weekly meetings or events





“Our Explorer Program is intended to both educate and allow young individuals to develop essential leadership qualities that will stay with them for the rest of their lives. We not only want them to be proud of who they presently are; we also want to help them recognize their potential to be anything they want to be in life.”

Hector Rodriguez, Ed.D.
Chief of Police

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Adoption of Resolution No. 14/15-3045 – Granting Physical Education Credit to High School Students Participating in Marching Band, Navy Junior Reserve Officers Training Corps, Cheer, and Athletics**

ITEM: **Action**

SUBMITTED BY: **Dawn Miller, Assistant Superintendent, Secondary Division**

PREPARED BY: **Roxanna S. Owings, Coordinator, Special Projects**

BACKGROUND INFORMATION:

The purpose of this agenda item is to seek Board adoption of Resolution No. 14/15-3045 to grant physical education credit to high school students participating in a marching band, Navy Junior Reserve Officers Training Corps (NJROTC), cheer, and athletics.

RATIONALE:

Education Code section 51222 requires all pupils to attend courses in physical education, grades 1-9 for a period, of not less than, 200 minutes per every ten days at the elementary level and for a period of, not less than, 400 minutes per every ten days at the secondary level. Courses such as marching band, NJROTC, cheer, and athletics cannot count towards physical education credit unless the board of education approves said courses for credit. It is the obligation of the Local Educational Agency to determine how each particular course supports the eight areas of the Physical Education Course of Study criteria as stated in Education Code section 33352. Resolution No. 14/15-3045 will grant physical education credit towards graduation to those students who participate in a marching band, NJROTC, cheer, and athletics.

FUNDING:

Not applicable

RECOMMENDATION:

Approve the adoption of Resolution No. 14/15-3045 to grant physical education credit to high school students participating in a marching band, Navy Junior Reserve Officers Training Corps, cheer, and athletics.

1 RESOLUTION NO. 2014/15-3045

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5 RESOLUTION NO. GRANTING PHYSICAL EDUCATION/GRADUATION CREDITS FOR HIGH
6 SCHOOL STUDENTS TAKING MARCHING BAND, NAVY JUNIOR RESERVE OFFICERS' TRAINING CORPS
7 (NJROTC), CHEER AND ATHLETICS.

8 WHEREAS, California Department of Education Code Section §51222 requires
9 all pupils who are not otherwise exempt to attend courses in physical education
10 for a total period of time of not less than 400 minutes each 10 school days; and

11 WHEREAS, California State Superintendent of Public Instruction Jack
12 O'Connell states in a May 11, 2009 communication to county and district
13 superintendents and charter school administrators that it is ultimately the
14 obligation of the local educational agency (LEA) to determine how each particular
15 course, as conducted in its district, supports the eight areas of the physical
16 education course of study criteria declared in the California Education Code
17 §33352(b)(7); and

18 WHEREAS, the California Department of Education FAQs revised on September
19 14, 2014 states that it is ultimately the obligation of the local educational
20 agency (LEA) to determine how each particular course, as conducted in its
21 district, supports the eight areas of the physical education course of study for
22 grades nine through twelve and that whether marching band or NJROTC may be awarded
23 physical education credit is the decision of the local governing board; and

24 WHEREAS, the Physical Education Framework for California Public Schools
25 states that if a district desires to award physical education credit for courses
26 such as marching band, cheerleading, and NJROTC, it is the responsibility of the
27 district to determine how each particular course, as conducted in its district,
28 supports a course of study for grades nine through twelve that includes the eight
29 physical education content areas and substantially meets the objective and

1 criteria of EC §33352(b)(7). The law does not specify that every class must
2 include instruction in all eight areas, but rather it speaks to a course of study
3 over grades 9 through 12 that includes all eight areas; and

4 WHEREAS, California Education Code EC Section 33352(b) requires each LEA to
5 meet additional responsibilities should the LEA decide to award physical education
6 credit for a particular course. These responsibilities include the provision of
7 minimum instructional minutes, various reporting requirements, and the assignment
8 of an appropriately credentialed teacher; and

9 WHEREAS, in August of 2012, Santa Ana Unified School District's Physical
10 Education program was audited during the Federal Program Monitoring process, and
11 during the course of the audit, there were four findings, including the fact that
12 SAUSD's Physical Education courses did not meet the required eight physical
13 education content areas; and

14 WHEREAS, the Board Policy and Administrative Regulations were revised to
15 ensure that physical education content areas were met and Physical Education Course
16 of Study 1 and 2 were created to meet the requirements; and

17 WHEREAS, the Board of Education of the Santa Ana Unified School District has
18 determined that marching band, NJROTC, athletics and cheer courses support the
19 eight areas of the physical education course of study objective in the California
20 Education Code §33352(b)(7); and

21 WHEREAS, California Education Code §51225.3(b) states that school
22 district governing boards, with the active involvement of parent,
23 administrators, teachers, and pupils, shall adopt alternative means for
24 pupils to complete the prescribed course of study, which may include practical
25 demonstration of skills and competencies, supervised work experience or
26 other outside school experience, career technical education classes
27 offered in high schools, courses offered by regional occupational
28 centers or programs, interdisciplinary study, independent study, and credit
29 earned at a postsecondary institution; and

1 foregoing Resolution was duly adopted by the said Board at a regular board meeting
2 thereof held on the 10th day of February, 2015, and passed by a vote of _____
3 of said Board.

4 IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of
5 _____, 2015.

6
7 _____
8 Rick Miller, Ph.D.
9 Secretary to the Board of Education
10 Santa Ana Unified School District
11
12

Santa Ana Unified School District

BP 6142.7(a)

Instruction

Physical Education and Activity

The Governing Board recognizes the positive benefits of physical activity on student health and academic achievement. The district shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity throughout the school day. The district's physical education and activity programs shall support the district's coordinated student wellness program and encourage students' lifelong fitness. (cf. 5030 - Student Wellness)

The district's physical education program shall provide a developmentally appropriate sequence of instruction aligned with the state's model content standards and curriculum framework. The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law. (cf. 6011 - Academic Standards) (cf. 6143 - Courses of Study)

The overall course of study for grades 9-12 shall include the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives. (Education Code 33352; 5 CCR 10060)

The Board shall approve the courses in grades 9-12 for which physical education credit may be granted. (cf. 6146.1 - Graduation Requirements - Senior High School) (cf. 6146.11 - Alternative Credits Toward Graduation)

The district's physical education program shall engage students in moderate to vigorous physical activity, as defined in the accompanying administrative regulation, for at least 50 percent of class or session time. The Superintendent or designee shall develop strategies to monitor the amount of moderate to vigorous physical activity that takes place in the physical education instructional program.

Students with disabilities shall be provided instruction in physical education in accordance with their Individualized Education Program (IEP) or Section 504 accommodation plan. (cf. 6159 - Individualized Education Program) (cf. 6164.6 - Identification and Education Under Section 504)

During air pollution episodes, extreme weather, or other inclement conditions, physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education. (cf. 3514 - Environmental Safety)

Staffing

Physical education instruction shall be delivered by appropriately credentialed teachers who may be assisted by instructional aides, paraprofessionals, and/or volunteers. (cf. 4112.2 - Certification)

The district shall provide physical education teachers with continuing professional development, including classroom management and instructional strategies designed to keep students engaged and active and to enhance the quality of physical education instruction and assessment. (cf. 4131 - Staff Development) (cf. 5121 - Grades/Evaluation of Student Achievement)

Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education to students in grades 5, 7, and 9. (Education Code 60800; 5 CCR 1041)

Temporary Exemptions

The Superintendent or designee may grant a temporary exemption from physical education under either of the following conditions: (Education Code 51241)

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

Two-Year Exemptions

With the student's consent, the Superintendent or designee may exempt a student from physical education courses for any two years during grades 10-12 provided that the student has satisfactorily met at least five of the six standards of the state's physical fitness test in grade 9. (Education Code 51241)

Upon request by students and/or their parents/guardians, the Superintendent or designee may administer the physical fitness test to students in grades 10-12 who need to pass the test in order to qualify for a two-year exemption from physical education courses.

Permanent Exemptions

The Superintendent or designee may grant a permanent exemption from physical education to an individual student under any of the following conditions: (Education Code 51241)

1. The student is age 16 years or older and has been enrolled in grade 10 for one or more academic years.
2. The student is enrolled as a postgraduate student.
3. The student is enrolled in a juvenile home, ranch, camp, or forestry camp school with scheduled recreation and exercise.

Other Exemptions

The Superintendent or designee may grant an exemption from physical education under the following special circumstances:

BP 6142.7(c)

1. The student in grades 10-12 is excused for up to 24 clock hours in order to participate in automobile driver training. (Education Code 51222)
2. The student in grades 10-12 attends a regional occupational center or program and attendance in physical education courses results in hardship because of the travel time involved. (Education Code 52316)
3. The student is in high school and is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242) (cf. 6145.2 - Interscholastic Competition)

Additional Opportunities for Physical Activity

The Superintendent or designee shall develop strategies to supplement physical education instruction with additional opportunities for students to be physically active before, during, and after the school day. (cf. 1330 - Use of School Facilities) (cf. 5142.2 - Crossing Guards) (cf. 6145 - Extracurricular and Cocurricular Activities) (cf. 6145.5 - Student Organizations and Equal Access)

Program Evaluation

The Superintendent or designee shall annually report to the Board the results of the state physical fitness testing for each school and applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, the number of two-year and permanent exemptions granted pursuant to Education Code 51241, and any other data agreed upon by the Board and the Superintendent or designee to evaluate program quality and the effectiveness of the district's program in meeting goals for physical activity. (cf. 0500 - Accountability) (cf. 6190 - Evaluation of the Instructional Program)

Legal Reference Next Page:

Legal Reference:

EDUCATION CODE

33126 School accountability report card
 33350-33354 CDE responsibilities re: physical education
 35256 School accountability report card
 49066 Grades; physical education class
 51210 Course of study, grades 1-6
 51220 Course of study, grades 7-12
 51222 Physical education
 51223 Physical education, elementary schools
 51241 Temporary, two-year or permanent exemption from physical education
 51242 Exemption from physical education for athletic program participants
 52316 Excuse from attending physical education classes
 60800 Physical performance test

CODE OF REGULATIONS, TITLE 5

1040-1048 Physical performance test
 3051.5 Adapted physical education for individuals with exceptional needs
 10060 Criteria for high school physical education programs

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

1751 Note Local wellness policy

ATTORNEY GENERAL OPINIONS

53 Ops.Cal.Atty.Gen. 230 (1970)

Management Resources:

CSBA PUBLICATIONS

Active Bodies, Active Minds: Physical Activity and Academic Achievement, Fact Sheet, February 2010
 Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010
 Maximizing Opportunities for Physical Activity During the School Day, Fact Sheet, November 2009
 Moderate to Vigorous Physical Activity in Physical Education to Improve Health and Academic Outcomes, Fact Sheet, November 2009
 Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009
 Physical Education and California Schools, Policy Brief, rev. October 2007
 Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007
 Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education Framework for California Public Schools: Kindergarten Through Grade 12, 2009
 Physical Education Model Content Standards for California Public Schools: Kindergarten Through Grade 12, January 2005
 Adapted Physical Education Guidelines for California Schools, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2000

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

2008 Physical Activity Guidelines for Americans, October 2008

WEB SITES

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

California Department of Education, Physical Fitness Testing:
<http://www.cde.ca.gov/ta/tg/pf>

California Healthy Kids Resource Center:
<http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition):
<http://www.californiaprojectlean.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Educational Data System, California physical fitness:
<http://www.eddata.com/projects/current/cpf>

Healthy People 2010: <http://www.healthypeople.gov>

National Association for Sport and Physical Education:
<http://www.aahperd.org/naspe>

President's Council on Physical Fitness and Sports:
<http://www.fitness.gov>

The California Endowment: <http://www.calendow.org>

U.S. Department of Health and Human Services: <http://www.health.gov>

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Approval to Appoint Head Start Program Policy Committee Board Representative**

ITEM: **Action**

SUBMITTED BY: **Michelle Rodriguez, Ed.D. Assistant Superintendent, Elementary Education**

PREPARED BY: **Charlotte Ervin, Coordinator, Head Start**

BACKGROUND INFORMATION:

The purpose of this agenda item is to request to the Board to appoint the Head Start Program Policy Committee Board Representative. It is a requirement of the Head Start Act and the Performance Standards, which states there must be oversight of the program and shared decision making with the Policy Committee. To promote shared governance and to maintain compliance it is requested that the Board appoint a member of the Board of Education to act as the liaison between the Board and the Head Start Policy Committee. At the January 15, 2013 Board meeting, Mr. Palacio was appointed to act as the liaison and Ms. Iglesias as the alternative representative.

RATIONALE:

The Head Start Program will be having a federal review during the 2014-15 school year. Programs must maintain quality and compliance to secure funding annually. One area the program will be reviewed in is shared governance. Head Start programs are reviewed on the shared decision making process and those decisions for the program made in partnership with the Policy Committee. It is a compliance requirement that the Board and the Head Start Policy Committee are partners in making decisions for the program. The appointment of a representative will help to achieve compliance in program governance for the program.

FUNDING:

Not Applicable

RECOMMENDATION:

Approve the request to appoint a Head Start Program Policy Committee Board Representative.

MR:CE:ez

AGENDA ITEM BACKUP SHEET
February 10, 2015

Board Meeting

TITLE: **Authorization to Award Contract for Bid Package 17.1 New Construction of Stadium Bleachers, Lighting, and Restroom Building at Century High School Utilizing an Alternative Delivery Method Under Overcrowding Relief Grant Program**

ITEM: **Action**
SUBMITTED BY: **Joe Dixon, Assistant Superintendent, Facilities and Governmental Relations**
PREPARED BY: **Todd Butcher, Director, Construction**

BACKGROUND:

The purpose of this agenda item is to seek Board authorization to award a contract for Bid Package 17.1 for new construction of stadium bleachers, lighting, and restroom building utilizing an alternative delivery method.

RATIONALE:

At its June 8, 2010 meeting, the Board authorized staff to obtain bids for new construction at Century High School. At this time, we are requesting authorization to award a contract for this project utilizing an alternative delivery method. This alternative delivery method is compliant with Education Code 17406. The selection process consisted of staff inviting the top three construction management firms that hold a general contracting (B) license who have experience with lease-leaseback projects, and who are on our pre-approved consultant list. Those firms were asked to submit a prequalification questionnaire that included their experience, safety records, and financials. Attachments: Exhibit "A" is an overview of the process for selection of the contractor, Exhibit "B" is a copy of the Request for Qualification summary, and Exhibit "C" is the cost per schedule of values, including the bid amount from our prequalified list of sub-contractors.

This extensive process and thorough evaluation confirms the selected firm (Erickson-Hall Construction) has the required experience, staff, and financial security to provide a safe and financially sound project completed on time within the Guaranteed Project Cost (GPC).

FUNDING:

Overcrowding Relief Grant (ORG) Funding	\$18,895,737.00
Measure G Funding	\$18,895,737.00
	<hr/>
	\$37,791,474.00
Less: Century ORG Commitments	(\$23,647,790.30)
	<hr/>
Subtotal	\$14,143,683.70
Less: Stadium Bleachers – THIS AUTHORIZATION	(\$4,804,632.00)
	<hr/>
Balance	\$9,339,051.70

RECOMMENDATION:

Authorize staff to award a contract to Erickson-Hall Construction for Bid Package 17.1 for new construction of stadium bleachers, lighting, and restroom building at Century High School utilizing an alternative delivery method within the guaranteed project cost of \$4,804,632.00 under the Overcrowding Relief Grant Program.

Exhibit "A"

**SANTA ANA UNIFIED SCHOOL DISTRICT
1601 East Chestnut Avenue
Santa Ana, CA 92701-6322**

OVERVIEW OF LEASE-LEASEBACK DESIGN BUILD APPROACH

Lease-leaseback design/build projects are constructed pursuant to the provisions set forth in Education Code Section 17406, which authorizes school district governing boards, without advertising for bids, to lease property currently owned by a school district to any person, firm, or corporation for a minimum of \$1 per year as long as such lease requires the other party to construct (or provide for the construction of) a building or buildings upon the subject property and that title to the subject property and the buildings vest in the school district at the expiration of the lease. This statutory language requires that school districts first lease its property to a chosen design/build contractor.

This delivery method to construction has been recognized by the State Legislature as a proven method to deliver school facilities on time, on budget, and with a reduced level of public agency risk associated with design issues, delays and costs overruns. Education Code 17406 offers the A traditional design/build method for school districts authorized by California Law. More recently, the Legislature has adopted Education Code Sections 17250.10-17250.50 which were codified January 1, 2002, but which have only recently become available for use by school districts (since State regulatory guidelines have been finalized and made available for school district review and adoption)

Process Utilized To Select the Most Qualified Contractor

Three (3) firms from the Board-approved construction management list that have successfully completed projects in Santa Ana Unified School District were asked to respond to a Statement of Qualifications process that included:

- Company name and address
- Organization structure
- License numbers and years in business
- K-14 Project references in the last five (5) years
- Gross revenue
- Bonding capacity
- Insurance
- Safety records
- Violations of any of the following, Department of Industrial Relations, CAL OSHA, safety accidents.
- Certified Financials

- **Firm History.** Provide a brief history of Firm, and, if a joint venture, of each participating firm. Identify legal form, ownership, and senior officials of company(ies). Describe number of years in business and types of business conducted.
- **Firm Philosophy.** Describe Firm's philosophy and how Firm intends to work with District administration officials to perform the Services.
- **Firm Personnel.** Include resumes of key personnel and sub consultants who would be performing services for the District. Specifically, define the role of each person and outline his or her individual experience and responsibilities. Indicate personnel who will serve as a primary contact(s) for the District including, without limitation, the Project Manager, the Field Superintendent, the Field Engineer, and the Office Administrator. Indicate a Firm's and personnel's availability to provide the Services. Provide an organizational chart containing the names of all key personnel and sub consultants with titles and their specific roles for this Project. Note: Upon engagement, any change in personnel must be approved by the District. The Firm shall be responsible for any additional costs incurred by a change in personnel.
- **Local Outreach.** Describe the Firm's knowledge and understanding of the local environment and a local presence for interacting with the District. Provide a plan for implementing local outreach and including local trade contractors.
- **Local Community.** Describe the Firms involvement in the community and community outreach.
- **Technical expertise;**
- **Team experience;**
- **Recent success with similar projects;**
- **Recent completion of projects through a lease-leaseback structure (Education Code section 17406, et seq.);**
- **Proximity of offices and availability of qualified staff;**
- **Prior experience with District staff and current consultants;**
- **Approach in providing Services;**
- **Safety Record;**
- **Schedule; and insurance, bond, and overhead and profit percentages.**

Selection Process

District staff, Architect, and a member of the Bond Oversight Committee interviewed the Construction Manager/Contractors

District staff reviewed all the documents provided and chose the most responsible/responsive firm to bid the project utilizing the District prequalified contractors list to reach a guaranteed project cost (GPC)

EXHIBIT "B"

**SANTA ANA UNIFIED SCHOOL DISTRICT
1601 East Chestnut Avenue
Santa Ana, CA 92701-6322**

**REQUEST FOR QUALIFICATIONS AND PROPOSALS
FOR
LEASE-LEASEBACK PROJECTS**

**ISSUE DATE: December 5, 2014
RESPONSES DUE NO LATER THAN: December 19, 2014**

The Santa Ana Unified School District ("District") requests qualified firms, partnerships, corporations, associations, persons, or professional organizations ("Firm(s)") to submit their statement of qualifications and preliminary proposals ("SOQ(s)") to be the builder/contractor for some or all of the following project:

Century High School Stadium Bid Package #17.1 Bleachers, lighting, and Restroom Building Overcrowding Relief Grant Project, as further described in the Scope of Work attached hereto as Attachment "A." ("Project")

The selected Firm must hold a General Building Contractors License, Class B, which is current, valid, and in good standing with the California Contractor's State License Board.

The work of this Project includes, without limitation, the development and construction of the Project. The District intends to award this Project pursuant to a lease-leaseback structure (Education Code section 17406).

Interested Firms should submit the requested materials in electronic format to todd.butcher@sausd.us, and also submit one (1) original and five (5) copies of the requested materials to:

Santa Ana Unified School District
1601 East Chestnut Avenue
Santa Ana, CA 92701-6322
ATTN: Todd Butcher, Director of Construction

All SOQs are due by 4:00 p.m., on December 19, 2014.

Questions regarding this Request for Qualifications and Proposals ("RFQ") must be received in writing by email only at todd.butcher@sausd.us by 4:00 p.m. December 12, 2014. Responses will be returned via email by 4:00 p.m., December 16, 2014. Firms with questions or comments about the RFQ or the Project must not contact any other District representative, Board member, consultant, or employee.

Event	Date
RFQ Issued	December 5, 2014
Questions / Requests for Information Due	December 12, 2014
Addenda Issued (if necessary)	December 17, 2014
SOQs Due	December 19, 2014
Interviews (optional)	January 5, 2015
Board Approval	January 27, 2015

This RFQ is not a formal request for bids, or an offer by the District to contract with Firm(s) responding to this RFQ. The District reserves the right to reject any and all Firms. The District also reserves the right to amend this RFQ as necessary. All materials submitted to the District in response to this RFQ shall remain the property of the District. The District reserves the right to seek further qualifications from, or to contract with, any Firm not participating in this process. The District shall not be responsible for the costs of preparing any qualification in response to the RFQ.

Note that any request(s) for product substitution will have to be made by the successful firm at the time the successful firm provides its GPC.

1. **Content of SOQ.** SOQs must be concise, well organized, and demonstrate Firm's qualifications. SOQs shall be formatted as outlined below. SOQs shall be no longer than **thirty (30)** pages, 8½" x 11" format, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below.
 - 1.1. **Submittal Cover.** The first page of the SOQ must include (1) the Project name, (2) the response due date, and (3) the name, address, contact name, and telephone number for the responding firm.
 - 1.2. **Letter of Interest.** A dated Letter of Interest must be submitted, including the legal name of the Firm, address, telephone and fax numbers, and the name, title, and signature of the person(s) authorized to submit the SOQ on behalf of the Firm. The Letter of Interest should provide a brief statement of Firm's experience indicating the unique background and qualities of the Firm, its personnel, and what will make the Firm qualified to provide the Services.
 - 1.3. **Table of Contents.** This page of the SOQ must completely and clearly list headings and page numbers for the SOQ.
 - 1.4. **Firm Information.** Provide a comprehensive narrative of the Services offered by Firm. The narrative should include the following:
 - 1.4.1. **Firm History.** Provide a brief history of Firm, and, if a joint venture, of each participating firm. Identify legal form, ownership, and senior officials of company(ies). Describe number of years in business and types of business conducted.

- 1.4.2. **Firm Philosophy.** Describe Firm's philosophy and how Firm intends to work with District administration officials to perform the Services.
 - 1.4.3. **Firm Personnel.** Include resumes of key personnel and subconsultants who would be performing Services for the District. Specifically, define the role of each person and outline his or her individual experience and responsibilities. Indicate personnel who will serve as primary contact(s) for the District including, without limitation, the Project Manager, the Field Superintendent, the Field Engineer, and the Office Administrator. Indicate Firm's and personnel's availability to provide the Services. Provide an organizational chart containing the names of all key personnel and subconsultants with titles and their specific roles for this Project. Note: Upon engagement, any change in personnel must be approved by the District. The Firm shall be responsible for any additional costs incurred by a change in personnel.
 - 1.4.4. **Local Outreach.** Describe the Firm's knowledge and understanding of the local environment and a local presence for interacting with the District. Provide a plan for implementing local outreach and including local trade contractors.
 - 1.4.5. **Local Community.** Describe the Firms involvement in the community and community outreach.
- 1.5. **Prior Relevant Experience.**
- 1.5.1. Provide a list of **ALL** K-12 Districts for which Firm has provided the same or similar Services to in the past five (5) years. Limit your response to no more than the five (5) most recent districts. Include the names of the district, a description of services provided, details regarding the scope and size of the projects completed, and the name of the contact person and telephone number at the district. Also, indicate the Firm's personnel that performed services for each district. Indicate whether the Firm performed its work under a lease-leaseback arrangement pursuant to Education Code section 17406, et seq., or other alternative delivery method.
 - 1.5.2. List other public entities and/or private entities that the Firm would like the District to consider in its evaluation. Limit your responses to three (3) of the most recent entities. Include the names of the entity, a description of services provided and the name of the contact person and telephone number at the entity. Also, indicate the Firm's personnel that performed services for each entity.
- 1.6. **Statement of Services.** Prepare a detailed Statement of Services that Firm is submitting in its Proposal.
- 1.7. **Project Estimate/Compensation.** Provide a construction cost estimate for the Project described in Scope of Work attached hereto as **Attachment "A."**

PLEASE NOTE: At this time, the Firm is not required to include a final Guaranteed Project Cost (“GPC”) as part of its Proposal. A final GPC will only be requested from the successful Firm. The successful Firm shall receive subcontractor bids and develop the final GPC in accordance with the lease-leaseback agreement forms attached as **Attachment “B,”** including the requirement for a minimum number of bona fide bids from subcontractors for the Project and the requirement to provide all product substitution request(s) at the time it provides that final GPC.

- 1.7.1. **General conditions:** List what is included in the Firm’s general conditions (including full-time and part-time personnel) and a monthly value of each item within the general conditions.
 - 1.7.1.1. You may list your general conditions as either a set monthly amount or a percentage of Project construction budget (hard) costs.
 - 1.7.1.2. If applicable, provide a simplified cash flow to indicate reduced general conditions charges at different periods in the project.
 - 1.7.1.3. The District will have the right to review and approve these items and costs.
- 1.7.2. **Mark-up on subcontractor work:** As a percentage of subcontract amount. Provide a breakdown of what the Firm will charge as a mark-up or any information that will help the district evaluate this proposed item. Firm shall not increase the proposed mark-up provided in its SOQ. If selected by the District, Firm’s proposed mark-up set forth in its SOQ shall be used in its Contract with the District for the Project.
- 1.7.3. **Mark-up on direct costs for self-performed work:** As a percentage of direct costs. Provide a breakdown of what the Firm will charge as a mark-up or any information that will help the district evaluate this proposed item. Firm shall not increase the proposed mark-up provided in its SOQ. If selected by the District, Firm’s proposed mark-up set forth in its SOQ shall be used in its Contract with the District for the Project.
- 1.7.4. **Fee:** If your Firm intends to charge a fee, overhead, profit, or similar charge in addition to the “mark-ups” indicated above, please state what that charge is, either as a set amount or a percentage of Project construction budget (hard) costs.
- 1.7.5. **Other costs:** Any other costs, fees, or charges the Firm intends to charge the District to perform the work of the Project.
- 1.8. **Conflict of Interest.** If applicable, provide a statement of any recent, current, or anticipated contractual obligations that relate to similar work that may have a potential to conflict with the Firm’s providing the Services to the District.

- 1.9. **Additional Information.** Provide any additional information, options or features related to Firm's program or its Services that Firm believes the District will find helpful in the District's evaluation and selection process.
- 1.10. **Lease-Leaseback Agreement Form.** Provide Firm's proposed revisions, if any, to District's form of Lease-Leaseback Agreement Form attached hereto as **Attachment "B."**
PLEASE NOTE: The District may not consider any substantive changes to the form of Contract if they are not submitted at or before the time Proposals are due.
- 1.11. **Prequalification.** All Firms submitting an SOQ shall *also* submit a completed Prequalification Questionnaire, attached hereto as **Attachment "C"** with its SOQ, for the following entities:
 - 1.11.1. Itself (the Firm);
 - 1.11.2. All mechanical, electrical and plumbing subcontractors ("MEP Subcontractors") from which the Firm intends to request a proposal. MEP Subcontractors include any subcontractor that will performing work under these license classifications: A, B, C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, and/or C-46. (Attached hereto as **Attachment "D"** is the District's list of currently prequalified subcontractors. If the Firm intends to utilize any of these subcontractors, those subcontractors do not need to complete the attached Prequalification Questionnaire.)

2. District's Evaluation / Selection Process

- 2.1. A review and selection committee composed of key District officials and possibly District consultants will review and evaluate all submitted documents and may conduct interviews if deemed necessary.
- 2.2. From the Firm(s) that provide an SOQ to the District, the District may, at its discretion, interview some or all of those Firms. The District intends to select one Firm that best meets the qualifications to perform the Services as described in this RFQ. That Firm will be selected based on qualifications and demonstrated competence that includes without limitation the following criteria:
 - 2.2.1. Prequalification;
 - 2.2.2. Technical expertise;
 - 2.2.3. Team experience;
 - 2.2.4. Recent success with similar projects;
 - 2.2.5. Recent completion of projects through a lease-leaseback structure (Education Code section 17406, *et seq.*);
 - 2.2.6. Proximity of offices and availability of qualified staff;

- 2.2.7. Prior experience with District staff and current consultants;
 - 2.2.8. Approach in providing Services;
 - 2.2.9. Safety Record;
 - 2.2.10. Schedule; and
 - 2.2.11. Pricing.
- 2.3. The District reserves the right to contract with any Firm responding to this RFQ for all or some of the Project(s), to reject any SOQs as non-responsive, and not to contract with any Firm for the Services described herein. The District makes no representation that participation in this RFQ process will lead to an award of contract or any consideration whatsoever. The District reserves the right to seek SOQs from or to contract with any Firm not participating in this process. The District shall in no event be responsible for the cost of preparing any SOQ in response to this RFQ.
- 2.4. SOQs will be opened privately to assure confidentiality and to avoid disclosure of the contents to competing respondents prior to and during the review, evaluation, and negotiation processes. However, to the extent that the submittals are public records under California law, they may be released to members of the public if specifically requested under applicable law. SOQs will become the property of the District and subject to the California Public Records Act, Government Code sections 6250, *et seq.* Those elements in each SOQ that are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" may not be subject to disclosure. The District shall not be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. A Firm that indiscriminately identifies all or most of its SOQ as exempt from disclosure without justification may be deemed non-responsive. In the event the District is required to defend an action on a Public Records Act request for any of the contents of an SOQ marked "Confidential," "Proprietary," or "Trade Secret," the Firm agrees, by submission of its SOQ for the District's consideration, to defend and indemnify the District from all costs and expenses, including attorneys' fees, in any action or liability arising under the Public Records Act.

Exhibit "C"

**Erickson-Hall Const. Co.
Final Guaranteed Project Cost
February 4, 2015**

	Century High School Sports Complex	Subcontractor	Budget
1	Survey		14,950
2	Final Site Clean		3,500
3	Erosion Control/Maintenance/Inspections/QSP		26,600
4	Allowance-Unforeseen Scope & Undirected Scope		400,000
5	Temporary Protection		5,000
6	Video Tape (E) Conditions/Utility Markout		3,000
7	Traffic Control		1,500
8	Security		23,820
9	Alterations		51,560
10	Site Furnishings		15,142
11	Wet & Dry Utilities Spoils Removal		20,000
12	Tennis Court Striping Repair		1,500
13	Remove & Reinstall Fencing at Tennis Courts		10,000
14	Relocate Existing Scoreboard		15,000
15	Scoreboard		75,000
16	Asphalt & Striping		11,696
17	Demolition & Earthwork	Elite	163,919
18	Landscaping	Rey Art	124,840
19	Chain Link Fencing	Wolverine	116,105
20	Site Concrete/Building Concrete/Reinforcing Steel	KAR	423,467
21	Masonry	Patterson	111,741
22	Brick Backstops		166,406
23	Structural Steel & Metal Deck	Steel Tech	127,737
24	Rough Carpentry	JC Framing	9,500
25	Waterproofing/Building Joint Sealants/Insulation		3,750
26	Sheetmetal	Systems	25,500
27	Doors/Frames/Hardware	Precision	12,464
28	Coiling Counter Shutters	Superior	7,645
29	Access Doors		600
30	Metal Studs/Drywall/Insulation/Acoustical Ceiling	Platinum	18,500
31	Concrete Floor Sealer & Resilient Base		3,750
32	Painting	Specialized	9,980
33	Toilet Compartments & Accessories	Penner	22,872
34	Signage		825
35	Fire Extinguisher		150
36	Bleachers	Southern	907,547
37	Site Utilities	Pipe Constructors	93,962
38	Building Plumbing	Pipe Constructors	122,000
39	HVAC	Los Angeles Air	43,750
40	Electrical	Ace Electric	598,000
41	Low Voltage Systems	ICS	180,000
42	Erickson- Hall Self Perform Scope		269,971
43	Preconstruction Services		30,000
44	Special Conditions		16,585
45	General Conditions		212,110
		SUBTOTAL	4,501,944
		Fee @ 5.25%	236,352
		SUBTOTAL	4,738,296
		Bond @ .9%	42,645
		Insurance @ .5%	23,691
	Guaranteed Project Cost		4,804,632

Erickson-Hall Construction Co.
Century High School Sports Complex
Bidders List
February 5, 2015

1 – Survey Bids:

J&B: \$14,950
Adkan: \$26,000

16 – Asphalt & Striping Bids:

ABC Resources: \$11,696
Lee & Stires: \$25,169

17 – Demolition and Earthwork Bids:

Elite: \$163,919
Accord/Ampco: \$171,523

18 – Landscaping Bids:

Rey Art: \$124,840
Worthington: \$128,530

19 – Chain Link Fencing Bids:

Wolverine: \$116,105
Landmark: \$118,095
A1 Fence: \$123,858
Alcorn: \$173,400

20 – Site Concrete/Building Concrete/Reinforcing Steel Bids:

KAR: \$423,467
MCI: \$532,659
JBH: \$570,559
Bravo: \$709,817
DeVries: \$795,485

21 – Masonry Bids:

Patterson: \$111,741
Lynch: \$113,023
Nu-Way: \$117,000
Haxton: \$128,000
New Dimension: \$141,660
CMI: \$143,238

23 – Structural Steel & Metal Deck Bids:

Steel Tech: \$127,737
Junior Steel: \$130,400
ACSS: \$185,500

24 – Rough Carpentry Bids:

JC Framing: \$9,500
CMJ: \$9,960

Erickson-Hall Construction Co.
Century High School Sports Complex
Bidders List
February 5, 2015

25 – Waterproofing/Building Joint Sealants/Insulation Bids:

Systems: \$3,750
Prioux: \$4,608

26 – Sheetmetal Bids:

Colonial: \$25,500
United: \$27,600
Buxcon: \$28,800
Whipple: \$45,865
R&B: \$47,875
Best: \$55,730
R&J: \$72,226

27 – Doors/Frames/Hardware Bids:

Precision: \$12,464
Dan Lyman: \$15,079
Const. Hardware: \$18,000
Southwest: \$18,750

28 – Coiling Counter Shutter Bids:

Superior: \$7,645
Professional Door: \$8,878

30 – Metal Studs/Drywall/Insulation/Acoustical Ceiling Bids:

Platinum: \$18,500
Caston: \$25,585

32 – Painting Bids:

Specialized: \$9,980
Inland: \$19,531
PA Coatings \$12,906

33 – Toilet Compartments & Accessories Bids:

Thomas Partition: \$19,272
Stumbaugh: \$19,815
Inland: \$20,924
Penner: \$22,872

36 – Bleacher Bids:

Southern Bleacher: \$907,547

Erickson-Hall Construction Co.
Century High School Sports Complex
Bidders List
February 5, 2015

37 – Site Utilities Bids:

Pipe Constructors:	\$93,962
MCZ:	\$94,207
Fairchild:	\$97,000
Interpipe:	\$104,960
Suttles:	\$140,630
Atlas-Allied:	\$155,000

38 – Building Plumbing Bids:

Pipe Constructors:	\$122,000
Fairchild:	\$121,500
Interpipe:	\$132,690
Suttles:	\$151,365

39 – HVAC Bids:

Los Angeles Air:	\$43,750
Able:	\$48,618

40 – Electrical Bids:

Ace:	\$598,000
Gilbert & Sterns:	\$647,000
Morrow Meadows:	\$773,200
RDM:	\$812,500
Champion:	\$1,026,200

41 – Low Voltage Systems Bids:

ICS:	\$180,000
Apple Valley:	\$189,250